

Providing Quality Affordable Housing that Promotes Dignity, Pride and Opportunity in Roswell, GA

**Meeting Minutes**

**Housing Authority of the City of Roswell Board of Commissioners**

**Regular Board Meeting**

**38 Hill Street, Roswell, GA 30075**

September 10, 2024, 12:00 pm

**Present:** **Staff:**

Donzell Jackson – Board Chair Beth Brown – Executive Director

Shenetra Gates – Resident Commissioner

Don Wheeler – Commissioner

Brendan Keelan – Commissioner

Nathan Porter – Commissioner – via phone

Carolyn Gould - Commissioner

**Guests:**

Lee Hills, City Councilwoman

Terry Burns

Pete Walker, DeKalb Housing Authority

John Corchoran, Dekalb Housing Authority

There being a quorum present, D. Jackson, Chairman called the meeting to order at 12:00 p.m.

**MINUTES**

Minutes from the August 28, 2024 Special Called Meeting and the August 13, 2024 regular meeting were presented for approval. On motion by N. Porter and seconded by B. Keelan, the minutes were approved.

Ayes: S. Gates, D. Wheeler, N. Porter, B. Keelan, Carolyn Gould

Nays: None

**FINANCIAL REPORTS**

Beth Brown reviewed the July, 2024 financials with the Board. The financials were accepted on motion by N. Porter and seconded by B. Keelan.

Ayes: S. Gates, D. Wheeler, N. Porter, B. Keelan, Carolyn Gould

Nays: None

S. Gates presented a letter to the Board from Cheryl Bursh. She will be honoring the Pelfrey Pines Residents at a banquet for sustaining the after-school tutoring program.

**EXECUTIVE REPORT**

B. Brown informed the Board that a Maintenance Technician was hired and is doing well. S. Gates gave an update on her interactions. There was a discussion around the resident portal.

B. Brown notified the Board the HUD had approved the annual OCAF and we are working with our 3rd party consultant to process the HAP payments. B. Brown did not know the amount of money that we could expect to receive. She will follow up.

B. Brown informed the Board that the finance team is working on closing the books for FY2024. We have engaged a firm to perform a Compilation as a full audit is not required.

B. Brown informed the Board that the City would be using their own property as collateral for the Section 108 loan.

B. Brown presented information on Myrtle Street’s obligations under the Federal Home Loan Bank.

B. Brown stated that she and the team are continuing to look at options for the illegal dumping at Myrtle Street apartments.

Board members commented that they felt the design of the new Pennrose site was lacking and felt industrial. Pennrose is working with the Design Review Board and City staff to address concerns.

There was a discussion about the RAD conversion, bifurcation of the HAP contract, work items that were not addressed post RAD conversion.

B. Brown reviewed next steps moving forward as we near the end of Gainesville Housing’s management contract.

There was an update on property management indicators.

**NEW BUSINESS**

Board members were asked for nominations to fill the Vich Chairman position for the RHA Board. Nate Porter was nominated by D. Wheeler. After discussion, on motion by D. Wheeler and seconded by B. Keelan, Nate Porter was elected Vice Chairman.

**EXECUTIVE SESSION**

On motion by B. Keelan and seconded by N. Porter the meeting moved into Executive Session.

On motion by N. Porter and seconded by D. Wheeler, the board unanimously voted to adjourn.

Beth Brown

Secretary to the Board

Roswell Housing Authority