



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
Annual Board Meeting
38 Hill Street, Roswell, GA 30075

August 12, 2025 at 12:00 pm

Present:

Nathan Porter – Board Chair
Donzell Jackson – Vice Chair (called in via ZOOM)
Carolyn Gould – Commissioner (called in via ZOOM)
Shenetra Gates – Resident Commissioner (called via ZOOM)

Staff:

John Corcoran – Executive Director

Guests:

Ryan Bailey, Senior Developer - Pennrose
Jose Izquierdo, Associate Developer – Pennrose
Beth Brown, CEO – Gainesville Housing Authority
Will Eckstein, Vice President – Pennrose
Stewart Duggan, Atty – Partner at Brinson Askew Berry LLP
Jamie Gallehue, Housing Development Corporation Property Management (DeKalb County Housing Authority Affiliate)
Trena Dixon, Housing Development Corporation Property Management (DeKalb County Housing Authority Affiliate)
Dyani Calhoun, Housing Development Corporation (DeKalb County Housing Authority Affiliate)
Maisie Parkinson, Housing Authority of DeKalb County Executive Office
Vicky Drisaldi -St. Vincent dePaul @ St. Peter Chanel Church
Ed Mihick, St. Vincent dePaul @ St. Peter Chanel Church
Lee Hills, Roswell City Council Member
Mary and Rory Robichaux
Lyndsey Coates – Concerned Citizen
Ruby - Resident
Gail McCoy, Executive Director – Groveway Community Group

Board Members not Present:

Brendan Keelan – Commissioner
Don Wheeler – Commissioner

There being a quorum present, Chair Porter, called the meeting to order at 12:10 pm with a quick roll call to introduce everybody.

MINUTES

Hearing no changes from the last Board meeting on July 8, 2025, Chair Porter entertained a motion for approval. On motion by Commissioner Gould and seconded by Commissioner Jackson, the minutes approved unanimously.

Ayes: N. Porter, D. Jackson, S. Gates

Nays: None



J. Corcoran recommended approving the budgets first for the Fiscal Year starting July 1 - June 30, 2026. Hearing no discussion on the proposed budgets, Chair Porter entertained a motion to approve the budgets. On motion by Commissioner Gould and seconded by Commissioner Jackson, the budget approved unanimously.

Ayes: N. Porter, C. Gould, D. Jackson, S. Gates

Nays: None

FINANCIAL REPORTS

J. Corcoran did a quick recap of the Myrtle Street financial for May 2025 ended with \$23,500 in operating account. \$26,000 receivables outstanding. Working on getting numbers down, writing off too. Expect a proposal to come before the next Board meeting or two.

D. Calhoun stated that the property is currently 97% occupied. One unit will be moved during the month of July, one transfer, another vacant, and working our way through that.

From a financial standpoint, J. Corcoran stated that Myrtle Street ended the month with a positive cashflow of \$7,378. On Pelfrey Pines, ended the month of May with \$221,000 in the operating account and a replacement reserve of \$221,225.

SECRETARY AND MANAGEMENT REPORT

- a. **Roofing Update:** Bids came in from Skyman at \$112K, Clark Brothers at \$75K, Reliable at \$79K, and Downwind did not meet criteria. Chair Porter entertained a motion to approve Clark Brothers as the contractor for the roofing. On motion by Commissioner Gould and seconded by Commissioner Gates, Clark Brothers approved as the winning bid.

Ayes: N. Porter, C. Gould, S. Gates

Nays: None

- b. **Development Update:** J. Corcoran recommended discussing this in the Executive Session.

NEW BUSINESS

J. Corcoran stated that there is one item, the landscape maintenance, we had to walk on.

J. Gallehue reports on the current landscape company, Davis Landscape, and the 2 other bids to compare what the contract says and what is covered, that to our current scope. Both bids came in higher than what currently have, and therefore we budgeted to continue with Davis Landscape. No decision needs to be made yet and we will have to give a 30-day's notice to make a change. Table until we look at our next month. Chair Porter noted to make sure Commissioner Wheeler knows about it.

J. Gallehue gave an update that they are working on the trash area behind Myrtle Street by cleaning the area, landscaping, brick fixing, and if needed bring back the roll off to address the dumping situation.

GENERAL ANNOUNCEMENTS

J. Corcoran stated that they received via email the City of Roswell 2025 Allocation Plan for the CDBG funds and Chair Porter opened the floor for Public Comment.

PUBLIC COMMENT PERIOD

Residents had concerns about management focuses on the outside but did not inspect on the inside of the units/building having ongoing emergency issues (mold, cracks in the ceiling, ants, snails crawling on walls, air, etc.) for the last 2 years did not get any response when the complaint is made to the office. Some residents are still experiencing health issues. Other residents stated that maintenance have come to the units to see what the problem is, go back to the office to report it, and the only thing they say is “we are going to get it done” and nothing happens after. Nobody stops by or comes by to check on the inside of the unit. The residents feel that nobody is listening to them or caring enough to check on the inside of the unit after a complaint was made at the leasing office. Also, not aware of an emergency number to call.

Other residents were concerned about the website not posting the RHA Board Meeting Agenda and the Minutes since January 2025. Not aware of what is going on in the meetings and confused when a consistent information source is still not there. Another concern was the CDBG Block Grant approval status on June 26th/27th as per the news article.

It was suggested by another resident, Ruby, for management and residents come and work together as a team might minimize some of the ongoing problems and issues at hand.

Commissioner Gates encouraged the residents to continue to come to this RHA Board Meeting, which is always on the 2nd Tuesday of Every Month and has been over the years, to voice their concerns and issues. Commissioner Gates advised that if there is anybody having any issues that go beyond the resolution of the office should come here to this RHA Board meeting and voice your opinion by letting us know what is going on within your unit instead of going to the city meetings. Commissioner Gates expressed appreciation to the residents coming out to this July 8th meeting to let us know what is going on but also stated that residents have not been showing up at the RHA Board Meeting, and so we don't know what is going on until you go to the city. Then the city refers you back to us because we must make the adjustments or get you taken care of.

Chair Porter reiterated to the residents that if their issues are not being addressed, to please come back and share with us. We will talk to them as the Property Management Company to make sure that those issues are handled.

Chair Porter entertained a motion to go into the Executive Session to discuss Pelfrey Pines real estate development. On motion by Commissioner Gould and seconded by Commissioner Jackson. General Session ended by 01:15:15 pm and moved into the Executive Session by 01:15:18 pm.

Ayes: N. Porter, C. Gould, S. Gates

Nays: None

ADJOURNMENT

Motion to adjourn was made by Chair Porter and seconded by Commissioner Gould with no opposition at 1:38 pm.

John Corcoran
Secretary to the Board
Roswell Housing Authority