



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

December 10, 2024, 12:00 pm

Present:

Donzell Jackson – Board Chair
Shenetra Gates – Resident Commissioner
Brendan Keelan – Commissioner
Nathan Porter – Vice Chair
Carolyn Gould – Commissioner

Staff:

Beth Brown – Executive Director

Guests:

Lee Hills, City Councilwoman
Mary Robichaux
John Corcoran, Dekalb Housing Authority
Jamie Gallehue, Dekalb Housing Authority
Trena Dixon, Dekalb Housing Authority

Absent:

Don Wheeler – Commissioner

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

MINUTES

Minutes from the November 12, 2024 regular meeting were presented for approval. On motion by C. Gould and seconded by N. Porter, the minutes were approved unanimously.

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

Nays: None

Absent: D. Wheeler



FINANCIAL REPORTS

B. Brown reviewed the October 2024 financials with the Board. The financials were accepted on motion by C. Gould and seconded by B. Keelan.

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

Nays: None

Absent: D. Wheeler

EXECUTIVE REPORT

B. Brown gave an update on the outstanding OCAF adjustment which is approximately \$50,000. We are monitoring it's progress.

B. Brown gave an update on skill development for staff during transition process.

There was a discussion regarding 199 Grove Way development. Progress is being made and we anticipate the closing of Phase 1 to be April/May with the Phase 2 application being submitted mid-May. City of Roswell is finalizing the public comment period regarding loan, there are no foreseeable obstacles to closing in April.

B. Brown gave an update on property management, occupancy, work orders, etc.

NEW BUSINESS

B. Brown presented the Corrective Action Plan and Rebuild Agreement for Pelfrey Pines. On motion by N. Porter and seconded by S. Gates the Plan was approved unanimously.

B. Brown presented proposed 2025 board meeting dates. On motion by B. Keelan and seconded by S. Gates dates approved as presented unanimously.

Annual elections we held. D. Jackson nominated N. Porter for Board Chair, nomination was seconded by B. Keelan. Montion passed unanimously.

N. Porter nominated D. Jackson for Vice Chair, nomination was seconded by C. Gould. Motion passed unanimously.

On motion by B. Keelan and seconded by C. Gould the meeting was adjourned.

Beth Brown
Secretary to the Board
Roswell Housing Authority

