



# Norcross Housing

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

The Commissioners of the Housing Authority of the City of Norcross, Georgia, met for a Regular meeting Friday, February 16, 2024, at 10:30 at 19 Garner Street, Norcross, GA

The meeting was called to order at 10:30 a.m. by the Chairman. Those present and absent were recorded as follows:

**Present:** Gail Newton  
Pam Hopper  
Barbara Bevels  
Don Osborne  
Ranae Heaven  
Melissa Leedy

**Staff:** Beth Brown

**Absent:**

There being a quorum present, Ms. Newton called the meeting to order at 10:30 a.m.

## **MINUTES**

Minutes from the last meeting on December 15, 2023 were presented for approval. On Motion made by P. Hopper and seconded by D. Osborne, the minutes were approved with corrections to the date.

Ayes: P. Hopper, G. Newton, B. Bevels, D. Osborne, R. Heaven

Nays: None

## **FINANCIAL REPORT**

December 2023 financials were presented. There was a discussion about Gainesville Housing's new CFO and that there would be more detailed financial reporting once she was fully on board. B. Brown stated that a second bank account had been established in the name of the Norcross Affordable Housing Corporation, NHA's non-profit. Developer fee of \$250,000 was transferred to that account. All future developer fees will be deposited in that account. Those funds are non-federal. The financials were accepted on motion by M. Leedy; seconded by P. Hopper.

Ayes: P. Hopper, G. Newton, B. Bevels, D. Osborne, R. Heaven

Nays: None



## SECRETARY'S REPORT

- ✓ We have finally received the tenant protection vouchers. Working with DCA to issue them to the tenants. We have relocated all tenants, NHA through our relocation budget is paying rent for until the vouchers kick in. Hopefully that will be by mid March.
- ✓ The office has been cleaned out and files relocated to the storage unit and Roswell HA. GHA is holding on to historical and sensitive documents.
- ✓ Demolition and construction will begin first of March.
- ✓ We will begin working on the closing process for Phase 2.
- ✓ Allie has agreed to stay on as an on site Maintenance Tech working 10 hours per week.
- ✓ I participated in Norcross's GICH meeting and will be attending the GICH conference in Tifton.
- ✓ Our master plumber needs permission from a Gwinnett County Water contractor to excavate a 30- to 40-foot manhole on Nesbit Street. The following units have plumbing problems right now: 524,522, and 548. Sewer backup is occurring within each of the units. The Gwinnet County water manager states that this relates to a parcel that has several apartments connected to a single lateral. Due to flow problems, they had to change the lateral's slope, which required replacing the old stub with a new one that fit into a manhole. An updated cost of repair is less than \$10,000. We are still working on finding a plumber that meets Gwinnett County's guidelines.
- ✓ Fiscal year ended September 30<sup>th</sup>, the Audit is almost complete. We do not anticipate any findings.

We continued discussions surrounding Hunter and Nesbitt Street. The desire is to build a small development on the Hunter lot. The idea is to tear down the older units and replace with a mixed income community that integrates into the community aesthetically. Ideally, proceeds from Nesbitt would be used to help fund the Hunter Street project. B. Brown will work with Walton on a potential plan.



**NEW BUSINESS**

We discussed the need to replace siding on a portion of Hunter Street, buildings also need painting. Board approved to replace siding and paint the entire property.

We discussed a groundbreaking ceremony for the Walton Crossing project. B. Brown will work with Walton to schedule.

There being no further business, on Motion made by D. Osborne and seconded by M. Leedy, the meeting was adjourned.

SEAL

ATTEST:

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Secretary to the Board  
Beth Brown, Executive Director

