

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.  
April 12th, 2016

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:15 P.M., Tuesday, April 12th, 2016 in the Cayce Museum.

The Chairman called the meeting to order and upon roll call, those present and absent were as follows:

PRESENT: Jack L. Sightler, Jr., Chairman  
Bruce Smith, Chair-Elect  
Janice Mixon, Commissioner  
Gilbert Walker, Secretary

ABSENT: Silvia Sullivan, Commissioner

STAFF: Howard Thomas, Lee McRoberts, Arthur Robertson,  
Nancy Stoudenmire, Donzell Mitchell, Shate Griffin

Mr. Smith opened with a prayer.

Upon motion of Ms. Sullivan, seconded by Mr. Smith the minutes of the regular and annual meetings held February 16, 2016 were unanimously approved.

Mr. Robertson gave the Operations Report for February, March and April. He stated that no accounts were sent to the Magistrate, there were no accounts over thirty days old, 24 work orders were received in February, 20 received in March and 5 to date in April, 24 were completed in February, 20 completed in March and 1 completed to date in April. No emergency work orders were received.

Officer Bennett gave a briefing on security. All were minor. Once incident involved a resident that was subleasing his unit; the resident will be evicted.

Mrs. Stoudenmire presented the 2016 – 2017 Agency Plan. The format for the Plan changed and submission documents have been changed based on the PHA's size and performance designation. Staff has been working on the plan all year long and will submit by April 18, 2016 per HUD guidelines.

Cayce is a High Performing PHA with an inventory of 41 units. There are 12 1 bedroom units, 12 2 bedroom units, 13 3 bedrooms and 4 4 bedroom units.

There are currently 456 applications are currently on file for Cayce, which is down from 1,049 applications last year. Two and three bedroom units are the most requested. The average family size is 2.64 and the average family income is \$32,072.

There are 3 major changes to the Admissions and Continued Occupancy Policy this year; smoke free public housing, inappropriate bedroom size and over income families. Cayce received a good audit for 2015 and is operating on a budget of \$212,630 annually.

Several residents in Cayce have achieved homeownership and staff is currently working with other families who wish to purchase homes.

Incident reports increased by 2 compared to the previous year, there were 19 crimes in 2015 versus 17 in 2014. Staff continues to work closely with local law enforcement.

The Violence Against Women Act was changed to include sexual assault, provided clearer definitions, established time periods and was expanded to include the HOPWA, Homeless and other housing programs.

Goals and objectives for the Agency are increasing the number of affordable housing units in the community, promoting self sufficiency of the residents and ensuring fair housing for all citizens.

The possible disposition of the 2 acres at Spencer Place was included in case an opportunity arises to develop that land. RAD was explored but decided not to be a benefit to Cayce.

All certifications required to be submitted with the plan have been completed. The Resident Advisory Board met on April 8<sup>th</sup> and was received the Plan favorably. The conversion to Smoke Free was the biggest topic of discussion and all residents in attendance at the RAB meeting were in favor of the policy.

Smoke free will be implemented in Cayce beginning July 1, 2016; all units in the Columbia Housing Authority's inventory will be smoke free by December, 2017. Smoking will no longer be allowed in public housing units or within 25 feet of buildings. Staff is working with LRADAC and other agencies to provide resources to residents wanting to quit.

Mrs. Stoudenmire opened the floor to comments or questions. There was a general discussion regarding the implementation of smoke free. Mr. Robertson said that staff is looking at outside options for smokers now and will provide some sort of shelter that meets the requirements of the regulations.

Upon motion of Mr. Sightler, seconded by Mr. Smith, the Annual Plan was unanimously approved.

Mr. Thomas stated that HUD inspections have been scheduled for the Cayce Housing Authority the 1<sup>st</sup> and 2<sup>nd</sup> of June. Approximately 15-20 homes will be selected randomly. Staff is generating work orders on units now to correct any possible issues.

Mr. Sigtler asked for an update on the possible purchase of Judge Green's property. Mrs. Stoudenmire said staff is still interested but the Lexington County Director of Community Development recently left and the new Director has not been briefed on the proposal. Ms. Stoudenmire said that she will meet with him to explain the project and request additional funds in the new fiscal year.

Mr. Thomas introduced Donzell Mitchell, Director of Public Housing.

There being no additional business, the meeting adjourned at 6:06 pm.

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Secretary

APPROVED: \_\_\_\_\_