

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.
June 19, 2018

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:15 P.M., Tuesday, June 19, 2018 in Cayce City Hall.

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
Ed Landry, Commissioner
Cheryl Seymour, Commissioner
Silvia Sullivan, Commissioner
Gilbert Walker, Secretary

STAFF: Howard Thomas, Lee McRoberts, Latoya Nix, Yolanda Gownes, Angel Cruz

Mr. Smith opened with a prayer.

Upon motion of Mr. Smith, seconded by Ms. Sullivan the minutes of the regular meeting held April 10, 2018 were unanimously approved.

Ms. Nix gave the Operations Report for April, May and June. She stated that 3 accounts in April and 1 in May were sent to the Magistrate, there were none sent in June, there were 3 accounts over thirty days old in April and 3 in May, 16 work orders were received in April, 19 received in May and 6 to date in June, all were completed in April and May and 3 remain to be completed in June. No emergency work orders were received.

Ms Gownes gave an update on services for residents in Cayce. A Fun Day was held in April in the Community Room; food, games and several vendors were on hand to provide information to residents. The Mobirec van has visited Cayce to encourage healthy outdoor activities for the children and career development program information has been made available to all interested. A Back to School bash is being planned for August and was well attended last year.

Chief Cruz gave a briefing on security. There were 2 reports for the previous period and both occurred at 2228 Lee St. The first incident was a Strong Arm Robbery of a cell phone. The second report was a domestic dispute between the lease holder and her roommate. Mrs. Nix stated that the tenant is in violation of her lease because of the unreported roommate; staff may begin the eviction proceedings if the resident does not move out on her own first.

Mr. Thomas requested approval for the write off of uncollectible tenant accounts for the previous year. There were 2 accounts totaling \$2,494.84 and were a mixture of outstanding rent and work orders. The accounts will be sent to the debt setoff program through the State and will be reclaimed from the tenant's State income tax refund if possible. Upon motion of Mr. Smith, seconded by Ms. Sullivan it was unanimously approved.

Mr. Thomas presented the budget for FY 2018-2019. The budget is very similar to last year's budget. CHA is projecting \$63,381.35 in Net Cash Flow for the next year after operating expenses. Salaries are for management and maintenance staff and are prorated based on actual work done in Cayce. There was a projected 1.5% to 3% for Cost of Living and merit increases for staff at Columbia Housing Authority. Computer upgrades, a new van for Cayce have been planned into the coming year's budget. Capital Funds will continue to be used as part of the Operating fund; there was concern earlier this year that the Capital Fund may be phased out completely but annual allocations were actually higher than anticipated with approximately \$85k received this year versus \$53k last year. Upon motion of Ms. Sullivan, seconded by Mr. Landry it was unanimously approved.

Mr. Thomas gave an update on the proposed new construction at Spencer Place. Staff is currently working to finalize and submit the grant for Project Based Vouchers that could be used to construct 6 additional units for homeless veterans on the empty parcel at Spencer Place. Elevations have been drawn by the architect, John Bowman, and once the project is approved work should be able to begin soon thereafter. There was a general discussion regarding how the vouchers can be used to leverage financing for the project as the rents will service the mortgage debt. Mr. Thomas said he hopes to see construction underway before the end of the year and will bring additional information to the Board as the project progresses.

There being no additional business, the meeting adjourned at 6:10 pm.


Secretary

APPROVED: 