

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.

December 17, 2013

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:10 P.M., Tuesday, December 17, 2013 in Council Chambers at 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  
Mr. Bruce Smith, Chair-Elect  
Silvia Sullivan, Commissioner

ABSENT: Brenda Kegler, Commissioner

STAFF: Howard Thomas, Lee McRoberts, Beverly Malone

*M. W. / K. J.*

Mr. Smith opened with a prayer.

Upon motion of Mr. Smith, seconded by Ms. Sullivan the minutes of the June 18<sup>th</sup>, 2013 minutes were approved. Upon motion of Ms. Sullivan, seconded by Mr. Smith, the minutes of the October 15<sup>th</sup>, 2013 meeting were approved.

Mrs. Malone gave the Operations Report for November and December. She stated that 3 accounts were sent to the Magistrate in November and 0 in December, there were no accounts over thirty days old, 24 work orders were received in November and 16 in December, 24 work orders were completed in November and 12 completed to date in December, no emergency work orders were received either month and none remain to be completed.

Mr. Smith asked why the window replacement project was taking so long. Mr. Thomas said that the manufacturer shipped the wrong windows when the initial order was replaced. It took some time for the replacement order to be received but work has resumed. Additionally some of the windows had to be enlarged in some properties to accommodate new state codes for egress. Approximately 300 windows are being replaced with this project and staff expects the contractor to move quickly from one site to the next now that materials are on hand.

Ms. Malone provided a breakdown of work orders received for November. There were 4 plumbing, 5 carpentry, 3 water heater, 4 refrigerator, 5 HVAC, 2 general and 1 electrical order for the month. There was a general discussion of how work orders are handled and prioritized.

Mr. Thomas gave a briefing on the submission of an application to convert the Cayce Housing Authority to Rental Assistance Demonstration units (RAD). If approved,

the program would convert Cayce's public housing units to more of a Section 8 type program. HUD gives the Authority the units outright and each unit would receive a voucher. Tenants would pay 30% of their income in rent and the voucher would pay the difference. Rents would be based on Fair Market Value and an approved payment standard. While units no longer receive operating subsidy under RAD, all monies received in rents is free of all federal regulations.

Mr. Walker said that many small authorities are moving to this program. RAD requires that finances are managed closely and a reserve set aside to fund any large projects or work to be done to the units. All units in Cayce with the exception of the single family home on Riverside would be subject to the conversion. As a financial reserve is built, those funds could be used to build additional units, buy existing units or complete other projects as directed by the Board. Mr. Walker stated that the if the application is approved for submission and selected to become part of the RAD program, the Board will still have the right to withdraw its interest in conversion should circumstances change.

Upon motion of Mr. Smith, seconded by Ms. Sullivan, the Resolution approving the submission of a RAD application was unanimously approved.

Mr. Thomas reported on security. There were 12 reportable incidents during the last 2 months. There were several incidents at Spencer Place and Mr. Thomas explained that one family was responsible for those problems and is now gone from the property.

Mr. Walker said that Cayce achieved the High Performer designation from HUD again after scoring well on the PHAS. Mr. Sigtler asked if those same standards would apply if the Authority converts to RAD. Mr. Thomas said that the units would still be graded but under the SEMAP instead.

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



Secretary

APPROVED:

