

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.
April 10, 2018

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:11 P.M., Tuesday, April 10, 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
Cheryl Seymour, Commissioner
Silvia Sullivan, Commissioner
Gilbert Walker, Secretary

ABSENT: Ed Landry, Commissioner

STAFF: Howard Thomas, Lee McRoberts, Latoya Nix, Nancy Stoudenmire, Ramonda Pollard, Angel Cruz

Mr. Smith opened with a prayer.

Mr. Sightler delivered the Oath of Office to Ms. Seymour and welcomed her to the Board.

Upon motion of Ms. Sullivan, seconded by Mr. Smith the minutes of the regular and annual meetings held February 20, 2018 were unanimously approved.

Ms. Nix gave the Operations Report for February, March and April. She stated that 3 accounts in February and 2 in March were sent to the Magistrate, there were none sent in April, there were 3 accounts over thirty days old in March and 1 in April, 21 work orders were received in February, 20 received in March and 1 in April, all were completed. No emergency work orders were received.

Chief Cruz gave a briefing on security. There were 5 reports for the previous period. Police responded to a call regarding a vicious dog at 1421 Poplar and ultimately had to shoot and kill the animal. The remaining 4 reports were all related to a domestic situation between an ex-boyfriend and his former girlfriend on Poplar Street. Ms. Nix has met with the tenant and will most likely pursue eviction. There was a general discussion regarding the situation, Ms. Sullivan asked if staff could be more lenient given it involved domestic violence, Ms. Nix said that if the tenant is willing to cooperate with the investigation, that is a possibility.

Ms. Baker presented the 2017/2018 financial audit. It was a strong report with no findings and showed a net income of \$77,000 for the year. Cayce has approximately \$783,000 on hand currently.

HUD funds the Authority with operating subsidy and capital funds, all of those funds have been expended per regulations within the time frame allotted. Ms. Baker directed everyone to review the management discussion and analysis in the audit for specific details on accounts and programs.

Mrs. Stoudenmire presented the 2018 – 2019 Agency Plan. Staff has been working on the plan all year long and will submit by April 15, 2018 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 4,899 applications are currently on file for Cayce, which is up significantly from last year; applications were accepted one day a month from August, 2017 to January of this year. One and two bedroom units are the most requested.

There were no changes to the Admissions and Continued Occupancy Policy this year.

The Cayce Housing Authority operates on a \$265,339 annual budget comprised of operating subsidy from HUD, capital funds and rent collection. Rent calculation did not change; rents are still based on the 30% rule or 10% of non-adjusted income. Flat rents remained at \$50 and flat rents are 80% of the fair market value.

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

Incident reports decreased to only 8 in the previous year versus 32 in 2016. Staff continues to work closely with local law enforcement.

The Violence Against Women Act was changed to clarify definitions, time periods and included sexual assault; the policy will now also cover such as HOPWA and homeless programs. VAWA was also updated to include transfer requests. The Columbia Housing Authority will approve the new VAWA policy and by default it will become policy for Cayce.

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, it remains in the plan in case there is a change in regulations making it more attractive. The issuance of project based vouchers was also included as a possible new activity, staff is currently looking at a possible project involving the use of this program for the construction of new units at Spencer Place utilizing project based vouchers in the Veterans Assisted Supported Housing (VASH) program.

All certifications required to be submitted with the plan have been completed. The Resident Advisory Board met on April 5, 2018 and was received the Plan favorably.

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

Mr. Walker introduced Mrs. Ramonda Pollard, Director of the Housing Choice Voucher program, and said she will be administering the VASH program at Spencer Place once it is complete. Mr. Sightler asked that the dimensions of the land at Spencer Place be provided during the next meeting.

There being no additional business, the meeting adjourned at 6:15 pm.


Secretary

APPROVED: 