



January 20, 2026
Regular Board Meeting of the Housing Authority of the City of Cayce, SC

The Board of Commissioners of the Housing Authority of the City of Cayce, SC held its Regular Board Meeting on Tuesday, January 20, 2026 at Cayce City Hall.

Chair Johnetta Riley called the meeting to order at 5:12 pm. A copy of the agenda was posted on the Housing Authority’s website.

Roll call was conducted, and attendance was as noted below:

CH Board Members			Columbia Housing Authority Staff Present
Chair	Johnetta Riley	Present	Jessica Anderson Preston, Chief Executive Officer
Vice Chair	Evony Reed	Present	Christele Etienbla, Chief Operating Officer
Commissioner	Cheryl Seymour	Absent	Lee McRoberts, Chief of Staff
Commissioner	Bruce Smith	Present	Cherilyn McCoy, Assistant Property Manager
Commissioner	Daniel Yackel	Present	Gloria Warner, Regional Property Manager
			Damian White, Community Safety Manager
			Lenoria Holloway, Property Manager
			Julia Gibbs, Senior Project Manager

INVOCATION

Commissioner Smith delivered the Invocation.

APPROVAL OF AGENDA & MINUTES

Chair Riley called for a motion to approve the Agenda for the current meeting and minutes for the meeting held on November 18, 2025. Commissioner Smith motioned to approve the Agenda and minutes. Chair Riley called for a roll call vote and it passed as detailed below.

Board Member		Aye	Nay	Absent
Chair	Johnetta Riley	X		
Vice Chair	Evony Reed	X		
Commissioner	Cheryl Seymour			X
Commissioner	Bruce Smith	X		
Commissioner	Daniel Yackel	X		

PUBLIC COMMENT

Mrs. Preston stated no one was present to address the Board.

DISCUSSION ITEMS:

Status Report on Tree Project: Chair Riley said that staff had been asked to gather information regarding the removal of root systems where trees were removed earlier in the fall. Mrs. Gibbs said that she spoke to the lawn service contractor for Cayce and asked for suggestions on how to best remove the remaining roots and also asked for a quote to over plant areas where the trees were removed.

Commissioner Smith asked what area has the worst issue with roots after trees were removed, Chair Riley said that Commissioner Seymour has expressed concern over roots being an issue at Spencer Place. Mrs. Gibbs said that all properties are in the process of being checked and alternate methods of addressing the root problem are being investigated such as regrading areas and adding dirt to cover exposed roots. Mrs. Preston said that roots posing a trip hazard would be dealt with individually to ensure the hazard is removed.

Chair Riley said that the roots can also be removed by being ground down like tree stumps and asked that a quotes be obtained for the Board’s review at the next meeting for having them ground out and areas filled in as needed and a quote obtained for having areas regraded with new dirt and roots removed as needed in high traffic areas like paths and sidewalks.

CEO REPORT:

Mrs. Preston said that she is excited to begin working with the Columbia and Cayce Boards and thanked everyone for the warm welcome. Mrs. Preston introduced Mrs. Christele Etienbla as the new Chief Operating Officer and said that they are currently working on analyzing the financials for all entities. Mrs. Preston said that the analysis includes ensuring all expenses and income are posted correctly and that the financial statements present accurate information. Mrs. Preston said that she forwarded the draft Cayce audit for FY 2024 to the Chair and no findings were noted, the audit will be shared with the full Board. She gave an overview of the Statement of Net Position for Cayce found on pages 9-13 of the audit. Overall Cayce shows a negative \$16,892 in net cash used in operating activities which includes depreciation. Work is in progress now on the 2025 audit.

Chair Riley questioned the negative balance for the year and stated concern as financials have always been presented as positive for Cayce Housing. Mrs. Preston said that the current in-depth analysis will provide better information and details and that more specific information should be ready for presentation at the next meeting. Mrs. Etienbla said that she met with the auditor last week regarding the current audit and requested documentation is being prepared for submission before the end of the month.

Vice Chair Reed said that there was a discussion at the previous meeting regarding Capital Funds not being booked correctly and asked if that contributed to the negative balance. Mrs. Preston said that some initial mistakes such as mis-bookings have been identified and numbers are being validated now and the negative balance could be corrected once the review is complete. Mrs. Preston said that the current reports reflect what is in the system.

Commissioner Smith asked what the current bank balance for Cayce Housing is, Mrs. Preston said that she did not have the information at the moment but would send it to the Board. Chair Riley expressed concern again regarding the financial reporting and negative balance. Mrs. Preston said that she understands and asked for patience as the review process moves forward and said that unfortunately previously reported information may have been incorrect. Mrs. Preston said that if the numbers do leave a negative balance for Cayce for the year it would be addressed and things corrected. Chair Riley asked that the cash position be included on the financial report going forward.

Mrs. Preston asked Property Management to present the Operations Report.

	November	December	January
Accounts sent to Magistrate	0	1	0
Account more than 30 days	2	0	5
Work Orders received	9	70	6
Work Orders Completed	5	64	2
Work Orders Remaining	4	6	4
Emergency Work Order	1	1	1

****Magistrate Update:**

November - zero cases sent to the magistrate.

December – zero cases sent to the magistrate.

January -zero cases sent to the magistrate.

Commissioner Yackel asked that a footnote be added when months are higher than normal such as work orders in December. Mr. Brown reported that work was being identified and completed prior to inspections and were self-generated by staff. Commissioner Yackel made a motion that going forward the Operations Status Report should include an explanation for areas that are higher than normal, Chair Riley seconded the motion and called for a roll call vote and it passed as detailed below:

Board Member		Aye	Nay	Absent
Chair	Johnetta Riley	X		
Vice Chair	Evony Reed	X		
Commissioner	Cheryl Seymour			X
Commissioner	Bruce Smith	X		
Commissioner	Daniel Yackel	X		

Commissioner Yackel made a motion to not include the current month on the Operations Status Report going forward and to only include information for completed months, Chair Riley seconded the motion. Commissioner Smith said that likes seeing information for the current month, Vice Chair Reed stated that she agrees with Commissioner Yackel and does not want partial information. Commissioner Yackel said that he compared the reported numbers for November to what was reported at the last meeting and there was no change and he is concerned numbers are being lost due to partial month reporting. Chair Riley said that she agrees only complete months should be included in the reporting. Commissioner Yackel asked that the motion be amended to include only full month reporting be included for magistrate cases as well. Upon motion of Chair Riley, seconded by Vice Chair Reed the amended motion to only include completed month’s reporting for status and Magistrate cases was passed via roll call vote as recorded below:

Board Member		Aye	Nay	Absent
Chair	Johnetta Riley	X		
Vice Chair	Evony Reed	X		
Commissioner	Cheryl Seymour			X
Commissioner	Bruce Smith	X		
Commissioner	Daniel Yackel	X		

Development Report: Mrs. Preston said that the letter of support for the RAD conversion has still not been received and that the ongoing issue regarding the maintenance of the street at Spencer Place has also not been resolved. Chair Riley said that a conversation had been held at a recent Cayce City Council meeting directing the City Attorney to move forward with drafting the letter and moving forward with the conversion. Before that could be completed, the City Attorney left the City and it is unclear where the process currently is, Chair Riley said that the Board wants to reevaluate the proposed conversion now as things have changed and it may not be the current Board’s desire to manage debt. Mrs. Preston said that there are other options and that the street issue maintenance should still be dealt with to create a mutually beneficial situation for all parties.

BOARD COMMENTS

Chair Riley wished the Board and staff a Happy New Year and thanked everyone for their hard work in the previous year. She stated this portion of the Agenda is for the Board to address any issues that had not been covered previously. She stated that she would like additional information on potentially liquidating the single

family home on Riverside Lane in Riverland Park. Mrs. Preston said that there are disposition options the Board could consider. There was a general discussion regarding how the home was added to inventory and Ms. McRoberts said that it was added in 2008 when a loophole in the American Recovery and Reinvestment Act allowed PHA's to acquire homes in FHA default and add them to their public housing inventory even if it took them above their Faircloth limit.

Chair Riley asked about the status of converting the Community Room at Poplar and Wilkinson to a dwelling unit. Mrs. Gibbs said that due to the stall in the RAD conversion process no funding is available to complete that work. Mrs. Preston suggested a strategic planning session for the Cayce Board in the Spring and that these topics could be discussed in-depth at that time. Chair Riley said that she would like to look into possibly using the building as a place to hold Board meetings and would like to explore the option further. Mrs. Preston said that could also be added to the planning session.

ADJOURNMENT

There being no further business and upon motion of Vice Chair Reed, seconded by Commissioner Yackel it was unanimously approved to end the meeting at 6:11 pm.

Prepared by:

Jessica Anderson Preston
Chief Executive Officer