

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.  
October 16, 2018

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:10 P.M., Tuesday, October 16, 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  
Gilbert Walker, Secretary

ABSENT: Cheryl Seymour, Commissioner  
Silvia Sullivan, Commissioner

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

Mr. Smith opened with a prayer.

Upon motion of Mr. Landry, seconded by Mr. Smith the minutes of the regular meeting held August 21, 2018 were unanimously approved.

Ms. Nix gave the Operations Report for August, September and October. She stated that 2 accounts in August, 2 accounts in September and 2 in October were sent to the Magistrate, there were 2 accounts over thirty days old in August and September and 2 in October, 21 work orders were received in August, 27 received in September and 8 to date in October, all were completed in August and September and 2 remain to be completed in October. No emergency work orders were received.

The 2 accounts sent to the Magistrate have worked out payment plans or arranged payment to avoid further action. SCE&G recently installed new air filters, energy efficient faucets, light bulbs and insulated water heaters for Cayce Housing Authority residents. SCE&G selected the Cayce Housing Authority as the first community to test these energy saving measures in and will track savings so the program can be rolled out to other locations if successful.

Chief Cruz gave a briefing on security. There were 4 reports since the last meeting. Cayce Police investigated an unsecured door at a vacant unit, a fire extinguisher had been discharged in the unit but no other damage was observed. There was a civil property dispute involving borrowed ladders that was investigated and found to be unfounded. A burglary occurred on Toole St., the suspect was apprehended and charged with malicious injury. The final report was for petty larceny and involved a package that was stolen from someone's front porch.

Mr. Thomas gave an update on the proposed new construction at Spencer Place. Staff is still working with HUD to get project based vouchers allocated for the project; a list of required information is expected from the local field office soon and staff will respond promptly once received. The HUD approval for project based vouchers is needed to begin shopping the project to banks for financing as the vouchers guarantee rental income.

The 6 proposed units in Cayce will be part of a larger project that will also build units in Columbia for participants in the Veteran's Assisted Supportive Housing (VASH) program. These clients are referred by the Veteran's Administration and receive case management from their staff. Potential residents are screened by CHA staff and the Property Manager will make the final decision on whether or not they move into a unit. Mr. Thomas said that he hopes there will be progress to report at the meeting in December.

Mr. Walker reported that the Authority's outside audit team is conducting field work for the 2018 fiscal audit this week and that Cayce is also being reviewed at this time. The audit team is currently reviewing tenant files, finances, budgeting and operations within both authorities. No issues are expected to be found and a complete report will be made to the Board when the process is complete.

Mr. Thomas invited the Board to the CHA Fall Festival for residents being held on Monday, October 29 from 4:30 – 7:30 on Read Street across from the main office.

There being no additional business, the meeting adjourned at 5:45 pm.

  
Secretary

APPROVED: 