

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.
June 16th, 2015

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:10 P.M., Tuesday, June 16th, 2015 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
Silvia Sullivan, Commissioner
Gilbert Walker, Secretary

ABSENT: Janice Mixon, Commissioner

STAFF: Howard Thomas, Angel Cruz, Arthur Robertson, Nancy Stoudenmire, Shate Griffin

Mr. Smith opened with a prayer.

Approval of the April, 2015 meeting will be delayed as incomplete sets were provided in the Director's Report and meeting materials.

Mr. Robertson gave the Operations Report for May and June. All is going well in the Cayce communities and no issues have presented themselves. The dumpster on Polar St. is full as the contractor completing repairs on the burned unit has been using it for his construction. The City of Cayce does not pick up commercial trash so a private collection company empties the dumpster twice a week.

Mr. Thomas said there have been ongoing problems with the contractor and progress has been slow. Staff has notified him of their intent to collect liquidated damages because of the issues and delays in the amount of \$100 a day past the contractual completion date. A contract management company, DESA, has been assigned to monitor the work until completion. Mr. Thomas said that staff is threatening to terminate the contract and have hopes that will bring the project back on schedule.

Chief Cruz gave a briefing on security. There were 5 reports for the previous 2 months. All of the incidents were minor and were handled by the Cayce Police Department.

Mr. Thomas presented the 2015/2016 budget. The proposed budget is very similar to the prior year's budget and no significant changes are anticipated. Rent collection will remain around \$26,000, operating subsidy will remain at \$125,000. Mr. Smith asked how much cash is currently on hand and Mr. Thomas estimated \$500,000.

Upon motion of Mr. Smith, seconded by Ms. Sullivan, it was unanimously approved.
(Resolution 138)

Mr. Walker requested approval for the following Resolution to be known as
Resolution 139:

RESOLUTION AUTHORIZING CHARGE OFF OF NON-COLLECTIBLE TENANT
ACCOUNTS RECEIVABLE FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014

Mr. Walker stated that one tenant moved out and left an account with a balance totaling \$26.00. The account will be sent to the State Debt Set-off Program and will be collected via garnishment of the previous tenant's State income tax refund in 2016. Upon motion of Mr. Smith seconded by Ms. Sullivan, it was unanimously approved.

Mr. Walker said that staff has received the name of the RAD coordinator assigned to Cayce but has not heard from him yet. The coordinator will assist in conversion and advise authorities where applicable.

Mr. Walker said that staff hopes to close on the Judge's property by August and additional details will be available at that time.

Mrs. Stoudenmire introduced Shatay Griffin, a work study student assigned to the Family Self Sufficiency department, who will be working with Ms. McKie on outreach to Cayce residents.

There being no additional business, the meeting adjourned at 6:25 pm.

APPROVED: _____


Secretary