



**Minutes for October 15, 2019, 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, October 15, 2019, at Cayce City Hall in Council Chambers.

Chairman Jack Sightler called the meeting to order at 5:30 pm. A copy of the agenda was posted in the Administrative Offices of the Housing Authority and the Housing Authority's website. Roll call was conducted, and the following members of each Board were present:

CH Board Members			Columbia Housing Authority Staff Present	Others Present
Chairman	Jack Sightler	Present	Ivory Mathews, Interim Executive Director	
Vice-Chairman	Bruce Smith	Present	Yvonda Bean, Chief Operating Officer	
Commissioner	Silvia Sullivan	Present	Damian White, Interim Director of Security	
Commissioner	Cheryl Seymour	Absent	Latoya Nix, Director of Public Housing	
Commissioner	OPEN	Present	Lee McRoberts, Executive Assistant	
			Gloria Warner, Property Manager	
			Katrina Bridgette, Assistant Property Manager	

APPROVAL OF MINUTES

Mr. Sightler called for approval of the minutes for the Regular Meeting held August 20, 2019. Mr. Sightler stated that the minutes should be amended to correct the Chairman's name in the Approval of Minutes section. Upon motion of Mr. Smith, seconded by Ms. Seymour the minutes were unanimously approved as amended.

Board Member		Aye	Nay	Absent
Chairman	Jack Sightler	X		
Vice-Chairman	Bruce Smith	X		
Commissioner	Silvia Sullivan	X		
Commissioner	Cheryl Seymour			X
Commissioner	OPEN			

EXECUTIVE DIRECTOR REPORT

Interim Executive Director, Ivory Mathews introduced Development Director Cindi Herrera and asked her to present options for development at Spencer Place. Mrs. Herrera stated that HUD is currently encouraging housing authorities to reposition their current public housing inventory to the Rental Assistance Demonstration project (RAD) as less money is being allocated to the public housing program on a federal level. As the Cayce Housing Authority has less than 50 units, conversion to RAD can be facilitated more quickly via Section 18 of of the US Housing Act. Staff can request that all units be converted which would allow the Authority to borrow against the units which would allow for the possible construction of new units or would provide funding to rehab the existing units. Mrs. Herrera said that little would change for the residents and that they would be able to request a regular Housing Choice Voucher after a year which would allow them to move anywhere in the private market Mr. Smith asked if there was any benefit to leaving the units as public housing; Mrs. Herrera said that the federal government is funding the public housing program less and is actively encouraging PHA's to convert to the new program. Mrs. Mathews said that the Greenville Housing Authority has successfully

transitioned all of its public housing inventory successfully before she left and that the Cayce program is ideal for conversion. Mrs. Herrera said she would present a more detailed plan if the Board would like to move forward. Mr. Sightler said that he would like to see additional information at the next meeting.

OPERATIONS REPORT

Public Housing Director Latoya Nix introduced Property Manager Gloria Warner and Ms. Warner gave the Operations Report.

	August	September	October
Accounts sent to Magistrate	0	0	3
Account more than 30 days	2	2	2
Work Orders received	37	13	5
Work Orders Completed	37	13	5
Work Orders Remaining	0	0	2
Vacancies	0	0	0
Emergency Work Orders	0	0	0

SECURITY REPORT:

Interim Security Chief Damian White reported that there was one incident in Cayce for the reporting period. A trespass notice was issued to a man at a unit on Poplar St. The suspect was not a resident and was escorted from the property.

OTHER ITEMS:

Mrs. Mathews stated that a unit in Cayce had been inspected by HUD earlier in the day and did well. A copy will be sent to the Board once it has been received by staff.

ANNOUNCEMENTS

- Board Meeting | 5:00 pm, Cayce City Hall, Tuesday, December 17, 2019

ADJOURNMENT

There being no further business and upon motion of Mr. Sightler, seconded by Mr. Smith, it was unanimously approved to end the meeting at 6:00 pm.

Prepared by:

Ivory N. Mathews
Secretary/Executive Director