

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF
SPARTANBURG, SOUTH CAROLINA**

July 19, 2011

PRESENT: J. Stephen Rush, Charles Love, Suzanne Cole, Kittie Collins Tullis, Irene Sims and Chris Steed

ABSENT: None

STAFF: Harry A. Byrd, Jr., Daryl Dalton, Earle Fowler, Rowland Trew, Diane Mullinax, Brenda Oglesby, Penny Culp, Eva MacDonald, Jill O'Connell, Melissa Posey, Sonya Trapp, Diana Jones and Angela Walker (recorder)

GUEST: Resident Council Officers (See attached sign-in sheet)

The meeting was held at the Tobias Booker Hartwell Campus of Learners Multipurpose Room, located at 154 George Washington Carver Drive, Spartanburg, South Carolina 29306.

Chairman Rush called the meeting to order at 5:32 PM. He then announced that public notice of this meeting was posted at least twenty-four (24) hours prior to the commencement of the meeting as required by the South Carolina Freedom of Information Act.

INVOCATION: Daryl Dalton

QUESTIONS FROM THE FLOOR: None

APPROVAL OF THE MINUTES:

A Motion to approve the Minutes of the June 21, 2011 and July 15, 2011 Board meetings was simultaneously made by Commissioner Love, seconded by Commissioner Steed and unanimously carried.

REPORTS:

A. President Resident Council: No written report.

Comments from Connie Wallace @ Gooch Apartments

- Resident council meetings being held at Archibald Rutledge because there is no air conditioning at the Gooch Management Office building.
- Need more police presence – (Elderly neighborhood)
 - Heavy traffic speeding through complex
 - Clothes being stolen from off the line
 - Mr. Rush assured Ms. Wallace that SHA staff would get back to her by the end of the week regarding her concerns.

- B. **Chairman:** Chairman Rush had no written report.
- C. **Executive Director:** Mr. Byrd submitted a written report to the Board and briefly discussed the following highlights during the meeting.
1. **Spartanburg Housing Development (SHD)** – We are continuing to work with Spartanburg Housing Development (SHD), and they still anticipate the sale of several homes that were developed by SHD as a part of SHA's HOPE VI Program. SHD has the ownership and responsibility of selling these homes. SHD did not sell any homes during the month of June; they do have five homes under contract including a number of homes in a Lease Purchase Program which is managed by SHD in an agreement between the two entities. We are meeting with SHD on a regular basis and having regular ongoing conversations in regards to our lease purchase program. We have met this month with SHD and their new Executive Director Liberty Canzater and representatives from NeighborWorks America to assist them in this new transition. We are anticipating meeting again with SHD by the end of this month for updates and possible changes in our current programs.
 2. **SHA's Homeownership Program** – We are currently working with a total of nine (9) homeownership clients. Of the nine clients two (2) are new clients, one (1) is scheduled for closing soon and six (6) are waiting on bank approval. In the current economic climate the current loan approval process is cumbersome and the approval process is lengthy. We are still anticipating the sale of several homes that are owned by SHA over the next several months including one closing which now schedule for August 1, 2011. These homes are predominately located on Bomar Avenue.
 3. **Independent Financial Assessment** – Staff is continuing to implement corrective actions to address the recommendations for continued improvement stated in the report. In this month's Board Package please find a monthly update on the eighteen (18) recommendations made by Casterline Associates in their Financial Workout Plan. A number of these items are now complete. Of the 18 recommendations, 13 are now complete. Many of the remaining items are ongoing items that we will continue to deal with on a regular basis.
 4. **Community Activities and Programs**
 - Our Fatherhood Initiative events took place on Friday and Saturday, June 17 and 18 which included a Corporate Lunch Meeting and the actual event was well attended on Saturday.

- We have received eight (8) applications for our College Scholarship Program and we are currently in the process of evaluating and qualifying these applicants. A presentation will be made at the August Board Meeting.
 - 5. **HUD Onsite Visit:** HUD conducted an onsite review visit for approximately 2 ½ days. Five (5) representatives from various HUD locations conducted the review. HUD gave the SHA a good assessment and stated we are moving in the right direction. Mr. Rush commended the SHA staff on all the work we did in order to be incredibly prepared for this review. Mr. Rush stated that the SHA scored points with HUD and complimented and thanked the SHA staff for their diligent work and efforts.
 - 6. **Strategic Plan:** Our facilitator Stan Davis will be providing SHA Staff with a draft of our Strategic Plans by Friday, July 15. After review Mr. Davis will make a presentation at the August Board Meeting.
 - 7. **Information Technology Items:** We continue to have regular YARDI Voyager (new Property and Asset Management Software) Meetings and we are on schedule for implementation to be fully implemented in the first quarter of our new fiscal year which begins October 1, 2011. A project implementation schedule has been finalized, we anticipate that implementation of the new software system will begin in August and be complete by the end of the year.
 - 8. **Community Outreach Effort** – The Palladian Group has been assisting us and we are anticipating the launch of SHA's new website by Friday, July 15, 2011. We are working closely with the Palladian Group to work on efforts to change and enhance SHA's perception in the community.
- D. **Departmental Reports:** Written reports provided for informational purposes.
- 1. **Housing Operations** – *Highlights to written report by Daryl Dalton*
 - Occupancy rates are currently at 97.99%.
 - Vacant Unit Turnaround is currently 15.79 days, reflecting a decrease from 75 days.
 - Section 8: HUD released funding at a lesser rate and this will cause the Authority to have to utilize some reserves, but we will still end the year in positive figures.

2. **Planning and Development** – Brenda Oglesby introduced the Students that attended the Authority sponsored 2011 Youth Leadership Institute (YLI) with USC Upstate. Four Public Housing Youths participated in the program along with 53 other high school seniors. The camp's interactive educational activities are designed to inspire high school students to become more civically engaged and to develop essential leadership skills.
3. **Finance Report** – *Melissa Posey and Rowland Trew gave a brief overview of the submitted finance reports. (Please see written report for more detailed figures.)*

OLD BUSINESS: None

NEW BUSINESS:

1. **Page Lake Fill Dirt:** City of Spartanburg has requested to purchase approximately 225, 000 cubic yards of fill dirt from the Page Lake property for use in capping off the Arkwright Landfill.
 - The SHA has met all disposition policy requirements.
 - Spartanburg City Mayor, Junie White and City Manager, Ed Memmott were present.

EXECUTIVE SESSION: (Legal Matter – Closed)

A Motion to enter into the Executive Session was made by Chairman Steed, seconded by Chairman Love, and unanimously carried.

EXECUTIVE SESSION OUTCOME:

A Motion to come out of the Executive Session was made by Chairman Cole, seconded by Chairman Love and unanimously carried.

1. The City of Spartanburg offered \$0.66/cubic yard and the SHA produced estimates reflecting the worth of the fill dirt to be \$1.25/cubic yard.
2. The Board of Commissioners agreed to the sale of the fill dirt the Page Lake property at \$0.75/cubic yard with a maximum of 230,000 cubic yards to be removed from the site.

RESOLUTIONS:

2011-17: A motion to approve the sale of fill dirt from the Page Lake property for use in capping the Arkwright Landfill was made by Commissioner Love, seconded by Commissioner Steed, and unanimously carried.

COMMUNICATIONS:

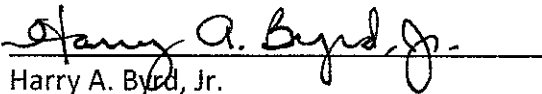
1. Casterline Independent Financial Assessment Report Update

ADJOURN:

A Motion to adjourn was made by Commissioner Cole, seconded by Commissioner Love, and unanimously carried.

Meeting Adjourned.

Respectfully submitted,


Harry A. Byrd, Jr.
Executive Director