



## **South Carolina State Housing Finance and Development Authority**

**300-C Outlet Pointe Blvd., Columbia, South Carolina 29210**

Telephone: (803) 896-9001 TTY: (803) 896-8831

[www.schousing.com](http://www.schousing.com)

**Donald R. Tomlin, Jr.**  
Chairman

**Bonita Shropshire**  
Interim Executive Director

### **REGULAR COMMISSION MEETING**

The Board of Commissioners of the South Carolina State Housing Finance and Development Authority met on Tuesday, August 15, 2018 at approximately 10:30 a.m., at the Authority's office, 300-C Outlet Pointe Boulevard, Columbia, South Carolina.

The following Commissioners were in attendance:

Donald R. Tomlin, Jr., Chairman  
Bradley J. Allen  
Charles E. Gardner  
Chris Goodall  
Kenneth E. Ormand, Jr.  
Mary Sieck

Staff and Guests attending the meeting included the following:

**STAFF:** Bonita Shropshire, Interim Executive Director  
Tracey Easton, General Counsel  
Renaye Long, Director of Marketing and Procurement  
Del Collins, Director of Information Technology  
Anastasia Rodriguez, Interim Chief Financial Officer  
Laura Nicholson, Development  
Steve Clements, Homeownership  
Mikita Patel, Executive Assistant

**GUESTS:** Raymond High, Citigroup  
Tim Bradley, Bradley and Associates

Chairman Tomlin called the meeting to order and asked Bonita Shropshire to read into the record the Freedom of Information Statement.

“As required by the provisions of Section 30-4-80(e) of the Code of Laws of South Carolina, notification of this meeting has been given to all persons, organizations, local news media, and other news media which have requested such notifications.”

## **Agenda**

The Chairman asked if there were any additions or corrections to the proposed agenda.

**MOTION** Commissioner Allen moved to adopt the agenda as presented. The motion received a second from Commissioner Sieck. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

## **Minutes**

Chairman Tomlin asked if there were any additions or corrections to the minutes of June 20, 2018. There being none, he called for a motion to approve the minutes.

**MOTION** Commissioner Sieck moved to approve the minutes of June 20, 2018 as presented. The motion received a second from Commissioner Allen. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

## **MRB – 2018 Pricing Review**

Chairman Tomlin called on Raymond High with Citigroup for a presentation of the recent Mortgage Revenue Bond 2018 transaction. Mr. High gave a comprehensive summation of the refunding and provided a thorough walk-thru of the pricing book compiled by Citigroup which included a financing overview.

The Board accepted the report as information.

## **Bond Committee**

### **Resolution – MCC Series 2018A**

The Chairman called on Tracey Easton to present the Mortgage Credit Certificate (MCC) Series 2018A. Ms. Easton presented a Resolution requesting approval to establish the MCC Program Series 2018A. According to Ms. Easton, the Authority first issued mortgage credit certificates in 2012, and again in 2015 and 2016. She also stated the Resolution would allow for the continuance of the program and utilize the remaining bond cap that would otherwise expire. Ms. Easton concluded that staff recommended approval of the Resolution.

**MOTION** Commissioner Goodall moved to approve the Resolution. The motion received a second from Commissioner Ormand. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

## **Finance and Audit Committee**

### **Consideration of the Fiscal Year 2020 Budget**

The Chairman called on Anastasia Rodriguez to present the FY 2020 Budget. Ms. Rodriguez presented the 2020 State Spend Authority Budget and indicated it is more expense focused than revenue. Ms. Rodriguez requested a net increase in the amount of \$10.6 million,

which is to increase the pass through revenues related to the Authority's federal programs, \$9.2 million of which is for Project Based Rental Assistance and Housing Choice Voucher programs to offset the rising fair market rate rents. She further showed an \$875,000 increase in the Neighborhood Stabilization Program, along with other increases in payroll and employee benefits. Ms. Rodriguez concluded by asking for the approval of the FY 2020 Budget.

**MOTION** Commissioner Gardner moved to approve the presented FY 2020 Budget. The motion received a second from Commissioner Allen. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

### **Development Division**

Chairman Tomlin called on Laura Nicholson for a Development Division update.

#### **Small Rental Development Program (SRDP)**

Ms. Nicholson provided a brief update on the Small Rental Development Program. She reported that program staff has posted the point scores for the 9 applications received. Ms. Nicholson anticipates issuing Conditional Commitment Letters for awards in mid-September.

#### **Tax Credit Update**

Ms. Nicholson continued her report with a Tax Credit program update. She informed the Board that the final point scores have been posted on the tax credit webpage. According to Ms. Nicholson, applicants were notified of their preliminary point scores and 9 applicants requested a reconsideration review. Ms. Nicholson reported that after the reconsideration process, staff will post the official award list and anticipates funding approximately 20 developments this year. Ms. Nicholson finished her report by reminding the board of the annual tax credit developer workshop that will be held on the following week and encouraged them to attend.

### **Homeownership**

#### **Mortgage Production Update**

The Chairman asked Steve Clements for the Mortgage Production Update. Mr. Clements began by highlighting new loan reservations for the month of July which totaled approximately \$10.3 million (net of cancellations), mortgage rates and origination fees, and \$484,000 in down payment assistance. This translates to 74 new homeowners. Mr. Clements continued with the introduction of the new conventional mortgage program, Palmetto Home Advantage. He reported the program features a 3% down conventional loan, with a PMI as low as 18%, and we have introduced the program to eleven pilot lenders.

Mr. Clements continued with an update on a new partnership with Habitat for Humanity. According to Mr. Clements, Habitat for Humanity requested that the Authority service their loans as a sub-servicer. He concluded his report with a note on a change in HUD Home Fund guidelines.

The Board accepted the report as information.

**Reports****Executive Director**

The Chairman called on Bonita Shropshire to present the Executive Director report. Ms. Shropshire reported that she and members of senior staff had met with several organizations interested in the Authority's programs. She continued with an update on the Director Housing Initiatives and Innovation position. She thanked Commissioners Sue Shannon and Mary Sieck for being on the panel. Ms. Shropshire concluded with a reminder of the upcoming SC State Housing Board Workshop, and the annual NCSHA conference dates for any commissioners who are interested in attending.

**Executive Session**

The Chairman called for a motion to enter executive session to receive legal advice and to discuss a personnel matter.

**MOTION** Commissioner Goodall moved to enter executive session for the purpose of receiving legal advice and to discuss a personnel matter. The motion received a second from Commissioner Allen. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

[EXECUTIVE SESSION]

Upon rising from executive session, the Chairman affirmed that no votes had been taken during executive session. Chairman Tomlin then asked if there was any other business or actions that needed to be made as a result of discussions during executive session.

**MOTION** Commissioner Allen made the following motion: (1) to approve Laura Jordan to show her report to the SIGTARP agent. The motion received a second from Commissioner Gardner. Commissioner Sieck then motioned to approve Bonita Shropshire as the permanent Executive Director. The motion received a second from Commissioner Allen. There being no discussion, the Commissioners voted in the affirmative for both motions and the motions carried.

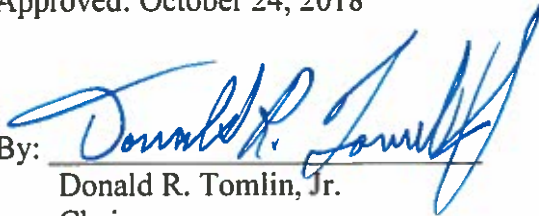
**Other Business**

There being no additional business to come before the Board, Chairman Tomlin adjourned the meeting.

Respectfully submitted,

  
Bonita Shropshire, Secretary

Approved: October 24, 2018

By:   
Donald R. Tomlin, Jr.  
Chairman