



South Carolina State Housing Finance and Development Authority  
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Donald R. Tomlin, Jr.  
Chairman

Bonita H. Shropshire  
Executive Director

### REGULAR COMMISSION MEETING

The Board of Commissioners of the South Carolina State Housing Finance and Development Authority met on Wednesday, January 23, 2019 at approximately 10:00 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  
Brad Allen  
Charles E. Gardner  
Kenneth E. Ormand, Jr.  
Mary Sieck

The following Commissioners were excused: Robert D. Mickle, Jr, Chris Goodall and Sue-Ann Shannon.

Staff and Guests attending the meeting included the following:

**STAFF:**

- Bonita Shropshire, Executive Director
- Tracey Easton, General Counsel
- Anastasia Rodriguez, Internal Audit
- Carl Bowen, Rental Assistance & Compliance
- Del Collins, Director of IT
- Renaye Long, Marketing & Procurement
- Steve Clements, Home Ownership
- John Tyler, Housing Initiatives & Innovation
- Jessica Lewis, Finance
- Bryan Grady, Research
- Reggie Bell, Procurement
- Jeff Maddox, Development
- Lisa Wilkerson, QC & Compliance
- Laura Tanner, Compliance Monitoring
- Sara Martinez, Legal
- Kim Wilbourne, Mortgage Production
- Burgundy Barr, Executive Office

**GUESTS:** Tammy Hoy, Northside Development Group  
Sam Howell, Howell Linkous & Nettles  
Charlie Irick, FlatIron Partners  
Robinson Villa, NHE, Inc.

### **Freedom of Information Act Statement & Recognition of Guests**

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.”

The Executive Director then recognized all guests.

### **Agenda**

The Chairman presented the agenda for approval.

**MOTION** Commissioner Allen moved to adopt the agenda as amended. 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 November 28, 2018 and December 20, 2018. There being none, he called for a motion to approve the minutes.

Commissioner Gardner asked that the December 20, 2018 Telephonic Minutes be corrected to reflect his absence from that meeting.

**MOTION** Commissioner Allen moved to approve the minutes of November 28, 2018 as presented and December 20, 2018 as amended. The motion received a second from Commissioner Sieck. There being no further discussion, the Commissioners voted in the affirmative and the motion carried.

### **Bond Committee**

The Chairman stated that there was not a quorum for the Bond Committee meeting previously scheduled for that morning and that all items on the Bond Committee Agenda were being brought to the full Board for consideration.

#### **Final Resolution - Killian Terrace**

The Chairman asked Tracey Easton to present the information regarding the Killian Terrace Final Resolution. Staff recommends the approval of this resolution. Chairman Tomlin provided for additional questions, comments, or motions.

**MOTION** Commissioner Allen moved to approve the Resolution. The motion received a second from Commissioner Ormand. All Commissioners voted in the affirmative and the motion carried.

Preliminary Resolution - Northside Apartments

Ms. Easton then presented a Preliminary Resolution for Northside Apartments. According to Ms. Easton Northside Apartments is as a new money issuance not exceeding \$10 million. She reported that this is a new construction project in Spartanburg County that will consist of 90 units with a target population of family. Ms. Easton concluded that this Preliminary Resolution recommended by staff for approval is subject to the developer closing a funding gap prior to final resolution. Chairman Tomlin provided for additional questions, comments, or motions.

**MOTION** Commissioner Gardner moved to approve the Resolution. The motion received a second from Commissioner Sieck. All Commissioners voted in the affirmative and the motion carried.

Resolution – First Citizens Signature Card

The Chairman asked Jessica Lewis to present the Resolution for the First Citizens Signature Card. Ms. Lewis presented the Certified Resolution between the Authority and First Citizens Bank, and explained that Board approval of the document is required by First Citizens. She also reported that the proposed Resolution would allow the new Controller's to be added to the account for signature authority. Ms. Lewis stated that staff recommends approval of the Resolution by the Board. Chairman Tomlin provided for additional questions, comments, or motions.

**MOTION** Commissioner Ormand moved to approve the First Citizens Signature Card Resolution. The motion received a second from Commissioner Allen. All Commissioners voted in the affirmative and the motion carried.

Homeownership

Mortgage Production Update

The Chairman asked Steve Clements for the Mortgage Production update. Mr. Clements presented the Mortgage Production and Servicing division updates highlighting loan volume, mortgage rates and origination fees, and delinquency and down payment assistance data. He also discussed the federal government shutdown and the temporary provisions that were offered to the Authority's homeowners. Mr. Clements concluded with figures from the Hardest Hit Fund Down Payment Assistance program.

**Reports**

Executive Director

The Chairman called upon Bonita Shropshire for the Executive Director's report. Ms. Shropshire called on Carl Bowen, Director of Rental Programs and Jeff Maddox, the Development Underwriting Manager to discuss the impact of the federal government shutdown on agency programs. She then reminded the Commissioners of the 2019 Statement of Economic Interests that need to be filed with the SC Ethics Commission by March 30, 2019. The Executive Director concluded by acknowledging the attending senior level managers and Bryan Grady, the new Chief Research Officer.

**Executive Session**

The Chairman called for a motion to enter executive session to discuss legal and personnel matters.

**MOTION** Commissioner Allen moved to enter executive session for the stated purpose. The motion received a second from Commissioner Gardner. All Commissioners voted in the affirmative and the motion carried.

[EXECUTIVE SESSION]

Upon rising from executive session, the Chairman reported that there were no actions or votes taken.

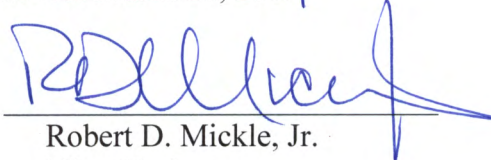
**Other Business**

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

Respectfully submitted,

  
Bonita Shropshire, Secretary

Approved: March 20, 2019,

By:   
Robert D. Mickle, Jr.  
Vice-Chairman