



South Carolina State Housing Finance and Development Authority  
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Robert D. Mickle, Jr.  
Acting 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, September 18, 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:

Robert D. Mickle, Jr., Acting Chairman  
Bradley J. Allen  
Charles E. Gardner  
Chris Goodall  
Kenneth E. Ormand, Jr.  
Sue Ann Shannon  
Mary Sieck

Staff and Guests attending the meeting included the following:

**STAFF:** Bonita Shropshire, Executive Director  
Camie Patterson, CFO  
Tracey Easton, General Counsel  
John Tyler, Housing Initiatives & Innovation  
Carl Bowen, Rental Assistance & Compliance  
Renaye Long, Marketing  
Steve Clements, Homeownership  
Sara Martinez, Development  
Bryan Grady, Research  
Enid Conner, Human Resources  
Clayton Ingram, Marketing  
Kim Spires, Servicing  
Sarah Shinsky, Executive Assistant

**GUESTS:** Vicki Wilkes, SC Dept. of Disabilities & Special Needs  
David Christmas, Connelly Development, LLC  
Kevin Connelly, Connelly Development, LLC  
Alisa Mosley, Affordable Housing Coalition of SC (Telephonically)

Chairman Mickle called the meeting to order and asked Executive Director, Bonita Shropshire, to recognize guests at the meeting. Chairman Mickle asked for any guests on the telephone to identify themselves. The Chairman then asked Ms. Shropshire to read into 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 approve the agenda as presented. The motion received a second from Commissioner Goodall. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

**Minutes**

Chairman Mickle asked if there were any additions or corrections to the minutes of the August 21, 2019, meeting. Commissioner Shannon asked for a correction to the motion to enter Executive Session to include that it was for both a personnel issue and a legal matter. The Chairman called for a motion to approve the minutes with this correction.

**MOTION** Commissioner Allen moved to approve the minutes of August 21, 2019, as amended. The motion received a second from Commissioner Shannon. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

**Development Division Updates**

The Chairman asked Sara Martinez for the Development Division update.

**SC Housing Trust Fund (HTF) Awards**

Ms. Martinez began her report with 17 proposed Housing Trust Fund Awards:

**Owner-Occupied Rehabilitation**

Project No. HTF-6920	Beaufort Jasper EOC	\$54,500
Project No. HTF-7020	Greater Works Foundation	\$109,000
Project No. HTF-7120	Habit for Humanity of Berkeley County	\$109,000
Project No. HTF-7220	HBA CDC	\$109,000
Project No. HTF-7320	Hilton Head Regional Habitat for Humanity	\$27,250
Project No. HTF-7420	Holistic Resource Crisis Intervention Outreach Svcs.	\$109,000
Project No. HTF-7520	Low Country Community Services, Inc.	\$109,000
Project No. HTF-7620	Pageland Community Housing Organization	\$54,500
Project No. HTF-7720	Palmland Community Development Foundation	\$109,000

Project No. HTF-7820	SC Uplift	\$109,000
Project No. HTF-7920	Southeaster Housing & Community Dev.	\$54,500

Group Homes for the Disabled

Project No. HTF-8020	Berkeley Citizens, Inc. (Wayton CTH II)	\$100,000
Project No. HTF-8120	United Cerebral Palsy of SC, Inc. (Gardendale CTH II)	\$84,000

Small Rental Development Program

Project No. HTF-8220	Fresh Start Woodlands, LLC	\$394,113
Project No. HTF-8320	Genesis Homes (Woodside 2019)	\$1,140,000
Project No. HTF-8420	Housing Develop. Corp. of Rock Hill (Sunset Park)	\$314,738
Project No. HTF-8520	Metanoia (Golden Dream Partnership)	\$480,000

The Chairman called for a motion to approve the HTF awards.

**MOTION** Commissioner Gardner moved to approve the HTF awards as proposed. The motion received a second from Commissioner Allen. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

Housing Trust Fund Financial Information

Ms. Martinez continued with the HTF financial report. She presented the HTF's budget analysis for the fiscal year. She stated that the cash balance as of July 31, 2019, was over \$39.1 million. She added that of that amount, \$11.8 million is committed to projects previously awarded, but not yet funded, and \$3.7 million are in project recommendations for this cycle. Ms. Martinez added that with these commitments and the administrative fee of \$1.1 million, the remaining unencumbered balance is \$22,451,370.84.

Development Division

Ms. Martinez also provided an update on Low Income Housing Tax Credit (LIHTC) for the Development Division. She reported that staff is working to finalize the 2019 LIHTC awards. She continued by reporting that the annual tax credit developer roundtable was held on Thursday, August 29, 2019, and a recording of the event was posted to the Authority's YouTube channel. Ms. Martinez added that staff plans to post the initial draft of the 2020 QAP to the Authority's website. Ms. Martinez stated that comments would be taken for several weeks in preparation of presenting a final draft to the Board at its October meeting.

Ms. Martinez concluded her report with a Small Rental Development Program (SRDP) update. She reported the Authority has awarded four projects in the 2019 SRDP application round. She added these projects, included in the HTF Report, will receive a combination of HOME Investment Partnerships Program funds, South Carolina Housing Trust Fund program funds, and National Housing Trust Fund program funds. Ms. Martinez reported that the agency has received executed written agreements for the National Housing Trust fund component of each project and have therefore met HUD's commitment deadline for these funds. She finalized that staff has taken an innovative approach as they designed a program proposed for the 2020 application cycle and have requested comments from external housing partners.

The Board accepted this report as information.

### **Housing Needs Assessment Marketing Update**

The Chairman called on Clayton Ingram for a Marketing update on the Housing Needs Assessment. Mr. Ingram gave a thorough overview of the media coverage beginning with the launch of the Housing Needs Assessment on August 26, 2019, and the plan going forward.

The Board accepted the report as information.

### **Reports**

#### **Executive Director**

Chairman Mickle called on Ms. Shropshire to give the Executive Director report. She reminded the Board of the agency's House and Senate Legislative Oversight Committee Reviews and gave a brief update.

### **Executive Session**

With no other business, Chairman Mickle called for a motion to enter executive session.

**MOTION** Commissioner Shannon moved to enter executive session for the purpose of discussing the 2020 Draft QAP and 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. The following staff were asked to remain for executive session: Sara Martinez, Chris McMillan, Jeff Maddox, John Tyler, Bryan Grady, Tracey Easton and Enid Conner.

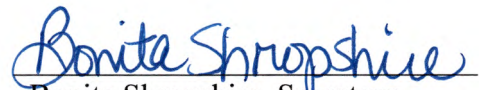
[EXECUTIVE SESSION]

Upon rising from executive session, the Chairman reported that there were no actions or votes taken. Commissioner Shannon reported that the Board discussed the Agency Head Performance Evaluation for Bonita Shropshire.

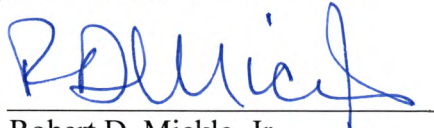
**MOTION** Commissioner Shannon moved to approve an Exceeding Expectations of Performance. The motion received a second from Commissioner Allen. There being no further discussion, all Commissioners voted in the affirmative and the motion carried.

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

Respectfully submitted,

  
Bonita Shropshire, Secretary

Approved: October 16, 2019

By:   
Robert D. Mickle, Jr.  
Acting Chairman

Respectfully submitted,

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Bonita Shropshire, Secretary

Approved: October 16, 2019

By: \_\_\_\_\_  
Robert D. Mickle, Jr.  
Acting Chairman