



South Carolina State Housing Finance and Development Authority  
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C. Todd Latiff  
Chairman

Richard A. Hutto  
Executive Director

### COMMISSION MEETING

The Board of Commissioners of the South Carolina State Housing Finance and Development Authority convened a regular meeting on Wednesday, May 15, 2024, at approximately 10:00 a.m., at 300-C Outlet Pointe Boulevard, Columbia, South Carolina.

The following Commissioners were present at the meeting:

C. Todd Latiff, Chairman  
Dr. Karla Buru  
Karl Haslinger  
Brent Mackie  
Alisa Mosley  
Charles Gardner

The following Commissioner was excused:

James G. Fleshman II

Staff and Guests attending the meeting included the following:

**STAFF:** Richard Hutto, Executive Director; Marni Holloway, Deputy Director of Programs; Lee Ann Watson, General Counsel; Teresa Moore, Organizational Services; Jennifer Cogan, Development; Lisa Wilkerson; Rental Assistance and Compliance; Steve Clements, Mortgage Production; Kim Spires; Mortgage Servicing; Chris McMillan, Development; Kim Wilbourne, Development; Bonnie Roberts, Rental Assistance and Compliance; Dorothy Sutton, Development; Renaye Long, Communications; Matt McColl, Communications; John Brown, Internal Audit; Del Collins, IT; Mitch Nance, IT; Jeff Player, IT; Sarah Shinsky, Executive Assistant; Justin Measley, CLA; Holly Frye and Christa Olds

### Freedom of Information Act Statement

Chairman Latiff called the meeting to order and asked Richard Hutto 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.”

### **Adoption of Proposed Agenda**

Chairman Latiff asked if there were any changes to the proposed agenda. There being none, the Chairman called for a motion to approve the agenda.

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

### **Minutes**

The Chairman asked if there were any additions or corrections to the minutes of March 19, 2024. There being none, he called for a motion to approve the minutes.

**MOTION** Commissioner Mosley moved to approve the minutes of March 19, 2024, as presented. The motion received a second from Commissioner Haslinger. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

### **Review of Single Final Audit for FY2023**

The Chairman asked Justin Measley from CliftonLarsonAllen LLP (CLA) to present the single final audit for FY2023 review. Mr. Measley presented the single final audit for FY2023 as issued by CLA, for the period ending June 30, 2023. They provided a high-level overview.

The Board accepted the report as information.

### **Program Committee**

#### **Consideration of a Resolution for PRICE Grant – Housing Trust Fund**

Chairman Latiff provided a brief overview of the request from staff for matching funds to support an application to the U.S. Department of Housing and Urban Development (HUD) requesting \$10,000,000 of the Preservation and Reinvestment Initiative for Community Enhancement Program (PRICE) funding to administer the PRICE program for the state of South Carolina. PRICE was created to preserve long-term housing affordability for low and moderate-income residents of manufactured housing.

There being no further discussion, the Chairman called for a motion to approve the resolution.

**MOTION** Commissioner Haslinger moved to approve the Resolution for the PRICE Grant. The motion received a second from Commissioner Buru. All Commissioners voted in the affirmative and the motion carried.

Consideration of Proposed Housing Trust Fund Awards

Chairman Latiff went on to present the following HTF Awards for consideration. He presented three proposals, with total funds requested of \$1,093,844.98.

Developer: CHESCO Services  
HTF Award Amount: \$339,534  
Project Name: Creekwood Community Training Home  
Total Development Costs: \$340,234 (\$85,058.50 per br.)

CHESCO Services is a Department of Disabilities and Special Needs nonprofit affiliate. The sponsor proposes the acquisition and rehabilitation of a four-bedroom dwelling to provide housing for four individuals with long-term disabilities in a non-institutional setting. Residents will receive supportive services including, but not limited to: habilitation services related to daily living, social and adaptive skills necessary to live in a non-institutional setting.

The Chairman asked if there were any questions. There being none, he called for a motion to approve the Creekwood Community Training Home.

**MOTION** Commissioner Mosley moved to approve the Creekwood Community Training Home. The motion received a second from Commissioner Haslinger. There being no further discussion, all Commissioners voted in the affirmative and the motion carried.

Developer: Berkeley Citizens, Inc.  
HTF Award Amount: \$377,155.49  
Project Name: Spruce Ivy Community Training Home  
Total Development Costs: \$380,485.13 (\$95,121.28 per br.)

Berkeley Citizens, Inc. is a Department of Disabilities and Special Needs nonprofit affiliate. The sponsor proposes the acquisition and rehabilitation of a four-bedroom dwelling to provide housing for four individuals with long-term disabilities in a non-institutional setting. Residents will receive supportive services including, but not limited to: habilitation services related to daily living, social and adaptive skills necessary to live in a non-institutional setting.

The Chairman asked if there were any questions. There being none, he called for a motion to approve the Spruce Ivy Community Training Home.

**MOTION** Commissioner Haslinger moved to approve the Spruce Ivy Community Training Home. The motion received a second from Commissioner Mosley. There being no further discussion, all Commissioners voted in the affirmative and the motion carried.

Developer: Berkeley Citizens, Inc.  
HTF Award Amount: \$377,155.49  
Project Name: Shady Maple Community Training Home  
Total Development Costs: \$380,485.13 (\$95,121.28 per br.)

Berkeley Citizens, Inc. is a Department of Disabilities and Special Needs nonprofit affiliate. The sponsor proposes the acquisition and rehabilitation of a four-bedroom dwelling to provide housing for four individuals with long-term disabilities in a non-institutional setting. Residents will receive supportive services including, but not limited to: habilitation services related to daily living, social and adaptive skills necessary to live in a non-institutional setting.

The Chairman asked if there were any questions. There being none, he called for a motion to approve the Shady Maple Community Training Home.

**MOTION** Commissioner Haslinger moved to approve the Shady Maple Community Training Home. The motion received a second from Commissioner Buru. There being no further discussion, all Commissioners voted in the affirmative and the motion carried.

### **Consideration of a Resolution – Homeownership Month**

Chairman Latiff asked Steve Clements to present the Resolution for Homeownership Month. He reported that the Resolution asks the Board to designate June 2024 as Homeownership Month. He stated the Resolution further endorses and encourages all South Carolinians to join in recognizing the economic and social benefits that homeownership brings to the state.

Chairman Latiff asked if there were any questions. There being none, he called for a motion.

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

### **Reports**

#### **Homeownership Report**

Chairman Latiff asked Mr. Clements to continue with the Homeownership update. Mr. Clements proceeded to provide an update on Single Family Programs to include general information on the activity from the last six months (November – April) for each program, with a focus on the 2024 Palmetto Heroes Program.

The Board accepted the report as information.

#### **Mortgage Servicing**

The Chairman called on Kim Spires to provide an update on Mortgage Servicing. Ms. Spires provided an update that included a monthly breakdown over the past year for delinquency rates, new loans, paid-in-full accounts and fees collected.

The Board accepted the report as information.

HR Quarterly Report

Chairman Latiff asked Teresa Moore to provide the HR Quarterly Report. Ms. Moore shared an update that included the current employee count, along with the activities within the agency to celebrate South Carolina Public Servant Recognition Week to include a celebration to acknowledge that have reached employment milestones within State Government and SC Housing. She went on to share the list of those employees that are celebrating long-standing tenure and thanked the Board for their continued support of the employees of SC Housing.

The Board accepted the report as information.

Chairman

Chairman Latiff deferred his time to Director Richard Hutto for his report.

Executive Director – Consideration of the FY25-FY26 Strategic Plan

Mr. Hutto provided a detailed overview of the Proposed FY25-FY26 Strategic Plan, along with other priorities of the Agency that will be worked in conjunction with the Strategic Plan.

After a brief discussion, the Chairman asked if there were any other questions. There being none, he called for a motion to approve the FY25-FY26 Strategic Plan as presented.

**MOTION** Commissioner Haslinger motioned to approve the FY25-FY26 Strategic Plan as presented. The motion received a second from Commissioner Buru. There being no discussion, the Commissioners voted in the affirmative and the motion carried.

Executive Session

The Chairman asked for a motion to go into Executive Session. Commissioner Buru motioned to enter a closed Executive Session for purposes of discussion of a personnel matter pursuant to South Carolina Code Section 30-4-70(1) and asked that Richard Hutto, Executive Director, remain. The motion received a second from Commissioner Mosley.

[EXECUTIVE SESSION]

Any Actions, Votes Necessitated After Executive Session

Upon rising from executive session, the Chairman reported that there were no actions or votes taken and asked for a motion to come out of Executive Session.

**MOTION** Commissioner Haslinger motioned to come out of Executive Session. The motion received a second from Commissioner Buru. There being no discussion, the Commissioners voted in the affirmative and the motion carried.

The Chairman asked if there was any other new business or comments for discussion.

**Adjournment**

There being no additional business to come before the Board, Chairman Latiff called for a motion to adjourn the meeting.

**MOTION** Commissioner Haslinger moved to adjourn the meeting. The motion received a second from Commissioner Buru. All Commissioners voted in the affirmative and the motion carried.

Respectfully submitted,



Richard A. Hutto  
Secretary

Approved: June 19, 2024

By:   
C. Todd Latiff  
Chairman