



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, June 18, 2025, 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
Charles Gardner
Karl Haslinger
Brent Mackie
Alisa Mosley

The following Commissioner was excused:

Dr. Karla Buru
James G. Fleshman II

Staff and Guests attending the meeting included the following:

STAFF: Richard Hutto, Executive Director; Robert Macdonald, Chief of Staff; Lee Ann Watson, General Counsel; Marni Holloway, Deputy Director of Programs; Del Collins, IT; Teresa Moore, Organizational Services; Kelly McMullen, Chief Financial Officer; John Brown, Internal Audit; Jennifer Cogan, Development; Steve Clements, Mortgage Production; Kim Wilbourne, Development; Zach Tronco, Development; Ashish Kansupada, Procurement; Jack Suber, Development; Tasha Thompson, Legal; Jamie Smith, Legal; Mitch Nance, IT; Todd Sipos, IT; Sarah Shinsky, Executive Assistant; Tracey Lee, Legal; Stephanie Coffey

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 Mosley moved to adopt the agenda as presented. The motion received a second from Commissioner Mackie. 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 May 21, 2025. There being none, he called for a motion to approve the minutes.

MOTION Commissioner Mosley moved to approve the minutes of May 21, 2025, as presented. The motion received a second from Commissioner Haslinger. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

Program Committee

Consideration of FY26 Set-Aside Reservations

The Chairman asked Jack Suber to present the FY26 Set-Aside Reservations for Consideration. Mr. Suber went over the list of set-asides for HTF programs for FY26. The Board had questions in regards to specifics set-asides and what the programs would look like in the future as the funds for HTF continued to be allocated and decreasing the amount of funding that has been available since work had been paused due to COVID-19.

After the discussion, Chairman Latiff asked if there were any additional questions. There being none, he called for a motion to approve the Consideration of FY26 Set-Aside Reservations.

MOTION Commissioner Haslinger moved to approve the Consideration of FY26 Set-Aside Reservations. The motion received a second from Commissioner Gardner. There being no discussion, all Commissioners voted in the affirmative and the motion carried.

Consideration of Proposed Supportive Housing Rental Award

Chairman Latiff asked Jack Suber to continue with the Proposed Supportive Housing Award. He presented one proposal, with total funds requested of \$425,000.

Applicant: Burton Center for DDSN

Project Name: Park Lane CTH II

Project Type: Permanent Supportive Rental Housing

Units: 4 Bedrooms, 3.5 Bath, 2,041 sq. ft. Group Home

Location: 300 Park Lane, West Columbia, SC, 29170 **County:** Lexington
Acquisition/New Construction Cost: \$425,000.00
Soft Costs/Professional Fees: \$3,904.50 **HTF Award Amount:** \$425,000.00
HTF Loan Term: 20-year, forgivable loan
Total Development Costs: \$428,904.50 (\$107,226.13 per unit/br.)
Additional Funding Sources: Owner \$3,904.50

Project Description: Burton Center for DSN is a Department of Disabilities and Special Needs nonprofit affiliate. The Sponsor proposes the acquisition of a newly constructed (completed in December of 2024) 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 and social and adaptive skills necessary to live in a non-institutional setting. This CTH was built to DDSN's occupancy specifications, so no additional rehabilitation or modification will be required.

The Chairman asked if there were any questions. There being none, he called for a motion to approve the Park Lane CTH II.

MOTION Commissioner Mackie moved to approve the Park Lane CTH II. The motion received a second from Commissioner Mosley. There being no further discussion, all Commissioners voted in the affirmative and the motion carried.

SC Housing Corp Matters

Chairman Latiff asked Ms. Watson to present the SC Housing Corp Matters. She explained that the Housing Corp Bylaws require that the Authority's Board of Commissioners control the appointments of the Housing Corp's Board, as well as the selection of a Chair and Vice Chair. She informed the Board that they needed to select or renew the terms for Mr. Fleshman's and Mr. Clements' seats as they expire June 30, 2025, and they needed to select or renew the Chairman and Vice-Chairman of the Corporation's Board. Ms. Watson stated that Mr. Latiff and Mr. Haslinger currently serve as Chairman and Vice-Chairman.

Chairman Latiff asked if there were any questions. There being none, he called for a motion to renew the terms for Mr. Fleshman's and Mr. Clements' seats and to renew Mr. Latiff as Chairman and Mr. Haslinger as Vice-Chairman of the SC Housing Corp.

MOTION Commissioner Mackie moved to renew the terms for Mr. Fleshman's and Mr. Clements' seats and to renew Mr. Latiff as Chairman and Mr. Haslinger as Vice-Chairman of the SC Housing Corp. The motion received a second from Commissioner Mosley. All Commissioners voted in the affirmative and the motion carried.

Reports

Homeownership Report

Chairman Latiff asked Mr. Clements to provide the Homeownership update. Mr. Clements provided an update on Single Family Programs to include a snapshot of homeowners' Equity over

the last 80 years, specifically pointing out the difference in net worth between homeowners and renters; customer feedback that was received in regards to the high level of customer service being provided by the Mortgage Production team considering the increase in business; a snapshot of loans not using down payment assistance and the funds available due to this option to customers; and, finally, the Single-Family volume over the last eleven months.

The Board accepted the report as information.

Chairman

Chairman Latiff did not have a report, but he did take a minute to thank the staff for all their hard work. He has received a lot of positive feedback from the public and appreciates everything that team members are doing to assist the citizens of South Carolina. He then asked Director Hutto provide his report.

Executive Director

Mr. Hutto began his report by thanking the Board for their engagement in agency business and expressed his appreciation of the Board. He went on to welcome new Chief Financial Officer, Kelly McMullen, and all the knowledge that she brings to the agency. He then provided an update on activities in Finance in preparation of the year end audit, work that is being done in the program areas by the Internal Audit team, a brief update on the Mortgage Bond Revenue (MRB2025B) closing, and finished his report by congratulating Commissioner Mackie on his appointment to the Clemson University Board of Visitors.

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


Respectfully submitted,



Richard A. Hutto
Secretary

Approved: August 20, 2025

By: _____



C. Todd Latiff
Chairman