

# **NOTICE AND AGENDA**

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**Spartanburg Area Housing Corporation  
Board of Directors Meeting  
Tuesday, April 28, 2020**

## **NOTICE**

The Board of Directors for the Spartanburg Area Housing Corporation (SAHC) will hold a meeting immediately the Board of Commissioners for the Housing Authority of the City of Spartanburg meeting on Tuesday, April 28, 2020. The meeting will be held via conference call.

Conference Dial-In Number: 1-929-205-6099; Meeting ID: 230 114 605; Password: 064445.

Link to meeting, if using a computer:

<https://zoom.us/j/230114605?pwd=YnFJTGR0bmdrU3Rhakt1REJ2VGdTdz09>

## **AGENDA**

### **CALL MEETING TO ORDER**

#### **I. Roll Call**

#### **II. Approval of Agenda**

#### **III. Approval of Minutes**

A. Board Meeting, February 25, 2020 ..... 3

#### **IV. Action Items and Resolutions**

A. **Resolution 2020-02** – Support Spartanburg Area Housing Corporation (SAHC) Grant Application for Redevelopment Project for Victoria Gardens..... 5

B. **Resolution 2020-03** - Request to Execute Sponsor Access Agreement for the Federal Home Loan Bank..... 11

#### **V. Adjournment**

**Approval of Minutes  
for Spartanburg Area  
Housing Corporation  
Regular Board Meeting  
February 25, 2020**

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**Board of Directors Meeting  
Tuesday, April 28, 2020**



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**MINUTES OF THE BOARD MEETING OF THE DIRECTORS OF  
THE SPARTANBURG AREA HOUSING CORPORATION  
SPARTANBURG, SOUTH CAROLINA  
February 25, 2020**

Commissioner Myers called the board meeting of the Spartanburg Area Housing Corporation (SAHC) to order at 5:14 P.M.

- I. Roll Call:** Chuck White, John Fairey, Matthew Myers, Ralph Settle, Veronica Cunningham, Bo Campbell (via phone) and Shaunté Evans. Absent: Keisha Gray, Andrew Poliakoff.
- II. Approval of Agenda:** Commissioner White made a motion to approve the agenda as presented. The motion was seconded by Commissioner Settle and unanimously approved.
- III. Approval of Minutes:**
  - A. A motion to accept the minutes of the board meetings of August 27, 2019 and October 22, 2019 as presented was made by Commissioner Fairey. The motion was seconded by Commissioner Cunningham and unanimously carried.
- IV. Action Items and Resolutions:**
  - A. Resolution 2020-01, Authorize SAHC Country Gardens, LLC Rental Assistance Demonstration (RAD) Closing and FHA Financing**

This resolution was presented to request acceptance of the Resolution 2020-01 as presented by Joseph Jackson. Questions raised by the board were addressed. Commissioner Settle made a motion to approve resolution 2020-01. The motion was seconded by Commissioner White and unanimously carried.

**RESOLUTION NO. 2020-01**

ADOPTED BY THE BOARD OF DIRECTORS OF  
THE SPARTANBURG AREA HOUSING CORPORATION  
February 25, 2020

- V. Other Business**

No other business.
- VI. Adjournment**

Commissioner White made a motion to adjourn the meeting, which was seconded by Commissioner Settle. The meeting was adjourned at 5:18 P.M.

Respectfully Submitted,  
The Spartanburg Area Housing Corporation

# **Resolution 2020-02**

## **Support Spartanburg Area Housing Corporation (SAHC) Grant Application for Redevelopment Project for Victoria Gardens**

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**Board of Directors Meeting  
Tuesday, April 28, 2020**

**April 28, 2020**

**Spartanburg Area Housing Corporation  
Spartanburg, SC 29302**

**HONORABLE MEMBERS IN SESSION:**

**SUBJECT:**

**Request for Spartanburg Area Housing Corporation (SAHC) to Apply for the Federal Home Loan Bank of Atlanta Community Investment Services Affordable Housing Program  
Resolution #2020-02**

**RECOMMENDATION:**

Allow SAHC to apply for the Federal Home Loan Bank of Atlanta Community Investment Services Affordable Housing Program

**CONTACT PERSON:**

Shaunté Evans  
President  
864-598-6010

**BACKGROUND:**

As a participant, SAHC may participate in various community investment programs (the “Programs”) offered by Federal Home Loan Bank of Atlanta (the “Bank”) through its Community Investment Services department, including without limitation the Bank’s Affordable Housing Program. SAHC seeks to apply for a grant of \$500,000 to support the redevelopment of Victoria Gardens Apartments. The application deadline is June 1, 2020 with an anticipated award in September 2020. If SAHC is awarded grant funds by the Federal Home Loan Bank of Atlanta AHP funds, it may enter into an agreement with South State Bank and the Federal Home Loan Bank of Atlanta. The funds will be used to help offset relocation expenses and construction cost escalations.

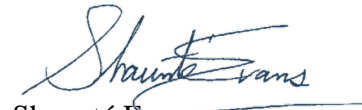
**FINANCIAL CONSIDERATIONS:**

A consultant will be retained to apply for the AHP grant. The fee is \$3,000. Upon award of the grant, the consultant will be entitled to a fee that equals 10% of the grant amount. The fee will be paid from the 2018 Capital Fund Program or SHA’s unrestricted funds.

**POLICY CONSIDERATIONS:**

None

Respectfully submitted,

A handwritten signature in blue ink that reads "Shaunté Evans". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Shaunté Evans

President

**RESOLUTION No. 2020-02**  
**RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF**  
**SPARTANBURG AREA HOUSING CORPORATION (SAHC)**

A duly noticed special meeting of the Board of Directors of the Spartanburg Area Housing Corporation (“Corporation”) took place on April 28, 2020, at 2271 South Pine Street, Spartanburg, SC 29302, at which meeting a quorum was present and acted throughout.

The Corporation, after consideration and discussion of matters herein, hereby take the following action and adopt the following resolutions on behalf of the Corporation:

**WHEREAS**, the Board of Directors for the Spartanburg Area Housing Corporation supports the grant application made to the Federal Home Loan Bank of Atlanta for the Affordable Housing Fund Program. The application is to support the redevelopment of Victoria Gardens; and

**WHEREAS**, the Corporation recognizes Board approval is needed to apply for \$500,000 under this program.

**NOW, THEREFORE, IT IS RESOLVED:** If the Corporation is awarded grant funds by the Federal Home Loan Bank of Atlanta AHP funds, the Corporation agrees to accept the grant award, and may enter into an agreement with South State Bank and the Federal Home Loan Bank of Atlanta for above referenced project. The Corporation will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement; and

**FURTHER RESOLVED:** That the applicant has read the Conflict of Interest Policy contained in the FHLB-ATL AHP Program Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award; and

**FURTHER RESOLVED:** The Corporation names the fiscal agent for the Spartanburg Area Housing Corporation for this project as: Shaunté Evans, President and Jessica Holcomb, Treasurer of the Spartanburg Area Housing Corporation, 2271 South Pine Street, Spartanburg, SC; and

**FURTHER RESOLVED:** The Corporation hereby assures the Victoria Gardens Redevelopment project will be maintained for a period of no less than 20 years.



**IN WITNESS WHEREOF**, the undersigned has executed this Resolution as of the date and year first above written.

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Matthew Myers, Chairman

### **RECORDING OFFICER'S CERTIFICATION**

I, Matthew Myers, the duly appointment Chairman of the Board, do hereby certify that this resolution was properly adopted at a duly noticed meeting of the Board of Directors of Spartanburg Area Housing Corporation held on April 28, 2020.

\_\_\_\_\_  
Matthew Myers, Chairman

**ATTEST:**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
FOR CLERK USE ONLY

RESOLUTION NO. 2020-02

DATE ADOPTED: April 28, 2020

# **Resolution 2020-03**

## **Request to Execute Sponsor Access Agreement for the Federal Home Loan Bank**

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**Board of Directors Meeting  
Tuesday, April 28, 2020**

**April 28, 2020**

**Spartanburg Area Housing Corporation  
Spartanburg, SC 29302**

**HONORABLE MEMBERS IN SESSION:**

**SUBJECT:**

**Request to Execute Sponsor Access Agreement for the Federal Home Loan Bank  
Resolution 2020-03**

**RECOMMENDATION:**

To conduct business over the internet with the Federal Home Loan Bank of Atlanta hereinafter referred to as the “Bank”, the President of SAHC is requesting board approval to execute the following documents:

- a. Resolution Authorizing Participation in Community Investment Services Programs of the Bank.
- b. Certificate of Incumbency
- c. Access Form for Sponsor Web System Access
- d. Terms and Conditions for Sponsor Web System Access

**CONTACT PERSON:**

Shaunté Evans  
President  
864-598-6010

**BACKGROUND:**

As a participant, SAHC may participate in various community investment programs (the “Programs”) offered by Federal Home Loan Bank of Atlanta (the “Bank”) through its Community Investment Services department, including without limitation the Bank’s Affordable Housing Program. SAHC seeks to apply for a loan from the Bank to support the redevelopment of Victoria Gardens Apartments. In order to conduct business, the following documents must be executed:

- a. Resolution Authorizing Participation in Community Investment Services Programs of the Bank.
  - This is to be filled out and signed by your Board of Directors’ Corporate Secretary. It indicates that your organization will participate in the Bank’s Community Investment Services programs, which include the Affordable Housing Program.
- b. Certificate of Incumbency
  - This is to be filled out and signed by your Board of Directors’ Corporate Secretary. It indicates the officers of your organization who are authorized to execute agreements with the Bank.

- c. Access Form for Sponsor Web System Access
  - This must be filled out and signed by one of the authorized persons listed by the Corporate Secretary in the Certificate of Incumbency.
- d. Terms and Conditions for Sponsor Web System Access
  - As indicated by the title, this document presents the terms and conditions for Sponsor Web system access.

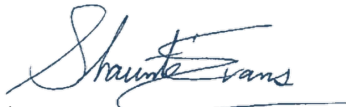
**FINANCIAL CONSIDERATIONS:**

The current resolution has no financial considerations.

**POLICY CONSIDERATIONS:**

None

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Shaunté Evans", with a horizontal line extending from the end of the signature.

Shaunté Evans

President

**RESOLUTION No. 2020-03**  
**RESOLUTION OF THE BOARD OF DIRECTORS**  
**OF**  
**SPARTANBURG AREA HOUSING CORPORATION (SAHC)**

A duly noticed special meeting of the Board of Directors of the Spartanburg Area Housing Corporation (“Corporation”) took place on April 28, 2020, at 2271 South Pine Street, Spartanburg, SC 29302, at which meeting a quorum was present and acted throughout.

The Corporation, after consideration and discussion of matters herein, hereby take the following action and adopt the following resolutions on behalf of the Corporation:

**WHEREAS**, the Participant is duly organized and existing, and has the power to take the actions called for by the following resolution (the “Resolution”); and

**WHEREAS**, no provision in the Articles of Incorporation, By-Laws or other governing documents of the Participant limits the power of the governing body of the Participant to adopt the Resolution; and

**WHEREAS**, the Resolution is in conformity with the Articles of Incorporation, By-Laws and other governing documents of the Participant; and

**WHEREAS**, the Resolution is a true copy of a resolution duly adopted by the governing body of the Participant and recorded in the minutes of a meeting of the governing body held on April 28, 2020; and

**WHEREAS**, the Resolution has not been rescinded or modified and is in full force and effect.

**THEREFORE BE IT RESOLVED:**

1. The Participant may participate in various community investment programs (the “Programs”) offered by Federal Home Loan Bank of Atlanta (the “Bank”) through its Community Investment Services department, including without limitation the Bank’s Affordable Housing Program.
2. The Chairman, Vice Chairman, President, the Chief Executive Officer, the Chief Financial Officer and the Vice Presidents (including Executive Vice Presidents, Senior Vice Presidents, and any officers more senior than Vice President) or, if such titles or positions are not utilized by Participant then the Executive Director, General Partner, Managing Partner or similar title of Participant, and each of them (the “Authorized Persons”), is hereby authorized to execute any agreement or application governing or relating to Participant’s involvement in any of the Programs.
3. The execution and delivery of that certain Access Form for Sponsor Web System Access and the Terms and Conditions for Sponsor Web System Access are hereby ratified and confirmed.
4. The Bank will be entitled to rely on this resolution until Participant provides the Bank with a resolution changing or rescinding this resolution. No change or rescission will be given effect until the Bank receives such certified copy and the Bank hereby

afforded a reasonable opportunity to act on such change or rescission, and no such change or rescission will affect any then-existing agreement between the Bank and the Participant, unless the Bank agrees to such effect, in each instance, in writing. Participant will indemnify and hold harmless the Bank from any loss suffered or liability incurred by the Bank prior to receipt of such certified copy as a result of the Bank acting as if such rescission or change had not occurred.

**IN WITNESS WHEREOF**, I have hereunto subscribed my name and affixed the seal of the Participant this 28<sup>th</sup> day of April, 2020.

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Matthew Myers, Chairman

## RECORDING OFFICER'S CERTIFICATION

I, Matthew Myers, the duly appointment Chairman of the Board, do hereby certify that this resolution was properly adopted at a duly noticed meeting of the Board of Directors of Spartanburg Area Housing Corporation held on April 28, 2020.

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Matthew Myers, Chairman

**ATTEST:**

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Secretary

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FOR CLERK USE ONLY

RESOLUTION NO. 2020-03

DATE ADOPTED: April 28, 2020