

MINUTES OF THE REGULAR MEETING
OF THE
BOARD OF DIRECTORS
WEST VIRGINIA HOUSING DEVELOPMENT FUND
December 15, 2021

The regular meeting of the Board of Directors of the West Virginia Housing Development Fund (the "Fund") was held on Wednesday, December 15, 2021, via video conferencing and via phone. The video conferencing information was made available to the public in the Notice of Meeting of the Board of Directors posted on the Secretary of State website, and the Fund's website. No members of the public attended the meeting. The Chair called the meeting to order at 9:07 a.m. with the following members present throughout, except where noted.

Ann Urling, Chair (via phone)
John Gianola, Member (via phone)
Kara Hughes, Representative for the Honorable Riley Moore, State Treasurer (via phone)
Sam Kapourales, Member (via phone)
Patrick Martin, Member (via phone)
Kris Raynes, Member (via phone)
Chris Stansbury, Member (via phone)
Steven Travis, Representative for the Honorable Patrick Morrissey, Attorney General (via phone)

Members Absent:

Norm Bailey, Representative for the Honorable Kent Leonhardt, Commissioner of Agriculture
Bob Nistendirk, Member

Staff present:

Erica Boggess, Executive Director
Julie Davis, Deputy Director – Production
Martha Lilly, Legal Assistant
Lori Ryan, Executive Assistant
Kristin Shaffer, Senior Legal Counsel
Nathan Testman, Senior Division Manager – Multifamily Lending
Crystal Toney, Deputy Director - Administration
Dorothy White, Federal Compliance Officer

Others Present:

Samme Gee - Jackson Kelly PLLC (via phone)
Kelley Goes – Jackson Kelly PLLC (via phone)

APPROVAL OF THE MINUTES OF THE NOVEMBER 17, 2021,
MEETING

Representative Steven Travis moved the approval of the minutes of the November 17, 2021 meeting. His motion was seconded by Member Chris Stansbury, and, upon the affirmative vote of the six (6) members present, the Chair declared the motion adopted.

CONSIDERATION OF CDBG-DR LOAN FOR MONARCH VILLAGE

Members Sam Kapourales and Kris Raynes joined the meeting.

Nathan Testman provided an explanation of the Community Development Block Grant – Disaster Recovery (“CDBG-DR”) Program administered by the West Virginia Department of Economic Development (formerly the Development Office) (the “WVDED”) and the Fund’s role in assisting the WVDED with the CDBG-DR Program. Mr. Testman presented a loan request from Monarch Village LLC, to finance the new construction of a twelve (12) unit affordable housing project located in Clendenin, West Virginia, known as Monarch Village and explained that, once construction is complete, the Fund will assign the loan to the WVDED.

Mr. Testman stated that the Project consists of one (1) building. All units are designated for tenants with income at or below 80% Area Median Income.

Mr. Testman informed the Board that the developer for the Project is Pison Development, LLC (“Pison”). Pison is a very experienced developer with an extensive history with the Fund’s LIHTC program. This includes the development of 20 LIHTC projects representing 794 units in West Virginia. Given its extensive experience developing affordable housing, which includes experience with LIHTC, HOME and HTF programs, staff has a high level of confidence in Pison’s ability to develop the proposed project.

Mr. Testman stated that staff is requesting approval of a CDBG-DR Loan in the amount of up to \$2,870,000, with interest at the rate of 0.0%, for a term of up to 20 years. The CDBG-DR Loan will be secured by a first lien deed of trust on the land and improvements known as Monarch Village, the replacement reserves associated with the Project, Payment and Performance Bonds equal to 100% of the construction contract, the personal guarantees of William Turner, Lewis Whaley, Mark Miller, and Christopher Kosarek, and corporate guarantees of Pison Development, LLC and Pison KAT, LLC.

Member Pat Martin moved to approve the request for the CDBG-DR Loan for the construction of Monarch Village, subject to the conditions presented. His motion was seconded by Representative Travis, and, upon the affirmative vote of the eight (8) members present, the Chair declared the motion adopted.

UPDATE ON MOUNTAINEER RENTAL ASSISTANCE PROGRAM

Ms. Erica Boggess presented an update on the Mountaineer Rental Assistance Program (“MRAP”) and explained that Treasury recaptured \$3.3 million in MRAP funds earlier this week. Ms. Boggess explained that Treasury would conduct another review based on the Fund’s obligations as of November 30th and stated that she expects Treasury will recapture additional funds.

Ms. Boggess also explained that staff continues to develop the Housing Assistance Fund Program for mortgages.

ADJOURNMENT

There being no further business, Member John Gianola moved to adjourn the meeting. His motion was seconded by Member Stansbury. Meeting adjourned at 9:35 a.m.



Martha Lilly, Assistant Secretary