

MINUTES OF THE REGULAR MEETING  
OF THE  
BOARD OF DIRECTORS  
WEST VIRGINIA HOUSING DEVELOPMENT FUND  
July 27, 2022

The regular meeting of the Board of Directors of the West Virginia Housing Development Fund (the "Fund") was held on Wednesday, July 27, 2022. Board of Directors attended via video conferencing, via phone and in person. The video conferencing information was made available to the public in the Notice of Meeting of the Board of Directors posted on the West Virginia 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 9:01 a.m. with the following members present throughout, except where noted.

Ann Urling, Chair (via video)  
Norm Bailey, Representative for the Honorable Kent Leonhardt, Commissioner of Agriculture (in person)  
Sam Kapourales, Member (via phone)  
Bob Nistendirk, Member (via video)  
Kris Raynes, Member (via phone)  
Allen Retton, Member (via phone)  
Kara Hughes, Representative for the Honorable Riley Moore, State Treasurer (via phone)  
Steven Travis, Representative for the Honorable Patrick Morrissey, Attorney General (via phone)

Members Absent:

Patrick Martin, Member  
Chris Stansbury, Member

Staff present:

Erica Boggess, Executive Director (via phone)  
Julie Davis, Deputy Director – Production  
Zach Fisher, Internal Auditor  
Jessica Greathouse, Multifamily Programs Administrator  
Whitney Humphrey, Communications Administrator  
Kelley Ridling, Senior Manager – Internal Audit  
Lori Ryan, Executive Assistant  
Jon Rogers, Senior Division Manager – Single Family Lending  
Patti Shamblin, Division Manager – Single Family Lending  
Nathan Testman, Senior Division Manager – Multifamily Lending  
Crystal Toney, Deputy Director - Administration

Christy Chapman Welch, Quality Control Manager  
Others Present:

Samme Gee - Jackson Kelly PLLC

APPROVAL OF THE MINUTES OF THE JUNE 27, 2022,  
MEETING

Member Sam Kapourales moved the approval of the minutes of the June 27, 2022 meeting. His motion was seconded by Representative Norm Bailey, and, upon the affirmative vote of the seven (7) members present, the Chair declared the motion adopted.

CONSIDERATION OF PROPOSAL TO CONTINUE  
PARTNERSHIP WITH FEDERAL HOME LOAN BANK FOR  
HOME4GOOD PROGRAM

Nathan Testman informed the Board that in 2018, the Fund partnered with the Federal Home Loan Bank of Pittsburgh (the FHLB) to administer the HOME4GOOD program, which provides a flexible source of funding for organizations working to address homelessness.

Since 2018, FHLB has contributed \$4,200,000 to the HOME4Good initiative, and the Fund has provided matching funds in the amount of \$750,000. A total of 54 projects addressing homelessness throughout the State have been funded through the initiative.

For 2022, FHLB committed \$300,000 to the initiative. FHLB also requested, but is not requiring, a matching commitment from the Fund. Staff is recommending Board authorization to commit \$250,000 in matching funds toward the 2022 Home4Good program. The Fund's matching dollars will be used for costs that are permissible under the Fund's Act. In addition to the \$250,000 matching commitment, Staff is recommending that Board authorize the Fund to execute any necessary documents to continue partnership with FHLB and the administration of the Home4Good program.

Representative Bailey moved the approval of \$250,000 in matching funds toward the 2022 Home4Good Program and the continued partnership with the Federal Home Loan Bank for the Home4Good Program. His motion was seconded by Member Bob Nistendirk, and, upon the affirmative vote of the seven (7) members present, the Chair declared the motion adopted.



CONSIDERATION OF PROPOSAL FOR HOME PROGRAM  
NEW CONSTRUCTION AND PERMANENT LOAN  
FINANCING OF 821-823 VIRGINIA AVENUE.

Member Kris Raynes joined the meeting.

Mr. Testman presented a loan request from Fairmont Community Development Partnership, Inc. ("FCDP"), to finance the new construction and permanent loan financing of 821-823 Virginia Avenue, a two (2) unit HOME Investment Partnerships ("HOME") Program project located in Fairmont.

Mr. Testman stated that the project consists of one (1) building, containing a total of two (2) units. The units are designated for tenants with income at or below 60% Area Median Income (AMI).

Mr. Testman informed the Board that the borrower, owner, and developer of the project is FCDP. FCDP is an experienced developer that has been involved in the development of twenty-one (21) HOME Program real estate projects in Fairmont. Staff has a high level of confidence in FCDP's ability to develop the proposed project.

Mr. Testman stated that staff is requesting approval of a HOME loan in the amount of up to \$576,000, with a fixed rate of 0.00%, for a term of 20 years. The HOME Loan will be secured by a first lien deed of trust on the land and improvements known as 821-823 Virginia Avenue and secured by the replacement and preservation reserve accounts associated with the project. During the construction period, the Fund will be secured by Payment and Performance Bonds equal to 100% of the construction contract.

Representative Bailey moved to approve the request for the HOME Program new construction and permanent financing of 821-823 Virginia Avenue, as presented. His motion was seconded by Member Kris Raynes, and, upon the affirmative vote of the eight (8) members present, the Chair declared the motion adopted.

CONSIDERATION OF PROPOSAL FOR HOME PROGRAM  
NEW CONSTRUCTION AND PERMANENT FINANCING OF  
MOC RENTAL 2020

Member Kapourales left the meeting.

Nathan Testman presented a loan request from Mountain Opportunities Corporation ("MOC"), to finance the new construction and permanent loan financing of MOC Rental 2020, a four (4) unit HOME Investment Partnerships ("HOME") Program project located in Clarksburg.

Mr. Testman stated that the Project consists of two (2) buildings, containing a total of four (4) units. The units are designated for tenants with income at or below 60% Area Median Income (AMI).

Mr. Testman informed the Board that the borrower, owner, and developer of the project is MOC. MOC is an experienced developer that has been involved in the development of seven (7) HOME Program real estate projects in Clarksburg. Staff has a high level of confidence in MOC's ability to develop the proposed project.

Mr. Testman stated that staff is requesting approval of a HOME loan in the amount of up to \$890,700, with a fixed rate of 0.00%, for a term of 20 years. The HOME Loan will be secured by a first lien deed of trust on the land and improvements known as MOC Rental 2020 and secured by the replacement and preservation reserve accounts associated with the Project. During the construction period, the Fund will be secured by Payment and Performance Bonds equal to 100% of the construction contract.

Representative Bailey moved to approve the request for the HOME Program new construction and permanent financing of MOC Rental 2020, as presented. His motion was seconded by Member Nistendirk, and, upon the affirmative vote of the seven (7) members present, the Chair declared the motion adopted.

#### INFORMATIONAL ITEMS

#### AFFORDABLE HOUSING FUND SUMMARY OF 2022 AWARDS

Mr. Testman updated the Board on the Affordable Housing Fund (AHF) Program 2022 awards that were approved under the Executive Director's authority with the requirement that they be reported to the Board. The AHF funding provides a flexible funding source for nonprofit housing partners. He noted that thirty-six (36) projects were selected, totaling approximately \$1.6 million.

#### SINGLE FAMILY MOVIN' UP INCOME LIMITS

Jon Rogers updated the Board on the Movin' Up Program income limits. Mr. Rogers explained that Movin' Up began in 2012 to serve home buyers with higher incomes than traditional first-time home buyers and stated that the Fund sets the income limits for the program. The income limits had not been increased in seven years, and Mr. Rogers stated that a modest increase in the income limits were announced in April.

#### MRAP AND HAF UPDATES

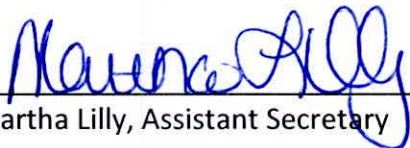
Mr. Testman presented an update to the Board on the Mountaineer Rental Assistance program and the Homeowner Assistance Fund program.

### SINGLE FAMILY BOND PROGRAM

Julie Davis provided an update on the latest Bond Issuance. She stated that the Fund went to market on July 20<sup>th</sup> to sell \$40 million in bonds and had orders to purchase bonds two times the amount of the issuance. The new mortgage rate for first time home buyers in the Homeownership Program will be 5.11%.

### ADJOURNMENT

There being no further business, Representative Bailey moved to adjourn the meeting. His motion was seconded by Member Nistendirk. Meeting adjourned at 9:36 a.m.

  
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Martha Lilly, Assistant Secretary