

**Michigan State Housing Development Authority  
Minutes of Authority Meeting  
October 22, 2020 – 10:00 a.m.**

**Regular Meeting held via Microsoft Teams accordance with Senate Bill No. 1108  
amending Section 3 (MCL 15.263) of the “Open Meetings Act” (1976 PA 677)**

**AUTHORITY MEMBERS PRESENT AND LOCATION:**

**Mark Burton**, Meridian Township, Ingham County, Michigan  
**Susan Corbin**, Petoskey, Emmet County, Michigan  
**Carl English**, Village of Bingham Farms, Oakland County, Michigan  
**Rachael Eubanks**, East Lansing, Ingham County, Michigan  
**Deb Muchmore**, Laingsburg, Shiawassee County, Michigan  
**Jennifer Grau**, Lansing, Ingham County, Michigan

**AUTHORITY MEMBERS ABSENT:**

Regina Bell  
Tyrone Hamilton

**OTHERS PRESENT VIA MICROSOFT TEAMS:**

Jeff Donofrio, Department of Labor and Economic Opportunity  
Gary Heidel, Acting Executive Director  
Maria Ostrander, Executive  
Clarence Stone, Legal Affairs  
Richard Norton, Legal Affairs  
Lisa Ward, Legal Affairs  
Jeffrey Sykes, Finance  
Troy Thelen, Asset Management  
John Hundt, Rental Development  
Kelly Rose, Rental Assistance and Homeless Solutions  
Jonathan Hilliker, Executive  
Chad Benson, Rental Development  
Justin Wieber, Asset Management  
Ronald Farnum, Office of Attorney General  
John Millhouse, Office of Attorney General  
Samuel Buchalter, Executive  
Amber Martin, Human Resources  
Katie Bach, Communications  
Mary Townley, Homeownership  
Tonya Young, Housing Initiatives  
Tiffany King, Office of Equity and Engagement  
Lisa Kemmis, Rental Assistance and Homeless Solutions  
Mark Whitaker, Information Technology  
Odessa Carson, Office of Equity and Engagement  
James Kiefer, Dykema  
Kristin Nied, Miller Canfield  
Sandy Pearson, Habitat for Humanity

Twenty-four additional members of the public participated via the following Conference Line: +1 248-509-0316, Conference ID: 580 772 740#.

Chairperson Susan Corbin opened the meeting at 10:02 a.m. Ms. Corbin was appointed to the position of Acting Director, Michigan Department of Labor and Economic Opportunity (LEO), by the Governor on October 19, 2020. As such, she has assumed the role of the Authority's Board Chair. A quorum was established with the presence of Ms. Corbin, Mark Burton, Carl English, Rachael Eubanks, Jennifer Grau and Deb Muchmore.

Ms. Corbin asked Jonathan Hilliker to provide an overview of the meeting format, which was being conducted through Microsoft Teams. Mr. Hilliker explained that Board members and presenters were participating by video through a previously provided video link. A separate telephonic conference line linked to the video meeting was made available to the public.

Ms. Corbin requested public comments from teleconference participants. Ms. Sandy Pearson from Habitat for Humanity noted her presence for the record. Additionally, she thanked the Authority for its support and was happy to share that Habitat for Humanity of Michigan was the recipient of a \$1 million grant from the U.S. Department of Housing and Urban Development.

Ms. Corbin noted that materials for Tab H, 2021 Qualified Allocation Plan, were emailed to Authority members earlier in the week. In addition, the materials for Tab 2, Draft 2021 Authority Meeting Dates, were sent to Authority members via email.

Ms. Corbin then took a moment to thank her predecessor, Jeff Donofrio, for his work as the Director of LEO and as the Authority's Board Chair. She praised his data-driven decision making, as well as his work creating LEO's Mission, Vision and Strategic Plan. She asked Mr. Donofrio to comment, and he spoke highly of his time with LEO and as the Authority's Board Chair. He expressed the need for continued collaboration to address housing, workforce and labor development and mutual goals. Mr. Donofrio also praised the Authority's strategic plan, as well as its work within the City of Detroit. He further applauded the work of Authority staff and Board members. He concluded by noting that Susan Corbin, as Acting Director of LEO, is more than capable to continue what he started at LEO. Additionally, he looks forward to continuing to work with State government in his new role.

Prior to concluding her remarks, Ms. Corbin gave a brief update on the Authority's search for a permanent Executive Director. In her previous role at LEO, Ms. Corbin had already been working closely on this matter; therefore, the change in leadership will not affect this process. Ms. Corbin expects the search firm to present a list of its candidates to Authority members at the November regular meeting.

Following the Chair's remarks, Acting Executive Director Gary Heidel thanked Mr. Donofrio for his work and hands-on leadership. Additionally, he welcomed Susan Corbin to her new role and commended her history of public service.

Mr. Heidel mentioned that proposed 2021 Authority meetings dates were provided in Tab 2 of the docket. This proposed schedule will be a voting item at the November meeting. Mr. Heidel also expects future Authority meetings to remain virtual, as long as a statewide or local emergency exists in Ingham or Wayne Counties. Looking ahead, he indicated that a request for continued funding for Habitat for Humanity will also be presented to the Board next month.

**VOTING ISSUES:**

Approval of the Agenda (**Tab A**):

Deb Muchmore moved approval of **Tab A (Agenda)**. Jennifer Grau supported. The following Roll Call was taken for **Tab A**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The agenda was approved.

**Consent Agenda (Tabs B through E)** The consent agenda included the following items:

- Tab B            Minutes – September 24, 2020
  
- Tab C            Minutes – October 6, 2020
  
- Tab D            Resolution Authorizing Use of Cares Act Housing Choice Voucher Administrative Fees for Damage Claims and Incentive Payments
  
- Tab E            Resolution Authorizing Substitution of Mortgagor and Amended Mortgage Loan Savannah-Wilshire, MSHDA Development No. 3912, City of Detroit, Wayne County

Mark Burton moved approval of the consent agenda. Deb Muchmore supported. The following Roll Call was taken for the Consent Agenda:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The consent agenda was approved.

**Regular Voting Items:**

Jeff Sykes, Chief Financial Officer and James Kiefer, Bond Counsel from Dykema, presented **Tab F and G: Michigan State Housing Development Authority Series Resolution Authorizing the Issuance and Sale of Single-Family Mortgage Revenue Bonds, 2020 Series C in an Amount Not to Exceed \$300,000,000 and Michigan State Housing Development Authority Series Resolution Authorizing the Issuance and Sale of Single-Family Mortgage Revenue Bonds, 2020 Series D (Federally Taxable) in an Amount Not to Exceed \$150,000,000.** Mr. Sykes reviewed the business terms and Mr. Kiefer reviewed the resolution parameters as outlined in **Tab F and G** of the board docket.

In response to Authority questions, Mr. Sykes confirmed that funding for single family mortgages has been slower than in past years. Prior to the COVID-19 pandemic, he estimates there were

about \$10 to \$11 million a week in single family mortgages, whereas it is now closer to \$7 to \$9 million. However, Mr. Sykes feels the numbers are beginning to accelerate.

John Millhouse, Assistant Attorney General, confirmed the documents for Tabs F and G were acceptable for the Board’s action.

Kris Nied, Co-Bond Counsel with Miller Canfield confirmed the documents for Tabs F and G were acceptable for the Boards action.

Clarence Stone, Director of Legal Affairs, confirmed the documents for Tabs F and G were acceptable for the Board’s action.

Jennifer Grau moved approval of **Tab F**. Mark Burton supported. The following Roll Call was taken for **Tab F**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

Carl English moved approval of **Tab G**. Deb Muchmore supported. The following Roll Call was taken for **Tab G**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

Chad Benson of Rental Development presented **Tab H**, Resolution Adopting the 2021 Qualified Allocation Plan for the Housing Tax Credit Program. Mr. Benson reviewed the documents as detailed in the board docket.

In response to Authority questions, Mr. Benson confirmed there were about 150 attendees for the QAP virtual public hearings. Authority member Jennifer Grau indicated that she attended one meeting and was pleased that staff were available to the public the entire time.

Deb Muchmore moved approval of **Tab H**. Carl English supported. The following Roll Call was taken for **Tab H**:

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes *Due to technical difficulties, Ms. Muchmore’s affirmative vote may

			have been unclear and was confirmed later in the meeting.
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There were 6 “yes” votes. The resolution was approved.

Justin Wieber of Asset Management presented both **Tab I, Resolution Authorizing Waiver of Mortgage Loan Prepayment Prohibition, Mill Park Townhomes, MSHDA No. 758, City of Parchment, Kalamazoo County** and **Tab J, Resolution Authorizing Waiver of Mortgage Loan, Prepayment, Prohibition, Mill Park Townhomes II, MSHDA No. 833, City of Parchment, Kalamazoo County.** Mr. Wieber reviewed the documents as detailed for both **Tabs I and J** in the board docket.

Mark Burton moved approval of **Tab I.** Jennifer Grau supported. The following Roll Call was taken for **Tab I:**

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

Mark Burton moved approval of **Tab J.** Jennifer Grau supported. The following Roll Call was taken for **Tab J:**

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolution was approved.

Mr. John Hundt of Rental Development presented **Tab K, Resolution Determining Mortgage Loan Feasibility, Danbury Park Manor, MSHDA No. 1790-2, Superior Charter Township, Washtenaw County** and **Resolution Authorizing Mortgage Loans, Danbury Park Manor, MSHDA No. 1790-2, Superior Charter Township, Washtenaw County.** Mr. Hundt reviewed the documents as detailed in the board docket.

Carl English moved approval of **Tab K.** Jennifer Grau supported. The following Roll Call was taken for **Tab K:**

Regina Bell	Absent	Rachael Eubanks	Yes
Mark Burton	Yes	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Absent
Carl English	Yes	Deb Muchmore	Yes

There were 6 “yes” votes. The resolutions were approved.

There being no additional remarks, Ms. Corbin mentioned the following reports were included for information: **(Tab 1)** Short Term Mortgage Relief Report, **(Tab 2)** Draft 2021 Authority Meeting Dates, **(Tab 3)** Delegated Action Reports, **(Tab 4)** Hardest Hit Report, **(Tab 5)** Current and Historical Homeownership Data, **(Tab 6)** Homeownership Production Report, and **(Tab 7)** Board Calendar.

Ms. Corbin stated that the next two Regular board meetings are November 19, 2020 and December 17, 2020.

Before adjourning, Ms. Grau asked to confirm Ms. Muchmore's vote for Tab H, Qualified Action Plan. Technical difficulties may have prevented the vote from being heard; therefore, Ms. Muchmore confirmed her affirmative vote for the resolution.

There being no additional comments, Ms. Corbin requested a motion to adjourn. Rachael Eubanks moved to adjourn, and Jennifer Grau supported. The meeting adjourned at 10:53 a.m.

**REVIEWED**  
By Lisa Ward at 9:06 am, Oct 27, 2020

**APPROVED**  
By Clarence Stone at 9:43 am, Oct 27, 2020