

THE AFFORDABLE HOUSING LOAN COMMITTEE MEETING

Minutes

Wednesday, August 8, 2012

Greenville, North Carolina

Present:

Alice Brewington
 Howard Conner
 Jackie Parker

Lovella Perkins
 Melissa Grimes
 R. J. Hemby

Walt Kitchin

Absent:

Alice Brewington
 Howard Conner
 Jackie Parker

Lovella Perkins
 Melissa Grimes
 R. J. Hemby

Walt Kitchin

Staff:

Thom Moton
 Merrill Flood

Sylvia Brown
 Betty Moseley
 Kandie Smith (City Council Liaison)

A. Roll Call

B. Approval of Agenda

Motion was made by Mr. Conner and seconded by Ms. Grimes to approve the agenda as presented. Motion carried unanimously.

C. Approval of meeting minutes from July 11, 2012

Motion was made by Ms. Perkins and seconded by Mr. Conner to approve the meeting minutes from July 11, 2012 as presented. Motion carried unanimously.

D. Old Business

None

E. New Business

1. 2011 Subrecipient Progress Report

Ms. Sylvia Brown gave the 2011 Subrecipient progress report. Committee members received a copy of the report. Two changes were reported that were not on the copy. The Boys & Girls Club of Pitt County has received an additional reimbursement of \$957.28, making the total expended \$6,137.98 with 50% expenditure. The Center for Family Violence Prevention Safe House received an additional reimbursement of \$100.00, making the total expended \$2,200.00 with 9% expenditure.

2. 2012 Subrecipient Funding Workshop

Ms. Brown informed the committee that the 2012 Subrecipient Funding Workshop has been scheduled for Wednesday, September 26, 2012. There will be two sessions starting at 12:00 noon – 2:00 PM and 6:00 PM – 8:00 PM. Location is currently pending.

Mr. Hemby stated that he has spoken to various nonprofit groups about the workshop. He asked how the City plans to notify the public.

Ms. Brown responded that she maintains a nonprofit mailing list and will send a letter to each one on the list. Also, the City will place advertisements in the Daily Reflector, MVoice and Daily Drum newspapers. An announcement will run on GTV and be placed on the city website.

Mr. Flood invited the committee members to the subrecipient workshop.

Mr. Kitchin asked if the same information was being presented at each session.

Mr. Flood responded that the same information is presented in both sessions. Staff will “walk through” the application process, and eligibility. Staff will have location information at the September AHLC meeting.

F. Update of Activities/Staff Report

1. 2011 – 2012 Annual Report

Mr. Flood stated that the Annual Report is a summary of accomplishments for the fiscal year 2011 – 2012. The report is just for information.

2. Consolidated Annual Performance Evaluation Report (CAPER)

Mr. Flood stated that the Consolidated Annual Performance Evaluation Report is a summary of Federal activity. A draft of the CAPER will be available at the September AHLC meeting. The CAPER is due to HUD at the end of September.

3. Cumulative Report

Mr. Flood stated that the Cumulative Report summarizes almost all of the Housing Division activities since program inception.

4. Homebuyer Education Workshop ***August 25, 2012, 8:30 AM – 4:30 PM*** ***United Way, Cupola Building***

Mr. Flood stated that the Homebuyer Education Workshop will be August 25, 2012 at 8:30 AM to 4:30 PM in the United Way, Cupola Building. He asked committee members to refer potential homebuyers to the Homebuyer Education Workshop.

Ms. Perkins asked what type of advertising was being done for the Homebuyer Education Workshop.

Mr. Flood responded that the City advertises in the local newspaper, on the city website and direct mailing.

G. Other

Mr. Hemby stated that the housing construction projects on 417 Nash Street and West 5th Street houses are making great progress.

Mr. Flood responded that Streets to Homes and Metropolitan Housing & CDC are undertaking developing houses on West 5th Street, Nash Street and Douglas Street. The homes are very close to completion. These homes will be available for purchase or lease/purchase option.

Mr. Hemby asked for an update on the Hooker Road project.

Mr. Flood responded that the Hooker Road project, called Winslow Pointe was approved in December 2011. It will have 84 quality, affordable units. The project should be complete in six to eight months.

H. Adjournment

Motion was made by Mr. Kitchin and seconded by Ms. Perkins to adjourn the AHLC meeting. Motion carried unanimously.

Signature on file

R.J. Hemby, Chairman

Signature on file

Sylvia D. Brown, Staff Liaison