

THE AFFORDABLE HOUSING LOAN COMMITTEE MEETING
Minutes
January 9, 2008
Greenville, North Carolina

Present: Brian Becker Faye Brewington Leslie Cox Vila Rosenfeld Dallas Taylor
 James Tucker Lovella Perkins (Alternate) Rose Glover (City Council Liaison)

Absent: Brian Becker Faye Brewington Leslie Cox Vila Rosenfeld Dallas Taylor
 James Tucker Lovella Perkins (Alternate) Rose Glover (City Council Liaison)

Staff: Sandra Anderson Gloria Kesler Karen Gilkey Pauline High _____

A. Roll Call

- **Resignation of Mr. John Tulloss, III**

Ms. Kesler reported to the committee that Mr. John Tulloss, III had resigned from the committee due to work related commitments.

B. Old Business

- **Review of Meeting Minutes from December 12, 2007**

Motion was made by Ms. Vila Rosenfeld and seconded by Ms. Lovella Perkins to approve the minutes from December 12, 2007 as presented. Motion carried unanimously.

C. New Business

- **Set Just Compensation for the following properties:**

Property Owner	Property Address	Parcel #	Offer Price
Pitt County	1114 Douglas Ave.	11316	\$1,060.00

Mrs. Gloria Kesler stated the property located at 1114 Douglas Ave. was a tax foreclosure property owned by Pitt County and was to be sold on the courthouse steps. In order for Ms. Gilkey to bid on the property the committee needed to set just compensation. The tax value of the lot is \$1,060.00. With no further questions, motion was made by Ms. Vila Rosenfeld and seconded by Ms. Lovella Perkins to approve the recommendation to set just compensation for the property located at 1114 Douglas Ave. at \$1,060.00. Motion carried unanimously.

D. Other

- **Update 10-Year Plan to End Chronic Homelessness (Pauline High)**

Ms. Pauline High stated to the committee that the Blue Ribbon Task Force Meeting will be January 10, 2008 at Pitt County Community Schools and Recreation Center. Prior to the meeting there will be a press conference at 5:00 pm and a reception at 5:30 pm. Phillip Manago, Executive Director of United States Interagency Council on Homeless, and Martha Are, North Carolina's state homeless policy specialist, will be the speakers.

- **Update Continuum of Care (Pauline High)**

Ms. Pauline High stated to the committee that the day before was a Statewide Conference call with all parties that will be participating in the Point in Time Study. The Point in Time study is a count that will be performed during 24 hour period to count unsheltered homeless individuals. Ms. High met with Paulette White, Homeless Coordinator for Pitt County to discuss the upcoming events with both the Point in Time and Balance of State projects. The Point in Time study will take place on Jan. 30th - Feb. 1st. The actual count will begin on Jan 30th, but intake will continue to capture numbers of homeless persons throughout the county that go and receive services to determine if they were unsheltered on Jan 30th to ensure that we get a clear count of unsheltered homeless persons.

- **Update 07/08 Non Profit Funding (Pauline High)**

Ms. Pauline High stated to the committee that all additional funding agreements have been signed and she would be reviewing the contracts with the Sub-recipients over the upcoming week as well as discuss in detail additional provisions and stipulations of the contracts. The upcoming Cycle for CDBG funding applications are due on January 11, 2008 at 12 noon. Ms. High stated that she has been receiving a lot of calls over the past the week with non-profits finalizing there applications. In addition to the CBDG funding, applications for CHDO funding will be due January 11, 2008 at 12 noon.

Ms. Sandra Anderson asked Ms. High if any of the 07/08 Sub-recipients had started to spend their money. Ms. High responded that the Pitt County Council on Aging had submitted an invoice for their full balance of \$20,000 for the masonry work at the new Senior Center. Ms. High stated she was processing the invoice at this time, that she had been out to see the center and it was a very nice facility. She also stated that the Pitt County Council on Aging would be holding an open house next month and opening the building to the public. No other Sub-recipients have started their projects at this time but she has appointments set over the upcoming week to meet and discuss each group's project.

- **Update 06/07 Non Profit Funding Monitoring Results (Gloria Kesler)**

Mrs. Gloria Kesler stated that all Monitoring Visits have been completed for the 06/07 Sub-recipients but Martin Community Action which was scheduled for the following week. Monitoring Visits went well with only 1 Sub-recipient, PAR, Inc. having open issues; they were behind on their monthly reports and funding reimbursements. PAR's Executive Director resigned in May and it took several months for them to get the new Executive Director and staff in place and trained. The Housing Division staff offered technical assistance as needed to help with the transition. Deadlines were set for receiving the late reports and funding reimbursements. All deadlines were met and the file has been closed.

- **Update Downpayment Assistance (Gloria Kesler)**

Mrs. Gloria Kesler stated that there was 1 pending application for the 5% program open. The applicant's ratios were too high but she was working on paying down some bills and would could back when she was ready to move forward. There is also 1 outstanding approved 5% loan but they were still working on the repairs to the property and a closing date was not been set. Ms. Kesler stated that she had 3 appointments the next week with families interested in buying in the University Area that had heard about the program from the City Council Meeting.

- **New Construction Activities (Gloria Kesler)**

Mrs. Gloria Kesler shared with the committee the upcoming new Construction Activities within the West Greenville 45-Block Revitalization Project area. One property is already under construction at 605 Hudson Street. It is a 14 month project with Pitt Community College's construction programs to build the home. Once the home is completed it will be marketed and sold by the City. At this time the Housing Division is accepting proposals from General Contractors interested in building homes at 410 & 414 Cadillac Street, 600 & 604 Ford Street, 903, 907 & 909 Douglas Avenue, and 706 Imperial Street. The pre-bid meeting was held this past Monday with 16 Contractors in attendance. The deadline to submit the bid proposals is Thursday, January 31, 2008 at 5:00 pm. The homes will be built using the same process as 5th Street. The City will pay the Contractor to build the home and the City will market & sale the homes.

E. Adjournment

With no further questions or concerns, a motion was made by Ms. Vila Rosenfeld and seconded by Ms. Faye Brewington to adjourn. Motion carried unanimously.

Signature On File

Dallas Taylor, Chair

Signature On File

Gloria H. Kesler, Staff Liaison