

**DRAFT OF MINUTES PROPOSED FOR ADOPTION
THE AFFORDABLE HOUSING LOAN COMMITTEE**

Meeting Minutes

**Wednesday, December 12, 2018
Greenville, North Carolina**

Present:

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Jack Brock | <input checked="" type="checkbox"/> Anne Fisher | <input checked="" type="checkbox"/> Walt Kitchin |
| <input checked="" type="checkbox"/> David Campbell | <input checked="" type="checkbox"/> Kevin Fuell | <input checked="" type="checkbox"/> Deborah Spencer |
| <input checked="" type="checkbox"/> Derick Cherry | <input checked="" type="checkbox"/> Ronita Jones | |

Absent

- | | | |
|---|---------------------------------------|--|
| <input type="checkbox"/> Jack Brock | <input type="checkbox"/> Anne Fisher | <input type="checkbox"/> Walt Kitchin |
| <input type="checkbox"/> David Campbell | <input type="checkbox"/> Kevin Fuell | <input type="checkbox"/> Deborah Spencer |
| <input type="checkbox"/> Derick Cherry | <input type="checkbox"/> Ronita Jones | |

Staff:

- | | |
|--|--|
| <input type="checkbox"/> Thomas Barnett | <input checked="" type="checkbox"/> Gloria Kesler |
| <input checked="" type="checkbox"/> Tiana Berryman | <input type="checkbox"/> Kandie Smith (City Council Liaison) |
| <input checked="" type="checkbox"/> Sylvia Brown | <input checked="" type="checkbox"/> Christine Wallace |

A. Roll Call

B. Approval of Agenda

Motion was made by Mr. Campbell to approve the agenda as amended and seconded by Mr. Kitchin. Motion carried unanimously.

C. Approval of meeting minutes from November 14, 2018

Motion was made by Mr. Kitchin and seconded by Ms. Spencer to approve the meeting minutes as presented from September 12, 2018. Motion carried unanimously.

D. Old Business

None

E. New Business

1. Down Payment Assistance

a. 10% No Interest Loan – 714 Hooker Road

Ms. Kesler displayed a house to the committee that is located at 714 Hooker Road. Ms. Kesler briefs the committee on the guidelines to receive the 10% no interest loan and informs the committee that the family purchasing the home has met all of the program guidelines. Ms. Kesler explains that the program is designed to meet low income housing for first time homebuyers seeking assistance for closing costs. The loan is up to 10% of the sales price to a qualified buyer and a cap of \$150,000 sales price for the home. She elaborates that the assistance comes in the form of a secured loan. Ms. Kesler explained the formula to determine payments by stating it's

the sales price of the home multiplied by 10% and then divided into 120 payments. The payments are interest free and are paid back to the City of Greenville.

Ms. Kesler informed the committee that Mr. & Mrs. Davis are purchasing the home on 714 Hooker Road. The sales price is \$75,900. The appraised value is \$76,000. The loan amount requested is \$7,590 and will be repaid over 120 months in the amount of \$63.25. There will be three (3) people living in the household and are under the 120% AMI (Annual Median Income) which is \$66,400 They are first time homebuyers and have completed the homeownership workshop. They are approved by Northpointe Bank. Staff is requesting approval of the loan in the amount of \$7,590 contingent upon successful completion of the minimal housing inspection

Mr. Kitchin asked if the Housing staff knew anything about this particular house prior to now.

Ms. Kesler responded that with the program it is any property located within the City limits of Greenville.

Mr. Cherry asked what are the requirements to qualify for a single family home?

Ms. Kesler replied that they have to meet the standards of the program which include debt to income, credit requirement, income guidelines, attend the homebuyers workshop and live in the property as a first time homebuyer. Ms. Kesler informed the committee that she can provide handouts that outline the program requirements.

Motion was made by Ms. Fisher and seconded by Mr. Cherry to approve staff recommendation to approve the 10% No Interest Loan in the amount of \$7,590 contingent upon successful completion of the minimal housing inspection. Motion carried unanimously.

F. Staff Report

- 2018 Financial Literacy Series
Sheppard Memorial Library (Room B)
Monday, December 17, 2018 – Financial Recovery
5:00 -7:00 PM
- Next meeting date for AHLC
Wednesday, January 9, 2018 @ 4PM

Ms. Brown informed the committee that the FDIC has updated their program which now consist of 14 modules instead of 12. In 2019, staff has confirmed a Summer series that will cover all 14 classes from June to August. Ms. Brown informed the committee that citizens have expressed that the classes throughout a year took too long to complete. Staff has taken that concern into consideration and will provide a Summer series and is deciding on the dates for a possible Winter series.

Ms. Jones asked how long will each session last?

Ms. Brown informed her the length is two (2) hours.

Ms. Brown informed the committee that by the next meeting staff would have received the 2019 Non-profit applications. The applications are due on January 8th. At that time, staff will be able to provide information on how many applications were received and that will begin the next process. In February and March, the non-profits will be making their presentations. The committee will be allowed at that time to ask questions, have discussion and make funding decisions related to the non-profits. In April or May, the committee will make their recommendations to City Council. Currently, for 2017, we have seven (7) sub-recipients that were signed in March and our 2018 sub-recipients are running concurrently and there are eight (8) sub-recipients that were signed by the City Manager in November.

G. Other

H. Adjournment

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

Ronita Jones, Chairman

Sylvia D. Brown, Staff Liaison