

**DRAFT OF MINUTES PROPOSED FOR ADOPTION  
THE AFFORDABLE HOUSING LOAN COMMITTEE  
Virtual Special Meeting Minutes  
Tuesday, May 12, 2020  
Greenville, North Carolina**

**Present:**

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

**Staff:**

- |  |  |
|--|--|
| <input type="checkbox"/> Thomas Barnett          | <input type="checkbox"/> Monica Daniels (City Council Liaison) |
| <input type="checkbox"/> Tiana Berryman          | <input checked="" type="checkbox"/> Christine Wallace          |
| <input checked="" type="checkbox"/> Sylvia Brown | <input checked="" type="checkbox"/> Gayla Johnson              |
| <input type="checkbox"/> Phoenix Hinson          |  |

**A. Roll Call**

**B. Approval of Agenda**

Motion was made by Mr. Kitchin and seconded by Mr. Brock to approve the agenda. Motion carried unanimously.

**C. Approval of meeting minutes from April 8, 2020**

Motion was made by Ms. Fisher and seconded by Mr. Kitchin to approve the meeting minutes. Motion carried unanimously.

**D. Old Business**

None

**E. New Business**

**1. Reallocation of Funds**

**a. Lucille W. Gorham Intergenerational Community Center**

Ms. Johnson introduced to the committee four (4) staff members present from ECU/Lucille W. Gorham Intergenerational Community Center. Dr. Dennis McCunney, Ms. Tamika Jarnigon, Ms. Deborah Moody, and Mr. Maurice Jordan. Ms. Johnson elaborated on the request to reallocate funds from the 2018 agreement. Lucille W. Gorham Intergenerational Community Center was awarded \$24,159. The agreement started on February 13, 2019 and they received an extension to May 12, 2020. They are requesting to move \$6,913.48 from their transportation and

Admission budget line to their Labor line. Ms. Johnson stated that she spoke with Ms. Moody about why they wanted to reallocate those funds. Ms. Moody informed Ms. Johnson that it was due to the COVID-19 pandemic. They are unable to transport the children to the different afterschool events along with the admissions for those events. Therefore, they wanted to remove the remaining funds to the labor line item so they can expend the funds fully and pay for staff from September – December of last year. Ms. Johnson displayed the proposed budget to the committee and asked if anyone had any questions.

Ms. Jones stated that she thought a couple of months ago the committee did an approval for reallocating funds for labor for the same time frame.

Ms. Moody responded yes. She stated that in December they were using funds from ECU that are funds donated because they ran out of grant funding. Ms. Moody stated that they asked for the money at that time to cover the December labor. However, the funds had already been exhausted from that account so they are trying to figure out a way to pay the staff. ECU covered it but it put that account in the hole. Ms. Moody explained that they had a lot of trips planned for the youth to take. The staff that has been there to do the work has been there for 10 or 11 years in the community working on the YES program. They are trying to make sure that they have been paid but it is in a hole. There is no funding in that account. Ms. Moody concluded that everything they do at the center is grant funded and once the funding drops unexpectedly, then you have to look for other ways to cover those expenses. Ms. Moody thanked the committee for the \$5,500 that was already allocated for Labor but they are still in a hole.

Mr. Brock asked how has their needs changed due to the difficulties under COVID-19 pandemic.

Ms. Moody replied that it has changed a lot. First, they were unable to complete their goals with this grant. Secondly, all the staff members are currently home and are paid through a grant and are no longer being paid. Therefore, wanting to at least get the staff members paid for the work that they have already completed. Ms. Moody stated that she has spent the last four (4) weeks at home writing grants to try to make sure they get the funding they need. They wrote the Department of Public Instruction, that's who has funded the centers afterschool programs for eight (8) years. They just submitted that grant to them a few weeks ago.

Ms. Moody stated that the center is not just an afterschool program for kids, it's a center for families. She stated that citizens come to them seeking information when it comes to Hurricanes or situations like COVID-19.

Mr. Brock asked what is the staff's recommendation.

Ms. Brown informed the committee that staff has discussed this with Ms. Moody to confirm that none of the work that has been done that they want to use these funds for has been reimbursed by another funding source. Staff wants to make sure that there is no double dipping. Also, although they are going back, the request is during the current agreement period. They are not outside of the 12-month active agreement.

Ms. Johnson informed the committee that staff recommends that the committee approve this request from ECU IGCC to reallocate \$6,913.48 from the Transportation and Admission line item to their Labor line item in an effort to expend all remaining funds.

Motion was made by Mr. Brock and seconded by Mr. Kitchin to approve staff's recommendation. Motion carried unanimously.

Ms. Jones asked Ms. Moody that she thought that there was a grant writer affiliated with the University who is responsible for writing grants for them. Is that still not the case.

Ms. Moody stated that that is not the case. The person they hired as a grant writer had some personal issues and moved to Manteo, NC and after that ECU went into a freeze. Ms. Moody stated that her grant writing skills are limited but she is learning a lot. Ms. Moody thanked the committee for their support.

## **F. Staff Report**

### Housing Administrator

Ms. Brown informed the committee that Ms. Berryman has been out on maternity leave and should return before the June meeting.

Homeownership Workshop  
Cancelled  
(252) 329-4056

Ms. Brown informed the committee that the Governor's stay at home order is still in effect, even though it has been eased up some, it is still in effect as well as the local stay at home order. City Council is sending a letter to the Governor to ask him to consider a regional ease back into a normal life.

### Lincoln Park Update

- New home construction on schedule
- Brick & siding work
- Code Enforcement & Rehabs (3) continue

Ms. Brown showed the committee pictures of the lot on Bancroft and Flemings, the ground breaking of the Lincoln Park project and the home that GHDC constructed. Ms. Brown also showed a picture of Mr. Cherry's home. She displayed how the home looked before reconstruction and during reconstruction.

Mr. Kitchin asked that the picture of the two story homes, what number of residents are they built for.

Ms. Brown responded that she is not sure. She believes that they are three bedroom home but it could possibly be a four bedroom home.

Next meeting for AHLC  
June 10, 2020

Ms. Fisher requested an email of the link to Flickr to see Mr. Cherry's home.

Ms. Brown stated that she would send the link to all of the committee members.

Ms. Jones stated that she has seen them and the work is amazing of the transformation of the home and hope more citizens would take advantage of the programs the City has to offer.

Mr. Brock asked about the committee approving offers a couple of months ago to purchase blighted homes. He wanted to know the status of that.

Ms. Brown stated that she was not sure about it. She asked what month could that have been.

Mr. Brock responded February or March.

Ms. Jones responded that that is about right. She stated that the homes on the lots on Vanderbilt.

Ms. Brown asked was it the home that burned.

Mr. Brock and Ms. Jones replied yes.

Ms. Brown stated that she does not have an update at this time. But she will get that information out to the committee as soon as possible.

## **H. Other**

### **I. Adjournment**

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

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Ronita Jones, Chairman

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Sylvia D. Brown, Staff Liaison