

**DRAFT OF MINUTES PROPOSED FOR ADOPTION  
THE AFFORDABLE HOUSING LOAN COMMITTEE  
Meeting Minutes  
Wednesday, August 23, 2022  
Greenville, North Carolina**

**Present:**

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Jack Brock | <input checked="" type="checkbox"/> Anne Fisher  | <input checked="" type="checkbox"/> Kevin Howard  |
| <input type="checkbox"/> Derick Cherry         | <input checked="" type="checkbox"/> Ronita Jones | <input checked="" type="checkbox"/> Martin Tanski |

**Absent**

- |   |                                       |  |
|---|---------------------------------------|--|
| <input type="checkbox"/> Jack Brock               | <input type="checkbox"/> Ronita Jones | <input type="checkbox"/> Kevin Howard  |
| <input checked="" type="checkbox"/> Derick Cherry | <input type="checkbox"/> Anne Fisher  | <input type="checkbox"/> Martin Tanski |

**Staff:**

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

**A. Roll Call**

**B. Approval of Agenda**

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

**C. Approval of meeting minutes from July 13, 2022**

Motion was made by Mr. Tanski and seconded by Mr. Howard to approve the agenda. Motion carried unanimously.

**D. Old Business**

None

**E. New Business**

**1. Agreement Extension**

**a. Habitat for Humanity of Pitt County**

Ms. Johnson gave an overview of their agreement that began on August 17, 2021 and expires on August 16, 2022. They are requesting to extend their agreement until November 16, 2022. Ms. Johnson informed the committee that staff do allow up to a three (3) month extension. Their purpose is to construct a new home in the 45 Block Revitalization area for a low-moderate income person and/or family. They were awarded \$32,500.

Ms. Johnson read a letter to the committee from the Executive Director Scott Johnson from Habitat for Humanity of Pitt County that states: The 2021-2022 has continued to be challenging with rising costs and labor shortages in the construction industry. In order to maximize resources and funding opportunities, the house on 601 Vanderbuilt Lane has been delayed and permits are applied for and major components have been contracted. Therefore, the home should start to come out of the ground in the next thirty (30) days.

Ms. Jones asked if Habitat for Humanity of Pitt County do not expend the funds within 90 days, will they have to come back to the committee and request another extension.

Ms. Johnson stated that some of the line items are for preconstruction. Therefore, they would be able to expend those funds within the next 30-45 days.

Staff recommends the approval of this requests from Habitat for Humanity of Pitt County to extend their CDBG 2021 Public Service grant by three months (November 16, 2022).

Motion was made by Mr. Brock and seconded by Mr. Howard to approve staff recommendation. Motion carried unanimously.

## **F. Staff Report**

### **a. Mandatory Non-Profit Funding Workshop**

Ms. Johnson informed the committee about the Mandatory Non-Profit Funding Workshop that is designed to advise and assist non-profit organizations with meeting US Housing and Urban Development guidelines. Non-profits organizations are required to follow these guidelines when applying for funds from the City of Greenville as sub-recipients. Any non-profit organization planning to complete an application must attend one mandatory workshop session to be eligible to apply.

Session 1: Held in-person  
Municipal Building  
September 21, 2022  
12:00 PM – 2:00 PM

Session 2: Virtual (via Zoom)  
September 22, 2022  
6:00 PM – 8:00 PM

### **b. Homeownership Education Workshop**

Ms. Johnson informed the committee about the Homeownership Education Workshop. Below is the posted schedule for those interested in attending the workshop that there will be limited seating so an RSVP is required and due to COVID-19, temperature checks will be done at the door and is required for all. A mask is also required and will be provided if needed. The workshop will be held at the Greenville Housing Authority, Multipurpose Room, 1108 Broad

Street. If anyone is interested in signing up for the workshop, please call Tomeka Edwards 252-329-4036 or Kimberly White at 252-329-4056.

- Saturday, September 17, 2022 @ 9:00 AM

**Homeownership Education Workshop Schedule 2022**

September 17	November 19
October 15	December 17

**c. Next AHLC meeting**

- September 14, 2022
- 4:00 p.m.

**d. Affordable Housing Loan Committee 2022 Meeting Schedule:**

August 10	November 12
September 14	December 14
October 12	

**G. Other**

**H. Adjournment**

Motion was made by Mr. Tanski and seconded by Mr. Howard to adjourn. There were no objections to adjournment.

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Ronita Jones, Chairman

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Gayla Johnson, Staff Liaison