

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

Meeting Minutes

**Wednesday, September 7, 2022
Greenville, North Carolina**

Present:

<input checked="" type="checkbox"/> Jack Brock	<input type="checkbox"/> Anne Fisher	<input checked="" type="checkbox"/> Kevin Howard
<input checked="" 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 type="checkbox"/> Derick Cherry	<input checked="" 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 (City Council Liaison)
<input checked="" type="checkbox"/> Sylvia Brown	<input type="checkbox"/> Renee Skeen	
<input type="checkbox"/> Phoenix Hinson	<input type="checkbox"/> Lori Guttman	

A. Roll Call

B. Approval of Agenda

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

C. Old Business

None

D. New Business

1. Consolidated Annual Performance and Evaluation Report (CAPER) 2021

Ms. Berryman gave an overview of the CAPER and what is required by HUD. The report is submitted to HUD annually and details the resources that were made available to the community and how the funds were invested.

The CAPER includes:

- A report on resources and investments
- A report on goals and outcomes
- Demographic composition of individuals and families assisted
- Other actions
- Citizen participation efforts

Resources

Source of Funds	Resources Made Available	Amount Expended During Program Year
CDBG	\$1,022,291	\$781,549
HOME	\$548,644	\$125,692
CDBG-CV	\$1,164,559	\$789,701

Goals and Outcome

Goals	Outcome
Creation of decent affordable housing	13 Homeownership rehabs under construction
Provide emergency rental assistance to LMI households impacted financially by COVID	220 households received assistance
Provide business assistance to small businesses impacted financially by COVID	18 small businesses were supported
Support and create valuable programs	480 households served through sub-recipient programs

Other Acknowledgements:

- Minority contractors received contracts in the amount of \$676,418
- Funded 6 non-profit service providers
 - Martin-Pitt Partnership for Children
 - Habitat for Humanity
 - Community Crossroads Center
 - Center for Family Violence Prevention
 - Boys and Girls Clubs of the Coastal Plain
 - Koinonia Christian Center Church

Citizen Participation

- The “Notice of Availability” of the CAPER for review and to receive public comment was published in the local paper on August 31, 2022.
- The CAPER was made available to the public for a period of 15 days.
- The “Notice of Public Hearing” was published in The Daily Reflector on August 31, 2022.
- A public meeting was held on September 7, 2022 at the Affordable Housing Loan Committee. The CAPER was available in paper copy at Sheppard and Carver library locations, the Housing Division Office and on the City’s website.

E. 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

- October 12, 2022
- 4:00 p.m.

d. Affordable Housing Loan Committee 2022 Meeting Schedule:

October 12
November 12
December 14

Mr. Howard asked what are the requirements for the Mandatory Non-Profit workshop? Do they have to be a non-profit based in Greenville, Pitt County?

Ms. Johnson stated that they have to be a non-profit, considered a 501c3 and serve the citizens of Greenville. The non-profits can serve other counties but must include citizens in the City limits of Greenville.

F. Other

G. Adjournment

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

Ronita Jones, Chairman

Gayla Johnson, Staff Liaison