

# THE AFFORDABLE HOUSING LOAN COMMITTEE MEETING

Wednesday, January 13, 2010

Greenville, North Carolina

## Present:

Alice Brewington  
 R. J. Hemby  
 Brian Becker

Lovella Perkins  
 Latisha Harris  
 Craig Rouse

Melissa Grimes  
 Howard Conner (Alternate)  
 Kandie Smith (City Council Liaison)

## Absent:

Alice Brewington  
 R. J. Hemby  
 Brian Becker

Lovella Perkins  
 Latisha Harris  
 Craig Rouse

Melissa Grimes  
 Howard Conner (Alternate)  
 Kandie Smith (City Council Liaison)

## Staff:

Merrill Flood  
 Sandra Anderson

Gloria Kesler  
 Karen Gilkey

Sylvia Brown  
 Betty Moseley

Thom Moton

### A. Roll Call

### B. Approval of meeting minutes from December 9, 2009

Motion was made by Mr. Brian Becker and seconded by Ms. Lovella Perkins to approve the December 9, 2009 meeting minutes as presented. Motion carried unanimously.

### C. Old Business

#### 1. Subrecipient update

Ms. Sandra Anderson gave the quarterly subrecipient update. A copy of the update was distributed to the committee members.

(See attached)

#### 2. GHDC amendment request

Ms. Anderson reported that the GHDC has requested an amendment to the \$24,500.00 grant. This grant for \$24,500.00 expired as of today, January 13, 2010. GHDC's other award of \$17,000.00 which was previously amended, expired December 15, 2009.

GHDC has requested that the contract be extended to July 13, 2010 and the amount funded be amended to \$10,300.00.

Mr. Becker asked if GHDC is requesting to extend the same contract that was amended in October 2009. Ms. Anderson replied that the amendment is being requested for the second grant that GHDC received. Ms. Anderson also informed the committee that 2008 Public Services should be expended by June 15, 2010.

Mr. Becker asked what would happen to any funds not used if GHDC was not granted an amendment. Ms. Anderson responded that the funds could be used for another project. She stated that a request has been received for a Community Garden Project from the City's Neighborhood Liaison.

Mr. Craig Rouse asked if GHDC were aware of the date, June 15, 2010. Ms. Anderson stated that a date was not discussed during staff's meeting with GHDC.

Mr. Becker asked if the request for a Community Garden would be able to expend the unused funds in a timely manner. Ms. Anderson stated that a proposal for \$5,000 – 10,000 had already been submitted and the only hold up would be identifying lots for the garden in the West Greenville 45-Block area.

Motion was made by Mr. Becker and seconded by Ms. Melissa Grimes to reject the requested amendment from the Greenville Housing Development Corporation dated January 4, 2010. Motion carried unanimously.

### **3. Progressive Action & Restoration CDC Status**

Ms. Anderson reported on the status of Progressive Action & Restoration CDC. PAR has two grants; one for FY 2008 and the other for FY 2009. PAR is no longer affiliated with "Mission of Peace" and no longer has a Certified Housing Counselor. As a result PAR is no longer a HUD certified housing counseling agency.

Mr. Becker inquired about the order of business for this portion of the report. Ms. Anderson replied that the board should review the 2008 funds status first.

Mr. Hemby asked if staff has suggested to PAR to partner with other agencies. Ms. Anderson stated that staff has provided technical assistance. Mr. Hemby discussed the need for Housing Counseling training. Ms. Anderson stated that PAR had certified counselors; however, Mission of Peace preferred that counselors go through their organization to gain certification. In addition, PAR has attended workshops in Raleigh with Housing staff.

Ms. Brewington asked how long it would take for PAR to become recertified by HUD. Ms. Anderson stated that there was a requirement for two years experience for Housing Counselors.

Motion was made by Mr. Becker and seconded by Mr. Rouse to cancel the contract for FY 2008 and end the agreement once pending reimbursements have been processed. Motion carried unanimously.

In regards to 2009 \$15,500 funds, Ms. Anderson reported that a contract had not been executed for the FY 2009 funds. Staff was allowing PAR the opportunity to be in a position to take on the additional contract.

Mr. Hemby asked if the funds can be re-directed to another housing counseling organization. Staff replied yes. The option is open for the committee to consider a new RFP for Housing Counseling.

Ms. Brewington asked if any Housing Counseling agencies attended the September workshop. Ms. Anderson stated that GHDC and the North Carolina Rural Development Corporation were the only two agencies.

Mr. Becker asked what will happen to the funds. Ms. Anderson responded that the funds will be reallocated to other qualified projects.

Mr. Hemby asked if the mandatory workshop requirement was still in place for these funds. Ms. Anderson answered yes.

Motion was made by Mr. Becker and seconded by Ms. Grimes to recommend no contract execution for FY 2009 funds.

Motion was restated by Mr. Becker and seconded by Ms. Grimes to turn down PAR's contract for funding of \$15,500 and have the funding held in suspense until a RFP for Housing Counseling can be done. Motion carried with six for and Ms. Perkins voting against.

## **D. New Business**

### **1. Annual Action Plan**

Ms. Anderson stated that it is time for staff to submit its Annual Action Plan. A schedule has been distributed to the committee members. Staff will be reviewing the draft with the committee at the March meeting.

### **2. FY 2010 Subrecipient requests**

Ms. Sylvia Brown informed the committee that there was approximately \$110,000.00 available to be awarded. Eight agencies have submitted applications for funding. Family Violence Program submitted two applications which were received late and incomplete. FVP director stated that they are training a new administrative assistant.

Ms. Grimes asked if FVP stated a reason for the lateness and incomplete applications. Ms. Anderson stated that they have a new administrative assistant and she did not copy and submit the application as instructed.

Motion was made by Mr. Rouse and seconded by Mr. Hemby to allow the Family Violence Program applications to continue in the process. Motion carried unanimously

Ms. Brown continued the report concerning the application process and the committee evaluations. Agencies will present at the February 10, 2010 AHLC meeting.

### **3. Public Facility Improvement funding availability**

Ms. Brown reported that \$70,000.00 is available for Public Facility Improvement funding. Applications are due in Housing on February 12, 2010 at 12 noon.

### **E. Housing Administrator's Report**

Ms. Anderson reminded the committee about Open Meeting Law requirements. An update was included in each committee member packet.

Ms. Anderson stated that the eight homes in the West Greenville 45-Block area were still for sell and encouraged committee members to assist staff by mentioning our programs in the community.

Ms. Brewington asked what happened to the referrals from Housing Authority. Ms. Anderson stated that the GHDC said they did not receive eight buyers to refer due to present state of economy.

The next homeowner's workshop will be held February 27, 2010. Also, interested buyers may make an appointment to speak with housing staff on Wednesday mornings. Staff is available to make presentations to other organizations and churches concerning Housing programs.

Ms. Brown gave an overview of the Point in Time survey. The date this year will be January 27, 2010 starting at 9:30 PM to 11:30 PM. Also, on Thursday, January 28, 2010 volunteers will be counting homeless persons at the Joy Soup Kitchen. Ms. Anderson stated that this is a nationwide count which aids in determining the amount of funding each area receives for homeless initiatives.

Ms. Anderson gave an overview of the Legislative Update. CDBG and HOME are slated to receive increases in allocations.

### **F. Other**

No other business

### **G. Adjournment**

Motion was made by Mr. Becker and seconded Mr. Rouse to adjourn the meeting. Motion carried unanimously.

Signature on file  
Alice Brewington

Signature on file  
Sandra W. Anderson