

THE AFFORDABLE HOUSING LOAN COMMITTEE MEETING
Minutes
December 12, 2007
Greenville, North Carolina

Present: Brian Becker Faye Brewington Leslie Cox Vila Rosenfeld Dallas Taylor
 James Tucker John Tulloss, III Lovella Perkins (Alternate) Rose Glover (City Council Liaison)

Absent: Brian Becker Faye Brewington Leslie Cox Vila Rosenfeld Dallas Taylor
 James Tucker John Tulloss, III Lovella Perkins (Alternate) Rose Glover (City Council Liaison)

Staff: Sandra Anderson Gloria Kesler Karen Gilkey Pauline High Dondra Perkins _____

A. Roll Call

- **Welcome new Member Lovella Perkins- Alternate Position**

Mr. Taylor introduced & welcomed Ms. Lovella Perkins to the Committee. She was appointed by City Council to fill the vacant Alternate Position on the Committee.

B. Old Business

- **Review of Meeting Minutes from October 10, 2007**

Motion was made by Vila Rosenfeld and seconded by Leslie Cox to approve the minutes from October 10, 2007 as presented. Motion carried unanimously.

C. New Business

- **Set Just Compensation for the following properties:**

Property Owner	Property Address	Parcel #	Offer Price
HFT Rental Properties	1200 & 1202 W. 5 th St & 422 Tyson St.	21962 & 21963	\$44,000.00

Ms. Gilkey stated the properties located at 1200 & 1202 W. 5th Street and 422 Tyson Street were owned by HFT Rental Properties. Ms. Gilkey stated that there were 3 properties located on 2 parcels of land and that the appraisal and the review appraisal came in at \$44,000.00 for all 3 properties combined. With no further questions, motion was made by Vila Rosenfeld and seconded by Alice Faye Brewington to approve the recommendation to set just compensation for the properties owned by HFT Rental Properties at 1200 & 1202 W. 5th Street and 422 Tyson Street at \$44,000.00. Motion carried unanimously.

Property Owner	Property Address	Parcel #	Offer Price
Marvin K. Blount Estate	1211 Chestnut St., 410 & 412 Tyson St. 1304 & 1306 W. 3 rd St.	01716 & 01713 06556 & 06557	\$40,000.00

Ms. Gilkey stated the properties located at 1211 Chestnut Street, 410 & 412 Tyson Street and 1304 & 1306 W. 3rd Street were owned by the Estate of Marvin K. Blount. Ms. Gilkey stated that the heirs wanted to sell the properties as a package deal to the City for \$40,000.00 even though the tax value is \$81,000.00. With no further questions, motion was made by Vila Rosenfeld and seconded by Leslie Cox to approve the recommendation to set just compensation for the properties owned by the Estate of Marvin K. Blount Estate at 1211 Chestnut Street, 410 & 412 Tyson Street, and 1304 & 1306 W. 3rd Street at \$40,000.00. Motion carried unanimously.

D. Other

- **Update on Analysis of Impediments to Fair Housing (Sandra Anderson)**

Ms. Anderson stated that 4 proposals were received from firms interested in conducting the City's Analysis of Impediments to Fair Housing. The proposals were reviewed by the staff committee composed of Sandra Anderson, Merrill Flood & Dave Holec. Based on the criteria the staff committee selected TDA (Training Development & Associates) to conduct the Analysis. Will be presented to City Council for approval and award of contract at the January 10, 2008 Council meeting.

For the benefit of the new members on the committee, Mr. Taylor asked Ms. Anderson to give a brief overview of what the Analysis of Impediments to Fair Housing document is. Ms. Anderson responded that as a requirement for receiving HUD funding, HUD requires that each community conduct an analysis to determine if the community has any impediments present that prevent anyone from owning or renting a home. The analysis looks at issues such as red lining, steering, etc. through community input and reviewing of the City's laws and ordinances and through reviewing the past analysis done in 1999.

Ms. Anderson also informed the Committee of the upcoming Homeownership- Responsible Lending workshop on Jan. 16, 2008 from 5:30 pm – 8:00 pm.

- **Update on the Consolidated Plan (Sandra Anderson)**

Ms. Anderson stated the Consolidated Plan is due also. We are in the last year of our current 5 year plan. Staff sent out a Request for Proposals and received 2 proposals. Staff will be reviewing the proposals and make a recommendation to take to City Council for approval and award of contract at the January 10, 2008 Council meeting. For the benefit of the new members on the committee, Ms. Anderson to give a brief overview of the Consolidated Plan. The Consolidated Plan is a HUD requirement. The plan is the City's application to HUD. It gives an overview to HUD of how the City will spend its funds over the next 5 years.

- **Update on University Area Downpayment Assistance Program (Sandra Anderson)**

Ms. Anderson reviewed the updated University Area Downpayment Assistance Program with the committee. New guidelines are as follows: Home can be existing or new construction with a sales price of \$200,000.00 or less. For families 80% AMI or under will be eligible for up to \$10,000.00 in downpayment assistance. For families over 80% AMI will be eligible for up to 5% of the sales price of the home with a cap of \$10,000.00 in downpayment assistance. One additional feature that has been added to the program would be for assistance for homebuyers that want to purchase a home that need some repairs they may qualify for up to \$20,000.00 to assist in making the repairs. The rehab funds will come from the funds that were approved for City Wide use and will carry the same requirements as that program. The updated program will be offered to City Employees first and then marketed City Wide.

- **Update 10-Year Plan to End Chronic Homelessness (Karen Gilkey)**

Ms. Gilkey stated to the committee that the 10-year plan to end Chronic Homelessness is a joint initiative with the City of Greenville, Pitt County Government, United Way, Greenville Community Shelters and other local foundations. The group was formed from a challenge from the State of North Carolina and the Federal Government for local groups to come together and create a plan to end chronic homelessness within their area. The City and the County have both committed \$15,000 each as well as funds from local groups and foundations to fund the project. A kick-off meeting of the Blue Ribbon Task Force will be held on January 10, 2008 at the Pitt County Community Schools and Recreation Center. As part of the Kick-Off there will be a press conference at 5:00 pm, with a reception at 5:30 pm. Guest speakers will be Phillip Mangano, executive director of the United States Interagency Council on Homelessness, and Martha Are, a state homeless policy specialist.

- **Update Continuum of Care (Pauline High)**

Ms. High informed the committee that the Continuum of Care committee will be conducting a Point in Time Study on January 30 & 31, 2008 to count the number of homeless persons in Pitt County. This count is done annually as part of a State Wide initiative to track the number of homeless people across the State. The data is used to apply for additional

funding across the State to assist in the reduction of homelessness. There has been a change this year in the way the committee will conduct the Point in Time Study. They will be a count on January 30, 2008 and then a count the following morning at the local soup kitchens & those checking back into the shelters.

- **Update Downpayment Assistance (Karen Gilkey)**

Ms. Gilkey provided the monthly update for the Downpayment Assistance programs. All approved loans have closed but two (2) of the COG 5% No Interest Loans. All 4 homes on 5th Street have closed.

- **Update 06/07 Non Profit Funding (Pauline High)**

Ms. High gave the monthly update report for the 06/07 Non Profit Funding Cycle. All projects have been completed with monitoring visits and final closeout underway. Staff will provide an update of the monitoring visits at the January 2008 meeting.

Organization	Contact Award	Amount Spent	Outstanding Balance
Family Violence Center DBA New Directions	\$10,000.00	\$10,000.00	\$0.00
Flynn Christian Fellowship Home, Inc.	\$28,885.16	\$28,173.00	\$712.16
Greenville Community Shelters, Inc.	\$15,377.84	\$15,377.75	\$0.09
Habitat For Humanity of Pitt County	\$20,000.00	\$20,000.00	\$0.00
Strive, Inc.	\$7,825.00	\$7,825.00	\$0.00
Martin County Community Action	\$20,000.00	\$17,444.00	\$2,556.00
Progressive Action & Restoration, CDC	\$16,612.00	\$12,460.00	\$4,152.00

- **Update 07/08 Non Profit Funding (Pauline High)**

Prior to presenting the 07/08 monthly update report Ms. High informed the committee that the Mandatory workshop for the 08/09 funding cycle was held in November. Six-five letters were mailed out to various nonprofits as well as a notice post the City Website and ads in the newspaper so groups could be made aware of the Mandatory workshop. There were thirty-three (33) participants in attendance at the mandatory workshop. Those in attendance received informational notebooks and grant applications. The deadline to submit applications is Friday, January 11, 2008 at 12:00 noon.

Ms. High stated that the contracts for the 07/08 Non Profit Funding year has be signed and projects are under way.

- **Request for additional CDBG 07/08 Non Profit Funds (Pauline High)**

<u>Organization</u>	<u>Amount Requested</u>	<u>Amount Approved</u>
Flynn Christian Home	\$20,000.00	\$7,500.00
Greenville Community Shelters	\$10,141.25	\$7,400.00
Progressive Action and Restoration	\$3,500.00	\$3,500.00
Habitat for Humanity	\$7,500.00	\$7,500.00
Pitt County Council on Aging	\$20,000.00	\$0.00

Ms. High stated there was an additional \$25,900.00 that needed to be re-allocated for the 07/08 Non Profit Funding cycle. Applications were sent out to the 07/08 recipients with a notice of additional funding with the following requests being received:

Flynn Christian Home: Requested additional funding in the amount of \$20,000.00 to fund an addition to the Flynn Home. Additional money was needed because the original request for 07/08 will not be enough to complete the work and the original construction costs were grossly under estimated. The addition will take an additional \$15,683.00 to complete. For the 07/08 funding cycle, they were awarded \$20,000.00 for the addition to the Flynn home. Staff recommends \$7,500.00 to go towards this project; in addition Flynn will be required to meet a strict deadline with a full packaged project no later than March 2008. If they fail to provide a project that can work within the scope of funding all funding would be pulled from the project.

Greenville Community Shelters: Requested additional funding in the amount of \$10,141.25 for the upgrade of a fire alarm system. The current system is antiquated and does not comply with safety regulations. However, this will not be enough to complete the other needs that will be associated with this task, for example, installation of sprinklers. Staff recommends that \$7,400.00 go towards the initial funding request for facility improvements for the renovation of the bathroom and water and sewer lines. Currently, there is no funding to cover additional cost associated with the repair of the water and sewer lines. For the 07/08 funding cycle, they were awarded \$14,600.00 for facility improvements.

Progressive Action and Restoration: Requested additional funding in the amount of \$3,500.00 for a program called “Destined to Learn Financial Literacy”. The program would provide lessons for grades K-8 as well as mature teens and adults about the practical information of the fundamentals of money management. In addition, PAR is partnering with MacGregor Housing Development Corporation to ensure participants and the success of the program. Staff recommends the amount of \$3,500.00 for the Destined to Learn Financial Literacy. For the 07/08 funding cycle, they were awarded \$15,500.00 to offer Housing Counseling.

Habitat for Humanity: Requested additional funding in the amount of \$7,500.00 for the acquisition of additional land on Ford Street. They currently own property located at 612 Ford Street, and is seeking two parcels down the street on Ford Street. The lots will be combined to create one lot to build a home. Staff recommends \$7,500.00 for funding for acquisition of the parcels. However, staff will place restrictions and stipulations that this property must be built on within one year, to show a benefit to low to moderate income individuals. Due to the nature of the timing of the homes to be built and the necessary other factors that take place in order for Habitat to build, staff needs to ensure that the organization does not have land in inventory that will not show a benefit. For the 07/08 funding cycle they were awarded \$15,000 for acquisition of real property, infrastructure and demolition.

Pitt Council of Aging: Requested additional funding in the amount of \$20,000 for the construction cost associated with the building of the new Life Enrichment Senior Center. Staff recommends that this project not be funded with additional funding. This project was originally fully funded during the initial request. For the 07/08 funding cycle they were awarded \$20,000 for construction cost.

Motion was made by Vila Rosenfeld and seconded by Leslie Cox to award the additional funding per staff recommendation. Motion carried unanimously.

E. Adjournment

With no further questions or concerns, a motion was made by Leslie Cox and seconded by Faye Brewington to adjourn. Motion carried unanimously.

Signature on File

Dallas Taylor, Chair

Signature on File

Gloria H. Kesler, Staff Liaison