

THE AFFORDABLE HOUSING LOAN COMMITTEE MEETING

Meeting Minutes

March 9, 2005

Greenville, North Carolina

Present:

Kristina Harris Pam Kesegi Evan Lewis Chip Little
 Gloria Pearsall Vila Rosenfeld Drock Vincent

Absent:

Kristina Harris Pam Kesegi Evan Lewis Chip Little
 Gloria Pearsall Vila Rosenfeld Drock Vincent

Staff:

Chris Davis Gloria Kesler Karen Gilkey Dondra Perkins Wayne Bowers

A. Roll Call

Mrs. Gloria Pearsall called the meeting to order.

B. Old Business

- Review of Meeting Minutes from January 12, 2005

The committee reviewed the minutes from January 12, 2005 meeting. Motion was made by Vila Rosenfeld to accept the minutes as presented and seconded by Evan Lewis. Motion carried unanimously.

C. New Business

- **Comments**

Mr. Wayne Bowers, City Manager for the City of Greenville thanked the committee for doing a great job with the community.

- **Election of new Chair and Co-Chair**

Mr. Evan Lewis, present Vice-Chair, was nominated by Mrs. Vila Rosenfeld to stand in the position as Chair for the Affordable Housing Loan Committee. Mrs. Kristina Harris seconded the motion. Mrs. Kristina Harris motioned that Mrs. Vila Rosenfeld stand in the position as Co-Chair. Mrs. Pam Kesegi seconded the motion. The nomination for Chair and Co-Chair closed for both positions on the said two names.

- **Request from HABITAT to amend 2004-2005 Grant**

According to Ms. Karen Gilkey, the grant request would be verbal. Ms. Gilkey stated that the non-profit asked in writing to amend their 2004-2005-grant application to include using funds for the rehabilitation of homes. Mr. Evan Lewis motioned that the request be amended. Mrs. Vila Rosenfeld seconded the motion. It was moved and properly seconded that the Habitat contract be amended to allow the rehabilitation of homes located within the City of Greenville. Mr. Chip Little questioned the mortgage on the homes, and how the money would be channeled. Mrs. Pam Kesegi explained that the house would be deeded back. After some discussion, the Motion was carried unanimously.

- **Offer to Purchase: 705 A&B Martin Luther King Dr.- Kim & Paula Nichols**

Ms. Karen Gilkey presented to the committee an offer to purchase at 705 A&B Martin Luther King Dr, owned by Kim and Paula Nichols. Ms. Gilkey continued by explaining the plans for the property. Ms. Gilkey stated that the property appraised for (\$18,500.00), which was the actual cost of the tax value, home and land. Mr. Evan Lewis questioned the plans for the property. Ms. Gilkey explained that the property would be left vacant for future use. Mr. Chip Little questioned the need for two appraisals. Ms. Gilkey responded by explaining the guidelines and procedures for HUD. After some discussion, motion was made by Mrs. Vila Rosenfield to buy the property and seconded by Mrs. Kristina Harris. The Motion carried 3 to 1.

D. Other

- **Annual Report / Downpayment Assistance Monthly Update**

Mrs. Gloria Kesler explained to the committee that Countryside Estates Subdivision would be completed and closed out late August, early September. The remaining thirteen lots within the flood plain would still be available. Ms. Kesler presented the monthly update for the downpayment assistance programs. Mrs. Kesler stated that Pittman house had closed and rehab would start in the near future. The rehab on the King's property has been completed making it the first full rental conversion project completed in the West Greenville 45-Block Revitalization Area. Mrs. Kesler stated that all of NCHFA's funds had been committed and that she had requested an additional (\$60,000.00) through their 20% program to cover the last (3) lots.

- **2005 Non-Profit Funding Presentations**

- **HABITAT for Humanity- Requested Funding: \$25,000.00**

According to Mrs. Pam Kesegi, HABITAT for Humanity procedures only allowed them to build with non-government money. Therefore their request for \$25,000.00 would help cover the cost for acquisition of vacant land, installation of infrastructure, demolition of dilapidated structures, rehabbing, construction impact fees that might be levied by the City of Greenville, Pitt County, and/or Greenville Utilities Commission, and any other services associated with land preparation. Ms. Gilkey explained to the committee that when HABITAT started applying for money from the City, they only purchased land, and over time the lots they had did not have water or sewer. The grant would be of great help with adding water & sewer taps to the properties for further homes. After some discussion, the meeting continued as follows:

- **Family Violence Center/New Directions- Requested Funds: \$23,416.00**

Ms. Karen Gilkey explained to the committee that the Family Violence Center/New Directions received about \$15,000.00 dollars from last year's grant. They had several emergency repairs: electrical, storm damage, and refurbishing the floors on the first floor of the house. Mrs. Gilkey continued by stating that the house was

historical and they could never change anything on the outside of the house. Ms. Gilkey introduced the committee to Mrs. Tonya Tucker Dawson on behalf of Mrs. Diana Lucas, the Executive Director for the Family Violence Center/New Directions. Mrs. Tonya Dawson explained to the committee that New Directions was a non-profit agency that provided secure housing for women and children leaving abusive relationships. It also functioned as an emergency shelter in time of natural disaster for other domestic violence shelters in surrounding counties. After some discussion concerning the operations of New Directions, Mrs. Dawson explained to the committee that New Directions need for the requested amount would be used for General Repair Expenses, such as; replacing second story flooring (\$12,500.00-Laminate and Vinyl), range (\$900.00-installation and delivery and electrical cord), washer (\$1,155.00-installation, delivery and electrical cord), dryer (\$911.00- installation, delivery, vent and electrical cord), dish washer (\$950.00 installation and delivery), storm windows (\$7,000.00) replacements for (7) windows and (6) screens. Mr. Chip Little questioned if these items were budgeted for commercial appliances. Mrs. Dawson responded that the items were not budgeted for commercial appliances; she stated that the items were budgeted from Sears' top-of-the-line appliances. She also stated that because of the outlet and storage space of the house, she could not get commercial appliances. According to Ms. Karen Gilkey the staff would price the appliances and installation as commercial. After some discussion, the meeting continued as follows:

- **Greenville Community Shelter- Requested Funds: \$34,628.00**

Mrs. Lou Williamson explained to the committee that Greenville Community Shelter (GCS) provided comprehensive services to the mass homeless population of Pitt County. GCS, Inc. had been in existence since 1987 and occupies a 74 year-old building at the corner of Manhattan Avenue and Chestnut Street. Mrs. Williamson stated that GCS provided various components of services (Transitional Housing, Emergency Shelter, and One Stop Shopping). According to Mrs. Williamson the Transitional Housing Apartments (a structured, independent living facility, which provides supportive services to assist residents in moving back into mainstream society) needed to have it's flooring (\$13,000.00), and bathrooms sinks (\$5,776.00) replaced. Mrs. Williamson stated that the wall and kitchen sink plumbing in the Emergency Shelters' kitchen had to be repaired or replaced as well. According to Mrs. Williamson the wall continues to crumble and had a large hole in it. The wall had been repaired several times with different materials but had not lasted. Mrs. Williamson stated that it was suggested to GCS to put 2x4's boards and cover it with gypsum wallboard on the existing wall, along with fiberglass reinforced sheeting to keep the moisture from destroying the wallboard. Mrs. Williamson continued by explaining that the kitchen sink plumbing would need new faucets, drains, and pipe work to be updated. In the office space of the GCS building, Mrs. Williamson stated that because of program changes to expand services for the homeless, more office space would be needed. Mrs. Williams stated that the security needed to be expanded, along with additional storage space. After some discussion, the meeting continued as follows:

- **Pitt County Council on Aging (Reverse Mortgage)- Requested Funding: \$15,000.00**

Pitt County Council on Aging (Reverse Mortgage) provides counseling to area Greenville citizens to assist them with keeping their homes, make necessary repairs and remain independent. PCCOA also assists low to moderate-income clients within the City of Greenville with urgent repairs. Mr. David Radford, Business Manager for PCCOA addressed the committee by explaining their purpose and operations. According to Mr. Radford, the requested amount of (\$15,000.00) would be used for Reverse Mortgage Counseling Education (\$5,000.00), which would explain the concept and guidelines to senior citizens that are (62) sixty-two and above in age. Mr. Radford stated that the need for urgent repairs would be about (\$15,000.00), which would help the senior citizen repair their homes, so that they could sell the house if needed. After some discussion, the meeting continued as follows:

- **Pitt County Council on Aging (SPICE)- Requested Funding: \$35,000.00**

The SPICE for Life program addresses a major health concern by promoting the safety and independence for elderly and disabled in Pitt County. The program identifies, evaluates and assists the elderly and disabled in Pitt County who risk loss of independence because of decreased safety and functioning in and around the home. According to Mrs. Christal Curran, Assessment and Case Assistance Coordinator, SPICE started in 2002. Mrs. Curran stated to the committee that the requested amount of (\$35,000.00) would help with primary intervention into a person's home to keep them at home to improve their independence, such as; modifications outside of the home (\$13,000.00-ramps, railings, thresholds, etc.), durable medical equipment (DME) (\$15,000.00), modifications inside of the home (\$4,000.00-widen door ways, installation of equipment not performed by DME provider-i.e. grab bars), direct service by Occupational Therapy (\$3,000.00), and project soft cost (\$1,500.00- brochures, postage, printing). After some discussion, the meeting continued as follows:

- **STRIVE, Inc.- Requested Funding: \$12,155.21**

STRIVE; Inc., goals and objectives are to include deterrents for negative behaviors of at risk youth by exposing them to various career opportunities through technological infused learning. The projects that were developed to meet these goals are called "Project Center Stage" (a cyclical program that was designed to foster the desire to succeed and the knowledge of hope in the lives of youth who crave inspiration and encouragement), and "Center Stage"(a 4 week intensive after school and summer program designed to impart the attitudinal training/character building components of STRIVE" for disadvantaged youth within an academic setting). Mrs. Joyce Jones, Director of STRIVE, explained to the committee the duration of "Project Center Stage" and how the monies received would benefit this program. Mrs. Jones stated that the program would last for (4) weeks. Mr. Evan Lewis questioned the amount requested. Mrs. Jones responded by explaining that the amount would pay for additional desks, chairs, brochure racks, computers, and additional space, program supplies, and partitions, etc. Mrs. Jones introduced Mr. Charles Elliot, (a student from the program) to the committee. Mr. Elliot explained to the committee his involvement in the program and what he expected and received from the program. Mrs. Jones stated that they were under contract with several counties, such as: Wilson, Wayne, and Beaufort. Mrs. Jones explained the contracts and how they worked. After some discussion, the meeting continued as follows:

- **Take It To The Streets- Requested Funding \$20,000.00**

Mrs. Sheri VanHook, Board Chairperson for Take It To The Streets, presented to the committee pictures of the house. Mrs. VanHook explained to the committee that the ZOE Restoration House for Women & Children was a residential facility offering lodging, meals, and others services to women who are working to rebuild their lives following active chemical dependency, incarceration and /or homelessness for a variety of other reasons. All women would be required to share in household chores, submit to drug testing-both randomly and for cause-and to submit to room searches. Funding being requested at this time would be used for a storage building outside (\$10,000.00-this building would provide for additional recreation area for residents.), the installation of insulation in the attic of the property (4,000.00), the installation of range hoods and exhaust fans in the kitchen (\$1,000.00); and the back deck (\$5,000.00). After some discussion, the meeting continued as follows:

- **Funding Discussion**

Ms. Gilkey presented the following staff funding recommendations to the committee:

Organization	Amount	Regulatory Citation
HABITAT for Humanity	\$25,000.00	570.201 (a)
New Directions	\$23,415.00	570.201 (c)
Pitt County Council on Aging (Reverse Mortgage – Urgent Repair)	\$6,430.00	570.202 (b)
Pitt County Council on Aging (SPICE)	\$20,000.00	570.202 (b)
Shelter	\$40,000.00	570.201 (c)
STRIVE, Inc.	\$12,155.00	570.201 (e)
Take It To The Streets	\$10,000.00	570.201 (c)
Total Amount	\$137,000.00	

Mr. Evans Lewis motioned to except the staff recommendations for the allocations presented from Ms. Karen Gilkey. Mrs. Vila Rosenfield seconded the motion. Motion carried out unanimously.

D. Adjournment

With there being no additional business motion of adjournment was made by Mr. Evan Lewis and seconded by Mrs. Vila Rosenfield. The meeting was adjourned.

Respectively Submitted,

Signature on File
Gloria Pearsall, Chair

Signature on File
Gloria H. Kesler, Planner I

drp