



COMMUNITY DEVELOPMENT

MEMO

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To: Affordable Housing Loan Committee Members

From: Sylvia D. Brown, Planner I

Date: January 6 2015

CC: Merrill Flood, Community Development Director

Re: Affordable Housing Loan Committee Meeting

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The regularly scheduled meeting of the Affordable Housing Loan Committee will be held on Wednesday, January 14, 2015 at **4:00 PM** at City Hall, 200 West 5<sup>th</sup> Street in the 3<sup>rd</sup> Floor City Council Chambers.

Please call (252) 329-4481 or e-mail [bmoseley@greenvillenc.gov](mailto:bmoseley@greenvillenc.gov) by 5:00 PM, Tuesday, January 13, 2015 to confirm your attendance.

Thank you for your time and effort in helping to move our housing programs forward!



**COMMUNITY DEVELOPMENT**

**Affordable Housing Loan Committee**  
**Wednesday, January 14, 2015**  
**City Hall Council Chambers 3<sup>rd</sup> floor**  
**200 West 5<sup>th</sup> Street**  
**4:00 PM**

**Agenda**

- A. Roll Call**
- B. Approval of Agenda**
- C. Approval of meeting minutes from December 10, 2014**
- D. Old Business**
  - None**
- E. New Business**
  - 1. Subrecipient Application and Scoring Process**
  - 2. Approval of Meeting Time Change for February 2015**
  - 3. Funding Reallocations Request**
    - a. Literacy Volunteers of America – Pitt County**
  - 4. Set Just compensation**
    - a. 602 Vance Street**
- F. Staff's Report**
- G. Other**
- H. Adjournment**

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

**Meeting Minutes**

**Wednesday, December 10, 2014**

**Greenville, North Carolina**

**Present:**

Howard Conner  
 Kevin Fuell  
 Matt Smith

Melinda Dixon  
 Melissa Grimes  
 Sarah Smith

Thomas Hines  
 Walt Kitchin

**Absent:**

Howard Conner  
 Kevin Fuell  
 Matt Smith

Melinda Dixon  
 Melissa Grimes  
 Sarah Smith

Thomas Hines  
 Walt Kitchin

**Staff:**

Merrill Flood  
 Niki Jones  
 Sylvia Brown

Betty Moseley  
 Marion Blackburn (City Council Liaison)

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**A. Roll Call**

**B. Approval of Agenda**

Motion was made by Mr. Conner and seconded by Mr. Hines to approve the agenda as presented. Motion carried unanimously.

**C. Approval of meeting minutes from November 12, 2014**

Motion was made by Mr. Conner and seconded by Mr. Hines to approve the meeting minutes from November 12, 2014 as presented. Motion carried unanimously.

**D. Old Business**

None

**E. New Business**

**1. Proposed 2015-2016 Annual Action Plan**

Mr. Jones stated that the 2015-2016 Annual Action Plan was a requirement of Federal HUD Funding. The City is currently in year three of the Consolidated Plan. The Annual Action Plan details how funds from the Community Development Block Grant (CDBG) and the HOME Investment Partnership will be spent.

The draft schedule is:

December 11, 2014	First Public Hearing
January – March 2015	Non-profit funding process
February 3, 2015	Redevelopment Commission review
February 11, 2015	Affordable Housing Loan Committee review
February 12 – March 12, 2015	Citizen Comment period
March 12, 2015	Final Public Hearing

Top Priorities:

1. Owner-Occupied Housing Rehabilitation
2. Lincoln Park Neighborhood Redevelopment
3. Acquisition and Demolition of Substandard Structures
4. West Greenville Commercial Center Development
5. Homeownership
6. Education and Non-profit Support
7. Elimination of Environmental Hazards

The proposed budget is based on funding from last year. Staff will not know the actual numbers until next year.

ACTIVITY	HOME FUNDS	CDBG FUNDS
Planning & Administration	\$38,000	\$168,000
Housing Rehabilitation	\$100,000	\$182,000
Relocation	0	\$5,000
Acquisition	0	\$50,000
New Construction	\$158,237	0
Clearance/Demolition	0	\$15,000
Downpayment Assistance	\$30,000	0
Community Housing Development Corporation	\$57,571	0
Public Facilities Improvement	0	\$200,000
Public Service	0	\$120,000
Economic Development	0	\$100,143
Program Income	0	0
<b>Total</b>	<b>\$383,808</b>	<b>\$840,143</b>

**F. Staff Report**

Ms. Brown stated that 2015-2016 Subrecipient Funding Applications are due Tuesday, January 13, 2015 by 3:00 PM. Submit one bound original and one bound copy to the Housing Division, 201 West Fifth Street. Staff will begin reviewing the applications immediately upon receipt. In February, the non-profits will make their presentations to the Affordable Housing Loan Committee. In March, the AHLC will make recommendations as to the funding amounts. The recommendations will be presented to City Council and then City Council will send approved recommendations to HUD for final approval. Depending on the number of non-profits applying, the March 2015 may need to be changed to 3:00 PM to allow sufficient time for review and recommendations. Staff will advise the committee in February if a change is needed.

The 2015 meeting schedule will be e-mailed to the committee. Since November 11 is Veterans Day and City offices are closed that day, the committee will need to decide on a different day to meet during the October meeting.

The November Financial Literacy Class was cancelled. It was rescheduled for December 15, 2014 at 5:30 PM at Carver Library. Also, the final Financial Literacy class will be December 29, 2014.

At the January 2015 meeting, a new Financial Literacy Class schedule will be give to the committee.

Mr. Kitchen asked how many non-profits are expected to present at the February meeting.

Ms. Brown replied that generally we have five to seven non-profits.

Mr. Kitchen asked if that is the only date that the committee will be able to hear presentations.

Ms. Brown replied that if there are a large number of qualified applicants, then the committee can have a special meeting to hear them.

**G. Other**

Mr. Conner asked about an article he noted in the newspaper referencing some new homes that are being constructed in West Greenville.

Mr. Jones replied that the State Employees Credit Union Real Estate Commission desired to reinvest money in low to moderate income areas. The SECU has several million dollars that they are investing in the north Greenville areas. They have partnered with us to help in buying dilapidated properties, rehabilitating them, and equipping with energy star appliances.

**H. Adjournment**

Motion was made by Mr. Conner and seconded by Ms. Dixon to adjourn the AHLC meeting. Motion carried unanimously.

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Melissa Grimes, Chair

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Sylvia D. Brown, Staff Liaison

RESOLUTION ESTABLISHING JUST COMPENSATION FOR SELECTED REAL  
PROPERTY IN THE CITY OF GREENVILLE'S  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, pursuant to Resolution 03-24 approved by the City Council of the City of Greenville on June 9, 2003, the Affordable Housing Loan Committee (AHLC) has been authorized to implement, on behalf of the City of Greenville, the acquisition of properties using CDBG and HOME funds; and

WHEREAS, the AHLC's responsibilities include establishing just compensation to be used as a basis of written offers to purchase properties under the CDBG Program and subject to CDBG Regulations for contesting fair market value as established by the U.S. Department of Housing and Urban Development; and

WHEREAS, the listed owners have waived their rights of fair compensation, documentation of which is on file within the Community Development Division, and agreed to sell said property at its current tax value as determined by the Pitt County Tax Collector; and

WHEREAS, Staff has been authorized to negotiate a value up to but not greater than 15% of just compensation as established;

NOW THEREFORE, BE IT RESOLVED by the Affordable Housing Loan Committee that Just Compensation be and is hereby established for the following parcel(s) as follows:

PROPERTY OWNER	PROPERTY ADDRESS	PIN #	OFFER PRICE
Victor Gorham, Jr.	602 Vance Street	10321	\$22,923.00
<b>TOTAL</b>			<b>\$22,923.00</b>

This the 14 day of \_\_\_\_\_, 2015

Chairperson of the AHLC: \_\_\_\_\_

Witness: \_\_\_\_\_