

THE AFFORDABLE HOUSING LOAN COMMITTEE

Meeting Minutes

Wednesday, August 13, 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
- Karen Gilkey

- Sylvia Brown
- Betty Moseley
- Marion Blackburn (City Council Liaison)

A. Roll Call

B. Approval of Agenda

Motion was made by Mr. Conner and seconded by Ms. Smith to approve the agenda. Motion carried unanimously.

C. Approval of meeting minutes from June 11, 2014

Motion was made by Mr. Conner and seconded by Ms. Smith to approve the meeting minutes for June 11, 2014 as presented. Motion carried unanimously.

G. Old Business

H. New Business

1. Draft CAPER

Mr. Jones presented the update for the Draft Consolidated Annual Performance Evaluation Report (CAPER). This is part of the public comment period. The CAPER is a requirement of HUD and details the activities of the Housing Division. It also evaluates the City's performance based on the five year Consolidated Plan.

HOME Proposed Activities 2013 - 2014:

Program	Funding
Administration/Planning	\$35,797.60
Housing Rehabilitation	\$200,815.00
Down Payment Assistance	\$17,667.00

CHDO/New Construction	\$53,696.40
New Construction/Multi-Family	\$50,000.00
Total	\$357,976.00

CDBG Proposed Activities for 2013 - 2014:

Program	Funding
Administration/Planning	\$170,289.60
Housing Rehabilitation	\$370,158.40
Public Service	\$75,000.00
Acquisition/Clearance	\$84,000.00
Relocations	\$15,000.00
Economic Development	\$137,000.00
Total	\$851,448.00

Summary of Accomplishments:

- Seventeen (17) owner-occupied home rehabs completed
- Three (3) down payment assistance (deferred loans) were administered
- Three (3) Small Business Competition deferred loans were administered
- Five (5) homes were cleared of Lead-Based Paint Hazards
- Five (5) public services grants awarded to public service agencies serving low income clients
- Nine (9) substandard properties were acquired
- Six (6) substandard units were demolished and removed
- One (1) displaced tenant was relocated
- One (1) public facility improvement was completed
- One (1) new single-family home was sold

Mr. Kitchin asked if the fiscal year for this report period started June 30.

Mr. Jones replied yes.

2. Elderly Rehab Loan – 117 Holliday Court

Ms. Gilkey gave the committee background information on the Elderly Rehabilitation Loan program. A handout of the guidelines was distributed. These households make too much money to qualify for the regular rehabilitation program. At least one of the owners has to be a senior citizen or 55 years old and disabled. This program caps out at \$20,000.00.

Motion was made by Mr. Conner and seconded by Mr. Smith to approve the elderly rehab loan for 117 Holliday Court as recommended by staff: \$20,000 for 15 year term. Motion carried unanimously.

I. Staff Report

Ms. Brown gave the staff report. She reported on three upcoming Housing events.

The last Homeownership Workshop was Saturday, May 31, 2014. There were two people in attendance. The next workshop is scheduled for Saturday, August 16, 2014. There are 15 people registered.

The Financial Literacy Class “To Your Credit” will be held Monday, August 25, 2014 from 5:30 PM to 7:30 PM at the George Washington Carver Library.

The Non-profit Workshop will be Thursday, September 25, 2014 located in the Greenville Police Department ComStat Room in the Municipal Building on third floor. There will be two sessions, one at 12 noon to 2:00 PM and one at 6:00 PM to 8:00 PM. This is the first step non-profits must take to apply for subrecipient funding. Non-profits must have a representative in attendance at one session to be able to apply.

Mr. Kitchin asked what the average number of non-profits in attendance was.

Ms. Brown replied that there are usually a great number of attendees. For attendance we may have 30-40 representatives, but receive 5-7 applications. Usually there are about 20 different organizations represented.

Mr. Kitchin asked if the announcement was going to be in the paper.

Ms. Brown replied yes.

J. Other

K. Adjournment

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

Signature on file

Melissa B. Grimes, Chairman

Signature on file

Sylvia D. Brown, Staff Liaison