

# THE AFFORDABLE HOUSING LOAN COMMITTEE MEETING

## Minutes Worksheet

March 8, 2006

Greenville, North Carolina

### Present:

Dallas Taylor     John Tullos     Gloria Pearsall     Vila Rosenfeld     Robert Moore     Tammie Carlton  
 Brian Becker     James Tucker     Rose Glover (City Council Liaison)

### Absent:

Dallas Taylor     John Tullos     Gloria Pearsall     Vila Rosenfeld     Robert Moore     Tammie Carlton  
 Brian Becker     James Tucker     Rose Glover (City Council Liaison)

### Staff:

Chris Davis     Gloria Kesler     Karen Gilkey     Dondra Perkins     Merrill Flood

## A. Roll Call

Dallas Taylor called the meeting to order.

## B. Old Business

- **Review of Meeting Minutes from February 8, 2006**

Motion was made by John Tullos to accept the minutes as presented and seconded by Vila Rosenfeld. Motion carried unanimously.

- **Employee Homebuyer Incentive Program for University Area (tabled from Feb. 8 meeting)**

The Homebuyer Incentive Program for the University Area was designed to assist City of Greenville Employees with downpayment assistance to purchase homes within the University Area. Committee members tabled this issue due to questions about how the program was funded and why it was open only to City Employees.

The Committee questioned if this program could be opened to the general public? Merrill Flood explained that a year and a half ago the City Council appointed a task force to look at methods, programs and opportunities to preserve older neighborhoods. The task force was made up of a broad group of citizens appointed by City Council who came from a broad area of interest; such as the real estate industry, property owners, citizen groups, neighborhood groups, etc. According to Merrill Flood, several recommendations were made to City Council, which was subsequently adopted in December 04. The program in question was to encourage people to move back into the older neighborhoods within the University Area. A university representational committee talked about areas around the university that were beginning to show signs of demise. The university asked if the task force would consider developing a Homebuyer base program for university employees. Likewise, the City thought that it would be important for the City to do so as well. Mr. Flood continued by stating that the recommendation for employees for a downpayment program came through this process and was subsequently adopted and became a goal of City Council. Mr. Flood stated that the funds for this program came from the City's general fund. This past year \$30,000.00 was put aside for use. Mr. Flood stated that the program was initially designed to help City employees, however; the Affordable Housing Loan Committee could make recommendation to amend the program to include the general public. Mr. Flood also stated to the committee that the City had funds and programs available for all citizens. John Tullos questioned the qualifications for program. Gloria Kesler referred the committee to the City of Greenville Employee Homebuyer Incentive Program for University Area document included in their package. The document explained the program, eligibility, location / price, minimum investment, security and other information. With no further questions, motion was made by Vila Rosenfeld and seconded by John Tullos to present to City Council for recommendation to change the "Employee Homebuyer Incentive Program for University Area" to the "City of Greenville Homebuyer Incentive Program for University" to allow the program to be opened to the general public.

**C. Other**

- **Annual Report / Downpayment Assistance Update / Non-Profit Funding Update**

Gloria Kesler referred the committee to the annual report for Downpayment Assistance in their package. Mrs. Kesler stated that the full report went before City Council Monday, March 6, 2006. Below is a brief summary of the Annual Report:

Inquires	462
Office Visits (intakes)	165
Completed paperwork	47
Applications	21
Approved	11
Withdrawals	2
Not Eligible	2
Closed	11

Mrs. Kesler stated that the eleven (11) closing were at Country-side Estates. Mrs. Kesler stated that \$329,000.00 was spent on downpayment assistance between the City’s HOME Grant, ADDI funds and NCHFA’s funds.

The elderly rehab program had 10 inquiries with 2 completed applications approved by the committee with loan commitments amounting to \$23,436.00. Mrs. Kesler referred the committee to the document with detailed information about funding and allotments for all programs located within their package. According to Mrs. Kesler, sales of the new homes within West Greenville are moving forward with one (1) home closing at the end of March and two (2) with contracts pending.

In December the homeownership academy was approved and the first class will be held on Saturday, March 18<sup>th</sup>, 2006 with ten (10) families.

- **2006 Non-Profit Funding Presentations**

- **Exceed, Inc.**

EXCEED is an executive center for Economic & Educational Development. The non-profit organization was created in 2001 to help foster small business growth. Their ultimate goal is to create a small business incubator for start-up businesses. EXCEED requested \$8,225.00 to make repairs to the building that they are currently leasing. Mr. Carlton Gay, Executive Director, explained to the committee the mission of EXCEED was to help improve the economic and social conditions of families and small business owners in the blighted and low-assets communities of Greenville and Pitt County through EXCEED’S business incubator and social programs. The goals of the organization are to help these communities create, retain and re-invest wealth through economic development strategies and CDBG activities. Mr. Gay explained the requested CDBG funds in the amount of \$8,225.00 would be used for renovation cost of 4,000 square feet of the warehouse space located at 715 Albemarle Avenue. Mr. Dallas Taylor questioned the total amount of the renovations. Mr. Gay explained that the total cost would be about \$30,000.00. Mr. Taylor questioned the time limit of the clients stay with the organization? Mr. Gay explained that by the end of the third year their clients should be able to move out on their own. Mr. J.L. Young, the organization HUB Specialist, continued by explaining that out of five (5) clients, two of them have their own businesses and are doing well. Mr. John Tullos questioned if the clients would pay rent while building their businesses? Mr. Gay responded by stating that the clients would pay rent but at a reduced price. Ms. Vila Rosenfeld questioned the number of clients they have help since opening in 2001? According to Mr. Gay they have had a total of eleven (11) clients. Mr. Young continued by explaining that about five (5) out of the eleven (11), while going through the process, realized they were not ready to venture out on their own. Ms. Rosenfeld questioned the annual budget per year. Mr. Gay responded by stating that the annual budget was around \$85,000.00 per year. Mr. Gay continued by stated that start-up, training and traveling were the budget’s biggest expenses. Mr. Young stated to the committee that when a client approaches their organization, they come with just an idea, in turn his responsibility is to set-up industry profiles by using reference books and internet services to ensure the clients have a viable idea. With no further discussion, the meeting continued as follows:

## ○ **Family Violence Center DBA New Directions**

Mrs. Tonya Tucker-Dawson, Program Manager, was the representative for The Family Violence Program. According to Mrs. Tucker-Dawson, the program is a nonprofit organization created in 1985 to provide a safe haven for physically and emotionally abused women and their young children. The women are allowed to stay at the safe house for up to 60 days.

According to Mrs. Tucker-Dawson, The Family Violence Program was requesting \$10,000.00 to upgrade the lighting, security system and furnishings for the safe house. Mrs. Tucker-Dawson explained to the committee that the funding request would be used for the following reasons:

- (1) The security system was damaged by an electrical storm in September 2005. Four of the six surveillance cameras and the main control panel were damaged as a result of the electrical storm. Mrs. Tucker-Dawson stated to the committee the cameras and security system were vital to the safety of the residents and staff at the safe house, during the day and night. Mr. Tucker-Dawson explained that Telecommunications, Inc. repaired the damaged control panel and was able to get one of the four cameras working properly; leaving three cameras not working. The service technician from Telecommunication suggested that the entire security system be upgraded. Mrs. Tucker-Dawson continued by stating that the monitor and intercom system was located in the evening manager's room and additional monitoring would allow viewing of activities taking place on and about the property.
- (2) Additional outside lighting for the back outside areas of the safe house. Mrs. Tucker-Dawson continued by explaining that the safe house currently has flood lights installed at each corner of the house. The majority of the lights are blown and some are broken and must be replaced. Mrs. Tucker-Dawson stated that Watson Electrical was contacted to obtain an estimate on the cost to replace the blown and broken floodlights as well as the cost of additional floodlights to the backside of the house. Mr. Tucker-Dawson explained that the electrical contractor suggested putting photo sensors on the lights, to allow them to come on and off automatically.
- (3) Request funding to assist with furnishing the back porch of the safe house. According to Mrs. Tucker-Dawson, the back porch is an area frequently used by the residents to sit and talk, read, and enjoy the outside. It also serves as the main entrance and exit for the residents staying in the safe house. Mrs. Tucker-Dawson stated to the committee that in November 2005, the organization implemented a non-smoking policy for the house, which included the porch. Mr. Dallas Taylor questioned how many clients could be accommodated. Mrs. Tucker-Dawson responded that the program could accommodate a total of twenty-six (26) clients. With no future discussion, the meeting continued as follow:

## ○ **Flynn Christian Home**

The Flynn Christian Fellowship Home was created in 1963 to provide a safe haven for men who have substance abuse issues rebuild their lives. The home was originally located at 408 South Pitt Street before a fire destroyed the home in 1995.

Mr. Omar Skinner, the Director of The Flynn Christian Fellowship Home addressed the committee with the request of \$15,000.00 to make repairs to the facility. According to Mr. Skinner, the home is in need of a new roof; repair damage to the ceiling from the roof leaks and repairs to plumbing and related damages. Mr. Skinner stated that the mission of the Flynn Christian Fellowship Home, Inc. was dependent upon maintaining the home and property; without the house itself, there would be no program. Mr. Skinner stated to the committee that the damage to the roof was so extensive that several leaks have been formed throughout the house. Mr. Skinner continued by stating that the repairs were not cosmetic repairs, but structural repairs that involve replacing plumbing and pipes, floorboards and joist, sinks, tubs, toilets, tiles and fixtures. According to Mr. Skinner, the bathrooms needed to be totally rebuilt. Mr. Skinner stated that the seventeen (17) men lived in the home. Mr. Skinner showed a brief video of the home. Mr. Skinner stated that they have sought funds in other places to assist with replacing the roof. Last year the home had a fundraiser called "Souper Saturday" designed to get soup from local restaurants and in turn the home sold the soup in an effort to raise money. The goal was to raise \$5,000.00, but they were only able to raise \$1,000.00. Mr. John Tullos questioned if any companies would be interested in volunteering their time and or material to help. Mr. Skinner responded by stating a reliable company will need to do the roof because of the extensive amount of work needed; and volunteers and the men of the house will do most of the inside jobs. Mrs. Tammy Carlton questioned if the program was a twelve-step program. Mr. Skinner replied that the program was Christ centered. Mr. Skinner continued by stating that the home does have programs set up outside the home, such as, alcoholic anonymous, interventions tapes, focus groups, and weekly bible study classes. Mr. Dallas Taylor question how many men were turned away on a monthly basis. According to Mr. Skinner approximately 30 or 50 men are turned away per month. With no further discussion, the meeting continued as follows:

## ○ **Greenville Community Shelter**

The Greenville Community Shelter was created in 1991 to serve the growing homeless population of Pitt County.

Mr. Eric Cloud stated to the committee that The Greenville Community Shelter was requesting \$15,377.84 to upgrade the lighting and security system. Mr. Cloud stated that at present, the shelter had two security systems that were unlinked. Their goal was to install a new security system, including ten (10) new cameras to be placed in various areas around the premises to increase the security of the Shelter property. The cameras, as well as the eight (8) existing cameras would be connected to a new computer-based system that allows any user the ability to record, replay, rewind and fast-forward already recorded images as needed. Mr. Cloud stated to the committee that the new system would replace the current recording system and monitor to increase the ability for security personnel to prevent and/or solve issues regarding security and crimes on the grounds. Mr. Dallas Taylor questioned the number of persons the shelter could accommodate at one time. Mr. Cloud responded that the shelter could house up to seventy-eight (78) in the emergency shelter and a thirteen (13) separate apartments in their transitional housing facility. With no further discussion, the meeting continued as follows:

## ○ **HABITAT for Humanity**

Habitat for Humanity of Pitt County was created in 1990 to provide a safe, decent and sanitary housing for very low-income households in Pitt County. Since inception Habitat has built over forty- (40) homes, using primarily volunteer labor. The funds used to build the homes are the result of an ongoing fundraiser; the Resale Store, special fund raisers; The Home Run Race, Annual Fund, alternative Christmas; and house sponsorships.

Ms. Paulette White, Director of Habitat for Humanity of Pitt County stated to the committee the request for \$30,000.00 would be used for acquisition of vacant land, installation of infrastructure, demolition of dilapidated structures, construction impact fees, rehabbing of an existing Habitat for Humanity home, rental or purchase of any equipment, and any additional expenses associated with land preparation. Ms. White stated to the committee that they were currently building a home on 4<sup>th</sup> Street, and in the process of completing a home on Latham Street. Mr. Dallas Taylor questioned the average of houses that were built in the last two (2) years. According to Ms. White, the average of homes built per year was about four (4). With no further discussions, the meeting continued as follows:

## ○ **Life, Inc. DBA STRIVE**

L.I.F.E. of NC, Inc. is a nonprofit that provides attitudinal training, job placement assistance and encourages GED or additional educational training of individuals classified as the hardcore unemployed. The STRIVE program is modeled after the program originally created in Harlem, New York and has spread nationwide.

According to Ms. Joyce Jones, Executive Director, STRIVE has moved into a new site located at 1710 West 6<sup>th</sup> Street. The new site is approximately 9,000 square feet and offered much needed office and classroom space. Ms. Jones also stated to the committee that the new building, built in 1962, was used as a childcare facility and required renovation work, as well as furniture and supplies. According to Ms. Jones, STRIVES request for \$20,523.50 will be used to purchase the furniture for student classrooms, miscellaneous supplies and to the minor repairs needed. They would like to purchase twelve (12) training tables, thirty- (30) chairs, and a floor lectern to be used in the adult classroom. Ms. Jones stated that in order to separate the training rooms, they would need to construct two walls, along with a partial wall that would extend from the ceiling. The final request is to have seven rooms among the building re-carpeted. With no further discussion, the meeting continued as follows:

## ○ **Martin Community Action**

Martin County Community action (MCCA) was created in 1965 to serve as a poverty advocate for a three county area. The organization has since grown to provide services ranging from Head Start to making homes more energy efficient. All services provided by MCCA are funded individually and are preformed free of charges to the residents receiving assistance.

MCCA is requesting \$36,815.87 to provide emergency home repair to low-moderate income homeowners of Greenville. According to Ms. Naomi Keyes, the funding would be used to repair homes/dwellings in the city of Greenville to correct unsafe conditions that could result in displacement of the occupant from the residence. According to Ms. Keyes the number of homes provided service would be determined by the extent of repairs performed, actual cost and the available funding. The recipients may include the elderly, disabled, handicapped and other special populations that qualify under specified low-income guidelines. With no further discussions, the meeting continued as follows:

○ **Progressive Action and Restoration**

Progressive Action & Restoration, CDC is a nonprofit that provides homebuyer education and financial literacy training. Progressive Action has been in operation since 2001 and has been working in partnership with Mission of Peace CDC to provide housing counseling to area residents.

Progressive Action & Restoration requested for \$19,500.00 to provide homebuyer education workshops, one-on-one counseling, credit counseling and reverse mortgage counseling. Doreen Winston, board member, was present for this request. Mrs. Jacqueline Dawson, Chairperson, presented the request through tele-communication. According to Mrs. Dawson, the request for \$19,500.00 would be used for general operational support. Mrs. Dawson stated that the primary goal of the one-on-one homeownership counseling sessions would be to assist participants in preparing for homeownership. Mrs. Dawson stated to the committee, (via telephone) that the reverse mortgage, foreclosure counseling, credit counseling, financial management, and group counseling played vital roles in education process for low-to-moderate income families better secure their future. With no further discussion, the meeting continued as follows:

● **Funding Discussion**

On Wednesday, March 8, 2006, the Affordable Housing Loan Committee reviewed the nonprofit funding applications for 2006-2007. Below are the Committee’s recommendations to City Counsel.

Organization	Requested Amount	Recommended Amount	Comments
EXCEED	\$8,225.00	\$5,000.00	Repairs
Family Violence Center d/b/a New Directions	\$10,000.00	\$10,000.00	Security System Replacement
Flynn Christian Home	\$15,000.00	\$21,613.00	Repairs. First Year
Greenville Community Shelter	\$15,377.84	\$15,377.84	Security system Upgrade.
HABITAT	\$30,000.00	\$20,000.00	Land Purchase, lot clearing and utility hookup fees.
Life d/b/a STRIVE	\$20,523.30	\$7,825.00	Classroom furnishing
Martin County Community Action	\$37,815.87	\$20,000.00	Homeowner Emergency repairs
Progressive Action & Restoration	\$19,500.00	\$16,612.00	Homebuyer Education First Year
		\$7,272.16	Emergency Contingency
<b>TOTAL</b>	\$206,442.01	\$123,700.00	

**E. Adjournment**

With no further discussion a motion of adjournment was made by Vila Rosenfeld and seconded by Tammie Carlton. The meeting was adjourned.

Signature on file  
Dallas Taylor, Chair

Signature on file  
Gloria H. Kesler, Staff Liaison

drp