



## COMMUNITY DEVELOPMENT

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### MEMO

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To: Affordable Housing Loan Committee Members

From: Sylvia D. Brown, Planner I 

Date: March 6, 2020

CC: Thomas Barnett, Planning and Development Services Director

Re: Affordable Housing Loan Committee Meeting

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The Affordable Housing Loan Committee Meeting will be held on Wednesday, March 11, 2020 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 [cwallace@greenvillenc.gov](mailto:cwallace@greenvillenc.gov) by 5:00 PM, Tuesday, March 10, 2020 to confirm your attendance.

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

**Affordable Housing Loan Committee Meeting**  
**Wednesday, March 11, 2020**  
**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 February 12, 2020**
- D. Approval of meeting minutes from February 26, 2020**
- E. Old Business**
  - None
- F. New Business**
  - 1. Set Just Compensation**
    - a. 804 Vanderbilt Lane**
    - b. 805 Vanderbilt Lane**
  - 2. Sub-recipient Funding Update (2019)**
- G. Staff Report**
- H. Other**
- I. Adjournment**

**DRAFT OF MINUTES PROPOSED FOR ADOPTION  
THE AFFORDABLE HOUSING LOAN COMMITTEE  
Meeting Minutes  
Wednesday, February 12, 2020  
Greenville, North Carolina**

**Present:**

<input type="checkbox"/> Jack Brock	<input checked="" type="checkbox"/> Anne Fisher	<input checked="" type="checkbox"/> Walt Kitchin
<input type="checkbox"/> Vacant	<input checked="" type="checkbox"/> Kevin Fuell	<input checked="" type="checkbox"/> Deborah Spencer
<input checked="" type="checkbox"/> Derick Cherry	<input checked="" type="checkbox"/> Ronita Jones	

**Absent**

<input checked="" type="checkbox"/> Jack Brock	<input type="checkbox"/> Anne Fisher	<input type="checkbox"/> Walt Kitchin
<input type="checkbox"/> Vacant	<input type="checkbox"/> Kevin Fuell	<input type="checkbox"/> Deborah Spencer
<input type="checkbox"/> Derick Cherry	<input type="checkbox"/> Ronita Jones	

**Staff:**

<input type="checkbox"/> Thomas Barnett	<input type="checkbox"/> Monica Daniels (City Council Liaison)
<input type="checkbox"/> Tiana Berryman	<input checked="" type="checkbox"/> Christine Wallace
<input type="checkbox"/> Sylvia Brown	<input checked="" type="checkbox"/> Gayla Johnson
<input checked="" type="checkbox"/> Phoenix Hinson	

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**A. Roll Call**

**B. Approval of Agenda**

Motion was made by Mr. Kitchin and seconded by Mr. Cherry to approve the agenda. Motion carried unanimously.

**C. Approval of meeting minutes from November 13, 2019**

Motion was made by Ms. Fisher and seconded by Mr. Cherry to approve the agenda. Motion carried unanimously.

**D. Approval of meeting minutes from November 27, 2019**

Motion was made by Mr. Kitchin and seconded by Mr. Cherry to approve the agenda. Motion carried unanimously.

**E. Old Business**

None

**F. New Business**

**1. Sub-recipient Funding Request Presentations (2020)**

Ms. Gayla Johnson informed the committee that there are seven (7) non-profits giving their presentation for the CDBG 2020 fiscal year. Each non-profit has a total of 10 minutes to give their presentation. At the following meeting staff and committee members will make their

recommendations on funding request. Ms. Johnson advised the committee to wait until after the presentations to ask any questions.

**a. Center for Family Violence Prevention**

Center for Family Violence Prevention is requesting \$25,000 for their program Individual Group Crisis Recovery Services that targets adults and children who have experienced domestic violence.

Center for Family Violence Prevention was represented by Ms. Laura King, Executive Director. Ms. King informed the committee that during the 2019 calendar year, their agency provided 7,911 separate services to a total of 704 victims and their children. 200 Victims received counseling services, 310 received court services and 171 victims were assisted with domestic violence protective orders. 124 victims, including 49 children stayed in the safe house. Their stay averaged 49 days each. 47 children received children's counseling 194 parental visits and 44 separate visitation exchanges were monitored.

Ms. King stated that they believe prevention is a key to the issue in the community. Therefore, they initiated a program in the High Schools in Pitt County and in 2019 they educated 650 High School students on the difference between healthy and abusive relationships. They also participated in over 100 separate community education events by going out trying to educate the public on the services they provide and what they can do to prevent domestic violence in Pitt County.

Ms. King stated that they believe that working with the abuser ultimately helps the victim, they use the GREAT (Group Rehabilitation and Education for Abuser Treatment) program to educate 81 abusers and provide private and personal anger management counseling to nine additional abusers. On 244 separate occasions, clients received financial assistance for basic human needs like: food, housing, transportation, medical care and clothing.

The goal for 2020-21 is that during that funding period, the shelter will provide safe housing to 116 victims and advocacy and case management services to 160 victims of domestic violence. They also anticipate that 90% of the victims who seek counseling will receive trauma focused therapy. They anticipate that 100% of children of victims of domestic violence and intimate partner violence that seek counseling services for their children will also receive trauma focus therapy.

By the close of the 2020-21 funding period, 80% of clients seeking help with parenting will receive education and counseling to equip them to provide safe and healthy environments for their children. Also, they anticipate that 100% of shelter victims will be offered support group therapy with a 70% participation.

Mr. Cherry thanked Ms. King for the numbers she provided to let the committee know that they are serving the population.

Ms. King added that domestic violence is an ongoing problem and the numbers are not going away despite their efforts. She appreciates the funding support going forward.

#### **b. Community Crossroads Center**

Community Crossroads Center is requesting \$15,264 for their program Assessments/VI-SPDAT and will address the needs of the homeless population.

Community Crossroads Center was represented by Mr. Ken Becker, Executive Director. Mr. Becker stated that Community Crossroads has been tasked with assessing the individuals that enter into the system. A complete psycho and social assessment is performed when a person arrives at the center. Within 14 days of arriving at the center, they perform a VI-SPDAT. In order to comply with the HEARTH ACT, HUD and North Carolina Balance of State, the assessment must be completed by each person entering the center. The scores and rankings are utilized by Community Crossroads, the Housing Stabilization Committee and the Continuum of Care Regional Committee. Assessments and VI-SPDAT are required to be put into the North Carolina Balance of State system that adds more time to their process. Last year, they served 641 unduplicated residents. This is almost a 10% increase over last year. With those statistics, they anticipate seeing over 600 unduplicated residents at the center this year. Of those, they anticipate approximately 360 to obtain assessments and VI-SPDATs.

Mr. Becker mentioned that there are two goals that will be attained by this project. First, the mandate that's set forth by HUD and Balances of State will be met. As a continuum of care partner, they use the assessment and the VI-SPDAT to have more consistent and factual data they can use to allocate resources. VI-SPDAT is a natural tool used comprised of two separate tools. It has the vulnerability index, a street outreach tool, and is currently in use by 100 communities. The VI helps determine the medical vulnerability of homeless individuals. The service prioritization decision assistance tool (SPDAT) is an intake in case management tool and is used by more than 70 communities. Based on a wide body of social science research and extensive field testing, the tool helps service providers allocate resources in a logical, targeted way. The average community currently allocates housing resources on a first come first serve basis. Individuals and families take their place at the bottom of an endless waiting list, and regardless of their chronic chronicity, medical vulnerability or ability to address their own housing instability, use of the assessment and VI-SPDAT will allow our community to better serve the homeless population in a tested best practice model. It is estimated that approximately 360 unduplicated people will be served by this project. A unit of service would be considered an assessment tool and the VI-SPDAT is accomplished in an unduplicated manner. They base the amount of the request on how long it takes the social worker and administrative assistant to process the request. As the homeless shelter is a part of the continuum of care in Pitt County, and they look forward to assisting them.

Mr. Cherry asked what is the VI-SPDAT?

Mr. Becker stated that it is a combination of tools, it's the vulnerability index, and it's a service prioritization decision assistance tool. Therefore, those with a higher score will move ahead of those with a lower score as far as access to permanent supportive housing. This does not affect if

someone can come into the shelter, however, they want to be able to give these numbers to their community partners so they can get them into the system where they belong.

### **c. Martin-Pitt Partnership for Children**

Martin-Pitt Partnership for Children is requesting \$35,000 for their program Parents as Teachers (PAT) which will target families with children 0-5 years old to reduce the number of abuse and neglect cases.

Martin-Pitt Partnership for Children was represented by Ms. Amanda Parmelee, Community Outreach Director and Dorian Evans, Parents as Teachers Supervisor. Ms. Parmelee informed the committee that they are one of seventy five Smart Start partnerships in the state of North Carolina since 1998. The program places emphasis on kindergarten readiness and making sure that families have access to high quality development appropriate experiences for their children, regardless of income, location, job status, religion or race. One of their biggest focus is access to materials that a child might be receiving if they were in kindergarten or a physical childcare facility. Unfortunately, childcare is only affordable if a family is paying up to 10% of their income. In Pitt County, families pay up to 25-26% of their income in childcare fees. In the 2018-2019 fiscal year, they served 376 families with providing them with educational materials just through the childcare referral program. They also served 343 families with 770 children with finding care and determining what is high quality and if they are unable to put their child into full-time high quality care, the different programs they offer like Parents as Teachers who are able to work with them and make sure that their child is still getting the developmental appropriate needs met.

Ms. Evans informed the committee that the Parents as Teachers program is an evidence based home visiting program. They provide trained and licensed parent educators go into the home of families and partner with the parents to provide developmental milestone education materials to the parents. Basically, showing the parents how to be their child's first and best teacher. They provide bi-weekly and monthly visits to the families where the parent educator will provide a personalized home visit plan for the family where they take an activity and explain to the parent what the child is learning through that activity. The parent educator also discuss parent well-being by asking how the parents are doing and how they can help. They also provide the family with resources from the community like new housing, better employment and food resources. They also do screening on all of the children like ages and stages screening based on their developmental age as well as life skill progression screening. A PICCOLO screening is another family assessment that is provided to help the parent be more nurturing, a better teacher, and find ways for parents to incorporate that into their daily routines and not just within the hour that the parent educator is there. They also provide family group connections which is done a few times out of the month where parents are invited to either the office or somewhere in their community to do fun and engaging activities to promote relationships with other families and with other children. They also do parent groups where they learn about Triple P. This is when a licensed coordinator comes out and talk with parents about Positive Parenting Practices to eliminate child abuse. Goal settings are also provided in a range from trying to get a child to be potty trained to helping dad find a second job or getting mom back in school. Each home visit is molded to what the family needs.

Ms. Parmelee stated that they learned through their current program that transportation has been an issue. That's why they wanted to refocus the program to meet parents in their homes.

#### **d. Habitat for Humanity**

Habitat for Humanity is requesting \$24,700 for their program Home Building for Low Income Families which will provide an affordable home to a needy family.

Habitat for Humanity was represented by Scott Johnson, Executive Director. Mr. Johnson informed the committee of Deshaun Watson. Deshaun Watson led the Clemson tigers in 2016 to a national football championship and later went on to be a quarterback for the Houston Texans. Mr. Watson attributes his success with moving into a habitat home when he was a teenager. Mr. Watson grew up in a neighborhood that was not conducive with playing outside. Therefore, his mother moved into a habitat home where Deshaun felt as if his life had changed. Mr. Johnson stated that their goal is to partner with the City and through this program to build another house in West Greenville for a deserving family. They try to identify with families that have the desire to partner with them to provide assistance to a low income family and provide them with a safe place to live. Previous funding from the City of Greenville allowed them to provide housing to a 62 year old widow that had rented a home for 35 years. If she would have been able to partner with someone like Habitat, she would have owned her own home. However, due to her income, her ability to afford a mortgage was nonexistent. Due to the program, they were able to build her a home with a fixed income. The program sells homes for a zero percent interest rate mortgage. By the time this lady reaches 82, she will own her own home.

Mr. Johnson informed the committee that if they agree to fund their program, those funds will be used for subcontractors to build the home. They will put on the roof and shingles, heating and air ventilation, pour the driveways and sidewalks, install all of the plumbing in the kitchen and bathroom and flooring throughout the home. Their goal is go back into West Greenville on an existing lot on Vanderbuilt.

Mr. Cherry asked that for a person who is not married and does not have children, is this only for families?

Mr. Johnson replied that it is not. Ms. Vivian was a widow. However, they would like to have as much impact as they can when there are children in the household which is often a goal of theirs. They also design the homes by talking to the families.

Mr. Kichin asked approximately what percentage of the cost of this house will \$24,700 represent?

Mr. Johnson stated that they would have at least \$90,000 in hard cost and construction cost. The \$24,700 would be at least 20% of the cost of the project. Mr. Johnson stated that it is very expensive to build in Greenville due to all the construction going on.

Ms. Fisher asked if he said that the funds will be used for subcontractors.

Mr. Johnson replied that they do as much as they can with volunteer labor and as much as they can with non-subcontract work. They have to get approvals for certain things they would have to do with subcontractors.

#### **e. Boys and Girls Clubs of the Coastal Plain**

Boys and Girls Clubs of the Coastal Plain is requesting \$20,000 for their program Club Academy a Youth Development and academic success program.

Boys and Girls Clubs of the Coastal Plain was represented by Lorraine Jackson and Mr. Jamar Sampson. Ms. Jackson started by thanking the committee for their support and informed them that they have a copy of the PowerPoint in front of them and their new brochure. Ms. Jackson read through the PowerPoint that was highlighted on the screen that detailed their mission, vision, core values and showed a video about their journey called Chart the Path. Their organizational reach is at:

3,321 Club members  
87% free and reduced lunch  
59% live in single parent households  
53% male and 47% female  
48% live in households with income under \$25,000

The CDBG Goals:

Goal I - is to provide academic enrichment services and activities that enhance the overall academic performance and participants in core content areas of reading, math, and science.

Goal II – to promote interest in and awareness of science, technology, engineering, and mathematics (STEM) to Club members and to provide STEM-related learning opportunities for traditionally underserved groups, including girls and young people of color.

Goal III – to eliminate summer learning loss in the areas of reading and math.

Mr. Sampson informed the committee that when he started 6 years ago, taking a group of second graders who are now eighth graders from what was just club academy to now being on full path from going from elementary school to middle school. They also provide career preparation by partnering with people in the community to prepare the students for the careers that they are interested in. Career Academy works with the middle and high schools to ensure they have a pathway and that resources are available to them.

Mr. Sampson thanked the committee for their funding recommendations over the years and went over the CDBG Goals

**f. ECU/LWG Intergenerational Community Center**

ECU/LWG Intergenerational Community Center is requesting \$25,000 for their program Youth Excelling for Success (YES) and IGCC Fit which focuses on youth development.

ECU/LWG Intergenerational Community Center was represented by Mr. Maurice Jordan. Mr. Jordan informed the committee that the Youth Excelling for Success (YES) program is based on two components. It's an afterschool program serving grades 2-5, and a summer program for the middle school. The majority of the children that are served are from the Title I schools, which are your local low funded schools. The goal is to increase knowledge and skills, core academics in math and reading, reduce negative behavior, provide academic support that will increase exposure to career opportunities and the core content of STEM science, technology, engineering and mathematics, to provide a family engagement program in youth development and to implement cultural enrichment activities. The program was also able to introduce an entrepreneurship cohort which teaches the kids business skills and they do presentations in a shark tank atmosphere. The program was previously successful and the kids that participated received gift cards.

Mr. Jordan stated that one of things they are asking for is transportation cost. The classes and the shark tank are held at their location. However, they would like to take the kids to a business or another location to do the actual shark tank so they can see it in a bigger atmosphere. The program also introduced the youth to golf. They partnered with the East Carolina University Golf team. They started teaching the youth how to play golf in the playground area of their location, now the youth are taking golf lessons at Ironwood. They also need the funding for the golf equipment as well. Currently, the golf team uses an adult golf club. They would like to purchase youth size golf clubs. Mr. Jordan also stated that the children are given swim lessons. The children are taken to a pool on ECU Campus and they are given swim instructions by a certified life guard. They take the children on trips to the zoo, the museum, and the African American cultural festival. Mr. Jordan stated that with the fit part, they are partnering with the medical and dental schools, they are doing oral health screens and vitals with the children, and teaching the children how to eat properly as well as exercise. They also engage in Parent University that has professors come in and teach a small segment or class with the parent which can be anything from financial literacy, assisting their kids with math and conflict resolution. They have also introduced the youth to a Family Therapy Clinic where they meet one on one with the families at a free or reduced cost.

Mr. Cherry acknowledged Mr. Jordan for elaborating on the difference between his program and the Boys and Girls Clubs and mentioned that both programs are very well needed.

**g. Literacy Volunteers of America – Pitt County**

Literacy Volunteers of America – Pitt County is requesting \$5,500 for their program Welcome to Econoville which promotes good financial health, increases student's financial literacy skills and teaches good financial approaches.

Literacy Volunteers of America – Pitt County was represented by Ms. Sarah Gust. Ms. Gust informed the committee that they moved in with Sheppard Memorial Library. It has allowed the people who need the help with reading and math be provided with a safe place that everyone knows about. The program helps learners with reading, math, computers, career readiness certificates, GED certificates and assisting citizens apply for jobs on computers. The program called “Welcome to Econoville” has been successful. In the Fall, twenty five people attended for several weeks and it is a program on financial education including how to compile a budget. This year, they would like to offer two programs which would run in the Fall and two programs in the Spring totaling 100 people if they can get 25 participants each time.

Ms. Jones asked if they plan to take the program to other library branches throughout the City.

Ms. Gust stated that was a great idea and it make sense.

Ms. Fisher asked that since they are housed in Sheppard Memorial Library, does that alleviate the rent.

Ms. Gust stated that it does, there’s no rent.

Mr. Cherry asked would it also help with transportation.

Ms. Gust stated that the library does not provide transportation but they are willing to expand to reach more people.

Mr. Cherry asked staff how much funding would be given out this year.

Ms. Johnson stated that at this time there is no set number.

## **2. Election of Chairman**

Motion was made by Ms. Fischer and seconded by Mr. Fuell to elect Ms. Jones as Chairman. Motion carried unanimously.

## **3. Election of Co-Chairman**

Motion was made by Mr. Fuell and seconded by Ms. Jones to elect Mr. Kitchin as Co-chairman. Motion carried unanimously.

## **G. Staff Report**

Lincoln Park Groundbreaking  
February 19, 2020  
1507 Fleming Street at 3:30 p.m.

Homeownership Workshop  
March 14, 2020  
(252) 329-4056

Community Development Week  
April 13-18, 2020  
More details next month

Next meeting date for AHLC  
Wednesday, February 26 at 4:00 p.m.

**H. Other**

**I. Adjournment**

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

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Ronita Jones, Chairman

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Sylvia D. Brown, Staff Liaison

**DRAFT OF MINUTES PROPOSED FOR ADOPTION  
THE AFFORDABLE HOUSING LOAN COMMITTEE  
Special Meeting Minutes  
Wednesday, February 26, 2020  
Greenville, North Carolina**

**Present:**

<input checked="" type="checkbox"/> Jack Brock	<input checked="" type="checkbox"/> Anne Fisher	<input checked="" type="checkbox"/> Walt Kitchin
<input type="checkbox"/> Vacant	<input checked="" type="checkbox"/> Kevin Fuell	<input checked="" type="checkbox"/> Deborah Spencer
<input checked="" type="checkbox"/> Derick Cherry	<input checked="" type="checkbox"/> Ronita Jones	

**Absent**

<input type="checkbox"/> Jack Brock	<input type="checkbox"/> Anne Fisher	<input type="checkbox"/> Walt Kitchin
<input type="checkbox"/> Vacant	<input type="checkbox"/> Kevin Fuell	<input type="checkbox"/> Deborah Spencer
<input type="checkbox"/> Derick Cherry	<input type="checkbox"/> Ronita Jones	

**Staff:**

<input type="checkbox"/> Thomas Barnett	<input type="checkbox"/> Monica Daniels (City Council Liaison)
<input checked="" type="checkbox"/> Tiana Berryman	<input checked="" type="checkbox"/> Christine Wallace
<input checked="" type="checkbox"/> Sylvia Brown	<input checked="" type="checkbox"/> Gayla Johnson
<input type="checkbox"/> Phoenix Hinson	

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**A. Roll Call**

**B. Approval of Agenda**

Motion was made by Ms. Fischer and seconded by Mr. Kitchin to approve the agenda. Motion carried unanimously.

**C. Old Business**

None

**D. New Business**

**1. Sub-recipient Funding (Scoring & Recommendations - 2020)**

Ms. Johnson advised the committee on the scoring and recommendation process and informed them that their recommendation will go to City Council for final approval. Packets were available for the committee which is blank scoring sheets. The scores will be totaled and averaged for funding recommendations. Ms. Johnson advised the committee that for question number 1, all non-profits except Habitat for Humanity should not exceed a total of 20 points. Habitat for Humanity should not exceed a total of 30 points.

Center for Family Violence Prevention  
Requesting \$25,000  
Staff recommendation \$22,000

Community Crossroads Center  
Requesting \$15,264  
Staff recommendation \$10,000

Martin-Pitt Partnership for Children  
Requesting \$35,000  
Staff recommendation \$20,000

Habitat for Humanity  
Requesting \$24,700  
Staff recommendation \$18,000

Boys and Girls Clubs of the Coastal Plain  
Requesting \$20,000  
Staff recommendation \$15,000

East Carolina University Lucille W. Gorham Intergenerational Community Center  
Requesting \$25,000  
Staff recommendation \$15,000

Literacy Volunteers of America – Pitt County  
Requesting \$5,500  
Staff recommendation \$0

Ms. Johnson displayed the funding requests and staff recommendations for the committee to review.

Ms. Berryman stated that funding request totals \$149,964 and staff recommendations totals \$100,000. Ms. Berryman stated that the Previous Applicant score will be thrown out and will not be considered because staff does not feel that the board has enough information to make a decision based on the non-profits previous performance. However, staff has included that consideration in the staff recommendation and are prepared to share that information.

Mr. Cherry mentioned that he noticed Literacy Volunteers of America – Pitt County will not be receiving any funding based on the staff recommendation, he asked her to elaborate.

Ms. Johnson stated that Literacy Volunteers of America – Pitt County has been having issues with expending their funds. They have an unexpended amount of \$22,573.87 for the 2017 and 2018 funding year combined.

Mr. Cherry asked what happens to the money that is unexpended.

Ms. Berryman stated that the City is able to spend 15% of the annual allocation on non-profits. We have an obligation to expend a portion of the funds every year which is how the City demonstrates to the Federal Government that there is a need so they can continue to provide funding. Therefore, when we enter into agreements with non-profits, they take on the burden of

demonstrating a need in our community. If the funds are not expended, staff has until May to utilize that percentage of funds. If the non-profits are not quickly expending their funds, staff has to adjust the funds for programs and projects. Staff will reach out to non-profits to see if they need assistance or to find out where they are in expending the funds.

Mr. Brock asked if there were any benchmarks set for the agreement under HUD guidelines.

Ms. Berryman stated that they do not have benchmarks set for the non-profits to expend the funds. However, staff requires monthly reports and provide monitoring visits. Staff tries to be flexible to the needs of the non-profits.

Mr. Cherry asked if there is any way that if this happens again in the future if the money can be allocated to the other programs that are spending their money so they can have additional funds to do additional things within their program and within that fiscal year.

Ms. Berryman replied that that is a possibility. The 2020-21 fiscal year, staff is looking to expand the public service programs outside the sub-recipient program. Non-profit partners will be welcome to apply for funds to procure services for a different outreach.

Ms. Jones asked that the funds they are approving today, if there is something left over, those funds will be utilized for some of the other community programs.

Ms. Berryman replied that she is correct. Out of the 15% that is not expended this program year, the remainder will roll over into the next program year along with the new funding amount for that year.

Mr. Brock asked if there were any other non-profits on the list that had problems expending the funds.

Ms. Johnson stated that one other non-profit (ECU/IGCC) had a delay with getting their agreement signed so they are a little behind. However, they are on the agenda asking for an extension to expend their funds in a timely manner.

Mr. Brock asked that as long as we extend their agreement they will expend the funds.

Ms. Johnson replied yes and that is with a maximum of three months.

Ms. Berryman stated that the only concern with that is the City's deadline to meet timeliness does not change. Therefore, while we do allow three month extensions, it's imperative that non-profits work with us to get the contracts executed timely. When we are requesting signatures or documentation and it's taking three or four months to accomplish that, we are three to four months into our program year and HUD is still going to require that we meet timeliness in terms of getting those funds expended.

Mr. Brock asked what caused the delay in the execution of the contracts with IGCC.

Ms. Berryman stated that there were some legal concerns with the lease agreement between ECU and the City of Greenville. Legal offices were involved with working with them through the dispute.

Mr. Brock asked if they would have a hard time executing the contract this year and is this going to be a reoccurring issue.

Ms. Johnson informed the committee that if the committee approves the request, it will be May 12 but hoping to execute the 2020 agreement by July 1<sup>st</sup>.

Ms. Fisher asked that the \$100,000 is the final amount and can that change.

Ms. Berryman stated that the \$100,000 is set in stone at this point and she does not anticipate it changing. The City received their notice of allocation amounts from HUD a few weeks ago. Therefore, staff is confident in the amount. However, the City has not received the grant agreement from HUD but do not believe the numbers will change.

Ms. Fisher asked that with staff recommendations last year, non-profits received the same percentage of the total amount that was requested. Is that not the case this year?

Ms. Berryman stated that staff considered past performance in the recommendations. It is important that they are sharing the responsibility of expending the funds. We considered past performance, demonstration of need, and timely responses the same way the City would be evaluated by the Federal government.

Mr. Brock stated that looking at the staff recommendations, it looks as if the non-profits that house people are going to receive more than the other non-profits.

Ms. Berryman stated that Habitat for Humanity is unique and they are most directly supporting a housing initiative and they are doing work in our priority area. They are working in the NRSA and the Lincoln Park project. They are interested in constructing another unit within Lincoln Park which is a high priority for the City and an opportunity for staff to maximize the momentum of where we have other investments. Center for Family Violence Prevention has had a great track record with expending their funds and being timely with their reports. However, they had \$1,600 that went unexpended for the past two years but that's because they had two grants running at the same time. Community Crossroads has also been very consistent in expending funds and turning in reports. Martin-Pitt Partnership has done a phenomenal job as a first year sub-recipient. However, they have not demonstrated enough history and have more to expend over the next 5 months. Boys and Girls Clubs of the Coastal Plains has expended most of their funds. However, they have had trouble with turning in timely reports. They have demonstrated the capacity to expend the funds just not as consistent with compliance. The biggest concern with ECU/LWG Intergenerational Community Center is timeliness of executing contracts and communication has been challenging. The need to extend the contract is not a bad thing it just puts the City outside of the timeline. The deadline to demonstrate the use of funds to HUD would have already expired by the time they complete the contract. Therefore, it could have negative implications on the City. Literacy Volunteers has already been discussed.

Ms. Johnson displayed the AHLC scoring for 2020 and it showed the highest average score being Habitat for Humanity at 108.28 and the lowest average score being Literacy Volunteers Prevention – Pitt County at 91.42. The maximum score was 110.

Mr. Cherry mentioned that the Chairman noticed that the scoring reiterated the staff recommendations.

Ms. Johnson asked the committee if they agree with staff recommendations or if they had any recommendations of their own.

Motion was made by Mr. Kitchin and seconded by Mr. Cherry to approve staff recommendations for the sub-recipient funding 2020. Motion carried unanimously.

## **2. Agreement Extension Request**

### **a. ECU/Lucille W. Gorham Intergenerational Community Center (2018)**

Ms. Johnson stated that Mr. Maurice Jordan was present if the committee has any questions. The CDBG 18 agreement started February 13, 2019 and ended February 12, 2020. They are requesting an extension to May 12, 2020 to expend additional funds. Staff recommends approval of this request from ECU/Lucille W. Gorham Intergenerational Community Center to extend their 2018 CDBG Public Service grant by three (3) months to May 12, 2020.

Mr. Cherry asked if staff had already explained how much funding was left for that funding cycle.

Ms. Johnson stated that they were funded \$24,159 and currently need to expend around \$4,000. If the extension is approved, she believes they will expend the funds.

Motion was made by Mr. Brock and seconded by Mr. Cherry to approve staff recommendation of this request from ECU/Lucille W. Gorham Intergenerational Community Center to extend their 2018 CDBG Public Service grant by three (3) months to May 12, 2020. Motion carried unanimously.

## **E. Staff Report**

Homeownership Workshop  
March 14, 2020  
(252) 329-4056

Community Development Week  
April 13-18, 2020  
More details next month

Next meeting date for AHLC  
Wednesday, March 11, at 4:00 p.m.

Ms. Johnson thanked the committee and Ms. Jones for attending the Lincoln Park Ground Breaking that was held on Wednesday, February 19<sup>th</sup>. Four new affordable homes will be built by Bill Clark Homes.

Ms. Brown stated to the committee that Mr. David Campbell is no longer on the committee. Mr. Campbell expressed a desire to resign before the new year. Ms. Brown wants to thank Mr. Campbell for his time serving on the committee and appreciates his work with the committee.

**F. Other**

**G. Adjournment**

Motion was made by Mr. Brock and seconded by Mr. Fisher to adjourn the AHLC meeting. Motion carried unanimously.

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Ronita Jones, Chairman

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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, it has been certified that all properties listed below have been appraised in accordance with State law, Uniform Standards for Professional Appraisal Practice (USPAP) guidelines, and CDBG program guidelines; and

WHEREAS, the City has copies of said appraisal reports in its possession that have been reviewed and found to be accurate and reliable;

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	PARCEL #	OFFER PRICE
Lizzie Davis Short Heirs	804 Vanderbilt Lane	19902	\$21,000.00
TOTAL			\$21,000.00

This 11th day of March, 2020.

Chairman of the AHLC: \_\_\_\_\_

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

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WHEREAS, the City has copies of said appraisal reports in its possession that have been reviewed and found to be accurate and reliable;

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	PARCEL #	OFFER PRICE
Ernest Taylor, Jr & Dolly A. Scott	805 Vanderbilt Lane	22884	\$5,000.00
TOTAL			\$5,000.00

This 11th day of March, 2020.

Chairman of the AHLC: \_\_\_\_\_

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

# GREENVILLE SPEAK UP! WE ARE LISTENING.

## 2020–2021 Annual Action Plan

**Join the City of Greenville Housing Division to discuss  
Housing and Community Development needs!**

Public comment period is open March 9–April 9, 2020.  
A public hearing will be held on April 9, 2020.

Topics will include:

- Increasing affordable housing
- Improving neighborhoods
- Discussion on non-profit funding



**MONDAY  
MARCH**

**16**

**6:00 PM**

Carver Branch  
Library  
618 W 14th Ave

**MONDAY  
MARCH**

**30**

**6:00 PM**

Barnes-Ebron-Taft  
Community Center  
120 Park Access Rd

**WEDNESDAY  
APRIL**

**8**

**4:00 PM**

City Council  
Chambers  
200 W 5th St

**THURSDAY  
APRIL**

**9**

**6:00 PM**

City Council  
Chambers  
200 W 5th St