

MEMO

To: Affordable Housing Loan Committee Members

From: Sylvia D. Brown, Planner I



Date: April 3, 2020

CC: Thomas Barnett, Planning and Development Services Director

Re: Affordable Housing Loan Committee Meeting

The Affordable Housing Loan Committee Virtual Meeting will be held on Wednesday, April 8, 2020 at **4:00 PM** via Zoom Video Communication Application.

Please call (252) 329-4481 or e-mail cwallace@greenvillenc.gov by 5:00 PM, Tuesday, April 7, 2020 to confirm your attendance.

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



PLANNING & DEVELOPMENT SERVICES

**Affordable Housing Loan Committee Virtual Meeting
Wednesday, April 8, 2020**

Zoom Video Communication Application

4:00 PM

Agenda

- A. Roll Call**
- B. Approval of Agenda**
- C. Approval of meeting minutes from March 11, 2020**
- D. Old Business**
 - None**
- E. New Business**
 - 1. Sub-recipient Funding Request**
 - a. Community Crossroads Center**
 - 2. Update Citizen Participation Plan**
 - 3. Annual Action Plan Public Meeting**
- F. Staff Report**
- G. Other**
- H. Adjournment**

**DRAFT OF MINUTES PROPOSED FOR ADOPTION
THE AFFORDABLE HOUSING LOAN COMMITTEE
Special Meeting Minutes
Wednesday, March 11, 2020
Greenville, North Carolina**

Present:

<input checked="" type="checkbox"/> Jack Brock	<input type="checkbox"/> Anne Fisher	<input checked="" type="checkbox"/> Walt Kitchin
<input type="checkbox"/> Vacant	<input 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 checked="" type="checkbox"/> Anne Fisher	<input type="checkbox"/> Walt Kitchin
<input type="checkbox"/> Vacant	<input checked="" 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 checked="" type="checkbox"/> Sylvia Brown	<input checked="" type="checkbox"/> Gayla Johnson
<input checked="" type="checkbox"/> Phoenix Hinson	

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 February 12, 2020

Motion was made by Mr. Brock and seconded by Mr. Kitchin to approve the meeting minutes. Motion carried unanimously.

D. Approval of meeting minutes from February 26, 2020

Motion was made by Mr. Brock and seconded by Mr. Cherry to approve the meeting minutes. Motion carried unanimously.

E. Old Business

None

F. New Business

1. Set Just Compensation

a. 804 Vanderbilt Lane

Ms. Hinson informed the committee that when we are purchasing property to do a development, if there are families or landlords that want to sell their property, the City has to go through a process called the Uniform Relocation Assistance Act (URA). If it's a tenant property, we have to relocate the tenant into new housing. In 2003, the City Council gave the Affordable Housing Loan Committee the ability to set just compensation for properties. Typically in government, the board would be the one to set just compensation. However, the City Council gave the Affordable Housing Loan Committee that power.

Ms. Hinson stated that there are two properties being presented today. The first property, 804 Vanderbilt Lane is vacant. If the City can acquire it, will be conjoined with another property that the City already owns to create another buildable home site in the area where the City has already been working. By law, the City has to appraise any property they purchase and have an appraisal review. This property appraised at \$21,000 and the review appraisal has been completed and determined that \$21,000 was accurate for this property.

Ms. Hinson directed the committee to view the form (Resolution Establishing Just Compensation for Selected Real Property in the City of Greenville's Community Development Block Grant Program) that was submitted with their packet. Staff has set the price for the property located at 804 Vanderbilt Lane at \$21,000 and ask that the committee approves this amount in order to move forward. Ms. Hinson informed the committee that this is just the number that starts the process and does not mean they are going to buy this property. However, the City is going to make them an offer of \$21,000 by letter. Ms. Hinson also stated that with that offer of \$21,000, she does have a negotiating point that allows her to go up to 15% which is what City Council has given the Affordable Housing Loan Committee authority to do.

Staff recommends that Just Compensation be hereby established at \$21,000 for 804 Vanderbilt Lane.

Ms. Jones stated that she is curious because property tax evaluations recently went to several citizens here in town, do you know what that amount was?

Ms. Hinson stated that the tax property amount would not make a difference in this case because we have to do appraisals and then the appraisals are reviewed. However, it was slightly higher to at least \$23,000 or \$24,000.

Ms. Hinson added that the home has been vacant for a good while and that does affect the value of a property.

Mr. Kitchin asked how long since someone has lived in the home.

Ms. Hinson replied that the answer she gets from the family is that it's been quite a while.

Ms. Jones asked Ms. Hinson what she would like the committee to do.

Ms. Hinson replied if they would like to establish the Just Compensation so that she can move forward in sending the offer letter with the documentation. Ms. Hinson informed the committee

that this is totally voluntary. Just because she sends an offer letter does not mean that they are obligated.

Motion was made by Mr. Cherry and seconded by Ms. Spencer to approve staff recommendation to set Just Compensation at \$21,000 for 804 Vanderbilt Lane. Motion carried unanimously.

b. 805 Vanderbilt Lane

Ms. Hinson informed the committee that this property sits across the street from 804 Vanderbilt Lane. This is the house that burned mid-summer of 2019. The City has been working with the family to acquire the property so they can have it demolished. The property is located next door to a home built by Habitat for Humanity. The home also sits next to some property that the City is considering. The intent is to get the home demolished and clear the blight.

Ms. Jones asked if the City owns the property on the other side of that or is that potential.

Ms. Hinson replied that it is potential she is still working on that. However, the Habitat house is right next to it and there are two additional lots that are going to be Habitat property. Therefore, the City is looking to clean that area up for appearance because it is right down the street from the houses we're building on Fleming Street.

Ms. Hinson informed the committee that this home appraised at \$5,000 and the review came back at \$5,000. When you look at the land value and the things that are happening in that area that's where it made a connection. The City is going to take the responsibility for the cost of having the home demolished because of the expense and having to go through a different process. When the City acquires this property, we have the ability to take it down and get it to where it looks better.

Staff recommends that Just Compensation be hereby established at \$5,000 for 805 Vanderbilt Lane.

Mr. Kitchin asked who are we buying it from?

Ms. Hinson stated that the City is buying the property from Ernest Taylor & Dolly Scott.

Motion was made by Mr. Brock and seconded by Mr. Cherry to approve staff recommendation to set Just Compensation at \$5,000 for 805 Vanderbilt Lane.

Ms. Jones asked Ms. Hinson if she mentioned that Habitat plans to build additional homes in that area, would their homes be on the other side of the homes that are already there.

Ms. Hinson replied yes it would go around the circle as you come around Vanderbilt towards Bancroft.

2. Sub-recipient Funding Update (2019)

Ms. Johnson updated the committee on the sub-recipient funding that started July 2, 2019 and runs to July 1, 2020. The updates are as follows:

Community Crossroads Center
Funded: \$8,640
Reimbursed: \$3,561.06 (41%)
Unexpended: \$5,078.94

Pitt County Council on Aging
Funded: \$9,000
Reimbursed: \$2,553.77 (28%)
Unexpended: \$6,446.23

Boys and Girls Clubs of the Coastal Plains
Funded: \$18,993
Reimbursed: \$0.00 (0%)
Unexpended: \$18,993
Pending Reimbursements (1): \$3,239.88

Ms. Johnson informed the committee that the Boys and Girls Club of the Coastal Plain have been running off their 2018 funding. They are behind on expending the funds, however, there will be a new Director taking over during this grant cycle.

Center for Family Violence Prevention
Funded: \$19,995
Reimbursed: \$10,246.98 (51%)
Unexpended: \$9,748.02

Literacy Volunteers of America Pitt County
Funded: \$4,399
Reimbursed: \$0.00 (0%)
Unexpended: \$4,399

Ms. Johnson informed the committee that Literacy Volunteers of America Pitt County has been having some issues with expending their funds.

Martin-Pitt Partnership for Children
Funded: \$19,995
Reimbursed: \$5,735.27 (28%)
Unexpended: \$14,259.73

Ms. Johnson informed the Committee that Martin-Pitt Partnership for Children has advised her that they do have events coming up for the Spring which will allow them to expend the funds more frequently.

East Carolina University – Family Therapy Clinic
Funded: \$18,978
Reimbursed: \$0.00 (0%)
Unexpended: \$18,978

Ms. Johnson informed the committee that East Carolina University – Family Therapy Clinic has not submitted any reimbursements due to issues with their 2018 funding agreement. Therefore, there has been a delay of reimbursements due to miscommunication concerning their 2018 budget. They prefer to correct the 2018 budget before proceeding to the 2019 funding agreement. The funding agreement should be signed by March 18, 2020.

Ms. Johnson showed the committee a chart that shows what was funded, expended, pending reimbursement, total expenses plus pending reimbursements, unexpended funded total and number of reports due.

Totals funded: \$100,000
Totals Expended: \$22,097.08
Totals Pending Reimbursements: \$3,239.88
Totals Unexpended Funds: \$77,902.92 – Need to be expended by July 1, 2020
Total Reports Due: 14 – Upcoming reports March 15, 2020

Ms. Jones asked if ECU is back on track.

Ms. Johnson stated they are back on track and have been expending their 2018 funds. A monitoring visit will be held and then they can start working on their 2019 funding.

G. Staff Report

Homeownership Workshop

March 14, 2020
(252) 329-4056

National Community Development Week

April 13-18, 2020
More details next month

Ms. Brown displayed a diagram for the committee that indicates a general idea of what staff has planned for National Community Development Week. Ms. Brown stated once plans develop and become more specific, staff will contact the committee by sending an email before the next meeting. Ms. Brown encourages the committee to come out and support National Community Development Week.

Ms. Brown gave the committee an overview of what staff has planned during National Community Development Week.

Monday, April 13 – Opening Ceremony
Tuesday, April 14 – Heir Property Seminar
Wednesday, April 15 – Contractor’s Workshop
Thursday, April 16 – Realtor/Lender Information Session
Friday, April 17 – Housing Resource Fair
Saturday, April 18 – Homeownership Education Workshop

Ms. Brown informed the committee that the annual Contractor’s Workshop will provide information and updates to state laws, codes, and regulations. Also it will provide information on changes made by the Housing Division. New contractors are also invited to enter into the program. Ms. Brown also stated that the Housing Resource Fair is open to the public and encourages them to come out and learn about the Housing Division and how we can assist and help citizens who are looking to become homeowners. Location and time for the events will be sent to the committee in the coming weeks.

Ms. Jones asked if the Heir Property Seminar was new.

Ms. Brown stated that it is and called Ms. Johnson to elaborate on the event.

Ms. Johnson informed the committee that she is currently trying to team up with Legal Aid to have someone come out and speak on heir property because that is a major issue that the Housing staff run into with rehabs where you would have seven (7) siblings owning a home and they don’t know what to do. This event will allow citizens to have their questions answered by a representative from Legal Aid.

Ms. Brown informed the committee that she is currently working with a family whose father has passed away and has left the home to his seven (7) children. However, staff can not approve a rehab with heir property having children in multiple states. However, the family is in the process of doing their quit claim deeds to get the home in their mothers’ name. Ms. Brown mentioned that some citizens believe that the City wants their home but that is incorrect. The City does not want to take on the responsibility of owning the home.

Lincoln Park Update

Ms. Brown informed the committee that staff had a meeting on Monday and was informed that the building permits for the four (4) lots have been approved. Bill Clark Homes received permission to build the new affordable housing coming to Lincoln Park. Therefore, the contract is currently being routed for approval throughout City staff and rehabs in this area are continuing. For example, 625 Hudson, the home where Mr. Cherry resides is currently and actively being rehabbed by contractors.

Ms. Jones asked if Mr. Cherry was still living in the home.

Ms. Brown replied yes. Ms. Brown stated that the home was in really bad condition.

Annual Action Plan (2020-2020)

Public Meetings:

March 16, 2020 - Carver Branch Library at 6:00 p.m.

March 30, 2020 - Barnes-Ebron-Taft Community Center at 6:00 p.m.

April 8, 2020 - City Council Chambers (AHLC)

Public Hearings

April 9, 2020 - City Council Chambers (City Council) at 6:00 p.m.

Ms. Brown encourage the public and the committee to review the Annual Action Plan. The plan is currently online and we are in the 30 day public comment period which began on Monday.

Next meeting date for AHLC
Wednesday, April 8, at 4:00 p.m.

H. Other

I. Adjournment

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

Ronita Jones, Chairman

Sylvia D. Brown, Staff Liaison