

# THE AFFORDABLE HOUSING LOAN COMMITTEE MEETING

Wednesday, July 8, 2009 Minutes

Greenville, North Carolina

## Present:

Alice Brewington  
 R. J. Hemby  
 Brian Becker

Lovella Perkins  
 Latisha Harris  
 Craig Rouse

Melissa Grimes  
 Howard Conner (Alternate)  
 Rose Glover (City Council Liaison)

## Absent:

Alice Brewington  
 R. J. Hemby  
 Brian Becker

Lovella Perkins  
 Latisha Harris  
 Craig Rouse

Melissa Grimes  
 Howard Conner (Alternate)  
 Rose Glover (City Council Liaison)

## Staff:

Merrill Flood  
 Sandra Anderson

Gloria Kesler  
 Karen Gilkey

Sylvia Brown  
 Betty Moseley

Thom Moton  
 Linda Mims

### A. Roll Call

### B. Approval of minutes from June 10, 2009

Motion was made by Ms. Lovella Perkins and seconded by Mr. Craig Rouse to approve the minutes from the June 10, 2009 meeting as presented. Motion carried unanimously.

### C. Old Business

- **Review of meeting minutes from May 13, 2009**

Motion was made by Mr. Howard Conner and seconded by Ms. Perkins to approve the minutes from the May 13, 2009 meeting as presented. Motion carried unanimously.

- **Subrecipient Update**

Ms. Sandra Anderson stated that at the May 13, 2009 meeting, the client served information was not presented for Greenville Housing Development Corporation. The \$24,500 grant balance at that time was \$19,009.60. The number of clients served for January was 3, February 4, March 7, April 8, and May 11. These are clients that were eligible for reimbursement.

For the \$17,000 grant for Homeownership program and Financial Literacy, in the first report the months were not in the correct order. Their balance is \$9,775.00. The number of clients served for January was 4, February 1, March 14, April 8, and May 21. March had two reimbursements; the first was for 13 clients and the second for 1 client.

Ms. Anderson explained to Mr. Rouse the purpose of the subrecipient funding updates.

Councilmember Rose Glover asked if the Family Violence Center had used their additional funding.

Ms. Anderson replied that the FVC had already expended all of their funding for this year. The FVC funding was for one specific 6 month project.

Mr. Rouse asked if the Greenville Community Shelter had used any money.

Ms. Anderson explained that the GCS is getting bids for a contractor. Our programs require that three bids are received before a job is awarded. The GCS project is for upgrades and repairs. The first bids were not accepted since they exceeded 15% of the effective amount. The project is expected to be complete by September.

- **Lease/Purchase Program Update**

Mr. Merrill Flood gave the update to the Lease/Purchase program with the Greenville Housing Development Corporation. The GHDC has been allotted five (5) city owned properties for which they will find homeowners. The agreement was signed today, July 8. One third of the rent will be set aside in a secure account and used toward the downpayment.

Councilmember Glover inquired about the average rent for these properties.

Mr. Flood stated that the fair market rent has been set at \$522 per month for the two bedroom houses.

- **Lead Hazard Control Program Update**

Ms. Anderson stated that the Lead-Paint Hazard Control Grant was awarded by the American Reinvestment and Recovery Act of 2009 Stimulus program. The agreement was signed on April 15, 2009. The release of funds was June 22, 2009. Since that time, staff has been busy with administrative duties associated with the LHC grant. Staff has made seven formal presentations, three neighborhood outreach efforts and three targeted mass mailings. These mailings did include the Section 8 landlords. To date we have 15 prospective residents and five actual lead test are in progress.

To qualify, the structure must have been built before 1978 and have a child age 6 or younger that lives or frequently visits in the residence. Our goal is 150 units in the next 24 month period.

Staff is having a postcard developed to mail out to all Greenville residents in structures built prior to 1978. A list of addresses and owners names has been obtained from the Pitt County Tax Office. We have also mailed flyers and information to local churches.

Councilmember Glover asked if the testing and abatement was for the structures inside or outside. She also asked what happens if lead is found in a window or door.

Ms. Anderson answered that we will replace the windows and doors plus clean the unit, both inside and outside. The goal is to follow-up with housing rehabilitation if needed. Staff will go door to door, if necessary, to distribute information.

In addition, as part of grant, we will provide a training workshop for all of our contractors. The incentive is for the contractor to hire seven persons. All contractors who had an interest have submitted paperwork which is being reviewed in Raleigh. The workshop will be held early August here in Greenville. 17 contractors have shown an interest in the training. 13 of those are already on the Housing approved list. The remaining four are from Martin Community Action Group. MCAG will pay for their training. In addition, we will purchase tools for new hires.

Councilmember Glover suggested doing talk show on WOOW radio.

## **D. New Business**

- **Downpayment Assistance Requests**

Ms. Anderson presented two downpayment assistance requests. Both are first-time homeowners.

The first person is Jessica Ewell. The property is located at 4238 Dudley Grant Drive. The sale price is \$79,000, potentially giving her a home grant of \$15,800. The mortgage payment will be approximately \$576.99. There will be one person in the home. She is employed by the State Employees Credit Union and makes \$23,600 annually. The AMI is 63.2%; debt to income ratio front end is 29.3% and back end is 41.7%. North Carolina Housing Finance Agency has approved her loan through First Citizens Bank. She has completed Homeownership Class.

Motion was made by Ms. Perkins and seconded by Mr. Rouse to approve a grant of \$15,800 for Ms. Jessica Ewell. Motion carried unanimously.

The second person is Ms. Lynetta Wooten. The property is located at 1108 Graves Street in Countryside Estates Subdivision. The value of her grant will be \$16,000. There will be two people in the household. Ms Wooten is employed by The Learning Ranch and makes \$22,685.52 annually. The AMI is 53%, debt to income ratio front end is 26.9% and back end is 41.3%. Her mortgage loan of \$65,730 has been approved by BB&T. Her monthly mortgage payment will be \$509.30.

Councilmember Glover asked if the loan was fixed interest rate.

Ms. Anderson replied that a fixed interest rate was required.

Motion was made by Ms. Perkins and seconded by Mr. Rouse to approve a grant of \$16,000 for Ms. Lynetta Wooten. Motion carried unanimously.

- **Upcoming AHLC Board Workshop**

Ms. Anderson stated that staff had sent letters to committee members concerning the HUD OMB Circulars and Procurements Workshop in Greensboro; however no one from our area was accepted to attend. The registration was limited to 50 attendees. The workshop covers step by step procedures for non-profits.

**E. Housing Administrator's Report (Sandra Anderson)**

No other business

**F. Other**

No other business

**G. Adjournment**

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

Signature on File

Alice F. Brewington, Chair AHLC

Signature on File

Sandra W. Anderson, Staff Liaison