



**Minutes**  
**Greenville County Redevelopment Authority**  
**Regular Session**  
**Tuesday, July 23, 2024**

**Board Members Present:** Charlotte Osmer, Chair  
Lawson Wetli, Vice-Chair  
Allen White, Treasurer  
Amy Coleman (virtual)  
Barry Coleman  
David Doser  
Denise Ernul (virtual)  
James Hammond  
Robert Julian  
Jane Kizer  
Walter Moragne  
Diana Weir

**Staff Members Present:** Joe Smith, Executive Director  
Imma Nwobodu, Program Director  
Meg Macauley, Project Coordinator

1. **Opening and Roll Call.** The meeting was called to order by the Chair at 12:30 p.m.
2. **Update on Former Board Member.** Mr. Moragne shared the news that former board member, Fletcher Martin, had passed away in June. Mr. Moragne spoke about Mr. Martin and his son, Dr. Dennis Martin, also a former GCRA Board member. Staff will be in touch with Dr. Martin to express the agency's condolences.
3. **Invocation.** The invocation was offered by Mr. Moragne.
4. **Approval of the June 25, 2024 Board Minutes.** On a motion by Mr. Moragne, seconded by Ms. Kizer, the Board unanimously approved the minutes of the June 25, 2024 Board meeting as presented.
5. **Approval of the July 8, 2024 Special Called Virtual Board Meeting Minutes.** On a motion by Ms. Weir, seconded by Mr. Hammond, the Board unanimously approved the minutes of the July 8, 2024 special called (virtual) Board meeting as presented.
6. **Approval of the July 9, 2024 Special Called Board Meeting Minutes.** On a motion by Mr. White, seconded by Ms. Weir, the Board unanimously approved the minutes of the July 9, 2024 special called Board meeting as presented.

7. **Approval to Appoint Joe Smith as the New Executive Director of the Greenville County Redevelopment Authority.** Ms. Osmer explained that the action taken at the special called board meeting on July 9<sup>th</sup> approved providing an offer to “Candidate 1,” and that after Mr. Smith’s acceptance it was also necessary to formally appoint him as the new Executive Director.

On a motion by Mr. Doser, seconded by Mr. Hammond, the Board unanimously approved the appointment of Joe Smith as the new Executive Director of the Greenville County Redevelopment Authority.

8. **Approval of Additional HOME ARP Funds to Greer Relief.** Ms. Nwobodu stated that to date, the board had approved a total of \$350,000 of the Greenville County HOME-American Rescue Plan (ARP) fund to Greer Relief for Tenant Based Rental Assistance (TBRA - \$200,000), Supportive Services (\$75,000), and Operating/Capacity Building (\$25,000). Greer Relief have expended their TBRA funds and have assisted one hundred thirty-seven (137) households to prevent homelessness. Therefore, they are requesting an additional \$100,000 to continue to administer the TBRA program, providing direct financial assistance to pay for rent and utility arrears and deposits, as well as monthly rent and utility payments for at risk or homeless households. Ms. Nwobodu explained that staff were recommending allocation of the agency’s remaining HOME ARP funds to both Greer Relief and the Human Relations Commission (see amended approval item below), so the \$100,000 request was raised to \$103,906 in order to close out GCRA’s HOME ARP account.

On a motion by Mr. Doser, seconded by Mr. Moragne, the Board unanimously approved to increase Greer Relief’s TBRA request amount from \$100,000 to \$103,906 in HOME ARP funds.

9. **Administration Committee.**

- a. **Amended Approval of Additional HOME ARP Funds to Greenville County Human Relations Commission.** Ms. Osmer explained that the memo provided in the packet is an amended version of what was previously approved at the Administration Committee meeting. Ms. Nwobodu stated that to date, the board had approved a total of \$481,900 of the Greenville County HOME American Rescue Plan (ARP) fund to Greenville County Human Relation Commission (GCHRC) for Tenant Based Rental Assistance (TBRA) (\$300,000), Supportive Services (\$125,000), and Operating/Capacity Building (\$56,900). The GCHRC has expended their TBRA funds and have assisted one hundred forty-two (142) households to prevent homelessness. Therefore, they are requesting an additional \$100,000 to continue to administer the TBRA program, providing direct financial assistance (via third party payments to vendors) to pay for rent and utility arrears and deposits, as well as monthly rent and utility payments for at risk or homeless households. As with Greer Relief’s request, the \$100,000 request was raised to \$103,906 in order to close out GCRA’s HOME ARP account.

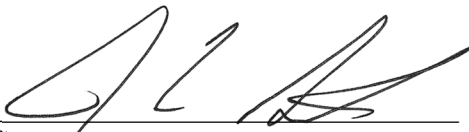
On a motion by Mr. Doser, seconded by Ms. Weir, the Board unanimously approved to increase the Human Relation Commission's TBRA request amount from \$100,000 to \$103,906 in HOME ARP funds.

- b. **Approval of the Submission and Execution of Voluntary Cleanup Contract (VCC) with SC DHEC for the former Woodmont High School Property.** Ms. Nwobodu stated that the Committee approved a voluntary cleanup contract with the South Carolina Department of Health and Environmental Control (SC DHEC) for the former Woodmont High School property, which GCRA is currently interested in acquiring from Greenville County.

On a motion by Ms. Weir, the Board unanimously approved the submission and execution of a voluntary cleanup contract (VCC) with SC DHEC for the former Woodmont High School Property.

10. **Financial Highlights – KPI.** Mr. Smith stated that the financial report was provided as an update. Ms. Proner is currently on vacation, and any questions about the report can be addressed to her upon her return. All reported accounts are at a satisfactory level. It was noted that the Local Government Investment Pool interest earned for the month was \$41,294, with a total of \$98,417 earned year-to-date. The board expressed appreciation for Finance staff investing in this fund.
11. **Operations Committee.** Mr. Coleman stated that there were no approval items presented at the July Committee meeting.
12. **Other Business – Executive Director Updates.** Mr. Smith provided updates as follows:
  - a. **Farewell Luncheon for John Castile.** The luncheon is scheduled for Thursday, August 1<sup>st</sup> at 12:00 noon at CityRange Steakhouse Grill; all board and staff members have received a digital calendar invitation.
  - b. **Imma Nwobodu's Departure.** Regarding Ms. Nwobodu's email the day before to board, staff, and partners announcing that she will be departing from GCRA on September 3<sup>rd</sup>, board members expressed appreciation to Ms. Nwobodu for her many years of service at GCRA. Mr. Smith noted that there will be an opportunity to celebrate Ms. Nwobodu's achievements and to say goodbye before her departure.
  - c. **Meetings with Board Members.** Mr. Smith reiterated his appreciation to the board for their trust and confidence in him by selecting him as the next Executive Director of GCRA, and stated that he would like to meet with each of them one-on-one to discuss their ideas, concerns, questions, etc. He will be in touch to schedule with everyone soon.

- d. **Project 43/Greenville Housing Futures (Addition to Rental Portfolio).** Mr. Smith shared that the process of transferring Greenville Housing Futures' portfolio of rental properties to GCRA is drawing to a close, with some final documents still under review by the State Housing Authority. GCRA is officially taking over management of the rental units as of August 1<sup>st</sup>. Staff have corresponded with all tenants and have met with each at their residences.
  - e. **Upcoming Requests/Approvals.** Mr. Smith shared that he plans to seek approval from the board beginning with the Administration Committee soon, in August: proposed cost-of-living/merit increases for all staff; and in September: adjustments to the org chart to more accurately align job titles with staff responsibilities.
  - f. **Incident at Annex Property.** Mr. Smith spoke about a recent fire on the parcel adjacent to GCRA's Annex property on Pendleton Road that affected the roof of the smaller/second building at the Annex which is scheduled for demolition. Fire department officials were able to reach staff after hours via our shared emergency after-hours/rental client phone number provided on GCRA's phone system recording. No one was harmed and minimal damage occurred. However, this incident has prompted communication with Greenville County Codes Department officials to request code enforcement action requiring the adjacent property owner to remove the overgrowth that acted as an "attractive nuisance" and hiding spot for trespassers who presumably started the fire.
  - g. **Fairview Townhomes Ribbon-Cutting.** Mr. Smith stated that construction of the Fairview Townhomes is nearly complete and certificates of occupancy are expected in the coming few weeks. A ribbon-cutting/grand opening event will be held at the property, exact date and details to be determined.
  - h. **GCRA's 50<sup>th</sup> Anniversary.** Mr. Smith noted that an event will be planned in celebration of the agency's 50th anniversary, date and details to be determined.
13. **Executive Committee Acknowledgement.** Ms. Weir expressed, and others echoed, gratitude to the members of the Executive Committee for their diligent work and time commitment required to conduct a thorough staffing search and interview process to select the agency's next Executive Director.
  14. **Adjournment.** There being no further business, on a motion by Mr. White, seconded by Mr. Doser, the meeting was adjourned at 1:09 p.m.



Secretary