



**COMMUNITY DEVELOPMENT COMMITTEE**  
*Chaired by Mayor Pro Tem Chris Williams*  
*Members: Williams, Hudson, Jefferson, and Johnson*  
**February 8, 2022 – 4:00 p.m.**

**CALL TO ORDER**

Chairman Chris Williams called the meeting to order at 4:01 p.m. Following roll call, the following attendance by Committee Members was duly noted.

**Present (4):** Chairman Chris Williams, and Committee Member Cyril Jefferson; Committee Member Tyrone Johnson, and Committee Member Wesley Hudson

**Staff Present:**

Greg Ferguson, Deputy City Manager; Eric Olmedo, Assistant City Manager; Jeron Hollis, Managing Director; Ryan Ferguson, Communications Manager; Nena Wilson, Interim Director of Community Development & Housing Department; JoAnne, Carlyle, City Attorney; Lori Loosemore, Code Enforcement Manager; Lisa Vierling, City Clerk; Mary S. Brooks, Deputy City Clerk

**Also Present Remotely:**

Dr. Pamela Palmer, Board Chair of the Guilford County Continuum of Care; Cheri Neal, Continuum of Care Program Manager

*The following documents associated with the presentations, are hereby attached as a permanent part of these proceedings:*

- 1. PPP-2019 HOME ARP Presentation*
- 2. PPP-Minimum Housing Demolition Process*

PRESENTATION OF ITEMS**2022-57      Update-Homeless Services-Guilford County Continuum of Care**

Staff and Officers of the Guilford County Continuum of Care will provide an update on Homeless Services.

*Cheri Neal, Continuum of Care (COC) Program Manager, extended greetings; spoke to having continued work sessions discussing addressing needs and concerns for families in displaced situations with Guilford County; to ensuring needs are met with partnerships; to locating a building for crisis situations; to the need for affordable housing; to looking at policies; thanked everyone for their time and efforts; and entertained any questions*

*Dr. Pamela Palmer, Guilford County Continuum of Care Board Chair, spoke to the continued support and partnership with Guilford County assisting in the work by serving as the collaborative applicant; said that guidance from HUD would become finalized this year; to addressing the need for shelter during the cold months for individuals; and mentioned a study that was being conducted for a phone line used for partners regarding individuals experiencing homelessness seeking shelter.*

*Chairman Williams thanked everyone for their continued updates; and hard work and efforts assisting chronic homelessness for individuals.*

**2022-58      Update-HOME-American Rescue Plan (HOME-ARP) Funds**

Staff will provide an update on HOME-American Rescue Plan (HOME-ARP) Funds.

*Nena Wilson, Community Development Interim Director, provided a background on the ARP funds; advised that the city received an allocation of \$1,988,359 through the HOME-ARP funds; said the funds would be allocated and used for programs, projects, administration, and planning; the purpose for the funding is to benefit qualifying individuals and families who are homeless, at risk of homelessness, or in other vulnerable populations; eligible activities included development and support of affordable housing, tenant-based rental assistance, provision of supportive services, and acquisition and development of non-congregate shelter units; explained the process for HOME-ARP allocation plan; the plan must engage in consultation and public participation processes to develop the plan; gave a list of what the plan must include; and spoke to future projects to be used in coordination with other ARPA funds.*

*Committee Member Johnson inquired on the dollar amount considered for low income. Ms. Wilson replied that low income depended on the household size to include limited income and resources.*

*Committee Member Jefferson inquired on the meaning of congregant shelter. Ms. Wilson responded that congregant shelter was a type of housing in which each individual or family had a private living quarters/bedrooms.*

*Chairman Williams asked if there were discussions with current partners regarding shelters/homes for*

individuals; and asked when the public engagement participation would begin. Ms. Wilson replied "no", that there had not been any discussion with partners yet; spoke to visiting a building for a possible use for emergency temporary shelter; said that the overall goal was to provide individuals with permanent housing; that public engagement would begin at the end of this month, and next month; spoke to having virtual meetings and times to ensure participation for agencies and citizens.

**2022-59      Discussion-Minimum Housing Process-"Demolition"**

Staff will be discussing the Minimum Housing Demolition Process.

Lori Loosemore, Code Enforcement Manager, made a PowerPoint Presentation on the Minimum Housing Demolition Process (Process); provided a view point from citizens regarding the Process that included: inspection, issue hearing notice, hold hearing, issue appropriate order to repair, and schedule for city council; gave an overview of the demolition workflow from beginning to end for standard operation procedures that included bidding process; went over the NCGS 160D Article 12 minimum Housing Standards; and said that the city does work with owners by granting extensions for repairs.

Committee Member Hudson asked what the process was after a home was demolished. Ms. Loosemore replied that a lien would be placed on the property; and that the lien would expire after ten years.

JoAnne Carlyle, City Attorney, advised that a judgement/lien could be renewed after the expiration; and that the city had a good track record of collections.

Chairman Williams asked if homes scheduled for demolition would have a hold on its utilities. Ms. Loosemore replied that the city could only place a hold for water, and electricity-if the home has service with the city.

Committee Member Johnson asked what happened if a homeowner sold said home/property during the demolition process. Ms. Loosemore replied that if a buyer did their due diligence, they should be aware that there is a case against the home.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 4:40 p.m.

Respectfully Submitted:

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Christopher Williams, Chairman

Attest:

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Mary S. Brooks, CMC  
Deputy City Clerk

DRAFT