

**COMMUNITY DEVELOPMENT COMMITTEE**  
*Chaired by Council Member Williams*  
*Committee Members: Williams, Hudson, Jefferson, and Johnson*  
**May 2, 2023 – 4:00 P.M.**  
**Council Chambers – Municipal Building**  
**211 S. Hamilton Steet**

**CALL TO ORDER**

*Chairman Williams called the meeting to order at 4:00 p.m.*

**Present:** Chair Christopher Williams, Council Member Tyrone Johnson, and Council Member Cyril Jefferson

**Absent:** Council Member Wesley Hudson

**PRESENTATION OF ITEMS**

**Community Development Committee - Council Member Williams, Chair**

**2023-196 Ordinance-Demolition of Dwelling-411 W. Willis Avenue**

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling at 411 W. Willis Avenue.

*Lori Loosemore, Code Enforcement Officer provided the staff report for this item. She provided photos of the property and stated the inspector observed the condition of the property which initiated an inspection on July 26, 2022. A hearing was held on August 24, 2022, in which no one appeared. An order to repair or demolish was issued with a date of compliance of September 26, 2022.*

*She stated representatives for Triad Housing Group 1 informed the city they would be making repairs. However, after obtaining an estimate, the repairs would exceed \$65,000. Mr. Belcher, a representative of the company, informed the inspector they are having a challenging time selling the property, and if they do not find a buyer, they will demolish the house. She noted the property taxes are not delinquent.*

*Chairman Williams asked if anyone was present that wished to be heard regarding this matter.*

*No one was present.*

**Chairman Williams made a motion, seconded by Committee Member Jefferson, to approve agenda item 2023-196 ordinance-demolition of dwelling for 411 W. Willis Avenue.**

**Motion carried with the following vote:**

**Aye:** Chair Williams, Council Member Johnson, and Council Member Jefferson

**Absent:** Council Member Hudson

**2023-197 Ordinance-Demolition of Dwelling-717 Cliffside Avenue**

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling at 717 Cliffside Avenue.

*Lori Loosemore, Code Enforcement Manager, provided the staff report and photos for this item. She stated an inspector noticed the condition of the property which initiated an inspection on August 10, 2022. A hearing was conducted on September 7, 2022, in which no one appeared. An order to repair or demolish was issued on September 8, 2022, with a compliance date of October 10, 2022. Property taxes are delinquent in the amount of \$1,734.75 for 2022. She noted this was advertised this in the paper as they could not locate the owner.*

*Chair Williams asked if there was anyone present to speak for or against this item.*

*No one was present.*

**A motion was made by Chairman Williams, seconded by Council Member Jefferson, to approve agenda item 2023-197 ordinance-demolition of dwelling 717 Cliffside Avenue.**

**Motion carried with the following vote:**

**Chairman Williams stated that he neglected to notify those listening of who was present and noted that Council Member Johnson and Jefferson are present, and Council Member Hudson is absent.**

**Aye:** Chair Williams, Council Member Johnson, and Council Member Jefferson

**Absent:** Council Member Hudson

**2023-199 Resolution-Conveyance of Properties-506 Rolling Green Drive**

Approval of the resolution conveying the properties to Community Housing Solutions of Guilford, Inc. (CHS) to construct affordable housing, and that the appropriate City official and/or employee be authorized to execute all necessary documents.

*Nena Wilson, Community Development and Housing Director, provided the staff report for this item. She stated for the Cedrow Project contract was initiated for six lots but when the general contractor was staking one of the lots, a berm was noticed, and additional grading is needed. In order to keep the progress moving on six lots, it is recommended that an additional lot which would bring the total agreement up to seven lots be added on this particular contract. She stated the property is located at 506 Rolling Green Drive and noted this was previously considered at the Finance Committee and the City Council meeting to increase the total agreement to include this one lot, so now the request is to convey the property.*

*Committee Member Jefferson stated he is enjoying seeing the work on this progress.*

*Chairman Williams noted he is pleased regarding how efficient the homes are.*

**A motion was made by Chairman Williams, seconded by Committee Member Johnson, to approve agenda to agenda item 2023-199 Resolution-Conveyance of Properties at 506 Rolling Green Drive.**

**Motion carried with the following vote:**

**Aye:** Chair Williams, Council Member Johnson, and Council Member Jefferson

**Absent:** Council Member Hudson

**2023-198      2023 Annual Action Plan**

City Council is requested to approve the 2023 Annual Action Plan

*Nena Wilson, Community Development and Housing Director, provided the staff report for this item. This is year four of the five-year consolidated plan. The Annual Action Plan is a strategic plan that describes the funding sources, uses, and the beneficiaries of the programs. It identifies how the plan uses the Community Development Block Grant (CDBG) as well as Home Investment Partnership Program (HOME) funds and also includes state and local funding. She said for the projected year 2023 the Community Development Department will receive a CDBG allocation of \$817,693 which is a \$90,093 reduction and a HOME allocation of \$541,533 which is a reduction of \$59,645. She noted the reduction in allocations are due to formula allocations at the federal level and it is based on population, overcrowded housing, and poverty rate.*

*She reviewed the Strategic Goals which are housing, homelessness, community development, special needs, economic development, and administration, planning and management strategies. She explained the areas of impact that are focused on are affordable housing, community capacity building, and code enforcement.*

*Ms. Wilson explained funding sources which includes allocations totaling \$2,871,874 with the majority of the funding being federal. She thanked the City Council for the contributions from the general fund which totals \$754,398. She stated for the proposed uses, affordable housing and housing repairs continues to be the primary focus of the programs. She stated public services requests were received that totaled almost \$122,000 however, \$75,000 was budgeted. She stated the Citizens Advisory Council worked hard regarding recommending the following agencies for funding:*

- *ARC of High Point - \$20,000*
- *The Salvation Army Boys and Girls Club - \$22,228*
- *City of High Point Housing Authority - \$3,600 for their family self-sufficiency occupational training project*
- *Senior Resources of Guilford County - \$11,100*
- *The Servant Center - \$10,072*
- *Growing High Point - \$8,000*

*For a total amount of \$75,000*

*She explained the 2023 Annual Action Plan Schedule and noted the draft plan is available for 30 days for public review and comment period which began April 13th and will end on May 12th. She said the plan has been distributed throughout the city such as Deep River Recreation Center, Allen Jay Recreation Center, Senior Resource Center, and the library. She stated there will be a public hearing at the City Council meeting on May 15th and then the plan will be submitted.*

*Chairman Williams thanked Ms. Wilson and the Community Development Department for their hard work.*

**A motion was made by Chairman Moore, seconded by Council Member Johnson, to approve agenda item 2023-198.**

**Motion carried with the following vote:**

**Aye:** Chair Williams, Council Member Johnson, and Council Member Jefferson

**Absent:** Council Member Hudson

**2023-200 Update-2023 Volunteer Income Tax Assistance (VITA) Program**

Staff will be providing an update regarding the 2023 VITA Program.

*Megan Scales, Community Resource Specialist, stated the Volunteer Income Tax Assistance (VITA) is a nation-wide program that is managed by the Internal Revenue Service but implemented by partners such as the City of High Point. VITA provides free tax assistance to people with incomes of \$58,000 or less and noted this is the 17th year the city has performed these services. This year's host sites include: The ARC of High Point, YWCA High Point, Macedonia Resource Center, West End Ministries, High Point Public Library, Guilford County Technical Community College Jamestown, and High Point.*

*She stated there were two drop off sites as well as six in person sites. All returns are reviewed with the taxpayer prior to filing, and sites were open six days a week Monday-Saturday from January 23, 2023, to April 18, 2023. She stated there were several volunteers for the program which included greeters, schedulers, tax preparers, and site supervisors. She explained there were 1,913 total volunteer hours, 1,432.5 total tax preparation hours, 431 VITA hours of operation and 941 total federal and state tax return completed with a total of \$717,953 federal refunds issued. She said there were no IRS audit findings and reviewed the cost benefits as well as the return on investment and noted this program put up to \$959,820 back into the economy.*

*Chairman Williams thanked Ms. Scales and the VITA Team for volunteering to help with this much needed service.*

**ADJOURNMENT**

*There being no further business to come before the Committee, the meeting adjourned at 4:31 p.m.*

Respectfully Submitted,

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Chris Williams, Chairman  
Community Development Committee

Attest:

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Sandra Keeney  
City Clerk

DRAFT