

City of High Point

*Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260*



Minutes - Final

Tuesday, May 2, 2023

4:00 PM

Council Chambers

Community Development Committee

*Christopher Williams, Chair
Wesley Hudson, Mayor Pro Tem
Cyril Jefferson
Tyrone Johnson
Mayor Jay Wagner (Alternate)*

CALL TO ORDER

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

Present 3 - Chair Christopher Williams, Council Member Tyrone Johnson, and Council Member Cyril Jefferson

Absent 1 - Council Member Wesley Hudson

PRESENTATION OF ITEMS

Community Development Committee - Council Member Williams, Chair

approved

[2023-196](#)

Consideration of an Ordinance to Demolish a Dwelling Located at 411 W. Willis Avenue

City Council is requested to approve an ordinance ordering the building inspector to effectuate the demolition of a dwelling at 411 W. Willis Avenue. (This item was placed in pending at the May 18, City Council Meeting.)

Attachments: [Ordinance 411 W Willis Ave Committee](#)

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 hard time selling the property, and if they don't 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: 3 - Chair Williams, Council Member Johnson, and Council Member Jefferson

Absent: 1 - 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.

Attachments: [Memo - Ordinance 717 Cliffside Avenue](#)
[Certified Ordinance - Demo 717 Cliffside Ave.](#)

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 in the paper as they could not locate the owner.

Chair Williams asked if there were 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: 3 - Chair Williams, Council Member Johnson, and Council Member Jefferson

Absent: 1 - 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.

Attachments: [Memo - Resolution of Conveyance - 506 Rolling Green Drive](#)
[Signed - 2023-199 Resolution - Conveyance of Properties - 506 Rolling Green Drive](#)

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: 3 - Chair Williams, Council Member Johnson, and Council Member Jefferson

Absent: 1 - Council Member Hudson

[2023-198](#)

Public Hearing on 2023 Annual Action Plan

City Council is requested to approve the 2023 Annual Action Plan

Attachments: [Memo - 2023 Annual Action Plan](#)
[Presentation - 2023 AAP](#)

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 the strategic plan that describes the sources uses and the beneficiaries of our programs. It identifies how we plan to use our 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, over crowded housing, and poverty rate.

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

Ms. Wilson explained funding sources which includes allocations total \$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 and noted the repayment of the

Section 108 Debt Service. She stated public services request 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 has been available for a 30-public review and comment period which began April 13th and end on May 12th. She said the plan has been distributed through out 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 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: 3 - Chair Williams, Council Member Johnson, and Council Member Jefferson

Absent: 1 - Council Member Hudson

[2023-200](#)

Update-2023 Volunteer Income Tax Assistance (VITA) Program

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

Attachments: [Memo - VITA Program](#)

[Presentation - 22-23 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 with incomes of \$58,000 or less

incomes and this is the 17th year the City has performed these services. This years 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 prepares, and site supervisors. She explained there were 1913 total volunteer hours, 1432.5 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 and noted there we no IRS audit findings. She reviewed the cost benefits as well as the return on investment.

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

For Information Only

ADJOURNMENT

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