



## **COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT & PUBLIC SAFETY COMMITTEE**

*Chaired by Councilman Golden*

*Committee Members: Golden, Peters, Scarborough, and Williams*

**October 2, 2018 – 10:00 a.m.**

**3<sup>rd</sup> Floor Lobby Conference Room**

### **MINUTES**

#### **Present:**

Chair Jeff Golden: Committee Members: Monica Peters, Don Scarborough and Christopher Williams

#### **Staff Present:**

Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Mike McNair, Community Development Director; Nena Wilson, Community Development Assistant Director; Michelle McNair, Community Resource Manager; Lori Loosemore, Local Codes Enforcement Supervisor; Toni Jackson, Housing Specialist; Meredith Green, Housing Specialist, Fanta Dorley, Human Relations Manager; Eric Olmedo, Budget and Administrative Director; Lisa Vierling, City Clerk and Sandra Keeney, Deputy City Clerk

#### **Others Present:**

Jim Bronnert, Citizen Advisory Council  
Bruce Davis  
Jerry Mingo, Citizen Advisory Council  
Judy Stalder, TREBIC

**Media:** Pat Kimbrough, High Point Enterprise

Chair Golden called the meeting to order at 10:00 a.m.

**Regular Agenda**

2018-408      **Discussion of Section 108 Loan Application.**

*Mike McNair, Community Development Director, advised when the 2018 HUD allocations were released last budget year there was inadequate time to make significant adjustments to the action plan before submitting it to HUD. The City's 2018 CDBG allocation increased by \$105,997 thereby increasing the eligible borrowing capacity. The current eligible borrowing capacity for High Point, based on the 2018 CDBG grant agreement is estimated to be \$996,960. Council previously authorized a loan commitment of HOME program funds in the amount of \$650,000 to Wynnefield Properties to construct Avondale Trace apartments. Given the increase in the City's section 108 borrowing capacity, the City would be able to reprogram the HOME funds committed to the apartments to help address additional affordable housing needs. Staff recommends preparing an application to HUD that would allow the City to utilize section 108 funds in the Avondale Trace development instead of HOME funds. The next step would be to conduct a Public Hearing. He explained what section 108 is, noting that the City is authorized to borrow five times it's entitlement from HUD. The original loan was for \$3.9 million dollars in 2015, and we used that for the Kirkwood, Addington Ridge and Hartley Drive developments. The City would like to apply the increase to Avondale Trace and use the remainder for the next project in April.*

*By general consensus it was decided to allow Community Development to move forward with the next steps for this project.*

2018-409      **Operation InAsMuch Update.**

*Sofia Crisp, Executive Director, Housing Consultants Group, explained that Operation InAsMuch is a day of service in the City of High Point in which homes in a neighborhood are identified as needing repairs in which the home owner can not physically or financially do themselves. She shared a video of Operation InAsMuch that was completed in the Washington Street neighborhood in May 2018 noting it was a great success in that 18 homeowners were helped with renovations. She invited the Committee to participate in the upcoming Operation InAsMuch which will be held on October 27th in the Westend neighborhood. She stated she would send the committee information regarding times, and locations of the cook out as well as information regarding volunteering.*

2018-411      **Code Enforcement Update.**

*Lori Loosemore, Code Enforcement Supervisor, advised last May the City Council passed an ordinance regarding towing junk vehicles on private property. She gave the definition of a Junked Motor Vehicle:*

*Junked motor vehicle - an abandoned motor vehicle that is also (1) partially dismantled or wrecked; or (2) cannot be self-propelled or moved in the manner in which it was originally intended to move; or (3) is more than five years old and worth less than \$500.00.*

*She shared photographs of vehicles that would be eligible to tow under the ordinance. She said property owners would be notified by placing a sticker on the vehicle and/or on the front door of the property indicating they are in violation of the ordinance. She said the timeline to start enforcing this ordinance is October 18, 2018 - Advertise for Request for Proposals, November 16, 2018 - Bid Opening and January 1, 2019 begin towing junked vehicles.*

*Committee Member Monica Peters asked who is responsible for paying the towing fees. Ms. Loosemore stated the City will pay for the towing and storage. If the owner chooses to retrieve the vehicle they would be responsible for paying the towing company's towing and storage charges. Committee Member Peters asked if the owner does not retrieve the vehicle can the City sell it for junk parts. Ms. Loosemore replied in the state statute there are guidelines regarding disposing of the vehicles. In the towing contract the towing company will be responsible for disposing of the vehicle. JoAnne Carlyle, City Attorney, stated this releases the responsibility from staff of the additional paperwork and man power and there would be a clause in the contract stating if there is value beyond the fees, the City would get credit. She stated the Police Department's contracts are coming for renewal; it is the goal to get everyone on the same contract.*

*Chair Jeff Golden asked if the vehicles meet all the criteria and they have a valid license plate on the vehicle can the City tow it. Ms. Carlyle answered yes. Chair Golden asked if part of the bidding process would include space for storage. Ms. Loosemore replied yes. Chair Golden asked if the towing and storage fees could be placed as liens on property taxes. Ms. Carlyle stated no, there is not a state statute that allows attaching them as liens.*

*This item was for informational purposes only.*

2018-412

**Core City Homebuyer Incentive Program Update.**

*Mike McNair, Community Development Director, stated the Core City Homebuyer Incentive program has been very effective and there has been a lot of interest by the citizens. He noted there has been some reductions in funds regarding the down payment/closing cost assistance which lowered from \$7,500 to \$5,000. Some demographics of the citizens taking advantage of the incentive have an average income of \$45,000 which is at the median and the average age is 39. The objective is to get middle income home buyers to move into the core. He explained the hope is that with having middle income residents moving into the core of the city it would help eliminate food deserts and help the core stabilize. Since inception \$820,000 has been committed or expended for the program. We have put things in place to make things easier on staff, such as having the buyer to make a reservation and have the banks to give us a 30-day lead time to help us manage. He stated one of the things that makes this program unique is there is no income cap, only a price cap.*

*Chair Golden asked how much is budgeted annually for this. Mr. McNair replied \$200,000.*

*Committee Member Peters asked how the public is made aware of the program. Mr. McNair replied mostly through the real estate agents, and classes such as homebuyer education classes as well as the Mortgage companies.*

2018-413

**Consolidated Annual Performance and Evaluation Report. (CAPER)**

*Nena Wilson, Community Development Assistant Director, gave an overview of the 2017-2018 Consolidated Annual Performance Evaluation Report (CAPER). She stated the CAPER highlights accomplishments that have been made over the past physical year. It serves as a report card for the City of High Point's Community Development and Housing Program. This report evaluates activities for the past fiscal year that were funded by federal grants such as:*

- *Community Development Block Grant (CDBG)*
- *HOME Investment Partnership Program (HOME)*
- *Neighborhood Stabilization Program (NSP)*
- *HUD Section 108 Program*
- *Volunteer Income Tax Assistance (VITA)*

*She explained 60% of the Community Development funds are federal funds, 24% of funds come from the local General Fund and then State funding is about 15%. She highlighted the one-year strategic plan noting success in the Emergency & Urgent Repair program which includes Operation InAsMuch as well as construction training partnership which was able to assist 65 households. CHDO completed 6 units, and the Homeowners down payment assistance program was projected to assist 50 households but 53 households were served. She stated the VITA program has been extremely successful in that it was projected to assist with 575 tax returns and 884 tax returns were completed which equals to \$1,052,332 dollars in Federal Refunds that came back to High Points economy.*

*She shared photographs that highlighted the Southside Bridge Dedication, Kirkwood Crossing Ribbon Cutting and Burns Hill Youth Summit. Some other Public Service programs are the Hayden Harman Urban Farm Microenterprise Development Project, The Arc Dental exam, help with neighborhood associations such as the West End Neighborhood and provided a Lender Certification Workshop. She gave an overview of funding distribution noting the largest portion goes to affordable housing such as Section 108 Loan Program, Homebuyer Assistance Program etc. She noted that in the Budget Summary those are numbers that were approved in the action plan not funds that may have been transferred through out the year.*

*She stated there is a Fair Housing Action Plan that was developed from analysis of needs and one of the things that were identified in that plan is that High Point has several areas of racially concentrated poverty. She reviewed the 2017-2018 CAPER schedule which included September 7-21 public review & comment period and the CAPER was submitted to HUD on September 28th.*

2018-415

**Reallocation of 2018-19 Public Service Grant Funds.**

*Chair Jeff Golden stated there is another Agenda Item that needs to be added regarding Reallocation of 2018-19 Public Service Grant Funds.*

*Mike McNair, Community Development Director, stated that the Citizens Advisory Council (CAC) voted Thursday night to allocate some funds to the Macedonia Family Resource Center (\$6,300) and the Housing Authority - FSS Training (\$2,650) which were funds that had not been previously allocated. In addition to that, one of the recipients of the Public Grant Funds could not establish that their activity was eligible, in that the data they provided could not substantiate that they were compliant with the requirements. Essentially that put them in a breach of contract and a decision was made not to issue another contract. As contract administrators the CAC can identify if an entity is not compliant and in good standing, but re-allocating funds would need Council approval. It is recommended to reallocate \$7,800 that was allocated to the M.I.N.D Group to reallocate it to the Housing Authority - Youth Finance Literacy Project in the amount of \$3,650.00, \$2,150 to the Housing Authority - Youth Agriculture Project and \$2,000 to Carl Chavis YMCA.*

*Committee Member Peters asked what activities the M.I.N.D group provide. Michelle McNair, Community Resource Manager, stated they provide some sports and mentoring. Committee Member Peters asked where they are located. Ms. McNair stated various locations but normally they utilize the recreation centers and are generally located in low to moderate income areas. Committee Member Peters asked in what way were they not compliant. Mr. McNair stated in this particular project they had to identify who participated in the activities as well as provide records of household incomes. They provided us with a summary, however, there was no back up. They have been asked several times to provide different items to help establish them as compliant and they have failed to do so.*

*Chair Golden stated by general consensus of the Committee to recommend this item to Council with a favourable recommendation.*

**ADJOURNMENT**

*There being no further business to be discussed, the meeting adjourned at 10:53 a.m.*

Respectively submitted,

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Sandra Keeney, Deputy City Clerk

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Jeffrey Golden, Chairman