



## **COMMUNITY DEVELOPMENT COMMITTEE**

*Chaired by Mayor Pro Tem Williams*

*Committee Members: Williams, Hudson, Jefferson, and Johnson*

**March 3, 2020 – 4:00 p.m.**

**3<sup>rd</sup> Floor Lobby Conference Room #302**

### **MINUTES**

#### **ROLL CALL, CALL TO ORDER**

##### **Present:**

Chairman Chris Williams, Committee Member Wesley Hudson, Committee Member Cyril Jefferson [*left the meeting at 4:32 p.m. and returned at 4:35 p.m.*], and Committee Member Tyrone Johnson

##### **Staff Present:**

Randy McCaslin, Deputy City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; JoAnne Carlyle, City Attorney; Michael McNair, Director of Community Development & Housing; Michelle McNair, Community Resources Manager; Thanena Wilson, Assistant Director of Community Development & Housing; Lori Loosemore, Local Codes Enforcement Manager; Laverne Pike, Police Information Technician; Linda Hodgson, Police Information Manager; Alisha Doulen, Community Resource Specialist; Ryan Ferguson, Marketing Manager; Mary S. Brooks, Deputy City Clerk

##### **Others Present:**

Craig Stone, Wynnefield Properites; Brad Bowers; and Dan Hodgson

##### **Media Present:**

Pat Kimbrough, *High Point Enterprise*

*Note: The following handouts were distributed during the meeting and are hereby attached as a permanent part of these proceedings.*

- ✓ *PPP- Leslie's House Winter Emergency Shelter*
- ✓ *2020 Housing Credit Preliminary Applications*

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

## **PRESENTATION OF ITEMS**

### **Update- Low Income Housing Tax Credit (LIHTC) Awards Process for 2020**

*Craig Stone, Wynnefield Properties; spoke to Guilford County's disproportional amount of applications; provided a list for the 2020 Housing Credit Preliminary Applications; explained how the Low Income Housing Tax Credit (LIHTC) Award Process for 2020 worked; said the selection criteria is used in determining the allocation of tax credits; said the tax credits would be administered through the North Carolina Housing Finance Agency (Agency); said there were four geographic regions across the state: West, Central, Metro, and East; Guilford County is located in the Metro geographic region; and spoke to the challenges faced in the award process.*

*Chairman Williams inquired on the timeframe for the LIHTC. Mr. Stone replied the final application would be submitted in May, and the awardee would be announced in August.*

*Mr. Stone continued discussion regarding the two applications for this year: Abby Crossing, and Walnut Ridge; said Abby Crossing would be for seniors; have 48 units currently planned; spoke to goals to producing something in the core city; to lowering the points for poverty; spoke to the 4% and 9% application tax credit application process; to the criteria determinations process; and spoke to having future discussions on overcoming the tax credit application process.*

### **Presentation- Leslie's House Expansion**

*Laverne Pike, Police Information Technician, made a PowerPoint Presentation (PPP) on the Leslie's House Winter Emergency Shelter (Shelter); said the Shelter was open daily from 7 p.m. to 7 a.m.; the Shelter is shared space with the Christ Community Church, occupying the second-floor multipurpose room; described the process for the setup and takedown to accommodate the shared arrangement; explained the intake and determination process; highlighted why the Shelter was needed for women; provided a list of community partners who assisted the Shelter; provided operating costs that included donations and expenditures; shared some measurable outcomes assisting the women; and spoke to the future needs and plans as follows:*

- *Beds are needed (temporary and semi-permanent. The Triad needs more options for women)*

- *A place to go at 7 a.m. (Nothing is available)*
- *Funding*
- *The Winter Emergency Shelter will close its door April 1, 2020 at 7 a.m.*
- *If the funding is available, plans are to open the Winter Emergency Shelter on December 1, 2020 through April 1, 2021*

*Chairman Williams spoke to touring the Shelter as an agency; commended the work that had been done; thanked everyone for their hard work; and said he would reach out to Ms. Pike for further discussion.*

*Ms. Pike said she would provide contact information for Chairman Williams.*

*Michelle McNair, Community Resources Manager, provided a history of the Shelter; spoke to Dan Hodgson's concern of assisting women who were homeless; mentioned donations received; said the city of High Point never had a winter shelter for women; spoke to having a day shelter; and to providing shower facilities for the women in the future.*

*Chairman Williams asked if there was a goal set for funding. Ms. Pike replied the goal was to open up on December 1, 2020; estimated \$25,000 to cover wages for staff (need two full time employees); to the challenges of accommodating the Shelter's needs as far as staff and volunteers; spoke to having to use the funding they had to complete needed updates/repairs for the Shelter; and mentioned the fellowship that was shared with the women of the Shelter.*

*Chairman Williams spoke to attending the National League of Cities (NLC); and said he would compare what other cities were doing to address the issues.*

*Ms. Pike mentioned receiving phone calls from other cities requesting assistance because the capacity for other shelters have been met.*

*Chairman Williams thanked everyone; and said he would be in contact for further discussion.*

### **Update- Code Enforcement Service Areas**

*Lori Loosemore, Local Codes Enforcement Manager, provided a history on the changes that had been made using Accela; said the application, Accela, would now automatically assign cases to the six inspectors; where before she manually assigned them; said the cases were divided into six different areas; spoke to being more proactive; and that council would know which inspector was assigned to their district.*

*Chairman Williams voiced appreciation on the great job the inspectors are doing; and inquired on the fairness of the caseloads assigned.*

*Ms. Loosemore replied that the caseloads were fair; said the caseloads were expected to increase; explained how the process worked for housing, and public nuisance cases (tend to be seasonal); said inspectors have an average of 100 cases; and spoke to the retention of inspectors.*

*Committee Member Hudson inquired on the process for repeat offenders.*

*Ms. Loosemore explained the process for “chronic violation” (repeat offenders); said they received one notice; and the city had authority to work (clean-up) and charge the owner with no further warnings; said a \$100 admin fee would be charged; and if the fee was not paid they would do a lien which would be added to the owner’s tax bill.*

*Randy McCaslin, Deputy City Manager said that 60% of property owners pay their taxes through an escrow account; which is then paid to the city; and explained the process of putting a lien on a home.*

## **ADDED ITEMS**

### **Discussion-BOARDING HOUSE**

*Chairman Williams spoke to complaints/concerns from citizens with boarding houses; said some concerns were with illegal activity; and overflowing the boarding houses with families.*

*Chris Andrews, Development Administrator, read the definition of a “Rooming House” (Boarding House); said it is a dwelling that provides rental accommodations to tenants in up to 5 individual rooms for periods of one week or longer. The dwelling is accessed by a shared entry with a common kitchen; meals may be provided to the tenants; and was permitted use in RM-16, RM-26, TO, and OI zoning districts.*

*Chairman Williams inquired on inspections for rooming houses when applying for permits. Ms. Loosemore replied that sometimes they produce a business registration, but that does not mean they are legal.*

*Mr. Andrews said there was one application for zoning received in 2017; spoke to comprehensive rezoning being more consistent; and explained the rules of tenancy for rooming houses.*

*Chairman Williams said complaints for now would be handled on a case by case basis.*

*Ms. Loosemore spoke to some rooming homes that are non-conforming and how they can't do anything about it; to citing owners; to improving housing; and voiced the need for rooming houses.*

### **Discussion-CD Maps for Targeted Neighborhood Improvement**

*Michael McNair, Community Development and Housing Director, spoke to providing the committee with CD maps of the different neighborhoods to have a better perspective when deciding what actions to take when selecting for improvements; recommended providing maps for each neighborhood; spoke to being able to look at statistics; and to having more of an insight on locations.*

*Chairman Williams spoke to meeting in April; and would like to add an update at a future committee meeting on the progress of the improvements made at the Green Hill Cemetery.*

*Randy McCaslin said the committee would be provided with that information.*

*Mr. McNair said an update for the five-year Action Plan would be given at the next meeting; and said it would be reviewed by the Committee in April before it goes to the Council for approval.*

### **ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 4:59 p.m. upon motion duly made and seconded.

Respectfully submitted,

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Mary S. Brooks, Deputy City Clerk

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Christopher Williams, Chairman  
Community Development Committee