

# City of High Point

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



## **Minutes**

**Tuesday, March 3, 2020**

**4:00 PM**

**3rd Floor Lobby Conference Room #302**

## **Community Development Committee**

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

**Community Development Committee - Mayor Pro Tem Williams, Chair**

**Present** 4 - Chair Christopher Williams, Council Member Tyrone Johnson, Council Member Wesley Hudson, and Council Member Cyril Jefferson

**CALL TO ORDER**

**COMMUNITY DEVELOPMENT COMMITTEE**

*Chaired by Mayor Pro Tem Williams*

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

**March 3, 2020 - 4:00 p.m.**

**3rd 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**

### **2020-98      Low Income Housing Tax Credit (LIHT) Awards Process for 2020**

Staff will provide an update on the Low Income Housing Tax Credit (LIHTC) Awards Process for 2020.

**Attachments:**    Low Income Housing Tax Credit Awards Process for 2020  
LIHT

*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.*

#### **For Information Only**

### **2020-99      Leslie's House Expansion**

Staff will make a presentation on Leslie's House Expansion.

**Attachments:**    Leslie House Expansion PPP

*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.

#### **For Information Only**

**2020-100**

#### **Code Enforcement Service Areas**

Staff will provide an update on the Code Enforcement Services 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.

#### **For Information Only**

### **Discussion-BOARDING HOUSES**

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

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