

HIGH POINT COMMUNITY DEVELOPMENT COMMITTEE MEETING

April 8, 2025 - 4:00 PM
Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Community Development Committee - Council Member Tyrone Johnson, Chair

CALL TO ORDER

Chair Johnson called the Community Development Committee Meeting to order at 4:00 p.m. and stated all members were present.

Present: Chair Tyrone Johnson, Council Member Tim Andrew, Council Member Amanda Cook, and Council Member Vickie McKiver

PRESENTATION OF ITEMS

2025-131 **Consideration of the 2026 Urgent Repair Program (URP26) Assistance Policy and Procurement and Disbursement Policies**

City Council is requested to consider the URP26 Assistance Policy and the URP26 Procurement and Disbursement Policies, and authorize the appropriate City Official(s) to execute all necessary documents.

Nena Wilson, Community Development and Housing Director, presented the proposed 2026 Urgent Repair Program (URP26) policies and procedures for Council consideration as required annually by the North Carolina Housing Finance Agency (NCHFA). The policies establish guidelines for providing emergency home repairs to low-income homeowners. For the 2026 program year, notable updates include an increase in the maximum assistance amount per unit to \$15,000. Assistance will continue to be offered as a deferred, forgivable loan, with forgiveness applied at a rate of \$5,000 per year until the balance is fully satisfied. Homeowners are required to maintain the property as their primary residence throughout the loan period. While recipients are required to sign a promissory note, no liens will be recorded against their property. Additionally, staff requested approval to make an administrative update to reflect the 2025 income limits upon their release by NCHFA, replacing the currently listed 2024 figures. This administrative revision will be the only modification to the Assistance Policy. All other elements of the URP26 Assistance Policy and the Procurement and Disbursement Policies, including contractor selection, disbursement procedures, and applicant eligibility criteria-will remain unchanged.

Ms. Wilson explained that High Point has been awarded \$165,000 by NCHFA, and the City will provide an additional \$10,000 from the general fund, for a total program budget of \$175,000. Based on the \$15,000/unit maximum, staff anticipates completing repairs for approximately 11 homes. In previous years, 8–12 units have typically been served. Not all projects will reach the \$15,000 cap, so any remaining funds can be used to

support additional units. Local funding, such as the City match or state-funded Construction Training Program dollars, may supplement projects exceeding \$15,000. However, federal funds such as CDBG or HOME cannot be used for this purpose.

Council members inquired about the forgiveness structure, homeowner obligations, unit estimates, and use of leftover funds. Ms. Wilson confirmed the structure remains the same as previous years, with homeowners required to maintain the property as their primary residence for the forgiveness period. If repair costs are lower than \$15,000, leftover funds will be applied to additional eligible units. She confirmed that promissory notes are required but no liens are recorded.

Council Member Cook made a motion, seconded by Council Member Andrew, to approve the URP26 Assistant Policy, the URP26 Procurement and Disbursement Policy, authorize the appropriate City Official to execute all necessary documents and allow staff to make an administrative update to the policy upon release of the 2025 income limits.

The motion carried with the following vote:

Aye: Chiar, Johnson, Council Member Andrew, Council Member Cook, and Council Member McKiver

2025-133

Consideration of a Demolition Ordinance - 3213 E. Martin Luther King, Jr. Drive

City Council is requested to consider an Ordinance to Demolish a dwelling located at 3213 E. Martin Luther King, Jr. Drive and authorize the appropriate City Official(s) to execute all necessary documents.

Kaylie Parrish, Interim Code Enforcement Manager, presented a Minimum Housing Order to Demolish for the property located at 3213 East Martin Luther King Drive.

Ms. Parrish explained that a “repair or demolish” case begins with a preliminary inspection, during which a code enforcement inspector assesses the exterior of the property and documents any visible violations. If warranted, an interior inspection follows. If violations are confirmed and the cost to repair, alter, or improve the dwelling exceeds 65% of its current value, a formal Complaint and Notice of Hearing is issued, followed by an Order to Repair or Demolish.

In this case, the property was referred to Code Enforcement by the Fire Department after vagrants entered the vacant home and set it on fire. Following the initial inspection, a Complaint and Notice of Hearing was issued on December 12, 2023, and a hearing was held on December 22, 2023. No one appeared at the hearing, and as a result, an Order to Repair or Demolish was issued the same day, with a compliance deadline of January 22, 2024.

As of February 25, 2025, no repairs have been made, and no permits have been obtained to either repair or demolish the structure. Due to the extent of fire damage, Code Enforcement was unable to secure the property, which remains in a severely compromised condition.

Photograph documentation of the site was provided to illustrate the current state of the dwelling.

During discussion, it was noted that the property owner is currently in a nursing home, and the individual holding power of attorney is unable to take action to repair, sell, or demolish the home.

Chair Johnson asked if anyone was present to speak on the matter; no one appeared.

A discussion ensued regarding the duration of the case, and staff confirmed it has been ongoing for some time. It was noted that the property's proximity to a school presents significant safety concerns. Additionally, it was clarified that if the City moves forward with demolition, the cost will be placed as a lien on the property.

Council Member Cook made a motion, seconded by Council Member Andrew, to approve the ordinance to demolish the dwelling at 3213 E. Martin Luther King, Jr. Drive and authorize the appropriate City Officials to execute all necessary documents.

The Motion carried with the following vote:

Aye: Chiar, Johnson, Council Member Andrew, Council Member Cook, and Council Member McKiver

ADJOURNMENT

There being no further business to come before the Community Development Committee, the meeting adjourned at 4:13 p.m.

Respectfully Submitted,

Tyrone Johnson, Chairman

Attest:

Sandra Keeney, City Clerk