



# City of High Point

## Meeting Agenda

### Community Development Committee

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

Tyrone Johnson, Chair  
Tim Andrew  
Amanda Cook  
Vickie M. McKiver  
Mayor Cyril Jefferson (Alternate)  
Mayor Pro Tem Britt Moore (Alternate)

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**Tuesday, August 5, 2025**

**4:00 PM**

**Council Chambers**

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### **Community Development Committee - Council Member Tyrone Johnson, Chair**

#### **CALL TO ORDER**

#### **PRESENTATION OF ITEMS**

- 2025-337     **Community & School Garden Update**  
Crystal Mercer, County Extension Agent for Community and School Gardens, will provide an update on the Community and School Gardens Program.
- 2025-338     **Local Codes Annual Strategic Plan Update**  
The Local Codes Enforcement Division will provide an update on activities for June 2025.
- 2025-339     **Consideration of a Demolition Ordinance - 115 Briggs Place**  
City Council is requested to consider an Ordinance to Demolish a dwelling located at 115 Briggs Place and authorize the appropriate City Official(s) to execute all necessary documents.
- 2025-340     **Consideration of an Exception to the City of High Point Conflict of Interest Policy**  
City Council is requested to authorize the drafting of an exception to the City of High Point Conflict of Interest Policy to allow City employees, and other persons covered by conflict of interest provisions, to participate in Community Development & Housing Department programs.

#### **ADJOURNMENT**

# CITY OF HIGH POINT

## AGENDA ITEM



**TITLE:** Community & School Garden Update

**FROM:**  
Thanena Wilson  
Community Development & Housing Director

**MEETING DATE:**  
August 5, 2025

**PUBLIC HEARING:**  
No

**ADVERTISED DATE/BY:**  
N/A

**ATTACHMENTS:**  
1. Presentation

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**PURPOSE:** Crystal Mercer, County Extension Agent for Community and School Gardens, will provide an update on the Community and School Gardens Program in High Point for the period January 1–June 30, 2025.

**BACKGROUND:** The role of the Community and School Garden Agent is to assist individuals, communities, agencies and schools with establishing and sustaining community and school gardens through an asset-based community development model.

**BUDGET IMPACT:** N/A

**RECOMMENDED ACTION REQUESTED:** For Information Only.



# Community & School Gardens Program High Point Community Extension Agent Advisory

Year End Report  
January 1 – June 30, 2025

# 57 Community Gardens in High Point

- **7 Neighborhood Gardens:** Bountiful Harvest, Burns Hill, Cedar St, East Ave, Gatewood, Howard Place, Southside
- **14 Community Organizations:** Covenant UMC, Fairview Resource Center, High Point Kiwanis, High Point Library Teaching Garden, Highland Village Commons, Morehead Recreation, Mosaic Community Garden, Oakview Recreation, Pennybyrn, Salvation Army Hope Center, Temple Memorial, Wild & Free @ The Arc of High Point, Triad Health Project Garden, Village Life Legacy Community Garden
- **5 GHP Urban Acres:** White Oak & Apiary, Pershing Greenhouses, Beeson, Berry Ridge, High Point Hop Yard
- **5 GHP Urban Farm Network:** Garden in the Hood, Backyard Garden, Furlough Garden, Thissell Grow Garden, Anderson Place Garden)
- **20 School Gardens:** Allen Jay Elem, Andrews HS, Fairview Elem, Ferndale MS, Florence Elem, High Point Friends, Kirkman Park Elem, Montlieu Academy, Northwood Elem, Northwood Elem, Oak Hill Elem, Oak View Elem, Parkview Village Elem, Penn Griffin MS, Shadybrook Elem, Southwest Guilford Elem, Southwest Guilford MS, Triangle Lake Montessori, Tri-City Christian Academy, Union Hill Elem
- **5 Youth Gardens:** Bailey's Enrichment ECE, D-Up, Macedonia Child Development Center, Salvation Army Boys & Girls Club, YWCA Afterschool Program
- **1 Teaching Gardens:** High Point Public Library

2025  
City of High  
Point  
Community  
Garden  
Assistance  
APPROVED

**Neighborhood Gardens, Urban Agriculture, Community Organizations**

- Anderson Place
- Berry Ridge
- Burns Hill
- Howard Place
- Southside
- The Arc of High Point
- Village Life Cathedral

**School and Youth Gardens**

- Union Hill Elementary



# Support for New and Existing Gardens

**CITY OF**  
**high**  
**point.**

**2025**  
**COMMUNITY**  
**GARDEN**  
**ASSISTANCE**  
**APPLICATION**



SOIL  
COMPOST  
WOOD MULCH  
LEAF MULCH

## **8 Grants Received Totaling \$429.04**

*(City of High Point spent between Jan-Jun)*

- 14.82 tons of wood mulch
- 0.6 tons of leaf mulch
- 45.0 tons of compost
- 47.2 tons of topsoil

## **FAIR MARKET VALUE: \$2,290.54**

- \$17/ton – mulch
- \$22/ton – everything else

## **SAVINGS \$1,861.50**

# New & Re-Start Gardens

## High Point:

- Burns Hill CG - restart

## Guilford County:

- Unity Christian Church - new
- Charlotte Hawkins Brown Museum and Historic Site - new



## 2025 EMGV Community Garden Micro-Grant Start-Up Grant (\$300)

Provide funding and mentoring for new  
Guilford County Community Gardens

## Burns Hill Community Garden

**NC STATE**  
Extension  
Master Gardener

**NC** COOPERATIVE  
EXTENSION

 N.C. A&T  
STATE UNIVERSITY

 NC STATE  
UNIVERSITY



# Oakview Recreation Community Gardens

# Kiwanis Club of High Point

- 
- Established in 1994
  - Donate fresh produce to local food pantries
  - 2025 goal of donating 2,000 pounds of produce, the garden is well on its way to reaching that milestone



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# Events 2025

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Container Gardening  
January 29

Seeds to Share  
February 8

Three-Season Gardening

Growing Culinary Herbs  
April 23

Free Plant Give Away  
June 7

Community Garden  
Contest Winners Sept 6

Spring – March 29

Summer – Cancelled  
(rain)

Fall – September 20



eliminating racism  
empowering women  
**ywca**

# Container Garden Workshop

Habitat for Humanity  
**ReStore**



eliminating racism  
empowering women  
**ywca**

# Culinary Herbs Workshop

Habitat for Humanity  
**ReStore**



**Osliany and Avery**

## Seeds to Share – Sorting and Packaging



# Seeds to Share

# Spring Gardening

Saturday, March 29, 2025



# Greater High Point Food Alliance's Urban Agriculture Committee Free Plant Giveaway



# 2025 High Point Community Garden Contest



2025  
High Point  
COMMUNITY GARDEN  
CONTEST

**ENTRIES MUST BE RECEIVED BY  
5PM FRIDAY JUNE 13th .  
ACTUAL CONTEST BEGINS MONDAY JUNE 16**

**SELECT CATEGORY YOU  
WISH TO PARTICIPATE IN  
Best Overall Garden  
AND/OR  
Total Community Garden  
Produce Output**

**JUDGING WILL OCCUR  
July 30-31<sup>st</sup>**

Judging Criteria will include  
Aesthetic Appeal and Social Impact

**Winners to be Announced at  
the High Point Public Library  
Farmer's Market on Saturday  
September 6 10a.m.**

Submittal of Photographs of your Garden  
is Encouraged

To Enter the Garden Contest scan the code on this flyer and fill out the form. Also applications can either be email to  
Crystal Mercer [cbmerce3@ncsu.edu](mailto:cbmerce3@ncsu.edu) or  
Mark Taylor [mark.taylor@highpointnc.gov](mailto:mark.taylor@highpointnc.gov).  
OR drop off the completed form at the High Point Public Library  
Attn: Mark Taylor





Thank you!



# CITY OF HIGH POINT

## AGENDA ITEM



**TITLE:** Local Codes Annual Strategic Plan Update

**FROM:**  
Thanena Wilson  
Community Development & Housing Director

**MEETING DATE:**  
August 5, 2025

**PUBLIC HEARING:**  
No

**ADVERTISED DATE/BY:**  
N/A

**ATTACHMENTS:**  
1. Presentation

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**PURPOSE:** The Local Codes Enforcement Division will provide an update on activities for June 2025.

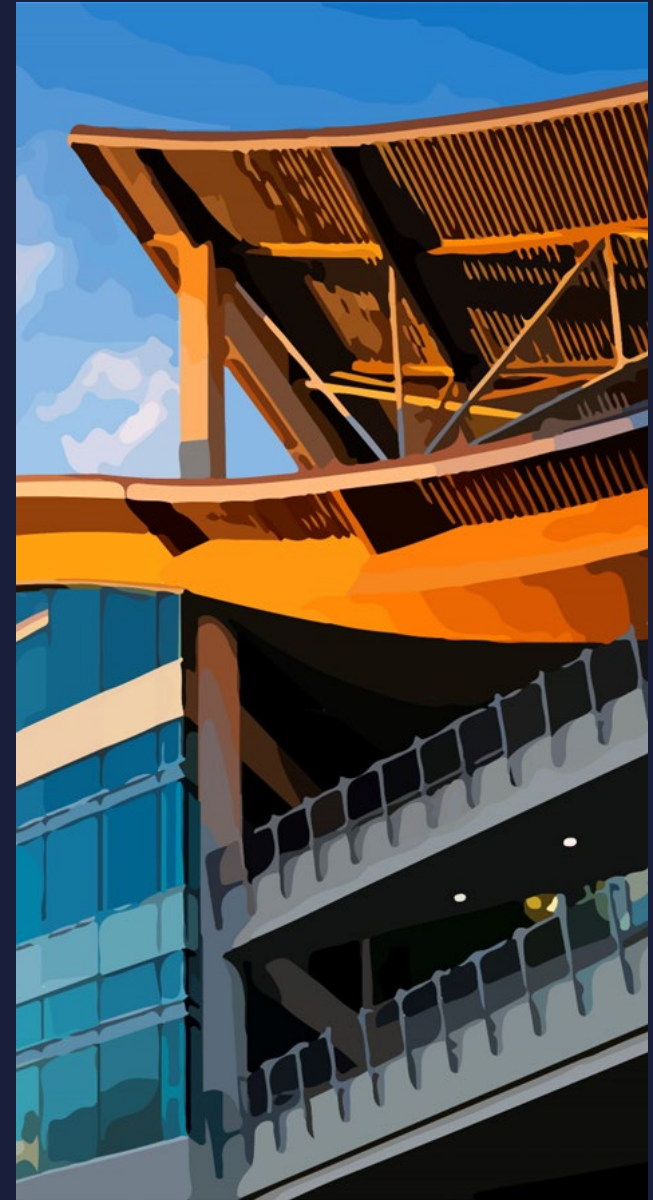
**BACKGROUND:** City of High Point Strategic Plan update for blight reduction and proactive code enforcement.

**BUDGET IMPACT:** N/A

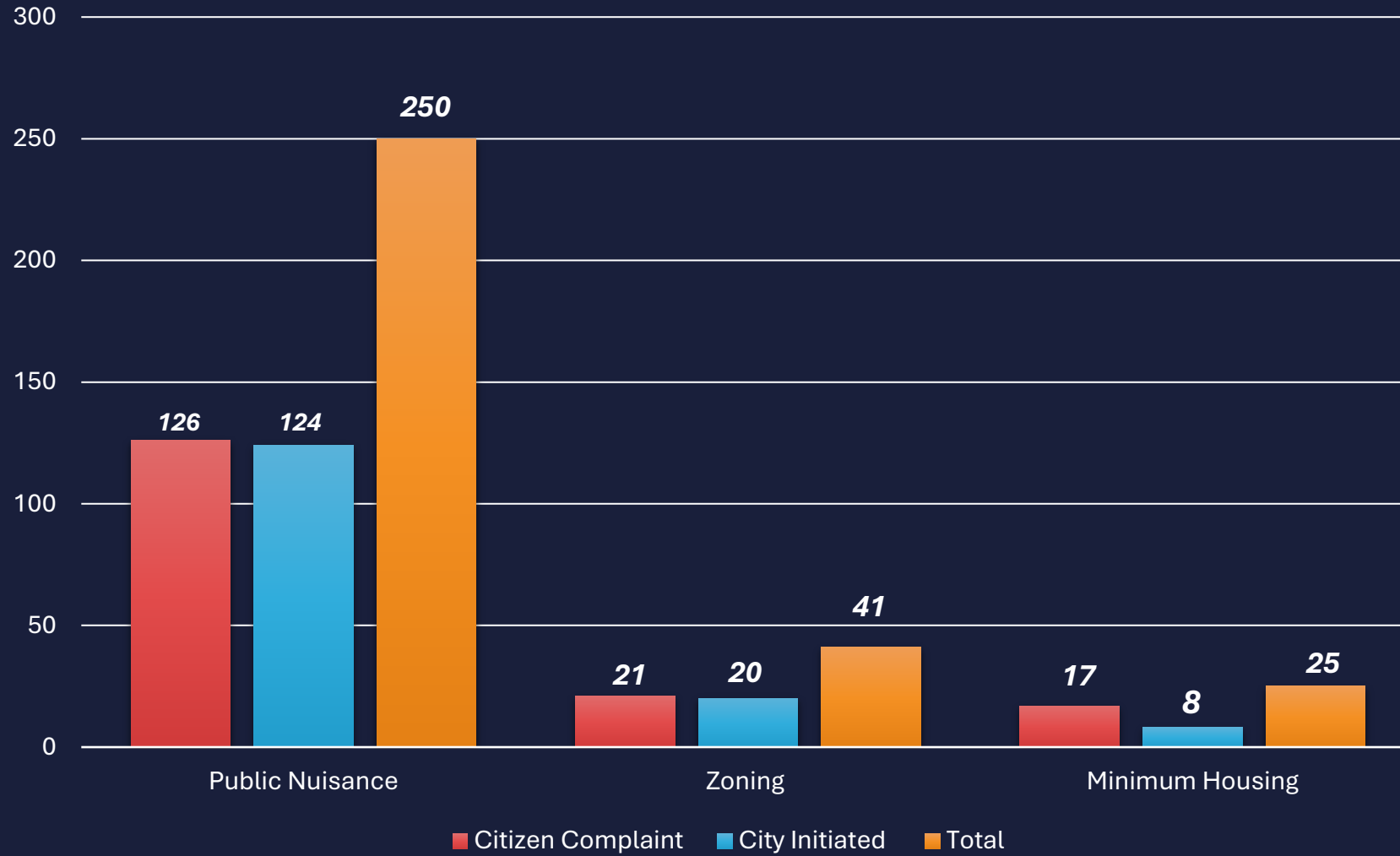
**RECOMMENDED ACTION REQUESTED:** For Information Only.

# CITY OF HIGH POINT STRATEGIC PLAN UPDATE

**Community Development & Housing  
Local Codes Enforcement  
August 5, 2025**



# June 2025





# 1018 ASHEBORO

- **Complaint and Notice of Hearing held on February 6, 2023.**
- **Order to Repair or Demolish issued on February 6, 2023, with a compliance due date of March 6, 2023.**
- **The Certificate of Occupancy was issued on April 4, 2025.**



20 July 2022









24 Apr 2025



24 Apr 2025



24 Apr 2025



24 Apr 2025

**Kaylie Parrish**  
**Code Enforcement Manager**  
**Community Development and Housing**  
**City of High Point**  
**[Kaylie.Parrish@HighPointNC.gov](mailto:Kaylie.Parrish@HighPointNC.gov)/336-**  
**883-3040**

**CITY OF**  
**high**  
**point.**

# CITY OF HIGH POINT

## AGENDA ITEM



**TITLE:** Consideration of a Demolition Ordinance - 115 Briggs Place

**FROM:**  
Thanena Wilson  
Community Development & Housing Director

**MEETING DATE:**  
August 5, 2025

**PUBLIC HEARING:**  
Yes

**ADVERTISED DATE/BY:**  
August 6 & August 13, 2025

### **ATTACHMENTS:**

1. Staff Report
  2. Ordinance
  3. Map
  4. Photos
  5. Legal Ad
  6. Presentation
- 

**PURPOSE:** A request by Community Development and Housing, Local Codes Division, to adopt an ordinance ordering the inspector to demolish the dwelling at 115 Briggs Place.

**BACKGROUND:** After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 7/31/2023. No action occurred by the compliance date of 8/31/2023. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

**BUDGET IMPACT:** Funds are available in the FY 2024-25 Budget.

**RECOMMENDED ACTION REQUESTED:** City Council is requested to consider an Ordinance to Demolish a dwelling located at 115 Briggs Place and authorize the appropriate City Official(s) to execute all necessary documents.

**COMMUNITY DEVELOPMENT AND HOUSING  
CODE ENFORCEMENT  
HOUSING ENFORCEMENT DIVISION**

**ORDINANCE  
REQUEST:**

Ordinance to Demolish

**PROPERTY  
ADDRESS:**

115 Briggs Pl

**OWNER:**

Edgar Eduardo Vasquez Riano (Purchased 01/21/2025)  
Lis Pendens recorded June 9,2023

**REASON FOR  
INSPECTION:**

Field Inspector Initiated

**FIRST  
INSPECTION:  
06/02/2023**

Summary of Major Violations  
1. Repair or replace damaged ceiling joist- Fire damage  
2. Repair or replace electrical system - Fire Damage  
3. Repair or replace plumbing throughout house -missing  
4. Repair or replace walls, floors and ceilings - Fire  
Damage

**HEARING  
RESULTS:  
07/03/2023**

No one appeared for the Hearing. It was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.

**ORDER(S)  
ISSUED:  
07/31/2023**

Order to Repair or Demolish  
Date of Compliance  
08/31/2023

**APPEALS:**

None

**OWNER  
ACTIONS:**

None

**ADDITIONAL:**

ORDINANCE

AN ORDINANCE REQUIRING THE INSPECTOR OF THE CITY OF HIGH POINT TO DEMOLISH AND REMOVE CERTAIN PROPERTY PURSUANT TO ARTICLE 12 OF CHAPTER 160D OF THE GENERAL STATUTES OF NORTH CAROLINA AND TITLE 9, CHAPTER 2, ARTICLE E, OF THE MINIMUM HOUSING CODE OF THE CITY OF HIGH POINT.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT:

SECTION 1: That after a hearing held before the Code Enforcement Manager and/or Inspector on 07/03/2023, the dwelling located at 115 Briggs Pl was found to be unfit for human habitation due to violations of the City of High Point Minimum Housing Code. Additionally, the costs to repair, alter, or improve the dwelling to comply with the Minimum Housing Code were found to be in excess of sixty-five percent (65%) of the value of the dwelling. As a result, on 07/03/2023, the Inspector ordered the property owner, Edgar Eduardo Vasquez Riano to make the necessary repairs, alterations, or improvements listed in the Housing Investigation Report, or demolish and remove the dwelling, by 08/31/2023

SECTION 2: That the property owner was given a reasonable opportunity to repair or demolish and remove the dwelling, but has failed to do so.

SECTION 3: That the Inspector of the City of High Point is hereby authorized and directed to proceed with demolition and removal of the following described dwelling in accordance with the Minimum Housing Code and Article 12 of Chapter 160D of the General Statutes of North Carolina.

PROPERTY LOCATION

OWNER(S)

115 Briggs Pl.  
High Point, NC 27262  
Parcel # 187057

Edgar Eduardo Vasquez Riano  
1317 Foust Ave.  
High Point, NC 27260

SECTION 4: That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5: That this ordinance shall become effective from and after its passage. Adopted by

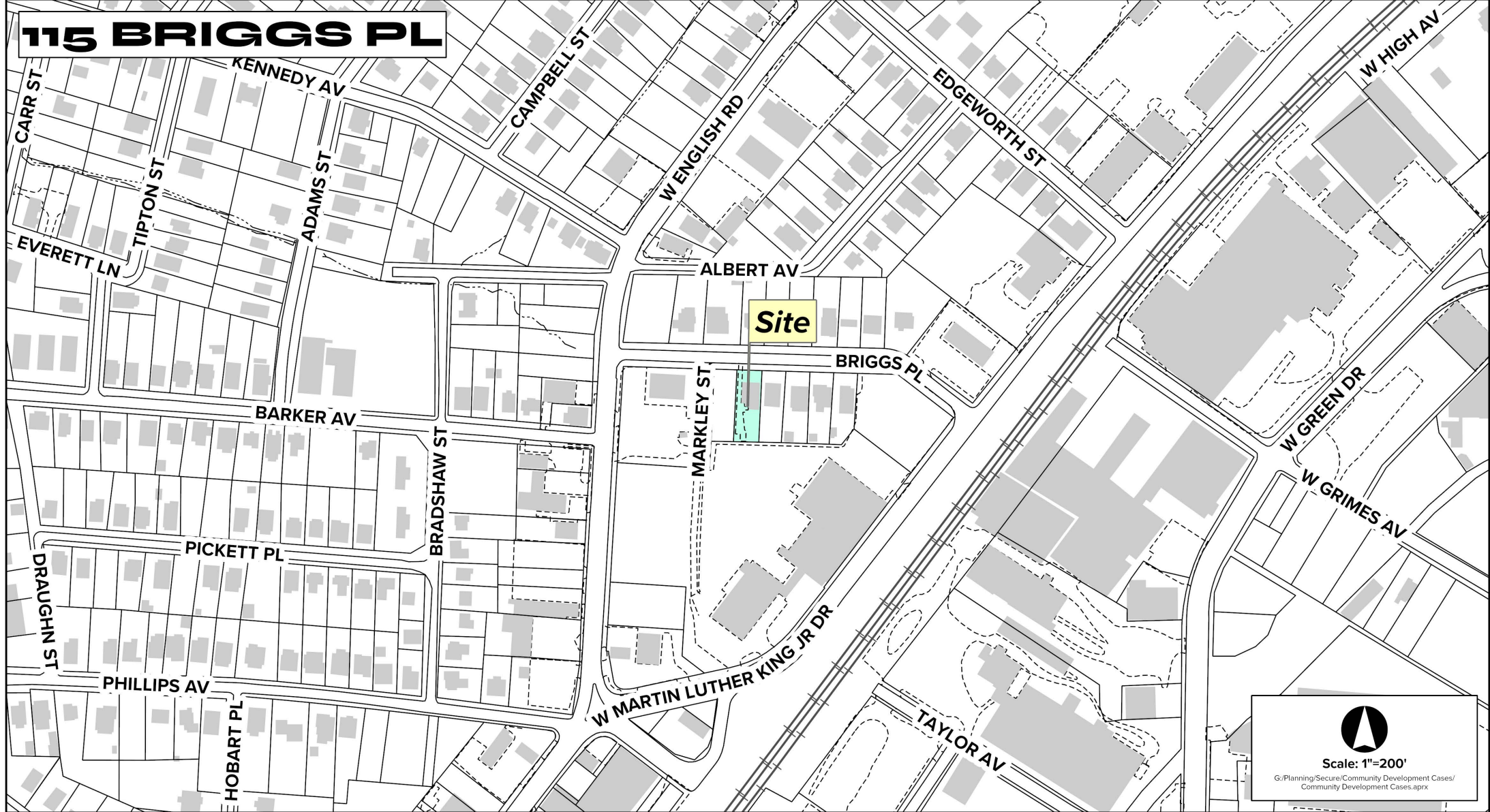
**City Council,  
City of High Point, North Carolina  
This the \_\_\_\_\_ day of \_\_\_\_\_, 2025**

By: \_\_\_\_\_  
Cyril Jefferson, Mayor

ATTEST:

\_\_\_\_\_  
Sandra Keeney, City Clerk

# 115 BRIGGS PL



  
Scale: 1"=200'  
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Community Development Cases.aprx













**NOTICE OF PUBLIC HEARING  
HIGH POINT CITY COUNCIL**

NOTICE is hereby given that on the 18th of August, 2025, at 5:30 pm a public hearing will be held before the High Point City Council in City Council Chamber of the Municipal Office Building located at 211 South Hamilton Street, High Point, NC. The City Council will consider the following request:

**ORDINANCE – DEMOLITION OF DWELLING**

115 BRIGGS PL  
HV-23-0090

High Point City Council will consider adoption of an Ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 115 Briggs Pl. (Tax Parcel 187057). The dwelling is owned by Edgar Eduardo Vasquez Riano and has been determined to be unfit for human habitation in violation of the City of High Point’s Minimum Housing Code.

Additional information concerning this request is available at the Community Development & Housing Department, Municipal Office Building, 211 South Hamilton Street, Suite 312, or by telephone at (336) 883-3349. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need special accommodation, please call (336) 883-3349 or 711 for the Telecommunications Relay Service. This printed material will be provided in an alternative format upon request.

Anyone interested in these matters is invited to attend the public hearing and present information to the City Council.

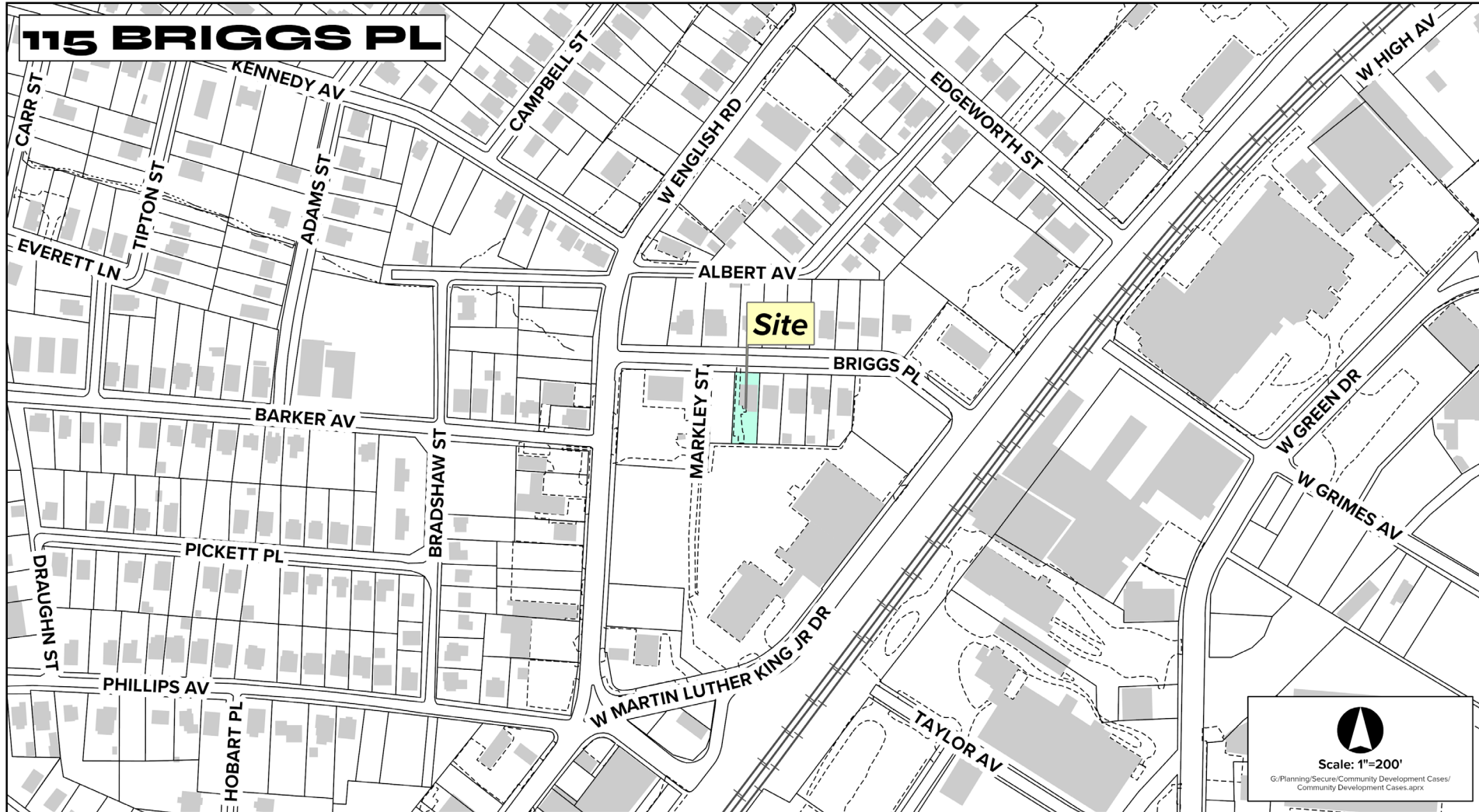
Sandra R. Keeney, City Clerk  
August 6, 2025  
August 13, 2025



## 115 BRIGGS PL

- Complaint and Notice of Hearing held on July 3, 2023.
- Order to Repair or Demolish issued on July 31, 2023 with a compliance due date of August 31, 2023.
- Property sold to a new owner January 21, 2025.
- As of July 31, 2025, no repairs have been completed or permits obtained to repair or demolish the dwelling.
- Owner applied for a construction permit on August 1, 2025.

# 115 BRIGGS PL



Scale: 1"=200'  
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22 May 2025





# CITY OF HIGH POINT

## AGENDA ITEM



**TITLE:** Consideration of an Exception to the City of High Point Conflict of Interest Policy

**FROM:**  
Thanena Wilson  
Community Development & Housing Director

**MEETING DATE:**  
August 5, 2025

**PUBLIC HEARING:**  
No

**ADVERTISED DATE/BY:**  
N/A

- ATTACHMENTS:**
1. City of High Point Conflict of Interest Policy
  2. eCFR Policy
  3. Presentation
- 

**PURPOSE:** Discussion of an exception to the current Conflict of Interest Policy to allow City of High Point employees to receive assistance under Community Development & Housing Department programs.

**BACKGROUND:** City employees frequently inquire about receiving assistance such as down payment assistance, homeowner repairs, or participating in affordable housing development programs. However, under the City of High Point Conflict of Interest Policy, City employees cannot receive any personal or private economic benefit resulting from activities carried out by the City.

**BUDGET IMPACT:** N/A

**RECOMMENDED ACTION REQUESTED:** City Council is requested to authorize the drafting of an exception to the City of High Point Conflict of Interest Policy to allow City employees, and other persons covered by conflict of interest provisions, to participate in Community Development & Housing Department programs.

**CITY OF HIGH POINT CONFLICT OF INTEREST POLICY**

No member of the City Council, officer or employee of the City of High Point shall have any direct or indirect economic stake in any entity participating in the programs of the City, and the City shall not employ any individual who has a stake in such entity. It is the policy of the City that no member of the City Council, officer or employee of the City shall receive any personal or private benefit resulting from the activities of the City or from the receipt by the City of funds from the State of North Carolina or from any other source, apart from reasonable compensation for services rendered and reimbursement for reasonable expenses incurred in the conduct of the business of the City. The City Council shall have the power to make such rules and regulations concerning conflicts of interest as it deems appropriate from time to time.

Adopted by the City Council this 18<sup>th</sup> day of March, 1999.

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This content is from the eCFR and is authoritative but unofficial.

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**Title 24 – Housing and Urban Development**  
**Subtitle B – Regulations Relating to Housing and Urban Development**  
**Chapter V – Office of Assistant Secretary for Community Planning and Development,**  
**Department of Housing and Urban Development**  
**Subchapter C – Community Facilities**  
**Part 570 – Community Development Block Grants**  
**Subpart K – Other Program Requirements**

**Source:** 53 FR 34456, Sept. 6, 1988, unless otherwise noted.

**Authority:** 12 U.S.C. 1701x, 1701 x-1; 42 U.S.C. 3535(d) and 5301-5320.

**Source:** 40 FR 24693, June 9, 1975, unless otherwise noted.

**§ 570.611 Conflict of interest.**

(a) **Applicability.**

- (1) In the procurement of supplies, equipment, construction, and services by recipients and by subrecipients, the conflict of interest provisions in 2 CFR 200.317 and 200.318 shall apply.
- (2) In all cases not governed by 2 CFR 200.317 and 200.318, the provisions of this section shall apply. Such cases include the acquisition and disposition of real property and the provision of assistance by the recipient or by its subrecipients to individuals, businesses, and other private entities under eligible activities that authorize such assistance (e.g., rehabilitation, preservation, and other improvements of private properties or facilities pursuant to § 570.202; or grants, loans, and other assistance to businesses, individuals, and other private entities pursuant to § 570.203, 570.204, 570.455, or 570.703(i)).

(b) **Conflicts prohibited.** The general rule is that no persons described in paragraph (c) of this section who exercise or have exercised any functions or responsibilities with respect to CDBG activities assisted under this part, or who are in a position to participate in a decisionmaking process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a CDBG-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a CDBG-assisted activity, or with respect to the proceeds of the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. For the UDAG program, the above restrictions shall apply to all activities that are a part of the UDAG project, and shall cover any such financial interest or benefit during, or at any time after, such person's tenure.

(c) **Persons covered.** The conflict of interest provisions of paragraph (b) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the recipient, or of any designated public agencies, or of subrecipients that are receiving funds under this part.

(d) **Exceptions.** Upon the written request of the recipient, HUD may grant an exception to the provisions of paragraph (b) of this section on a case-by-case basis when it has satisfactorily met the threshold requirements of (d)(1) of this section, taking into account the cumulative effects of paragraph (d)(2) of this section.

- (1) **Threshold requirements.** HUD will consider an exception only after the recipient has provided the following documentation:

- (i) A disclosure of the nature of the conflict, accompanied by an assurance that there has been public disclosure of the conflict and a description of how the public disclosure was made; and
  - (ii) An opinion of the recipient's attorney that the interest for which the exception is sought would not violate State or local law.
- (2) **Factors to be considered for exceptions.** In determining whether to grant a requested exception after the recipient has satisfactorily met the requirements of paragraph (d)(1) of this section, HUD shall conclude that such an exception will serve to further the purposes of the Act and the effective and efficient administration of the recipient's program or project, taking into account the cumulative effect of the following factors, as applicable:
- (i) Whether the exception would provide a significant cost benefit or an essential degree of expertise to the program or project that would otherwise not be available;
  - (ii) Whether an opportunity was provided for open competitive bidding or negotiation;
  - (iii) Whether the person affected is a member of a group or class of low- or moderate-income persons intended to be the beneficiaries of the assisted activity, and the exception will permit such person to receive generally the same interests or benefits as are being made available or provided to the group or class;
  - (iv) Whether the affected person has withdrawn from his or her functions or responsibilities, or the decisionmaking process with respect to the specific assisted activity in question;
  - (v) Whether the interest or benefit was present before the affected person was in a position as described in paragraph (b) of this section;
  - (vi) Whether undue hardship will result either to the recipient or the person affected when weighed against the public interest served by avoiding the prohibited conflict; and
  - (vii) Any other relevant considerations.

[60 FR 56916, Nov. 9, 1995, as amended at 80 FR 75938, Dec. 7, 2015]



# CITIES ASSISTING EMPLOYEES

## City of Greensboro

- Public Service Heroes Homebuyer Assistance Program – specifically includes municipal employees as eligible participants (cannot be in a decision-making or final approval position)
- Employees are allowed to receive assistance through home repair programs

## City of Winston-Salem

- Downpayment assistance program is administered by a third-party organization
- Must recuse themselves from the decision-making process, cannot receive any funds at closing, and disclose nature of the relationship to the third-party organization or funding agency



# CITIES ASSISTING EMPLOYEES

## City of Gastonia

- General practice that employees can participate in downpayment assistance and home repair programs without exception
- Only exception are family members of employees or elected officials with direct program management or decision-making duties; follow federal regulations for approval

## Exception to the Conflict of Interest Provisions

- Federal regulations govern use of Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) at 24 CFR 570.611(d)