

## HIGH POINT COMMUNITY DEVELOPMENT COMMITTEE MEETING

Tuesday, August 5, 2025 - 4:00 PM

Municipal Office Building  
3<sup>rd</sup> Floor Council Chamber  
211 S. Hamilton Street  
High Point, NC 27260

Community Development Committee - Council Member Tyrone Johnson, Chair

### CALL TO ORDER

*Chair Johnson called the meeting to order at 4:00 p.m. and noted all members were present with the exception of Council Member Vickie McKiver.*

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

**Absent:** Council Member Vickie McKiver

### 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.

*This item was removed from the agenda.*

- 2025-338     **Local Codes Annual Strategic Plan Update**  
The Local Codes Enforcement Division will provide an update on activities for June 2025.

*Code Enforcement Manager Kaylie Parrish reported that in June there were a total of 250 public nuisance cases, with 124 city-initiated and 126 initiated by citizen complaints. For zoning cases, there were 41 total, 20 of which were initiated by citizens and 21 by the City. Minimum housing cases totaled 25, with 8 city-initiated and 17 initiated by citizens.*

*Ms. Parrish highlighted a case at 1018 Asheboro Street, which began in February 2023 as a repair or demolish order. The complaint was received, and a notice of hearing was held on February 6, 2023, followed by an order to repair or demolish with a compliance date of March 6, 2023. The property received a certificate of occupancy on April 4, 2025.*

*Before repairs, the property's exterior had significant deterioration, including siding falling off, structural issues with windows, foundation concerns, and peeling paint. The interior was gutted. Following extensive renovations, including new vinyl siding, new*

*windows, and a complete interior remodel, the property was brought into compliance. The owner subsequently sold the property, and it is now occupied.*

*In response to a Council Member Andrew's inquiry regarding the time gap between the order and certificate of occupancy, Ms. Parrish explained that the duration is generally due to construction timelines. In some cases, delays occur because properties change ownership multiple times before permits are obtained.*

*Council Members commended the outcome, noting the quality of the renovations and the positive transformation of the property.*

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.

*Code Enforcement Manager Kaylie Parrish presented the case for 115 Briggs Place, which was initiated by a field inspector following a fire that caused significant exterior and interior structural damage. The complaint notice of hearing was held on July 3, 2023, and an order to repair or demolish was issued on July 31, 2023, with a compliance deadline of August 31, 2023.*

*The property changed ownership twice since that time, most recently on January 21, 2025. The current owner has applied for a residential construction permit; however, the permit remains incomplete pending the addition of contractors. The previous owner made limited exterior repairs, including patching a hole on the right side of the house, but no substantial restoration was completed.*

*Ms. Parrish reported that the roof remains unrepaired without a tarp, the interior is gutted, and extensive work is required, including new electrical wiring, plumbing, and HVAC installation. Some new windows have been installed, but large openings remain in other areas of the home.*

*She stated that Code Enforcement's goal is to achieve compliance and have the home rehabilitated for safe occupancy. The owner has expressed interest in completing the repairs, and if granted more time, would be required to sign an acknowledgment of time form establishing deadlines for completion. Staff would monitor progress and, if deadlines were not met, could move forward with enforcing the demolition ordinance.*

*In response to Council Member Johnson, Ms. Parrish confirmed that the current owner obtained the incomplete permit on August 1, 2025, after speaking with staff on July 31, 2025. No further contact has been made since then, though the owner has been notified by Planning and Development of the steps needed to correct the permit. She also clarified that even with Council approval of the demolition ordinance, staff would work with the owner to allow time for repairs if reasonable progress is demonstrated.*

**A motion was made by Council Member Cook, seconded by Council Member Andrew, to adopt the Ordinance to Demolish a dwelling located at 115 Briggs Place and authorize the appropriate City Official(s) to execute all necessary documents.**

**The motion passed with the following vote:**

**Aye:** Council Member Johnson, Council Member Andrew, and Council Member Cook

**Nay:** None

**Absent:** Council Member McKiver

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.

*Community Development and Housing Director Nina Wilson presented a request for authorization to draft an exception to the City's conflict of interest policy to allow City employees to participate in certain housing programs, such as down payment assistance, homeowner repair programs, and affordable housing development opportunities. She explained that the current policy, adopted in March 1999, prohibits City employees, their relatives, or associated individuals from receiving any personal or private economic benefit from City programs. However, federal regulations under the Community Development Block Grant Program (24 CFR 570.611) allow for an exception to be granted with HUD approval, provided that safeguards are in place.*

*Mrs. Wilson shared examples from other municipalities. In Greensboro, municipal employees are included in its Public Service Heroes Homebuyer Assistance Program provided they are not involved in program decision-making. Winston-Salem uses a third-party administrator with disclosure and recusal requirements. Gastonia allows employees to participate with similar restrictions. She noted that High Point has seen an increase in employee interest in these programs and recommended moving forward with drafting a policy exception for Council consideration.*

*Council members discussed ensuring that employees would not have an unfair advantage or inside knowledge that could give them priority over the public. Mrs. Wilson clarified that programs are open to all High Point residents and participation would follow the same processes as for other applicants.*

*Deputy City Manager Greg Ferguson suggested that staff also review the current down payment assistance amount, which is \$7,500, to determine if an increase is warranted given rising housing and construction costs. Mrs. Wilson noted that some lenders have*

*cited the current amount as a limitation and that neighboring cities have recently increased their assistance levels.*

**A motion was made by Council Member Johnson, seconded by Council Member Cook, to direct staff to review and propose updates to the down-payment assistance program and the housing repair program, including consideration of increasing assistance amounts, and to review and propose revisions to the City’s conflict of interest policy to allow City employees to participate in these programs with appropriate safeguards. Recommendations will be brought back to the Community Development Committee for further review.**

**The motion passed with the following vote:**

**Aye:** Council Member Johnson, Council Member Andrew and Council Member Cook

**Nay:** None

**Absent:** Vickie McKiver

**ADJOURNMENT**

*Committee Members announced that National Night Out would take place that evening, rain or shine and encouraged residents to participate, noting that if no events were being held in their own ward, they were welcome to attend events in other wards. The emphasis was on coming together as a community, enjoying one another’s company, and taking part in the festivities.*

*There being no further business to come before the Community Development Committee the meeting adjourned at 4:27p.m.*

Respectfully Submitted,

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Tyrone Johnson, Chairman

Attest:

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Sandra Keeney, City Clerk