



MEMO

To: Asheboro Redevelopment Commission

From: Trevor L. Nuttall, Assistant City Manager

Date: January 29, 2025

RE: Asheboro Redevelopment Commission Regular Meeting

A handwritten signature in black ink, appearing to be "T. Nuttall", written over the "From" line of the memo.

The Asheboro Redevelopment Commission will have its regularly scheduled meeting on **Monday, February 3, 2025** in the Council Chambers at City Hall, located at 146 N. Church Street.

AGENDA
ASHEBORO REDEVELOPMENT COMMISSION
MONDAY, FEBRUARY 3, 2025
CITY HALL COUNCIL CHAMBERS
146 N. CHURCH STREET
9:00 AM

- I. Call to order
- II. Approval of the minutes from the December 2, 2024 regular meeting
- III. Closeout Report for the 2023 Urgent Repair Program
- IV. Results of Downtown Parking Study Public Engagement
- V. Update from Downtown Development Manager Addie Corder
- VI. Code Enforcement Report from Officer Chuck Garner
- VII. Items not on the agenda
- VIII. Adjourn

Minutes
Asheboro Redevelopment Commission
December 2, 2024
9:00 AM

The Asheboro Redevelopment Commission held its meeting on Monday, December 2, 2024, at 9:00 AM in the Council Chambers at City Hall, located at 146 North Church Street, Asheboro, NC 27203.

Members Present:

Ross Holt, Chair
Delilah Warner, Vice-Chair
A. Owen George, III
David Jarrell
Ann McGlohon
Katie Snuggs

Members Absent:

Gene Isom
Ryan Terry

Also present were John Evans, Community Development Division Director; Brad Morton, Planner/Zoning Administrator; Trevor Nuttall, Assistant City Manager

Call to Order

Mr. Holt called the meeting to order.

Approval of the minutes from the November 4, 2024 regular meeting

Ms. McGlohon moved to approve the November 4, 2024 regular meeting minutes. Ms. Snuggs seconded the motion, and the motion carried unanimously.

Adoption of 2025 meeting dates

Ms. Warner moved to adopt the 2025 meeting dates. Mr. Jarrell seconded the motion, and the motion carried unanimously. The following 2025 meetings dates are hereby adopted:

- Monday, January 6, 2025
- Monday, February 3, 2025
- Monday, March 3, 2025
- Monday, April 7, 2025
- Monday, May 5, 2025
- Tuesday, September 2, 2025
- Monday, October 6, 2025

- Monday, November 3, 2025
- Monday, December 1, 2025

Member contact information update

Mr. Nuttall stated that if any of the members had updated contact information, they could make staff aware at this time. There were no updates to member contact information and no formal action was taken.

General update of upcoming events and projects of interest

Mr. Nuttall reported on the following upcoming events and projects of interest:

- **Downtown Parking Study:** Parking consultant held focus group meetings with downtown stakeholders and the public to share existing parking conditions downtown and address any concerns people had. This was followed by an open house at the Senior Center. He stated that this was a good first stage of public engagement. There likely will be a survey released this week regarding existing conditions and the future of downtown parking. Mr. Holt participated in a focus group and Mr. Jarrell attended a focus group and the open house. Mr. Holt remarked that he had shared the future development of over 700 housing units coming to Asheboro, and for the study to consider this future development. Mr. Nuttall stated that staff had spoken with the consultant regarding future development impacts. Mr. Holt mentioned to approach traffic with a marketing approach regarding signage and wayfinding. Mr. Nuttall mentioned to be on the lookout for the survey coming soon.
- **Jarrell Garden:** Received \$300,000 from Land and Water Conservation Fund towards the project. In process of requesting \$240,000 from the COVID-19 relief funds to be reallocated, which will serve as most of the 1:1 match. With an investment of around 50,000 from the City, around \$600,000 in funding will be available to begin construction. He stated that this would not fund all the project, but it will go a long way.
- **Fire Station #3:** Fully under contract with the design firm for the Emergency Operations Center on Zoo Parkway (Fire Station #3). He mentioned that Chief Summers has retired and that Chief Cockman will be overseeing the process for this Emergency Operations Center.
- **NCDOT Resurfacing projects:** Mr. Nuttall mentioned that Hwy 42 (Salisbury Street) will be fully resurfaced from I73/74 to E. Salisbury/NC Hwy 42 split. He mentioned that Martin Luther King Jr. Drive as well as Coleridge Road and Dublin Square Road will all be resurfaced within the city limits under the FY 2024 contract. He stated that NCDOT has not submitted 2025 roads at this time. Ms. Warner inquired on who maintains

Fayetteville Street, to which Mr. Nuttall stated that NCDOT maintains this road. Mr. George inquired about NCDOT's fiscal year and what timeframe that will cover. Mr. Nuttall stated that he is unsure which fiscal calendar they use, either a July or an October FY. He is hopeful that before October these improvements will be completed. Ms. Snuggs inquired about Greensboro Street, to which Mr. Nuttall stated that this is a city-maintained street the city is looking to resurface. Mr. Holt inquired about the South Fayetteville NCDOT project. Mr. Nuttall stated that this project will allow left turns onto Country Club Drive and allow for better access to Highway 64.

Items not on the agenda

Mr. Nuttall thanked the commission for all their hard work and assistance this year.

Ms. Snuggs inquired on who responds to after-hours nuisance calls related to noise as well as instances of crime, including gunshots. Mr. Nuttall advised for the person having these issues to call 911 and get a report generated. There were no further items.

Adjourn

Mr. Jarrell moved to adjourn the meeting. Ms. Warner seconded the motion, and the motion carried unanimously. At this time, hearing no objections, Mr. Holt adjourned the meeting.

Brad Morton, Secretary
Asheboro Redevelopment Commission



3508 Bush Street
Raleigh, NC 27609
919-877-5700
www.HousingBuildsNC.com

January 23, 2025

Mr. John Ogburn III, City Manager
City of Asheboro
146 N Church St.
Asheboro, NC 27203-5436

Dear Mr. Ogburn:

This letter is to present the results of a review of the City of Asheboro's (the City's) 2023 Urgent Repair Program project (URP2302), based on an in-person monitoring visit on Wednesday, December 18, 2024 by me, as well as a review of other documentation on file at the North Carolina Housing Finance Agency (the Agency).

The review was intended to: 1) gauge the progress of the projects; 2) determine compliance with the approved Application for Funding and URP23 Program Guidelines; and 3) provide technical assistance and recommendations for project improvement.

Enclosed is a report detailing the results of the review. A reply to this report is not required. We appreciate the City of Asheboro's participation in URP23 and your ongoing efforts to improve housing conditions of those most in need.

I thank Mr. Trevor Nuttall, Community Development Director, and Daniel Jordan, Community Development Project Coordinator for PTRC, for the cooperation and courtesy extended during the review. I look forward to continuing to work with you and your team to complete any final steps for the closeout of your URP23 project.

Sincerely,

A handwritten signature in black ink that reads "Chuck Dopler". The signature is fluid and cursive, with the first name "Chuck" being more prominent than the last name "Dopler".

Chuck Dopler
Senior Housing Rehabilitation/Supportive Housing Officer

cc: Mr. Trevor Nuttall, Community Development Director
Mr. Drew Corbett, Community Development Supervisor, PTRC
Mr. Daniel Jordan, Community Development Project Coordinator, PTRC

Monitoring Report

City of Asheboro URP2302

Progress of Projects:

URP2302: Under the original URP23 Application for Funding, a total of eleven units in the City of Asheboro (URP2302) were targeted for assistance. Per the most recent information in our electronic files, nine units were set up and completed by the date of the monitoring visit. You may use any remaining funding on additional units if they are under contract by December 31, 2024. Otherwise, the deadline to close out this project is February 14, 2025.

Discussion with Designated Recipient Member

Before each of the in-home monitoring visits, and after each one, I consulted Trevor and Daniel. I appreciated the openness and the time allowed to candidly discuss the URP program as it specifically relates to your service area. Each home visit was very successful as I was able to see the previously completed work clearly and to talk with each homeowner.

Compliance with Program Guidelines

Policies and Procedures

The City of Asheboro's URP Assistance Policy and Procurement and Disbursement Policies were once again reviewed before my visit. The policies as written appear to be more than adequate to govern the administration of the project under typical circumstances.

Case File Review

Three case files (T. Thompson, B. Cheek, and R. Mabry) were reviewed at the NCHFA office before my visit, using our desktop monitoring procedure under the direction of Mark Lindquist, Senior Program Compliance Coordinator. The files were detailed and organized well. The review turned up some minor issues as noted below; all are now complete. There were no major issues with any of the reviewed files.

Thompson:

- 1) The Pre-construction Conference record was missing its date.
- 2) The Construction Contract was missing the Contractor's signature.
- 3) The Release of Liens form had illegible dates.
- 4) The RRP Firm and Qualifier names and license numbers were missing.

Cheek:

- 1) The RRP Firm and Qualifier names and license numbers were missing.
- 2) The Promissory Note requires a modification as it did not include the cost of the change order, nor the written amount.

Monitoring Report City of Asheboro URP2302

Mabry:

- 1) The Construction Contract was missing the Contractor's signature.
- 2) The RRP Firm and Qualifier names and license numbers were missing.

Trevor and Daniel were able to produce the missing information and documents noted above during and immediately after the monitoring visit. It seems that the most recent, or revised, documents were not available to be sent with the original file request. The latest requested information has now been provided.

Inspection of Dwelling Units

After sharing the file review results with Trevor and Daniel, I accompanied Daniel to the homes corresponding to the three selected homeowners for the file reviews above. Homes were inspected for work completed per your Work Write-ups and Change Orders that included before-construction photos as completed using Neighborly Software. All were very clear and detailed well. All work appeared to have been completed per the requirements of the NC Building Code, where applicable. All of the units met the requirements for eligibility under URP program guidelines, and were completed as described in the Work Write-ups.

After discussions with the homeowners, I had no questions or issues. They were well pleased and expressed their overall satisfaction with the completed work. In all cases the completed work really helped to make the day-to-day lives easier for the homeowners and their families.

The Thompson unit was especially good to see, as it was an example how a roof replacement and a small amount of siding and fascia repair can transform a home in desperate need of major component replacement for the physical salvation of the house into a home that the homeowner was extremely proud of, very relieved and thankful for the opportunity.

Final Comments

The City of Asheboro is one of the few municipalities in the state that apply for funding for affordable housing rehabilitation. As Trevor stated in an email, 'without NCHFA and PTRC, these homeowners would not have gotten much-needed help.' Indeed, we are honored to be able to provide funding and technical assistance to be able to help you meet your goals and mission with PTRC. As your city continues to expand rapidly, we encourage you to apply for funding more often. I look forward to working with you as you move forward with your URP23 closeout. Please contact me with any questions that you may have.