

City of High Point

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



Meeting Agenda

Monday, December 21, 2020

5:30 PM

Council Chambers

City Council

Jay W. Wagner, Mayor

Britt W. Moore (At Large), Mayor Pro Tem

*Tyrone Johnson (At Large), Cyril Jefferson (Ward 1), Christopher Williams (Ward 2),
Monica L. Peters (Ward 3), S. Wesley Hudson (Ward 4), Victor Jones (Ward 5), and
Michael Holmes (Ward 6)*

As part of the City of High Point's on-going COVID-19 mitigation efforts, in-person attendance will not be allowed at this meeting. Instead, the meeting will be live-streamed and the public can listen to the meeting as it is being live-streamed by clicking on the following link www.HighPointNC.gov/VirtualPublicMeeting.

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

STRATEGIC PLAN UPDATE

FINANCE COMMITTEE - Mayor Pro Tem Moore, Chair

PUBLIC HEARINGS

Note: Pursuant to adopted legislation regarding remote meetings during a State of Emergency, these public hearings will remain open to allow for the required 24-hour waiting period to receive additional public comments prior to the vote being taken during a Recessed Meeting of City Council on Wednesday, December 23, 2020 at 5:30 p.m.

[2020-514](#)

Public Hearing: Hot Shots Distributing, Inc. - Performance Based Incentives

Monday, December 21, 2020 at 5:30pm is the date and time established to receive public comments regarding a request for City Council to approve performance based incentives up to the amount of \$31,758.00 for Hot Shots Distributing, Inc. and authorize the City Manager to execute a performance agreement with Hot Shots Distributing, Inc. containing benchmarks for the company to achieve and a schedule for the payment of incentives

Attachments: [6. Hot Shots Inc. Distributing Performance Incentives](#)

[2020-519](#)

Public Hearing: Proposed System Development Fee

Monday, December 21, 2020 at 5:30 p.m. is the date and time established to receive public comments regarding a proposed System Development Fee for High Point's Water and Sewer System.

Attachments: [FINAL System Development Fee Public Hearing.pdf](#)

CONSENT AGENDA ITEMS

[2020-515](#)

Contract - Sole Source - Mobile Communications America (MCA) - 911 Communications High Point Police Department

City Council is requested to award a sole source contract to Mobile Communications America (MCA) in the amount of \$304,530.95 for a five year lease to purchase a Vesta 9-1-1 Phone System to update the current 911 Communications Center located in City Hall, and outfit its new (primary) 911 Communications Center located at 1730 Westchester Drive and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [1. 911 Phone System Lease](#)

[2020-516](#)**Contract - Sole Source - Mobile Communications America (MCA) - 911 Phone System Supplemental Purchase**

City Council is requested to award a sole source contract to Mobile Communications America (MCA) in the amount of \$88,834.42 for the purchase of six (6) supplemental phones from MCA and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [2. Phone System Sup Purchase](#)

[2020-517](#)**Contract - Sterling Water Technologies - Corrosion Inhibitor - Ward Water Treatment Plant (WWTP)**

City Council is requested to award a three (3) year contract to Sterling Water Technologies in the amount of \$198,987.38 for the purchase of Corrosion Inhibitor for the Ward Water Treatment Plant (WWTP).

Attachments: [3. Sterling Water Technologies-Corrosion Inhibitor](#)

REGULAR AGENDA ITEMS[2020-528](#)

Note: The public hearing for this matter was held earlier in this meeting; however, action cannot be taken on this matter at tonight's meeting due to the required 24-hour waiting period to receive additional public comments. A vote may be taken on this matter during a Recessed Meeting of City Council on Wednesday, December 23, 2020 at 5:30 p.m. or at a later date.

Resolution- Proposed System Development Fee

Council is requested to adopt the Resolution Authorizing the High Point City Council to Establish and Adopt System Development Fees Assessed by the Water and Sewer Funds According to the Provisions of GS 162A, "North Carolina Water and Sewer Authorities Act," and that the System Development Fees become effective October 1, 2021.

Attachments: [FINAL Resolution System Development Fee.pdf](#)

COMMUNITY DEVELOPMENT COMMITTEE - Council Member Williams, Chair**PENDING ITEMS**[2020-456](#)**Ordinance - Demolition of Dwelling - 208 Lawndale Avenue**

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 208 Lawndale Avenue belonging to Margaret Ann Robbins.

Attachments: [208 Lawndale Council Packet](#)

[2020-422](#)**Ordinance - Demolition of Dwelling - 711 Hines Street**

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 711 Hines Street belonging to Dolores Lobo Martinez, property deed date 7/19/2019, Lis Pendens record 8/27/2018, Previous owner Isa Irina Reyes-Lobo.

Attachments: [711 Hines St Council Packet](#)

**PROSPERITY & LIVABILITY COMMITTEE - Council Member Hudson,
Chair**[2020-518](#)**Foxwood Meadows Development Flooding- Egress/Ingress Options**

City Council is requested to approve a request from Public Services to pursue survey and engineering design to seek viable solutions to provide egress/ingress options for Foxwood Meadows due to flooding.

Attachments: [FINAL Foxwoode Meadows Development Flooding](#)

GENERAL BUSINESS AGENDA[2020-521](#)**Ordinance - Revisions Establishing Dates & Times for Official Sessions of the High Point City Council**

City Council is requested to adopt a Revised Ordinance Establishing Dates and Times for Official Sessions of the High Point City Council reflecting the addition of the April 19 City Council meeting to the 2021 Meeting Schedule.

Attachments: [FINAL Revisions to 2021 Meeting Schedule](#)

[2020-520](#)**Minutes To Be Approved**

Finance Committee; December 3rd @ 4:00 p.m.

Special Meeting of City Council; December 7th @ 3:30 p.m.

Regular Meeting of City Council; December 7th @ 5:30 p.m.

Community Development Committee; December 8th @ 4:00 p.m.

Prosperity & Livability Committee; December 9th @ 9:00 a.m.

Recessed Meeting of City Council; December 9th @ 5:30 p.m.

Attachments: [1. December 3 2020 Finance Committee Meeting Minutes.pdf](#)

[2. December 7 2020 Special Meeting Minutes.pdf](#)

[3. December 7 2020 High Point City Council Meeting.pdf](#)

[4. December 8 2020 Community Development Committee Meeting Minutes.pdf](#)

[5. December 9 2020 P L Committee Meeting Minutes.pdf](#)

[6. December 9 2020 Recessed Meeting Minutes.pdf](#)

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



Title: Revisions to the Ordinance Establishing Dates and Times for Official Sessions of the High Point City Council

From: Randy McCaslin, Interim City Manager

Meeting Date: December 21, 2020

Public Hearing: N/A

Advertising Date /
Advertised By: N/A

Attachments: Revised Ordinance Establishing Dates and Times for Official Sessions of the High Point City Council

PURPOSE:

To adopt a Revised Ordinance Establishing Dates and Times for Official Sessions of the High Point City Council.

BACKGROUND:

At the Organizational Meeting of the 2019-2023 City Council held on Monday, December 2, 2019, Council adopted an Ordinance Establishing Dates and Times for Official Sessions of the High Point City Council. On Monday, November 16, 2020, the City Council subsequently made additional revisions to the schedule reflecting revisions to the 2021 meeting schedule. As a result of the High Point Furniture Market Authority's recent announcement regarding postponing the Spring 2021 Furniture Market that was scheduled for April 17-21 until June, the City Council Meeting for April 19th will be reinstated and added back to the 2021 Adopted Meeting Schedule.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

Council is requested to adopt the Revised Ordinance Establishing Dates and Times for Official Sessions of the High Point City Council reflecting the addition of the April 19 City Council to the 2021 Meeting Schedule.

REVISED
ORDINANCE ESTABLISHING DATES AND TIMES FOR OFFICIAL SESSIONS OF THE
HIGH POINT CITY COUNCIL

WHEREAS, Article II, Section 2.5 of the Charter of the City of High Point (Chapter 501 of the Session Laws of 1979, as amended), requires that the City Council establish specific dates for all meetings, and provide for the call of special meetings;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT, NORTH CAROLINA:

Pursuant to Article II, Section 2.5 of the Charter of the City of High Point, that on and after December 2, 2019, there shall be held Regular meetings of the High Point City Council in the Council Chambers on the Third Floor of the Municipal Building, located at 211 South Hamilton Street, High Point, North Carolina. The meeting schedule shall be as follows:

Regular Meetings of the City Council shall be held on the first and third Monday of each month at **5:30 p.m.** except for the following meetings:

2020 Meeting Revisions:

Cancellation of the Monday, January 20th Council Meeting and rescheduling to Tuesday, January 21st at 5:30 p.m. due to the MLK Holiday
Cancellation of the Monday, April 20th Council Meeting due to the High Point Furniture Market
Cancellation of the Monday, July 6th Council Meeting due to the 4th of July Holiday
Cancellation of the Monday, September 7th Council Meeting due to the Labor Day Holiday
Cancellation of the Monday, October 19th Council Meeting due to the High Point Furniture Market

2021 Meeting Revisions:

Cancellation of the Monday, January 18th Council Meeting and rescheduling to Tuesday, January 19th due to the MLK Holiday

~~Cancellation of the Monday, April 19th Council Meeting due to the High Point Furniture Market~~

Cancellation of the Monday, July 5th Council Meeting due to the July 4th Holiday

Cancellation of the Monday, September 6th Council Meeting due to the Labor Day Holiday

Cancellation of the Monday, October 18th Council Meeting due to the High Point Furniture Market

City Manager's Briefing Sessions shall be held on the 1st and 3rd Monday at 4:00 p.m. in the 3rd Floor Lobby Conference Room, unless otherwise announced.

Any Special Called Meetings—including Closed Sessions—may be called as provided by law.

All scheduled meetings shall be in accordance with the Open Meetings Law.

(these meetings could be subject to cancellation if there is no business to be considered)

FURTHER, that the Mayor, when present, shall preside at all meetings of the City Council. If the Mayor is absent, then the Mayor Pro Tempore shall preside. If the Mayor Pro Tempore is also absent, then any other Member of City Council may be selected to preside at the meeting.

Meeting schedule to be effective upon adoption.

Adopted by the City Council this 2nd day of December 2019;
Revised by the City Council this 16th day of November 2020; and
Revised by the City Council this 21st day of December 2020.

Jay W. Wagner, Mayor

Attest:

Lisa B. Vierling, MMC
City Clerk



HIGH POINT MARKET AUTHORITY

164 South Main Street, Suite 700
High Point, NC 27260

P: 336.869.1000
F: 336.869.6999

highpointmarket.org

FOR IMMEDIATE RELEASE

Contact: Ashley D. Grigg
Director of Marketing & Communications
ashley@highpointmarket.org
336.888.3236

High Point Market Authority Postpones Spring 2021 Market Until June

HIGH POINT, N.C., December 15, 2020 — The High Point Market Authority announces a date change for the upcoming Spring 2021 Market. Originally scheduled for April 17-21, Spring Market is postponed until June 5-9, 2021.

“We are encouraged by the recent headlines about COVID-19 vaccines, but realistic about its impact on a spring timeframe, as the rollout will be slow. Coupled with the reality within our industry regarding supply shortages and manufacturing/shipping disruptions, the board of directors agreed it would be most beneficial to delay Spring Market until June,” commented Tom Conley, president and CEO of the High Point Market Authority.

A called board meeting took place on December 14 to discuss the potential date change upon receiving the suggestion from several exhibitors. The Market Authority’s board of directors voted unanimously to approve the shift.

“While our safety measures proved effective this past fall, allowing more time this upcoming spring for the pandemic situation to improve and travel restrictions to ease makes sense. The industry will also benefit from a few additional weeks for product manufacturing and shipping,” commented Dudley Moore, Jr., chairman of the Market Authority’s board of directors and president of Otto & Moore. “Our paramount objective of prioritizing the health and safety of both industry members and the High Point community remains, while also allowing us to continue supporting ongoing business.”

Registration for the Spring 2021 Market will open in late February at www.highpointmarket.org. The Fall 2021 Market dates remain as scheduled for October 16-20.

About the High Point Market Authority

The High Point Market Authority, www.highpointmarket.org, is the official sponsor and organizer of the High Point Market in High Point, N.C. Featuring an extensive selection of exhibitors spanning every category, style, and price point, and attracting tens of thousands of visitors from more than 100 countries twice each year, the High Point Market is *the* driving force of the home furnishings industry. Find the High Point Market anywhere online, and follow on social media using the hashtag #hpmkt.

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**HIGH POINT CITY COUNCIL
RECESSED MEETING
DECEMBER 9, 2020 – 5:30 P.M.
COUNCIL CHAMBERS**

MINUTES

Note: In order to maintain the health, safety, and well-being of our residents, staff, and the City Council, this meeting was conducted electronically. As part of the City of High Point's COVID-19 mitigation efforts, in-person public attendance was not permitted. Instead, the meeting was live-streamed, and the public was provided a link to listen to the meeting as it was being live-streamed. www.HighPointNC.gov/VirtualPublicMeeting

CALL TO ORDER and ROLL CALL

Mayor Wagner called the meeting to order at 5:35 p.m. (technical difficulties)

Following a virtual roll call vote by Mayor Wagner for attendance, the following council members were present:

Mayor Jay W. Wagner (physically present)
Mayor Pro Tem Britt W. Moore- At Large (remote participation)
Council Member Tyrone E. Johnson- At Large (remote participation)
Council Member Monica L. Peters- Ward 3 (remote participation)
Council Member S. Wesley Hudson- Ward 4 (remote participation [joined at 5:40 p.m.])
Council Member Victor Jones- Ward 5 (remote participation [joined at 5:44 p.m.])
Council Member Michael A. Holmes- Ward 6 (remote participation)

Absent:

Council Member Chris Williams- Ward 2
Council Member Cyril Jefferson- Ward 1

The following staff members were physically present:

Randy McCaslin, Interim City Manager; Greg Ferguson, Assistant City Manager; Eric Olmedo, Assistant City Manager; Meghan Mcguire, Assistant City Attorney; Herb Shannon, Senior Planner-Planning and Development Department; Chris Andrews, Development Administrator-Planning and Development Department; Mary Brooks, Deputy City Clerk; and Lisa Vierling, City Clerk

The following staff members participated remotely:

JoAnne Carlyle, City Attorney; Lee Burnette, Planning & Development Director; David Fencel, Senior Planner-Planning and Development Department

Also present remotely:

Tom Hall; and Charlie Hall

2020-489 Ordinance - Guilford County Landmark Designation of Blair-Coltrane House

A request by the City of High Point for designation of the Blair-Coltrane House located at 118 Underhill Street as a Guilford County Landmark property.

The public hearing for this matter was held on Monday, December 7, 2020 @ 5:30 p.m.

Due to recently adopted legislation regarding remote meetings, the public hearing remained open to allow for the required 24-hour period to receive any additional comments prior to any action being taken by the City Council this matter. Mayor Wagner asked the Deputy City Clerk if any additional comments were received. The Deputy City Clerk reported there were no additional comments received. The public hearing was closed.

Adopted an ordinance for designation of the Blair-Coltrane House located at 118 Underhill Street as a Guilford Count Landmark property.

A motion was made by Mayor Wagner, seconded by Council Member Holmes, that the ordinance be adopted. Following a roll call vote by Mayor Wagner, the motion carried by the following 5-0 unanimous vote:

Aye (5): Mayor Wagner, Mayor Pro Tem Moore, Council Member Johnson, Council Member Peters, and Council Member Holmes

Absent (4): Council Member Williams, Council Member Jefferson, Council Member Hudson, Council Member Jones

**Ordinance No. 7677/20-93
Ordinance Book, Volume XXI, Page 92**

2020-490 Windsor Investments, LLC - Zoning Map Amendment 20-22

A request by Windsor Investment, LLC to rezone approximately 44.6 acres from the Residential Single Family - 3 (R-3) District to a Conditional Zoning Residential Single Family-5 (CZ R-5) District. The site is located along the south side of W. Lexington Avenue, approximately 880 feet west of Wallburg-High Point Road.

The public hearing for this matter was held on Monday, December 7, 2020 @ 5:30 p.m.

Due to recently adopted legislation regarding remote meetings, the public hearing remained open to allow for the required 24-hour period to receive any additional comments prior to any action being taken by the City Council this matter. Mayor Wagner asked the Deputy City Clerk if any additional comments were received. The Deputy City Clerk reported there were no additional comments received. The public hearing was closed.

Adopted an Ordinance approving Zoning Map Amendment 20-22 to rezone approximately 44.6 acres from the Residential Single Family-3 (R-3) District to a Conditional Zoning Residential Single Family-5 (CZ R-5) District.

A motion was made by Mayor Wagner, seconded by Council Member Johnson, that Zoning Map Amendment 20-22 be approved. Following a roll call vote by Mayor Wagner, the motion carried by the following 6-0 unanimous vote:

Aye (6): Mayor Wagner, Mayor Pro Tem Moore, Council Member Johnson, Council Member Peters, Council Member Holmes, and Council Member Hudson,

Absent (3): Council Member Williams, Council Member Jefferson, Council Member Jones

Following the vote on Zoning Map Amendment 20-22, staff reminded Council that it was necessary to adopt the Consistency and Reasonableness Statements as part of the approval process.

Mayor Wagner then moved for approval of the following Consistency and Reasonableness Statements relative to approval of Zoning Map Amendment 20-22. Mayor Pro Tem Moore made a second to the motion. Following a roll call vote by Mayor Wagner, the motion to approve the Consistency and Reasonableness Statements carried by the following 5-0 unanimous vote:

Aye (5): Mayor Wagner, Mayor Pro Tem Moore, Council Member Johnson, Council Member Peters, Council Member Holmes, and Council Member Hudson,

Absent (4): Council Member Williams, Council Member Jefferson, Council Member Jones, and Council Member Holmes (simultaneous communication lost)

Consistency and Reasonableness Statements

That Zoning Map Amendment 20-22 is consistent with the City's adopted policy guidance because the allowable uses and density of the proposed CZ R-5 District are supported by the adopted Land Use Plan and the Northeast Davidson Area Plan. Furthermore, the request is reasonable and in the public interest because prior zoning approvals have allowed both single family and twin home developments along this segment of the W. Lexington Avenue corridor at similar densities.

**Ordinance No. 7678/20-94
Ordinance Book, Volume XXI, Page 93**

2020-491 City of High Point - Text Amendment 20-03

A request by the Planning and Development Department to amend various sections of the City of High Point Development Ordinance to address revisions to the state watershed rules related to the powers and duties of staff, procedural changes for watershed variances, standards for surface water protection, and updates to terminology, references and definitions.

The public hearing for this matter was held on Monday, December 7, 2020 @ 5:30 p.m.

Due to recently adopted legislation regarding remote meetings, the public hearing remained open to allow for the required 24-hour period to receive any additional comments prior to any action

being taken by the City Council this matter. Mayor Wagner asked the Deputy City Clerk if any additional comments were received. The Deputy City Clerk reported there were no additional comments received. The public hearing was closed.

Adopted ordinance approving Text Amendment 20-03 amending various sections of the City of High Point Development Ordinance to address revisions to the state watershed rules related to the powers and duties of staff, procedural changes for watershed variances, standards for surface water protection, and updates to terminology, references and definitions, based on the following consistency and reasonableness statements.

Consistency and Reasonableness Statements

That Text Amendment 20-03 is consistent with the City's adopted policy guidance because the proposed amendments support goals and objectives in the Land Use Plan to ensure development respects the natural environment and protects and preserves environmentally sensitive locations, including watershed critical areas. Furthermore, the request is reasonable and in the public interest because the amendments are necessary to implement changes made to the State's watershed protection rules and will help protect the environment and the city's water supply.

A motion was made by Mayor Wagner, seconded by Hudson, that the Text Amendment 20-03 be approved. Following a roll call vote by Mayor Wagner, the motion carried by the following 5-0 unanimous vote:

Aye (5): Mayor Wagner, Mayor Pro Tem Moore, Council Member Johnson, Council Member Peters, and Council Member Hudson,

Absent (4): Council Member Holmes [simultaneous connection lost], Council Member Williams, Council Member Jefferson, and Council Member Jones

Ordinance No. 7679/20-95

Ordinance Book, Volume XXI, Page 94

2020-492 City of High Point - Text Amendment 20-04

A request by the Planning and Development Department to amend various sections of the City of High Point Development Ordinance to revise standards related to wireless telecommunication facilities, necessitated by state and federal legislation, related to establishing a new permitting process, removal of special use process, changing structure heights, establishing undergrounding standards, establishing small cell wireless standards, and updating terminology, references and definitions.

The public hearing for this matter was held on Monday, December 7, 2020 @ 5:30 p.m.

Due to recently adopted legislation regarding remote meetings, the public hearing remained open to allow for the required 24-hour period to receive any additional comments prior to any action being taken by the City Council this matter. Mayor Wagner asked the Deputy City Clerk if any additional comments were received. The Deputy City Clerk reported there were no additional comments received. The public hearing was closed.

Adopted an ordinance approving Text Amendment 20-04 amending various sections of the City of High Point Development Ordinance to revise standards related to wireless telecommunication facilities, necessitated by state and federal legislation, related to establishing a new permitting process, removal of special use process, changing structure heights, establishing undergrounding standards, establishing small cell wireless standards, and updating terminology, references and definitions, based on the following consistency and reasonableness statements.

Consistency and Reasonableness Statements

That Text Amendment 20-04 is consistent with the City's adopted policy guidance because the proposed amendments are generally technical and legal in nature but in part they support the Land Use Plan goal to enhance the aesthetic appearance of High Point. Furthermore, the request is reasonable and in the public interest because the amendments are necessary changes due to State legislation and FCC telecommunication rules.

A motion was made by Mayor Wagner, seconded by Council Member Jones, that Text Amendment 20-04 be approved. Following a roll call vote by Mayor Wagner, the motion carried by the following 6-0 unanimous vote:

Aye (6): Mayor Wagner, Mayor Pro Tem Moore, Council Member Johnson, Council Member Peters, Council Member Hudson, and Council Member Jones
Absent (4): Council Member Holmes [simultaneous connection lost], Council Member Williams, and Council Member Jefferson

**Ordinance No. 7680/20-96
Ordinance Book, Volume XXI, Page 95**

Motion to Suspend the Rules

A motion was made by Mayor Wagner, seconded by Council Member Hudson, to suspend the rules to add the following items to tonight's agenda for consideration. Following a roll call vote by Mayor Wagner, the motion carried by the following 6-0 unanimous vote:

Aye (6): Mayor Wagner, Council Member Johnson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes
Absent (3): Mayor Pro Tem Moore [simultaneous connection lost], Council Member Williams, and Council Member Jefferson

Mayor Wagner noted that the second amendment to Land Disposition Agreement (LDA), and Development Agreement; and the amended and restated Memorandum of Understanding (MOU) with Elliott Sidewalk Communities High Point, LLC were provided to council prior to the recessed meeting.

General Agenda Items

2020-511 Second Amendment to Land Disposition Agreement (LDA) with Elliott Sidewalk Communities High Point, LLC

Council is requested to approve the Second Amendment to the Land Disposition Agreement (LDA) with Elliott Sidewalk Communities High Point LLC. The extension of the development schedule for Parcel A is tied to the city's construction start of public parking.

Approved Second Amendment to the Land Disposition Agreement (LDA) with Elliott Sidewalk Communities High Point LLC.

A motion was made by Mayor Wagner, seconded by Council Member Holmes, that this matter be approved. Following a roll call vote by Mayor Wagner, the motion carried by the following 6-0 unanimous vote:

Aye (6): Mayor Wagner, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

Absent (3): Mayor Pro Tem Moore [simultaneous connection lost], Council Member Williams, Council Member Jefferson

2020-512 Second Amendment to the Development Agreement with Elliott Sidewalk Communities High Point LLC

Council is requested to approve the Second Amendment to the Development Agreement with Elliott Sidewalk Communities High Point LLC. The extension of the development schedule for Parcel A is tied to the city's construction start of public parking.

Approved Second Amendment to the Development Agreement with Elliott Sidewalk Communities High Point LLC.

A motion was made by Mayor Wagner, seconded by Council Member Holmes, that this matter be approved. Following a roll call vote by Mayor Wagner, the motion carried by the following 6-0 unanimous vote:

Aye (6): Mayor Wagner, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

Absent (3): Mayor Pro Tem Moore [simultaneous connection lost], Council Member Williams, Council Member Jefferson

2020-513 Amended and Restated Memorandum of Understanding (MOU) between the City of High Point and Elliott Sidewalk Communities LLC

Council is requested to approve the Amended and Restated Memorandum of Understanding (MOU) between the City of High Point and Elliott Sidewalk Communities LLC relating to the development of a number of properties in the downtown area of High Point, which are part of the City's downtown development catalyst project. This amended Memorandum of

Understanding (MOU) replaces and supersedes in its entirety the prior Memorandum of Understanding (MOU) among the parties signed and effective as of September 15, 2020 and provides for further exploration and negotiation related to a combined Parcel A and 315 N. Elm Street unified development structure.

Approved Amended and Rested Memorandum of Understanding (MOU) between the City of High Point and Elliott Sidewalk Communities LLC relating to the development of a number of properties in the downtown area of High Point, which are part of the City's downtown development catalyst project.

A motion was made by Mayor Wagner, seconded by Council Member Holmes, that this matter be approved. Following a roll call vote by Mayor Wagner, the motion carried by the following 6-0 unanimous vote:

Aye (6): Mayor Wagner, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

Absent (3): Mayor Pro Tem Moore [simultaneous connection lost], Council Member Williams, Council Member Jefferson

ADJOURNMENT

Mayor Wagner asked if there were any objections to adjourn the meeting. Hearing no objections, Mayor Wagner declared the meeting adjourned at 5:50 p.m.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Mary S. Brooks, Deputy City Clerk



FINANCE COMMITTEE
(Virtual Meeting)
Chaired by Council Member Moore
Members: Moore, Holmes, Peters, and Jones
December 3, 2020 – 4:00 p.m.
3rd Floor Council Chambers

Present (2): Chairman Britt Moore; Committee Member Victor Jones
Participating

Remotely (2): Committee Member Michael Holmes; and Committee Member Monica Peters

Staff Present:

Randy McCaslin, Interim City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Steve Lingerfelt, IT Services Director; Eric Xavier, IT Services Assistant Director; Lisa Vierling, City Clerk; and Mary S. Brooks, Deputy City Clerk

Staff Participating

Remotely: JoAnne, Carlyle, City Attorney; Meghan McGuire, Assistant City Attorney; Terry Houk, Public Services Director; Bobby Fitzjohn, Director of Financial Services; and Laura Altizer, Senior Budget Analyst

As part of the city of High Point's COVID-19 mitigation efforts, in-person attendance was not allowed at this meeting. Instead, the meeting was live-streamed, and the public was provided a link to listen to the meeting as it was being live-streamed.

CALL TO ORDER

Chairman Moore called the meeting to order at 4:05 p.m.

PRESENTATION OF ITEMS**2020-473 Comprehensive Annual Financial Report (CAFR) 2019-2020**

City Council is requested to acknowledge receipt of the City of High Point Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020 and related required communications from the City's auditors, Cherry Bekaert LLP.

Chairman Moore noted that the Comprehensive Annual Financial Report (CAFR) 2019-2020 would be discussed at the December 7, 2020 meeting of council; and that the audit firm, Cherry Bekaert, LLP, would present a presentation; and be available to answer questions.

Bobby Fitzjohn, Financial Services Director reported that council approved the contract with Cherry Bekaert LLP for the financial and compliance audit of the City of High Point for the Fiscal Year July 1, 2019 to June 30, 2020 at its meeting of November 19, 2018. The CAFR was prepared by the City's Financial Services Department and was delivered to the Local Government Commission on October 30, 2020; and stated that council would need to take a vote on acknowledging the receipt of the CAFR and related required communications from the city's auditors, Cherry Bekaert, LLP at the December 7, 2020 meeting of council.

2020-474 Contract - NC State Purchasing Contract 725G - Motorola Radio Purchase

City council is requested to award a contract to Motorola Solutions, Inc. using NC State Purchasing Contract 725G in the amount of \$420,000.60 to purchase sixty (60) portable radios and forty (40) mobile radios as part of the annual eight (8) year radio replacement cycle and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Eric Xavier, IT Services Assistant Director reported that the IT Department was recommending the purchase of sixty (60) portable radios and forty (40) mobile radios as part of the annual eight (8) year radio replacement cycle. The radios purchased would be replacing radios in the Fire and Public Services Departments; and funds would be reimbursed by the State of North Carolina 911 Board. The total cost of the radios was \$420,000.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 3-0 vote:

Aye (3): Chairman Moore, Committee Member Jones, and Committee Member Holmes

Absent (1): Committee Member Peters [simultaneous communication lost]

2020-475 Contract - H-GAC (TX) purchasing contract EC07-20 - Xybix Solutions, Inc – 911 Communication Center Console Workstations - High Point Police Department Headquarters

City Council is requested to award a contract to Xybix Solutions, Inc. in the amount of \$356,421.23 using funds provided by the state of North Carolina 911 Board to purchase 911 Communication Center console workstations via H-GAC (TX) purchasing contract EC07-20 and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Eric Xavier, IT Services Assistant Director reported that the IT Department was recommending the purchase of new console workstations from Xybix Systems, Inc. to update the City's current (backup) 911 Communications Center located in City Hall, and outfit its new (primary) 911 Communications Center located at 1730 Westchester Drive. The Department of IT Services evaluated other console systems and selected a product line that best meets the requirements of both the City's primary- and backup 911 Communications Centers. Funds would be reimbursed by the State of North Carolina 911 Board to purchase the console workstations from Xybix Solutions, Inc, via H-GAC (TX) purchasing contract EC07-20. The total cost of the console workstations is \$356,421.23.

Committee Member Holmes asked if Xybix Solutions, Inc. was a local company. Mr. Xavier replied that he did not have the information from the origin of the furniture; and that the reseller was local.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Moore, Committee Member Jones, Committee Member Peters and Committee Member Holmes

2020-476 Contract - Motorola Solutions Inc. - 911 Communication Equipment - High Point Police Department Headquarters

City Council is requested to approve a contract with Motorola Solutions Inc. for the purchase of sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1730 Westchester Avenue in the amount of \$1,317,080.85 utilizing NC911 board funding.

Eric Xavier, IT Services Assistant Director reported that the IT Department was recommending the purchase of sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1920 Westchester Avenue. Funds would be reimbursed by the State of North Carolina 911 Board to purchase the radio consoles from Motorola Solutions, Inc, under NC State purchasing contract 725G. The total cost of the radio consoles was \$1,317,080.85.

Chairman Moore asked would the reimbursement for funding go into the general fund budget. Eric Olmedo, Assistant City Manager replied that the funds would go into the grant fund budget.

Committee Member Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Chairman Moore made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Moore, Committee Member Jones, Committee Member Peters and Committee Member Holmes

2020-477 Ordinance - 911 Communication Equipment - High Point Police Department Headquarters

City Council is requested to approve a budget ordinance appropriating \$1,673,503 to purchase sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1730 Westchester Avenue utilizing NC 911 Board funding.

Bobby Fitzjohn, Financial Services Director reported that staff was requesting council to approve a budget ordinance to appropriate \$1,673,503 of NC 911 Board funding to complete purchase of 911 communication equipment.

Chairman Moore inquired on the status of the new High Point Police Department. Steve Lingerfelt, IT Services Director replied that he had met with the contractor; and that the opening date had been delayed.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Moore, Committee Member Jones, Committee Member Peters and Committee Member Holmes

2020-478 Establish Public Hearing - System Development Fee (SDF)

City Council is requested to establish the date of December 21st, 2020 at 5:30 p.m. as the date and time to receive public comments regarding the System Development Fee (SDF) for calculating usage fees for water and sewer as recommended by Public Services, and approve the modification of the ordinance.

Terry Houk, Public Services Director reported that council was requested to establish a public hearing date of Monday, December 21, 2020 at 5:30 p.m. to receive public comments regarding the System Development Fee (SDF) for calculating usage fees for water and sewer as recommended by Public Services. Currently Public Services uses frontage fees and acreage fees as charges to connect to our water and sewer

systems. The System Development Fee (SDF) would replace this process and the SDF fees would be based on an Equivalent Residential Unit (ERU) for both water and sewer. System Development Fees had become the standard for most of North Carolina and any revenue collected from SDF can only be used to pay for expansion. SDF had the developer pay for expansion of services and should help relieve the current water and sewer users from paying for new development and service. The SDF study document had a 45-day comment period. Only one comment was received, and their concerns were addressed. There should be no impact on the budget for FY20-21, depending on the effective date. However, in the future budget years, the amount of funds raised by SDF, could ultimately have a direct impact on the monthly water and sewer rates paid by our citizens.

Chairman Moore asked was the public hearing establishment to open the public comment period. Mr. Houk replied yes.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Moore, Committee Member Jones, Committee Member Peters and Committee Member Holmes

2020-479 Contract - Change Order - Sharpe Brothers - Lindsay Street Parking Lot Paving

City Council is requested to approve a change order in the amount of \$12,585.02 for adjustment to the contract for the paving of the Lindsay Street parking lot and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Greg Ferguson, Assistant City Manager reported that the City had committed to temporarily paving the Lindsay Street parking lot to provide approximately 130 parking spaces to include ADA parking. The original contract was awarded to Sharpe Brothers for the paving of a portion of the Lindsay Street parking gravel lot in the amount of \$83,057.61. Project had proceeded. Staff is recommending approval of the change order in the amount of \$12,585.02.

Chairman Moore assured that the committee was familiar with the interim parking lot on Lindsey Street.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Moore, Committee Member Jones, Committee Member Peters and Committee Member Holmes

2020-480 Rescind Resolution - Sale of 1409 Furlough Avenue

City Council is requested to rescind the action taken on July 20, 2020 where an opening bid for the purchase of 1409 Furlough Avenue was accepted and to halt the process for sale of the Property.

Kim Thore, Right of Way Coordinator, noted that the city did not have a good title to said property, and reduced the selling price accordingly; reported that on July 20th, the Council adopted a resolution to begin the upset bid process of sale for the property located at 1409 Furlough Avenue by accepting an opening bid for the purchase (Legislative Item No. 2020-251). Since that time, the JIV, LLC had withdrawn the opening bid, requesting that the property be given free of charge. Since the city was unable to give the property free of charge and therefore it was necessary to discontinue the sale process at this time. By rescinding this action JIV, LLC's bid was withdrawn, and the resolution is annulled. Staff recommends rescinding the previous action taken regarding the property; and to halt the process for the sale of the property at 1409 Furlough Avenue.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Moore, Committee Member Jones, Committee Member Peters and Committee Member Holmes

2020-481 Resolution - Donation of Property - 1500 Johnson, 1502 Johnson, 1500 R1 Johnson

City Council is requested to adopt a resolution to accept the donation of real property (3 vacant lots) located at 1500 Johnson Street, 1502 Johnson Street and 1500 R1 Johnson Street contingent upon the City confirming ownership and obtain proper title insurance on the properties.

Kim Thore, Right of Way Coordinator reported that staff was recommending adoption of a Resolution to accept the donation of real property located at 1500 Johnson Street, 1502 Johnson Street, and 1500 R1 Johnson Street from Cheryl Harrison, contingent upon the City being able to confirm ownership and obtain proper title insurance on the properties.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Moore, Committee Member Jones, Committee Member Peters and Committee Member Holmes

2020-482 Resolution - Sale of City Owned Property - 105 & 107 Sunset

City Council is requested to adopt a resolution accepting the offer of \$40,000.00 and authorizing the sale of the property through the upset bid procedure and direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. 160A-269.

Greg Ferguson, Assistant City Manager reported that Peters Development, LLC had offered a bid of \$40,000.00 to purchase City owned properties located at 105 and 107 Sunset Drive, Parcel Nos. 188299 and 188307. The properties consisted of two small, unimproved and irregularly shaped parcels. Together, the parcels consisted of approximately 24,829 square feet (0.57 acre) in size and are not buildable. Staff was recommending council adopt a resolution accepting the offer of \$40,000.00 and authorize the sale of the property through the upset bid procedure of N.C.G.S. 160A-269; and that Council would further direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. 160A-269.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Moore, Committee Member Jones, Committee Member Peters and Committee Member Holmes

ADJOURNMENT

There being nothing further to come before the Finance Committee, the meeting adjourned at 4:26 p.m. upon motion duly made and seconded.

Respectfully submitted,

Mary S. Brooks, Deputy City Clerk

Britt Moore, Chairman

**HIGH POINT CITY COUNCIL
SPECIAL MEETING (VIRTUAL)
DECEMBER 7, 2020 – 3:30 P.M.
COUNCIL CHAMBERS**

MINUTES

As part of the city of High Point's on-going COVID-19 mitigation efforts, in-person attendance was not allowed at this meeting. Instead, the meeting was live-streamed and the public was provided a link to listen to the meeting as it was being live-streamed. www.HighPointNC.gov/VirtualPublicMeeting

CALL TO ORDER

Mayor Wagner called the Special Meeting to order at 3: 30 p.m. and proceeded with a virtual roll call for attendance. The following council members were present (9):

Mayor Jay W. Wagner (physically present)
Mayor Pro Tem Christopher Williams- Ward 2 (physically present)
Council Member Tyrone Johnson- At Large (physically present) [arrived at 3:34 p.m.]
Council Member Britt Moore- At Large (physically present)
Council Member Cyril Jefferson- Ward 1 (remote participation)
Council Member Monica Peters- Ward 3 (remote participation)
Council Member Wesley Hudson- Ward 4 (physically present)
Council Member Victor Jones- Ward 5 (remote participation)
Council Member Michael Holmes- Ward 6 (remote participation)

The following staff members were physically present:

Randy McCaslin, Interim City Manager; Greg Ferguson, Assistant City Manager; Eric Olmedo, Assistant City Manager; Meghan Maguire, Assistant City Attorney; Jeron Hollis, Director of Communications & Public Engagement; Brandon Cooke, Communications Specialist; Bobby Fitzjohn, Director of Financial Services; Bob Martin, Director of Customer Service; Terry Houk, Director of Public Services; Robby Stone, Assistant Director of Public Services; Derrick Boone, Assistant Director of Public Services; Glenda Barnes, Senior Analyst- Public Services; Mike McNair, Director of Community Development & Housing; Mary Brooks, Deputy City Clerk; and Lisa Vierling, City Clerk

Staff members participating remotely:

JoAnne Carlyle, City Attorney

Others participating remotely:

David Hyder- Stantec Consulting
Katie Morrissey- Stantec Consulting

PRESENTATION OF ITEMS**2020-496 Presentation- System Development Fees**

Stantec, the consultants who assisted the city in the System Development Fee study, will provide a presentation and an update on System Development Fees.

Note: A copy of the PowerPoint Presentation - System Development Fee Study will be attached in Legistar as a permanent part of these proceedings.

Interim City Manager Randy McCaslin advised that action would be taken by the City Council at the 5:30 p.m. meeting to establish the date/time for a public hearing to be held regarding the proposed System Development Fee (SDF). He reminded Council that the consultants made a presentation before the City Council during a Special Meeting held on August 3rd and advised that the required 45-day comment period has been satisfied, and that following the public hearing, it would be up to the Council to take whatever action needed.

Terry Houk, Director of Public Services, advised that the consultants would provide a remote presentation/overview of the SDF. He reiterated that the required 45-day comment period was held, and the comments received were addressed by staff. Staff is proposing that Council move forward with a public hearing on December 21st at 5:30 p.m. and to move forward with the adoption of the SDF and modification of the ordinances. Mr. Houk spoke to the SDF shifting responsibility to developers to pay for development/expansion; how implementation of a SDF should improve the rates and take some pressure off the city's rate payers; the revenues from the SDF can only be used for major expansion/capital improvement projects. He then turned the floor over to David Hyder with Stantec Consulting, who provided a brief overview of the SDF.

Mr. Hyder stated the City of High Point does not currently charge a SDF for customers to enter water/sewer systems; instead, acreage and front foot charges are currently assessed. The acreage charge is charged per acre at \$350 for water/\$350 for sewer, which is assessed based upon frontage of the property at \$15 for water/\$20 for sewer. He explained a potential issue to this current approach is that it does not fully recognize the differences and demands placed on the system, and the System Development fees are charged to do connections to join water/sewer system capacity to build in advance of customers joining the system, thereby growth pays for growth. He spoke to how the SDF differentiates based upon demand; the fees being legislative in North Carolina; and the process for the calculation of these fees is outlined in the SDF Act adopted in 2017.

Mr. Hyder explained the legislation allows three methodologies for calculating the SDF:

1. Buy-In Method (fees based on the cost of constructing existing utility system; revenues can be used for any capital related cost (rehab and/or expansion); appropriate for a system with ample existing capacity to sell)

2. Incremental Cost Method (fees based on planned capital improvements; revenues can only be used for expansion-related capital projects; appropriate for a system with no/very limited existing capacity to sell)
3. Combined Method (fees are based on cost of existing system and planned capital improvements; revenues can only be used for expansion-related capital projects; appropriate for a system with existing capacity to sell and with significant growth-related capital projects).

Stantec is recommending using the combined method for calculation of the SDF in High Point. Mr. Hyder further explained that the SDF actually determines a unit cost capacity, so it is the cost of providing a unit of capacity for the city's water/sewer system, which is calculated based on the value of the system, minus credits, and puts it on a per unit capacity on a gallons per day basis for water and for sewer. He then reviewed the process for how these calculations work in terms of the value of the utility system using the combined approach and explained that System Development fees are often scaled by hydraulic capacity of the meter. Using the combined method approach, for a typical single-family home, the estimated water SDF for a 5/8" x 3/4" meter size would be \$838; the estimated sewer SDF would be \$2,153 for a total of \$2,991. Mr. Hyder pointed out the fees significantly increase the larger the meter size and noted that a 12-inch meter demand places significant more capacity on the water system and generates significantly more sewer on the sewer system than a small meter.

Mr. Hyder shared some benchmarking results for surrounding jurisdictions in North Carolina and pointed out the proposed fees in High Point would certainly be comparable with Greensboro and Winston-Salem.

At the conclusion of his presentation, Mr. Hyder entertained questions.

Council Member Moore asked about moving forward with the SDF and if it would put the City of High Point in a competitive position to our sister cities in the Triad. Public Services Director Terry Houk explained the only comment received during the 45-day public comment review period was from TREBIC, who questioned the big difference between the System Development Fees associated with multi-family developments. He advised that Greensboro had fees embedded in their ordinance prior to going to an SDF and they do offer a 50% reduction for multi-family.

Council Member Moore asked Mr. Houk if he received an understanding from TREBIC when he responded with an explanation. Mr. Houk replied that he expects that a TREBIC representative will participate in the public hearing scheduled for December 21st and that he personally does not recommend doing a 50% reduction because capacity is capacity. Mr. Hyder clarified that Greensboro essentially does a 50% reduction for multi-family, so they take half of what a typical single-family would pay, then they multiply that by the number of units in the building. He stressed that this is a different approach and much more complicated and that what is being proposed for High Point is simpler because it is based upon the meter size versus the number of units being on the meter.

Council Member Moore asked if we would be required to review these fees periodically and Mr. Hyder replied that the legislation requires a review every five years, but it could be reviewed more frequently and would require another study to be conducted by a consultant.

Mr. McCaslin advised that some of Council may have been contacted by TREBIC and they would like to see the SDF rates phased in. He asked Mr. Hyder to expound on this. Mr. Hyder explained that he has conducted many of these types of studies and the phased-in approach has come up in a couple of the studies that Stantec has done; however, the legislation has not been tested from that perspective and they have yet to see anybody take a phased approach. He explained that the SDF proposed in High Point is the maximum amount, but Council does have the latitude to put them in at a decreased level. He further explained to turn around and increase them in the subsequent year or six months later could lead to some potential issues without getting another study done.

Council Member Hudson asked if Council could review the fees before the five-year period is up and Mr. Hyder replied in the affirmative but clarified that it would require another study to be done.

Moving into the public hearing, Mr. McCaslin asked Council to keep in mind that for years the burden of the system has been placed on the rate payers and implementation of a proposed SDF would move some of that burden, especially for new construction, to the developer who is building the new homes. He noted over a period of time, it should help take some of the burden off the current rate payers and put a fairer burden on future rate payers.

Mr. Houk asked if he should reach out to TREBIC about their concern regarding the difference in the rates and Mr. McCaslin agreed it would be a good idea, that way they will have the latest information going into the public hearing.

2020-497

Presentation- 1st Quarter Finances for FY 2020-2021

Staff will provide a presentation on the 1st Quarter Finances for FY 2020-2021.

Note: A copy of the PowerPoint Presentation: FY 2020-2021 Financial Update will be attached in Legistar as a permanent part of these proceedings.

Bobby Fitzjohn, Director of Financial Services, reminded Council that the auditors would be presenting the audit results during the Council Meeting scheduled for 5:30 p.m., and provided a financial update for the first quarter (a third of the year into FY 2020-2021) as follows:

General Fund Revenues:

Slight decrease compared to the prior year; property taxes increased as a result of the tax base increasing over the year; the big drop is in charges for services; the other revenue reflects the HUD settlement in 2019; slight increase in the Intergovernmental revenues (i.e. sales tax, occupancy tax, etc...), but it should have been much higher; the overall drop in General Fund revenues can be attributed to the current COVID pandemic.

General Fund Expenditures:

Overall decrease; the decrease in Public Services due to street lighting that was moved out of the General Fund as part of the FY 2020 budget and delay in a paving contract; increase in Public Safety offsets this due to salaries going up as well as benefit costs.

Mr. Fitzjohn explained that overall, the General Fund- Fund Balance remained relatively steady over the year. He considered it a win that the unassigned fund balance did not change much because staff was expecting to see a real use in fund balance in April that did not occur.

Proprietary Funds Operating Revenues:

These revenues include business-like funds such as water, sewer, electric, transit, solid waste, stormwater, parking, etc...; there is an overall decrease in Charges for Services; in the FY 2020 budget, there was a drop in electric rates and electric charges are the largest charge for services in the Proprietary Fund; on the Intergovernmental side, there were some FEMA reimbursement recognized in 2019 that did not come back in 2020; there was also a drop for Transit; because the Federal Transit Grant was not approved until after the fiscal year ended June 30th, staff was unable to accrue the revenue in time; it should result in double revenue in FY 2021, but it will actually be a reimbursement for what was not recognized in 2020.

Proprietary Funds Operating Expenses:

Overall expenses grew by 2%; the cost of employing people has increased over the year; increase in direct cost allocation; staff could point to no one particular expense relative to the increase.

Cash and Investments:

Numbers are increasing over the year; in 2019 \$40 million in bond cash (restricted); at the end of 2020 there was only \$20 million in bond cash; while the cash increased there is actually more cash without restrictions attached; the city has enjoyed a couple of years of interest revenue, but cannot rely on that for the next couple of years; it will be a real slow climb back to the point where the city will be earning interest revenue again; the city now has one less investment option because the NC Capital Management Trust term portfolio is no longer in existence.

Mr. Fitzjohn stated his goal before the end of the year is to work with other finance officers to figure out other options with the idea in mind to protect the principle and not open ourselves to risks. He explained that although the city does have fantastic cash flow citywide, it would not lead to impressive investment returns over the next few years.

Capital Assets:

Overall capital assets are increasing; the city continues to invest in infrastructure and buildings; there is currently about \$150 million in construction in progress projects; overall the city continues to put money back into its assets to improve them and to add new assets for the citizens.

Long Term Debt:

Overall a small increase from year to year; some increase in the General and long-term Obligation Bonds (primarily the new police department headquarters Limited Obligation

Bond that was issued in the Spring and is offset by principle payments made during the year); slight increase in compensated absences (employee vacation payout); these numbers increase because compensation rates increase from year to year, but there is less usage due to employees not taking summer vacations, etc....; revenue bonds decreased with the principle payments; LEOSA, LGERS, OPEB, Retirement stipend (actuarially calculated retirement benefits) is a long-term debt that changes year to year based primarily on the LGERS stability and how well it is funded.

Mayor Pro Tem Williams inquired about the compensated absences and the percentage of staff still working from home. Mr. Fitzjohn clarified that the statement he made regarding there being less usage due to employees not taking summer vacations was purely speculative on his part because of what he has seen in his department and noted that the city has approximately 1,400 employees with about 212 still working remotely.

There being no further questions, he turned the floor over to Assistant City Manager Eric Olmedo. Mr. Olmedo provided a brief overview of the current year results (four months into the current year which is about one-third of the year's results). He explained that as the year started, there concerns mainly with the General Fund because they anticipated some of the revenues not to come in as expected due to the COVID pandemic.

General Fund:

Approximately \$46.3 million or 40.7% in revenue collection; expenditures were about \$38.2 million or 33.6%; more revenue was collected year-to-date than this time last year so the city held the line in spending; about \$37.6 million has been collected in property taxes; should see an increase in collections in January/February; Guilford County Tax Department continues to see a strong collection rate at 99+% which is a very positive sign; sales tax collection continues to be a concern; year-to-date sales tax collection is at \$4.4 million which is about the same as last year's collection at this time; other revenue collected year-to-date is about \$4.4 million, compared to \$5.3 million last year (decrease is mainly due to the Theatre and Parks & Rec fees that have not performed well this year due to the COVID situation.

Regarding the Sales Tax revenues, Mr. Olmedo noted staff was surprised to see these revenues well ahead in the first two months compared to last year but saw a drop in the third month. Staff realized two months does not make a trend, so they would continue to watch it and cannot make any recommendations until more information is available. Mr. Olmedo explained on a statewide basis, most counties are actually reflecting higher than anticipated sales tax collections with the exception of tourist areas which are lower than last year. The premonition for the higher than anticipated sales tax collections is that more people are shopping at home in rural counties instead of visiting the urban counties.

Council Member Hudson asked how much of this could be attributed to on-line shopping. Mr. Olmedo explained that would be reflected in the county where the people shop, but he was uncertain about the process used for tracking sales tax collections for on-line shopping. He advised the sales taxes go to the counties and are then distributed to each city in the county.

Other General Fund Revenues:

Intergovernmental revenues are at \$2 million which is consistent with the same time last year; Charges for Services are down by about \$500,000 (i.e. Parks & Rec fees, Theatre fees, etc....); Miscellaneous revenues are slightly down from this time last year; the Permits & Fees seem to be consistent and the city continues to realize good permit revenue for construction which is a positive indicator.

General Fund Expenditures:

Expenditures are down across-the-board in every category with the exception of IT and 9-1-1 (mainly due to software costs)

Vacancy Savings due to Targeted Hiring Freeze:

Some of the vacant positions have been held open without advertising and filling those positions; this is being tracked on a monthly basis; staff had a target of about 35% of where the city should be at this time; we are a little below 30% which reflects \$670,000 in savings and staff feels they are on track to meet the savings goal of \$2.2 million.

Water/Sewer Fund:

Year-to-date revenues are about \$21.8 million or 30%; year-to-date expenditures are just shy of \$18 million; doing well with revenue projections; there are not any areas of concern even though some customers have not been able to pay utility bills due to COVID and the Governor's Order not to disconnect service.

On the expenditure side, operations expenditures are up; debt service is also up due to how the bond payments are made; well within the anticipated range.

Electric Fund:

Revenues are a little over \$70 million; expenditures are a little over \$37 million; revenues were up this year and last year and include one-time credits received from ElectriCities; city has been building up a rate stabilization fund and staff feels the city is where it needs to be with the stabilization fund as far as being fully funded; as part of the city's financial policy, staff intends to bring some proposed amendments to the policy in 2021 that would basically cut the rate stabilization where it is no longer funded with the long-term plan stabilizing the rates going forward.

Stormwater Fund:

Revenues to date are \$1.7 million; expenditures are \$2 million; projections almost exactly where we were this time last year which indicates this is a flat/stable fund.

At the conclusion of the presentation, he thanked the Financial Services staff and the Budget staff for their assistance in getting the reports ready. He also mentioned that Laura Altizer, Senior Budget Analyst, who has been with the city for 10 years, has accepted another opportunity. He thanked her for her hard work and wished her well in her future endeavors.

Mr. Olmedo then asked if there were any questions.

Mayor Wagner inquired about staff's overall comfort level with these projections. Mr. Olmedo replied that he felt really positive about because staff has not seen the "doom and gloom" that was anticipated. He shared that staff is cautiously optimistic about where the

sales tax is going to be but stressed that they would have to continue monitoring it on a regular basis.

Council Member Moore asked how much of this, whether it was filtered down or not, could be attributable to federal subsidies that have come out. Mr. Olmedo replied that it would be difficult to guesstimate a response to the question, but that it was possible.

2020-527 Update- COVID Utility Payment Plans

Staff will provide an update to Council on the COVID Utility Payment Plans.

Interim City Manager Randy McCaslin asked Bob Martin, Director of Customer Service, to come forward and provide a brief update regarding utility disconnects and utility payment plans relative to the Governor's Executive Orders.

Mr. Martin explained that the Governor's Executive Order regarding utility disconnects expired July 29th and the city did not start cutting off utilities until September 8th, but by that point there were a number of customers who had some large utility bills. He spoke to the utility payment plans being created for these customers on September; they continue to get monthly letters and will through the beginning of February; the payment plans were set up with six equal monthly installments with the first due date of September 21st and subsequent payments due on the 21st of every month through February; the total balance from March 1st-July 31st for the 2,455 payment plans was \$1,366,000; of the original 2,455 plans, 879 have been completely paid off; and 1,576 accounts have a remaining balance for a total of \$537,000, 1,000 of these owe less than \$300 on their installment plans

Mr. Martin mentioned the HOPE program, which are additional federal funds that will be coming to the city through the state. He advised after talking to them, they offered assurances that they would pay the city if a customer received a letter from them after submitting an application, provided that the city signs a data sharing agreement. The city will provide balances owed, then the state would remit payment before the end of the year, which is the deadline for the disbursement of the funds according to federal guidelines.

Following the overview, Mr. Martin acknowledged and thanked the following for their assistance throughout this process.

- *Guilford County Department of Social Services*
- *Community Resource Network*
- *Open Door Ministries*
- *Helping Hands*
- *Welfare Reform Liaison Project*
- *High Point Customer Service employees*
- *High Point Electric Department*
- *Public Information Department*
- *IT Department*

Mr. McCaslin reiterated that the city's call volume has drastically increased and the Customer Service Department handles 2,400-2,600 calls a day. He pointed out the conversations are very long and involved and applauded Mr. Martin and the Customer

Service staff for doing a superior job with the increased call volume that they have had. He also pointed out that there are about 45,000 utility customers in High Point, so the bulk of the customers dept their utility accounts in line, which is very positive.

2020-498 Closed Session- Attorney-Client Privilege & Economic Development

Council is requested to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(3) for the purpose of preserving the attorney-client privilege and pursuant to N.C. General Statute 143-318.11(a)(4) for economic development.

Mayor Pro Tem Williams made a motion to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(3) to preserve the attorney-client privilege and pursuant to N.C. General Statute 143-318.11(a)(4) for economic development. Council Member Johnson made a second to the motion. Following a roll call vote by Mayor Wagner, the motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

Council reconvened into Open Session at 5:28 p.m.. Mayor Wagner announced there would be no action taken at this meeting as a result of the Closed Session.

ADJOURNMENT

Mayor Wagner asked if there were any objections to adjourning the meeting. There being none, the meeting adjourned at 5:28 p.m. upon motion by Council Member Hudson and second by Council Member Johnson.

He then called for a 10-minute break before starting the Regular Meeting that was scheduled for 5:30 p.m.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Lisa B. Vierling, City Clerk



Prosperity & Livability Committee

(Virtual Meeting)

Chaired by Councilman Hudson

Committee Members: Hudson, Holmes, Jefferson, and Peters

December 9, 2020 –9 :00 a.m.

3rd Floor, Council Chambers

Minutes

CALL TO ORDER (Virtual Roll Call)

Chairman Wesley Hudson called the meeting to order at 9:00 a.m. Following a virtual roll call, the following attendance by Committee Members was duly noted.

Physically

Present (1): Chairman Wesley Hudson

Remotely

Present (3): Committee Member Michael Holmes, Committee Member Cyril Jefferson, and Committee Member Monica Peters [arrived at 9:44 a.m.]

Also Present:

Council Member Victor Jones

Staff Present:

Randy McCaslin, Interim City Manager; Greg Ferguson, Assistant City Manager; Eric Olmedo, Assistant City Manager; Tommy Reid, Fire Chief; JoAnne Carlyle, City Attorney; Lee Burnette, Planning & Development Director; Reggie Hucks, Inspection Services Director; Mark McDonald, Transportation Director; Robby Stone, Public Services Assistant Director; Terry Kuneff, Interim Director-Engineering Services Department; Lisa Vierling, City Clerk; and Mary S. Brooks, Deputy City Clerk

PRESENTATION OF ITEMS**2020-503 Presentation-The PIT**

Staff will provide a presentation on the PIT

JoAnne Carlyle, City Attorney gave an overview for the current condition; and history for The Pit, said in 1971 the city received majority of the property from the Redevelopment Commission that no longer exist; the deed to the property had five restrictions; spoke to having the certificate of occupancy that took care of all restrictions in the deed; would need to do a title search, and have a survey completed; spoke to addressing the ingress and egress issues; to figuring out the exact interest the city had for the property; to the concerns for the adjacent property owners; said the city would need to maintain the easements to assure access to the Pit; and spoke to the issues of the leased parking spaces.

Discussion took place regarding the history of The Pit.

Committee Member Jefferson thanked City Attorney Carlyle for the update; and spoke to the concerns of the adjacent property owners.

Committee Member Holmes agreed with Committee Member Jefferson's statement on the need for due diligence with the adjacent property owners.

City Attorney Carlyle advised the committee that she would be using outside counsel who specialized in real estate.

Randy McCaslin, Interim City Manager reminded the committee that Ray Gibbs, Forward High Point, was actively marketing the property; and was showing it to buyers for possible redevelopment.

2020-504 Update-The Speed Humps Project

Staff will provide an update on the Speed Humps Project

Mark McDonald, Transportation Director made a PPP on the 2020 Traffic Calming projects; noted that the Traffic Calming budget was \$50,000; said there were five locations approved for the following streets: Arlington Street Gavin Drive, Jamesford Drive, Kensington Drive, and Wesley Drive. Engineering estimate for outside contractors was over \$75,000.

Randy McCaslin, Interim City Manager asked were valid petitions for the five locations received. Mr. McDonald replied yes.

Mr. McDonald continued discussion regarding speed hump designs; provided photos and a detailed illustration; referenced a speed hump design on a residential street located in Raleigh similar to Rotary Drive in High Point; spoke to the concerns and objections regarding the impact from the speed humps that would result in longer response times for emergency vehicles from Tommy Reed, Fire Chief with the High Point Fire Department (HPFD); said the initial design was modified by the inhouse engineering department for the emergency vehicles. Mr. McDonald said that the bids submitted for the project were over budget; and provided the following three options to move forward with the project:

1. *Re-advertise for new bids (may not significantly reduce cost)*
2. *Install as designed with asphalt using in-house resources from Public Services and Transportation (start in late spring and complete by fall 2021)*
3. *Install pre-formed modular units (could possibly be completed in less time)*

Mr. McDonald said for the modular unit option; 13 to 15 sets would be needed; the cost would be \$30,000; and that extra units could be purchased to use for future projects.

Chairman Hudson inquired on which street location had the heaviest traffic; if the project could include options 2 and 3 to accommodate the traffic volumes; and the cost difference for options 2 and 3. Mr. McDonald replied that Kensington Drive, and Jamesford Drive both had the heaviest traffic; explained the durability for the modular units; the only issues with modular units were with snow plows damaging them; noted that the current streets were not on snow plow routes; and that the modular units were less expensive.

Robby Stone provided a breakdown for the cost difference for stated options.

Committee Member Jefferson inquired on allocating funds in the budget to accommodate traffic calming projects. Interim City Manager McCaslin replied that it was too early to determine allocating the budget at this time.

Committee Member Holmes inquired on the event, the city received additional funding from the government, could it be used to help regulate the budget for the traffic calming projects. Interim City Manager McCaslin replied that the city had larger advanced engineering projects established in the event the city did receive funding; and that small projects such as traffic calming, would not be approved for the government funding.

Chairman Hudson inquired on the impact of the snow plows had on the speed humps on Rotary Drive. Mr. Stone replied that there had not been a significant amount of snow at this time to determine that; and said the crews assigned to snow plowing routes stayed familiar with the mechanisms that would cause concerns in the event of a snow storm.

Tommy Reid, Fire Chief noted that he was not aware of the traffic calming project until he read about it in the newspaper; spoke to the changes the state made for the fire code; said the basis the state had for the changes were the impacts that the speed humps had on emergency vehicles to include damages and personnel injuries; said the policy was not in compliance with the state code for the National Fire Protection Agency (NFPA); said response times were increased by the speed hump devices, which caused concerns for life saving events; said the HPFD had to maintain a 90% response time; and that adding the speed humps would impede that time; the policy would need to be in compliance; and said that he would work with staff on the policy; and on the concerns from citizens.

Chairman Hudson inquired on modifying the speed humps to accommodate emergency vehicles. Chief Reid replied that could be an option; and spoke to informing citizens on the impacts the speed humps would have on response times.

Committee Member Jefferson voiced appreciation to Chief Reid for his efforts and information; and asked if the petition applicants had been informed on the impacts the speed humps would have on response time for emergency vehicles. Interim City Manager replied no; said he was just made aware of the fire code changes; the petitions would need to be modified to reflect the changes; the HPFD would be included in future discussion regarding traffic calming projects; and noted that any delay in response time was a concern.

Committee Member Jefferson inquired on the timeframe difference the speed humps would cause; and for an estimate for modifications to accommodate the emergency vehicles. Chief Reid replied that the only response times he looked at was for alternative routes, which were increased. Mr. Stone replied and provided a breakdown of what the cost for modifications would be for each location.

Committee Member Peters asked if lines were painted on Kensington, would it help with traffic concerns. Mr. McDonald replied that it would have little effect on the speeding issues; and that most residential streets did not have lines because of the low volume of traffic.

Interim City Manager McCaslin noted that in-house installation for the speed humps would take longer because of the other obligations already planned; and due to the impact COVID-19 has had on staff.

Committee Member Jefferson requested staff to reach out to the current applicants to inform them about the updated policies; and the impacts the speed humps would have for response time for emergency vehicles.

Interim City Manager McCaslin said that staff would reach out to the groups with valid petitions to make them aware of the policy changes; and to the slower response times the speed humps would cause.

2020-505

RV/Mobile Home Parks

Staff will present information regarding RV/Mobile Home Parks

Randy McCaslin, Interim City Manager recognized Lee Burnette, Planning and Development Director; and Reggie Hucks, Inspection Services Director to provide information regarding RV and Mobile Home parks.

Mr. Burnett made PPP on Manufactured Home Parks and Recreational Vehicle (RVs) Parks; explained the regulations for manufactured homes; said they were not allowed in the city's jurisdictions unless they were grandfathered in; gave an overview of the changes made to the development ordinance in 1992 for the requirements for manufactured homes (parks); said an application was submitted and denied in 1999 requesting changes on the design standards for manufactured homes; instead a text amendment was adopted to improve the RV park standards; and removed the manufactured homes permitted use. Mr. Burnette continued discussion regarding RVs; said they were only allowed on public recreational facilities; that change was to the development ordinance in 2017; compared the standards for RVs to other cities; and spoke to the concerns with RVs being used as permanent living quarters that would become enforcement issues.

Mr. McCaslin spoke to a question regarding a former recreational church camp for RVs; asked if it could be grandfathered in. Mr. Burnette replied that the camp site was not approved; and that the only way the camp site would be approved was if a change was made in the current regulations and standards.

Council Member Jones spoke to how RVs were used to accommodate those impacted from COVID-19; said that hotel stays were limited; Ward 5 had limited RV access; said that visitors

for the furniture market mentioned a preference for RV use during their visits; spoke to possible developments that would accommodate RV travelers to High Point; and inquired if the committee would consider amending the ordinance for RV parks.

Mr. Hucks said RVs were regulated by the Department of Insurance because they were on wheels; said the building code was only involved for the RV hook up in parks; RVs were recognized as temporary living quarters approved by third parties; and spoke to the HUD requirements; and building codes for manufactured homes.

2020-506**Update-Foxwoode Meadows Flooding issues**

Staff will provide an update on the Foxwood Meadows Flooding issues

Randy McCaslin, Interim City Manager spoke to the virtual public meeting held to address the flooding questions and issues the residents of Foxwoode Meadows had; and introduced Robby Stone, Public Services Assistant Director; and Terry Kuneff, Interim Director-Engineering Services Department to provide an update.

Mr. Stone gave a brief history for Foxwoode Meadows development; said when the development was approved in 1967, there were no flood damage prevention standards in effect; in 1978, the development was mapped a flood hazard area; in 2001 a zoning request was submitted that included a request to connect Rivermeade Drive to Williams Grove subdivision; the residents did not support this condition that resulted in it being dropped from the permit; in 2002 there were flooding issues that lead to the residents coming back to council to request reestablishment for the connection that could not be approved. Mr. Stone provided the following solutions presented at the public meeting:

- A. Connect Middlewood Ct. to Running Cedar Tr.*
- B. Connect Greenstone Pl. to Running Cedar Tr.*

The estimated cost for either option was \$600,000 +; another option was discussed raising the road that would cost \$2 million.

Committee Member Holmes thanked staff for participating in town hall meeting; and asked if consistence maintenance could be completed as a mitigation strategy for the flooding; and inquired on a timeframe for an engineering study for the development. Mr. Stone replied that his department does an evaluation looking at trees/stumps, and the pipes in the street that could back up water to assure there was no blockage. Mr. Kuneff replied that it would take around one year to complete the study; and receive a review from FEMA; said that the water depth for Rivermeade was 10 feet; and that elevating that road would not be a permenenet solution.

Committee Member Holmes inquired on the next steps needed for engineering study. Mr. McCaslin stated that the committee would have to give a recommendation to council to allow staff to move forward to look at options A and B; and that staff would come back to council with more information regarding a timeframe of moving forward with a solution.

Chairman Hudson moved to forward a recommendation to the Mayor & City Council to allow staff to move forward with options A and B at the December 21, 2020 council meeting. Committee Holmes made a second to the motion. Following a roll call vote by Chairman Hudson, the motion carried by the following unanimous 4-0 vote:

Aye (4): Chairman Hudson, Committee Member Jefferson, Committee Member Peters and Committee Member Holmes

ADJOURNMENT

There being no further business to come before the Prosperity & Livability Committee, the meeting was adjourned at 10:27 a.m.

Respectfully submitted,

Mary S. Brooks, Deputy City Clerk

Wesley Hudson, Chairman

Adopted 12/2/2019
 Revised 11/16/2020
 Revised 12/21/2020

REVISED
ORDINANCE ESTABLISHING DATES AND TIMES FOR OFFICIAL SESSIONS OF THE
HIGH POINT CITY COUNCIL

WHEREAS, Article II, Section 2.5 of the Charter of the City of High Point (Chapter 501 of the Session Laws of 1979, as amended), requires that the City Council establish specific dates for all meetings, and provide for the call of special meetings;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT, NORTH CAROLINA:

Pursuant to Article II, Section 2.5 of the Charter of the City of High Point, that on and after December 2, 2019, there shall be held Regular meetings of the High Point City Council in the Council Chambers on the Third Floor of the Municipal Building, located at 211 South Hamilton Street, High Point, North Carolina. The meeting schedule shall be as follows:

Regular Meetings of the City Council shall be held on the first and third Monday of each month at **5:30 p.m.** except for the following meetings:

2020 Meeting Revisions:

Cancellation of the Monday, January 20th Council Meeting and rescheduling to Tuesday, January 21st at 5:30 p.m. due to the MLK Holiday

Cancellation of the Monday, April 20th Council Meeting due to the High Point Furniture Market

Cancellation of the Monday, July 6th Council Meeting due to the 4th of July Holiday

Cancellation of the Monday, September 7th Council Meeting due to the Labor Day Holiday

Cancellation of the Monday, October 19th Council Meeting due to the High Point Furniture Market

2021 Meeting Revisions:

Cancellation of the Monday, January 18th Council Meeting and rescheduling to Tuesday, January 19th due to the MLK Holiday

~~Cancellation of the Monday, April 19th Council Meeting due to the High Point Furniture Market~~

Cancellation of the Monday, July 5th Council Meeting due to the July 4th Holiday

Cancellation of the Monday, September 6th Council Meeting due to the Labor Day Holiday

Cancellation of the Monday, October 18th Council Meeting due to the High Point Furniture Market

City Manager's Briefing Sessions shall be held on the 1st and 3rd Monday at 4:00 p.m. in the 3rd Floor Lobby Conference Room, unless otherwise announced.

Any Special Called Meetings—including Closed Sessions—may be called as provided by law.

All scheduled meetings shall be in accordance with the Open Meetings Law.

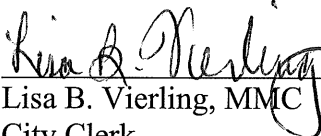
(these meetings could be subject to cancellation if there is no business to be considered)

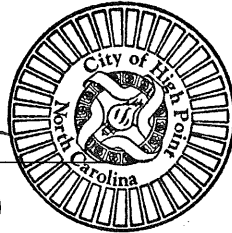
FURTHER, that the Mayor, when present, shall preside at all meetings of the City Council. If the Mayor is absent, then the Mayor Pro Tempore shall preside. If the Mayor Pro Tempore is also absent, then any other Member of City Council may be selected to preside at the meeting.

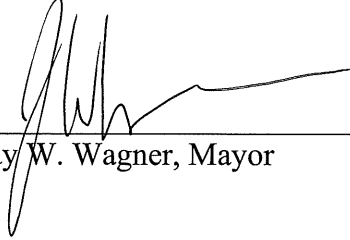
Meeting schedule to be effective upon adoption.

Adopted by the City Council this 2nd day of December 2019;
Revised by the City Council this 16th day of November 2020; and
Revised by the City Council this 21st day of December 2020.

Attest:


Lisa B. Vierling, MMC
City Clerk




Jay W. Wagner, Mayor



**COMMUNITY DEVELOPMENT COMMITTEE
(Virtual Meeting)**

Chaired by Mayor Pro Tem Chris Williams

Members: Williams, Hudson, Jefferson, and Johnson

December 8, 2020 – 4:00 p.m.

3rd Floor, Council Chambers

As part of the city of High Point's COVID-19 mitigation efforts, in-person attendance was not allowed at this meeting. Instead, the meeting was live-streamed, and the public was provided a link to listen to the meeting as it was being live-streamed.

www.HighPointNC.gov/VirtualPublicMeeting

CALL TO ORDER (Virtual Roll Call)

Chairman Chris Williams called the meeting to order at 4:02 p.m. Following a virtual roll call, the following attendance by Committee Members was duly noted.

Physically

Present (3): Chairman Chris Williams, Committee Member Cyril Jefferson, and Committee Member Tyrone Johnson

Remotely

Present (1): Committee Member Wesley Hudson

Staff Present:

Randy McCaslin, Interim City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Michael McNair, Director of Community Development & Housing; Lisa Vierling, City Clerk; and Mary S. Brooks, Deputy City Clerk

Staff Participating Remotely:

JoAnne, Carlyle, City Attorney; Michelle McNair, Community Resource Manager; and Thanena Wilson, Assistant Director of Community Development & Housing

Also Participating Remotely:

Dr. Pamela Palmer; and Brian Hahne

The following documents associated with the presentations, are hereby attached as a permanent part of these proceedings:

1. *Community Development & Housing Department-CDBG-CV Funding Update*
2. *Community Development & Housing Department-Affordable Housing Update*

PRESENTATION OF ITEMS**2020-500****Update-Homeless Services-Guilford County Continuum of Care**

Staff and Officers of the Guilford County Continuum of Care will provide an update on Homeless Services.

Dr. Pamela Palmer, Board Chair of the Guilford County Continuum of Care (CoC) extended greetings; voiced appreciation for the opportunity to share information about the CoC; spoke to partnering with Guilford County as their Collaborative Applicant with HUD that would begin at the beginning of the year; and Partners Ending Homelessness (PEH) served as Collaborative Applicant Manager in terms of administrative work; said the partnership would be finalized with a Memorandum of Understanding (MOU); the CoC continued communication with the City of Greensboro with their Technical Assistant from HUD with applicant and as relates to working with city of Greensboro and CoC to find common ground on working on issues of homelessness; spoke to finding a common ground with Greensboro in regards to homelessness; and recognized as working one on one with MOU and application process Brian Hahne, Executive Director of Partners Ending Homelessness to provide an update on Homeless Services with the CoC.

Mr. Hahne spoke to working with the county manager, county attorney and the Director of Health and Human Services on completing the MOU; to working on the administrative agreement with the PEH, that his board would review; spoke to the new partnership and HUDs TA to help navigate transitions in HUD system; also planning to empower stronger together task force to help in transition; representing CoC and PEH; and to looking forward to good year in 2021.

Committee Member Jefferson commended Dr. Palmer and Mr. Hahne for the work they had done; and that he was looking forward to collaborating with them in the future

Dr. Palmer thanked everyone for their efforts and support.

Chairman Williams thanked Dr. Palmer and Mr. Hahne for their continued efforts, and updates; and that he looked forward to working with them next year.

2020-501**Update-CDBG-CV Funding**

Staff will provide an update on the CDBG-CV funding.

Michael McNair, Community Development Director made a PowerPoint Presentation (PPP) on the Community Development Block Grant-CV; provided an update on reimbursed funding to date of \$114,652.93; pending reimbursement of \$32,247.64; said staff would recommend allocating the remaining balance to existing contracts to include agencies already receiving CDBG-CV funds; said the agencies assisted with rent, mortgage, and utilities; spoke to evaluating the potential duplication of benefits with the HOPE Program; to allocating funds on a public facility; and provided a list of the agencies that were receiving funds that included their project updates.

2020-502 Update-Affordable Housing

Staff will provide an update on Affordable Housing.

Michael McNair, Community Development Director made a PowerPoint Presentation (PPP) on the update of Affordable Housing; presented maps, and photographs to illustrate the sites of the Cable Street, Cedrow Subdivision, Southside, and Avondale Trace projects. For the Cable Street project, foundation was laid down for the first home by Habitat for Humanity; said they used students from the Construction Training Program (CTP); the Southside -Housing Consultant Group provided home buyers classes; and that they were building two homes on George Place with construction to begin in January.

Chairman Williams noted that the Southside-Housing Consultants Groups was also partnered with Operation INASMUCH; and asked if staff reached out to HPCAV to assist with construction. Mr. McNair replied yes; and that some of the CTP graduates came from HPCAV; said the program was designed to give participants an opportunity to learn skills to make them marketable to employees; and explained how the CTP was funded.

Mr. McNair continued discussion regarding the home buyer's assistance program process; explained the eligibility process; provided a history, with results, from submitted applications; said next month's discussion would be regarding the Consolidated Annual Performance and Evaluation Report (CAPER); said a notice would be published on December 9; the public review period would be from December 10-28; the CAPER would be submitted to HUD on December 31; discussion regarding the expected multi-family applications for LIHTC; and the Annual Action Plan schedule.

Chairman William asked would restrictions be removed from the tax credit application. Mr. McNair replied that he did not have that information at this time.

Committee Member Jefferson expressed excitement to see homes being built and purchased; spoke to the progress at Cedrow; to growing demands for homes; and said it was a great time to be with the City of High Point.

Mr. McNair spoke to the longevity of the projects; to the team effort with city departments, High Point University (HPU), and other partners.

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 4:28 p.m.

Respectfully Submitted:

Christopher Williams, Chairman

Attest:

Mary S. Brooks, Deputy City Clerk

**HIGH POINT CITY COUNCIL
REGULAR MEETING (VIRTUAL)
DECEMBER 7, 2020 – 5:30 P.M.
MUNICIPAL BUILDING - COUNCIL CHAMBERS**

MINUTES

As part of the city of High Point's on-going COVID-19 mitigation efforts, in-person attendance was not allowed at this meeting. Instead, the meeting was live-streamed and the public was provided a link to listen to the meeting as it was being live-streamed. www.HighPointNC.gov/VirtualPublicMeeting

ROLL CALL, MOMENT OF SILENCE, AND PLEDGE OF ALLEGIANCE

Mayor Wagner called the remote meeting to order at 5:41 p.m.

The recitation of the Pledge of Allegiance followed a Moment of Silence.

The Mayor conducted a roll call for attendance. The following council members were present (9):

Mayor Jay W. Wagner (physically present)
Mayor Pro Tem Chris Williams- Ward 2 (physically present)
Council Member Tyrone E. Johnson- At Large (physically present)
Council Member Britt Moore- At Large (physically present)
Council Member Cyril Jefferson- Ward 1 (physically present)
Council Member Monica L. Peters- Ward 3 (remote participation)
Council Member S. Wesley Hudson- Ward 4 (physically present)
Council Member Victor Jones- Ward 5 (remote participation)
Council Member Michael A. Holmes- Ward 6 (physically present)

The following staff members were physically present:

Randy McCaslin, Interim City Manager; Greg Ferguson, Assistant City Manager; Eric Olmedo, Assistant City Manager; Meghan Maguire, Assistant City Attorney; Bobby Fitzjohn, Director of Financial Services; Lee Burnette, Director of Planning and Development; Herb Shannon, Senior Planner-Planning and Development; David Fencl, Senior Planner- Planning and Development; Chris Andrews, Development Administrator- Planning and Development; Andy Piper, Planning Administrator- Planning and Development; Kim Thore, Right-of-Way Coordinator; Matt Carpenter, Transportation Engineer- HPDOT; Mike McNair, Director of Community Development & Housing; Lori Loosemore, Code Enforcement Manager; Eric Xavier, Assistant Director of IT; Mary Brooks, Deputy City Clerk; and Lisa Vierling, City Clerk

Staff Participating Remotely:

JoAnne Carlyle, City Attorney

Others Present:

Susan Rabold, CityScape Consultants, Inc.

Others Participating remotely:

Daniel T. Gougherty, CPA, Cherry Bekaert

RECOGNITIONS AND PRESENTATIONS

2020-484 Recognition - Planning & Zoning Commission / Historic Preservation Commission

Mayor Wagner will recognize the record of service for past Planning & Zoning Commissioners Marie Stone and Jim Armstrong, and past Historic Preservation Commissioners Annette Cox and Julius Clark.

Mayor Wagner publicly recognized and thanked the following residents for their dedicated service to the City of High Point and noted a plaque will be mailed to them commemorating their service on these boards.

- **Julius Clark**; 15 years of service to the Historic Preservation Commission; serving as vice chair for three years and chair for two years
- **Annette Cox**; 3 years of service to the Historic Preservation
- **Jim Armstrong**; 6 years of service to the Planning & Zoning Commission
- **Marie Stone**; 9 years of service to the Planning & Zoning Commission; serving one year as vice chair

[applause]

STRATEGIC PLAN UPDATE

2020-510 Strategic Plan Update- Blight Reduction and Marketing & Branding Task Force

Council will receive an update on the Strategic Plan regarding Blight Reduction from Mayor Pro Tem Williams, Chair of the Community Development Committee and a strategic Plan Update on the Marketing & Branding Task Force initiative by Council Member Holmes.

Marketing & Branding Task Force

Council Member Holmes expressed his pleasure in chairing the Marketing & Branding Task Force for the city. He spoke to the presentations they have heard by key stakeholders of the Task Force such as Forward High Point, Chamber of Commerce, Visit High Point (formerly known as the Convention & Visitors Bureau), and the Market Authority. He spoke to putting those forward in an effort to start comparing the undertakings from these key stakeholders. He reported in the last meeting, the Task Force established that Jeron Hollis and his team would be serving as the HUB to receive and disseminate all the information going forward and the Task Force would also be benchmarking against other municipalities who have also undertaken similar efforts. The Task Force will also be collecting data, assets on what each of these stakeholders have been doing on their specific marketing and branding projects. The next meeting of the Marketing & Branding Task Force will be held in January and Chairman Holmes advised at that time they would start comparing the information and start the formation of their comprehensive marketing efforts.

Blight Reduction

Mayor Pro Tem Williams, Chair of the Community Development Committee, provided an update on some numbers as they relate to Code Enforcement. He then shared the numbers for the November 2020 activities as follows:

*Minimum Housing Complaints: 23
Active Minimum Housing Cases: 253
Active Backlog Cases (270 originally): 0
City Demolished Houses: 3
Public Nuisance Complaints: 28
Active Public Nuisance Cases: 73
City Abated Public Nuisance Cases: 34
Owner Abated Public Nuisance Cases: 51
Zoning Complaints (vehicles, signs, etc...): 14
Active Zoning Cases: 130
Signs Collected: 309*

Lori Loosemore, Code Enforcement Manager, shared some photos of a structure located at 1213 Leonard Avenue that was scheduled for demolition. She advised that the Demolition Ordinance was adopted by City Council in September 2019, but after that action was taken, the property owners contacted her and asked for additional time. Staff met with the property owners, reviewed their timeline and the property owners made the repairs and brought the property into compliance with the Minimum Housing Code.

PUBLIC COMMENT PERIOD**2020-483****Public Comment Period**

A Public Comment Period will be held on Monday, December 7, 2020 at 5:30 p.m.

As part of the city of High Point's COVID-19 mitigation efforts, in-person public attendance will not be allowed at this meeting. Instead, the city will be live streaming this meeting. Once the City Council is in Session, please click on the following link to listen to the meeting as it is being live-streamed www.highpointnc.gov/VirtualPublicMeeting.

Although the public is unable to physically participate in the meeting, the public can submit comments by

1. Calling 336-883-3522 and leaving a message, or by
2. Emailing written comments to publiccomment@highpointnc.gov, or by
3. Dropping off written comments in the city of High Point's utility payment drop-boxes located on both sides of the Municipal Building located at 211 S. Hamilton Street in the Green Drive and the Commerce Avenue parking lots.

All comments received will be forwarded to the City Council and will be incorporated as part of the permanent proceedings of the December 7, 2020 City Council Meeting. The City of High Point's Public Comment Policy restricts comments to no more than three (3) minutes which will apply for the telephone message submission. Email submissions and written

comments should be kept at 350 words or less. The deadline for submitting public comments is Friday, December 4 at 5:00 p.m.

Mayor Wagner reported that he was informed that no public comments had been received and asked the Clerk to clarify that no comments were received. The City Clerk stated no comments were received for the Public Comment Period portion of the meeting. The Mayor advised that a couple of comments were received for the public hearings on tonight's agenda for Text Amendment 20-04 and Zoning Map Amendment 20-22 and that the comments would be attached in Legistar as a permanent part of the record of the proceedings.

FINANCE COMMITTEE - Council Member Moore, Chair
Committee Members: Moore, Holmes, Peters, and Jones

CONSENT AGENDA ITEMS

Finance Committee Chair Britt Moore reported all finance items were discussed at the Finance Committee Meeting held on Thursday, December 3rd at 4:00 p.m. and are being forwarded to City Council with a favorable recommendation and that 2020-473 Comprehensive Annual Financial Report (CAFR) for FY 2019-2020 would be removed from the Consent Agenda to be discussed later in the meeting.

Motion by Council Member Moore, seconded by Council Member Hudson to approve all matters on the Finance Committee Consent Agenda. Following a roll call vote by Mayor Wagner, the motion carried by the following unanimous 9-0 vote.

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

Note: Although one motion was made to approve/adopt these matters under the Finance Committee Consent Agenda, action on all of these matters will be reflected throughout the Consent Agenda portion of these minutes as being made and seconded by the same persons.

2020-474 Contract - NC State Purchasing Contract 725G - Motorola Radio Purchase

City council is requested to award a contract to Motorola Solutions, Inc. using NC State Purchasing Contract 725G in the amount of \$420,000.60 to purchase sixty (60) portable radios and forty (40) mobile radios as part of the annual eight (8) year radio replacement cycle and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Approved the award of a contract to Motorola Solutions, Inc. using the NC State Purchasing Contract 725G in the amount of \$420,000.60 to purchase sixty (60) portable radios and forty (40) mobile radios as part of the annual eight (8)-year radio replacement cycle and authorized the appropriate City official and/or employee to execute all necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Hudson, that this contract be approved, and the appropriate city official and/or employee be authorized to execute all necessary documents. The motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-475 Contract - H-GAC (TX) purchasing contract EC07-20 - Xybix Solutions, Inc - 911 Communication Center Console Workstations - High Point Police Department Headquarters

City Council is requested to award a contract to Xybix Solutions, Inc. in the amount of \$356,421.23 using funds provided by the state of North Carolina 911 Board to purchase 911 Communication Center console workstations via H-GAC (TX) purchasing contract EC07-20 and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Approved award of contract to Xybix Solutions, Inc. in the amount of \$356,421.23 using funds provided by the State of North Carolina 911 Board to purchase 911 Communication Center console workstations via H-GAC (TX) purchasing contract EC07-20 and authorized the appropriate city official and/or employee to execute all necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Hudson, that this contract be approved, and the appropriate city official and/or employee be authorized to execute all necessary documents. The motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-476 Contract - Motorola Solutions Inc. - 911 Communication Equipment - High Point Police Department Headquarters

City Council is requested to approve a contract with Motorola Solutions Inc. for the purchase of sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1730 Westchester Avenue in the amount of \$1,317,080.85 utilizing NC911 board funding.

Approved a contract with Motorola Solutions, Inc. for the purchase of sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1730 Westchester Avenue in the amount of \$1,317,080.85 utilizing NC 911 board funding.

A motion was made by Council Member Moore, seconded by Council Member Hudson, that this contract be approved. The motion carried by the following 9-0 unanimous vote.

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-477 Ordinance - 911 Communication Equipment - High Point Police Department Headquarters

City Council is requested to approve a budget ordinance appropriating \$1,673,503 to purchase sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1730 Westchester Avenue utilizing NC 911 Board funding.

Adopted an Ordinance amending the FY 2020-2021 Budget Ordinance appropriating \$1,673,503 to purchase sixteen (16) Motorola 911 radio consoles to outfit the new 911 Communications Center located at 1730 Westchester Avenue utilizing 911 Board funding.

A motion was made by Council Member Moore, seconded by Council Member Hudson, that this Budget Ordinance Amendment be adopted. The motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

**Ordinance No. 7681/20-97
Ordinance Book, Volume XXI, Page 96**

2020-478 Establish Public Hearing - System Development Fee (SDF)

City Council is requested to establish the date of December 21st, 2020 at 5:30 p.m. as the date and time to receive public comments regarding the System Development Fee (SDF) for calculating usage fees for water and sewer as recommended by Public Services.

A motion was made by Council Member Moore, seconded by Council Member Hudson, to establish the date of December 21, 2020 at 5:30 p.m. as the date and time for the public hearing on the proposed System Development Fees. The motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-479 Contract - Change Order - Sharpe Brothers - Lindsay Street Parking Lot Paving

City Council is requested to approve a change order in the amount of \$12,585.02 for adjustment to the contract for the paving of the Lindsay Street parking lot and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Approved a Change Order in the amount of \$12,585.02 for adjustment to the contract for the paving of the Lindsay Street parking lot and authorized the appropriate city official and/or employee to execute all necessary documents.

A motion was made by Council Member Moore, seconded by Council Member Hudson, that this matter be approved. The motion carried by the following vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-480 Rescind Resolution - Sale of 1409 Furlough Avenue

City Council is requested to rescind the action taken on July 20, 2020 where an opening bid for the purchase of 1409 Furlough Avenue was accepted and to halt the process for sale of the Property.

A motion was made by Council Member Moore, seconded by Council Member Hudson, to rescind the action taken by the City Council on July 20, 2020 where an opening bid for the purchase of 1409 Furlough Avenue was accepted which will halt the process for sale of the property. The motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-481 Resolution - Donation of Property - 1500 Johnson, 1502 Johnson, 1500 R1 Johnson

City Council is requested to adopt a resolution to accept the donation of real property (3 vacant lots) located at 1500 Johnson Street, 1502 Johnson Street and 1500 R1 Johnson Street contingent upon the City confirming ownership and obtain proper title insurance on the properties.

Adopted a resolution accepting the donation of real property (three (3) vacant lots) located at 1500 Johnson Street, 1502 Johnson Street, and 1500 R1 Johnson Street, contingent upon the city confirming ownership and obtaining property title insurance on the properties.

A motion was made by Council Member Moore, seconded by Council Member Hudson, that this Resolution accepting these properties be adopted. The motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

**Resolution No. 1952/20-41
Resolution Book, Volume XX, Page 181**

2020-482 Resolution - Sale of City Owned Property - 105 & 107 Sunset

City Council is requested to adopt a resolution accepting the offer of \$40,000.00 and authorizing the sale of the property through the upset bid procedure and direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. 160A-269.

Adopted a Resolution accepting the offer of \$40,000.00 for this property and authorized the sale of the property through the upset bid procedure and directed the city clerk to publish a notice of the proposed sale in accordance with N.C. General Statute 160A-269.

A motion was made by Council Member Moore, seconded by Council Member Hudson, that this Resolution be adopted. The motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

Resolution No. 1953/20-42
Resolution Book, Volume XX, Page 182

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - *Council Member Moore, Chair*
Committee Members: Moore, Holmes, Peters, and Jones

2020-473 Comprehensive Annual Financial Report (CAFR) 2019-2020

City Council is requested to acknowledge receipt of the City of High Point Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020 and related required communications from the City's auditors, Cherry Bekaert LLP.

Bobby Fitzjohn, Director of Financial Services, advised that the city is required to undergo an annual financial audit which is a four-month long process. He thanked members of his staff for their assistance in the process and for going above and beyond this year because working remotely made the task much more difficult.

He then introduced Dan Gougherty with Cherry Bekaert who participated remotely and invited him to share his screen for the presentation.

Mr. Gougherty advised that they conducted the audit entirely remotely this year due to COVID-19 and credited the High Point Financial Services team and the Cherry Bekaert team for their hard work in getting everything needed to complete the audit. He then provided an overview of the auditor's role and things they look at in terms of internal controls. The auditors are required to issue four opinions:

- 1. Financial Statements*
- 2. Internal Control of Financial Reporting*
- 3. Federal Audit*
- 4. State Single Audit*

Cherry Bekaert issued unmodified opinions (clean opinions) in the current year financials, which is the highest level of opinion under the auditing standards. In terms of Internal Control, there was one finding that was considered to be a significant deficiency and that finding related to not having a formal contract with one external party of the city. There were no findings considered to be a material weakness in the city's internal controls. In terms of single audit report procedures, three federal programs were audited: The HOME Investment Partnerships Program, CDBG, and FEMA Assistance for Hurricane Florence. The Powell

Bill program was tested for the state single audit. No findings with internal control compliance or any compliance-related findings were found.

In terms of the required communications, there were no significant policy changes which is quite a change over the last few years where there were a number of accounting pronouncements that had been issued and adopted by the city. There were no adjusting journal entries which offers assurance that the information that management is reporting is the information that the auditors are attesting to with no adjustments.

In terms of Internal Control, the auditors identify significant financial transaction cycles as part of the audit which is part of risk assessment procedures and includes cash receipts, cash disbursements, payroll, and the financial reporting. These controls offer assurances that compliance is being followed.

For the journal entries, the auditors obtained a data dump of information from the city which includes all entries the city codes throughout the year whether they are automatic in nature or manual. No issues were found with any journal entries from a manual standpoint that needed to be addressed.

In terms of Information Technology controls, the auditors get an understanding of the city's IT internal general computer controls as it relates to the system that is in place that relate to the financial statements. Although the auditors do not issue any findings in this area, they do ensure that the controls are in place and that they meet industry standards.

In closing, Mr. Gougherty reiterated that they had unmodified opinions in all four areas that were tested. He thanked city staff for their assistance in helping get the CAFR issued and spoke to how everyone worked extremely hard to get this work done by the October 31st deadline, which is ahead of the January 31st extended grace period that the Local Government Commission gave.

Following the audit presentation, Chairman Moore asked if there were any questions. Hearing none, he thanked the staff for their hard work throughout the year and stated he was very pleased with the good audit report.

For the benefit of the public listening to the meeting, Mayor Wagner advised that the audit could be viewed on the city's website at www.highpointnc.gov.

A motion was made by Council Member Moore, seconded by Council Member Jefferson, to acknowledge receipt of the Comprehensive Annual Financial Report for FY 2019-2020. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

PROSPERITY & LIVABILITY COMMITTEE - Council Member Hudson, Chair

Committee Members: Hudson, Holmes, Jefferson, and Peters

There were no matters on tonight's agenda for the Prosperity & Livability Committee.

COMMUNITY DEVELOPMENT COMMITTEE - Mayor Pro Tem Williams, Chair

Committee Members: Williams, Hudson, Jefferson, and Johnson

2020-485 Rescission of Ordinance to Demolish - 1213 Leonard Avenue

Council is requested to rescind the ordinance adopted on September 16, 2019 to demolish the dwelling at

1213 Leonard Avenue belonging to TCC Holdings, LLC.

Lori Loosemore, Code Enforcement Manager, advised that this is the housing case that was showcased earlier in the meeting and noted that the Demolition Ordinance that was adopted by Council on September 16, 2020 needs to be rescinded because the repairs have been made to bring the property into compliance. Council Member Holmes inquired as to the occupancy. Ms. Loosemore assumed it would be rental property and noted the property owner is still delinquent on the property taxes.

A motion was made by Mayor Pro Tem Williams, seconded by Council Member Holmes, to rescind the Demolition Ordinance adopted on September 16, 2020 for 1213 Leonard Avenue. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-486 Ordinance- Demolition of Dwelling - 210 Underhill Street

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 210 Underhill Street belonging to Creative Resources Ministries DBA Carpenter's House.

Lori Loosemore, Code Enforcement Manager, advised the inspectors made an inspection on July 24, 2017; a hearing was held on December 5, 2019, but no one appeared; an order to repair or demolish was issued on January 16, 2020 with a compliance date of February 21, 2020; it was determined that the repairs exceeded 65% of the value; the property owners are delinquent in property taxes for 2019 totaling \$834.39. Staff is recommending adoption of the Demolition Ordinance for 210 Underhill Street.

Chairman Williams asked if any comments had been received regarding this matter. The City Clerk replied that no comments were received.

Adopted an Ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 210 Underhill Street.

A motion was made by Mayor Pro Tem Williams, seconded by Council Member Johnson, that this matter be adopted. The motion carried by the following vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

Ordinance No. 7676/20-92
Ordinance Book, Volume XXI, Page 91

PENDING ITEMS

2020-456 Ordinance - Demolition of Dwelling - 208 Lawndale Avenue

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 208 Lawndale Avenue belonging to Margaret Ann Robbins.

2020-422 Ordinance - Demolition of Dwelling - 711 Hines Street

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 711 Hines Street belonging to Dolores Lobo Martinez, property deed date 7/19/2019, Lis Pendens record 8/27/2018, Previous owner Isa Irina Reyes-Lobo.

PLANNING & DEVELOPMENT - Mayor Jay Wagner

2020-487 Initiation of Zoning Map Amendments

A request by the Planning and Development Department for the City Council to initiate zoning map amendments for the fourth group of properties as part of the Comprehensive Zoning Map Amendment project.

Herb Shannon, Senior Planner with the Planning and Development Department, provided a brief presentation regarding the request to initiate rezonings for part of the city's Comprehensive Zoning Map Amendment project. This is a request by the Planning and Development Department for Council to initiate Zoning Map Amendments for a group of properties that are part of this project. The comprehensive Zoning Map Amendment project is a multi-year undertaking that began in 2017 following adoption of the new Development Ordinance. The purpose of the project is to review and evaluate zoning of land through the city, identify areas where zoning is out of sync with existing land use or any existing current land use policy, and to propose appropriate changes.

To date, Council has rezoned over 2,200 parcels as part of this project, totaling over 1,000 acres or about 2.7% of the city. Staff reported that this project has already produced positive results as there have been a couple of parcels that were re-developed, so those property owners did not have to go through the zoning process because the old, obsolete conditions from the 1980s were removed. Mr. Shannon spoke to this being the fourth round of amendments that will focus on eight areas of the city, mainly in the northeastern, southeastern portion of the city and the eastern portion of the Core City area.

Once the process is initiated, staff will begin communicating with the property owners in early 2021; will start sending early notice to property owners; will allow 4-6 weeks for questions/comments; will be holding telephone conference meetings/Zoom meetings with HOA representatives so they fully understand and will allow for questions. Once the questions are addressed and there are no major issues, staff will bring the various amendment forward in groups.

Mr. Shannon explained that if any issue surfaces during the review process where there is a condition, conditional use permit, or conditional zoning ordinance with conditions that are still valid, Council is not obligated to rezone the property.

Staff is recommending that Council initiate the process for this fourth round of properties.

A motion was made by Mayor Wagner, seconded by Council Member Jefferson, that this matter be approved. Following a roll call vote by the Mayor, the motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-488 Resolution - 118 Underhill Street Naming Designation

Council is requested to consider officially naming the home located at 118 Underhill Street the "W.W. Blair-John Coltrane House" or the "Blair-Coltrane House."

Assistant City Manager Greg Ferguson advised this is a request that came from the Community Development Committee to officially name 118 Underhill Street as the "W. W. Blair-John Coltrane House," which will be more commonly referred to as the "Blair-Coltrane House." He advised there is also a historic designation request that would be heard later in the meeting. He reported there would be no immediate impact as to the designation, but there would be some future signage to reflect the name.

Council Member Jefferson stated he has been told by most historians about the significance of ensuring that the story of the home is told and adding those other things that have a lot of prominence around the property. He advised that Rev. Blair, John Coltrane's grandfather, built the house; was a leader in the community; and made John Coltrane the man he became--a legend around the world.

Adopted a Resolution officially naming the home at 118 Underhill Street the "W.W. Blair-John Coltrane House" which will be more commonly referred to as the "Blair-Coltrane House."

A motion was made by Mayor Wagner, seconded by Council Member Johnson, that this Resolution be adopted. Following a roll call vote by the Mayor, the motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

PUBLIC HEARINGS

Prior to the public hearings being held, Mayor Wagner advised that although the public hearings would be held tonight, they will not be voted on until Wednesday, December 9th at 5:30 p.m. due to the current regulations in place regarding public hearings held during the COVID State of Emergency. He further advised that additional comments would be received for the required 24-hour period following the public hearings.

2020-489 Ordinance - Guilford County Landmark Designation of Blair-Coltrane House

A request by the City of High Point for designation of the Blair-Coltrane House located at 118 Underhill Street as a Guilford County Landmark property.

Dave Fencl, Senior Planner with the Planning and Development Department, explained this request was initiated by the Coltrane House Steering Committee, chaired by Council Member Cyril Jefferson. The request has been submitted by the city to the Guilford County Historic Preservation Commission, who unanimously recommended approval and that the request was reviewed by the High Point Historic Preservation Commission, and they also unanimously recommended approval.

Mr. Fencl advised that this is the city's first landmark request since 2009 when the Radio Building was designated. There are currently a total of 109 properties in Guilford County that are designated county landmarks.

No comments were received regarding this matter.

Mayor Wagner asked if there were any questions. Hearing none, he reminded everyone that Council would be taking action on this matter on Wednesday, December 9th @ 5:30 p.m.

2020-490 Windsor Investments, LLC - Zoning Map Amendment 20-22

A request by Windsor Investment, LLC to rezone approximately 44.6 acres from the Residential Single Family - 3 (R-3) District to a Conditional Zoning Residential Single Family-5 (CZ R-5) District. The site is located along the south side of W. Lexington Avenue, approximately 880 feet west of Wallburg-High Point Road.

Herb Shannon, Senior Planner with the Planning and Development Department, provided an overview of the staff report, which is hereby attached in Legistar as a permanent part of these proceedings.

This is a request to rezone approximately 44.6 acres located in the western part of the city's planning area. This property is currently within the High Point corporate limits and is located along the south side of W. Lexington Avenue, approximately 880 feet of High Point-Wallburg Road. The applicant is requesting to rezone this site from its current Residential Single Family R-3 District to a Conditional Zoning Residential single Family-5 (R-5) District.

Mr. Shannon advised that the site is impacted by multiple physical constraints: streams, steep terrain, and a Duke Power transmission line that runs through the site and because of these constraints, the applicant is requesting the rezoning from the current R-3 District to the conditional Zoning R-5 District to allow some flexibility in the manner that the site may develop. Mr. Shannon explained there are two differences between the R-3 District and the R-5 District--the R-3 District allows densities up to three units per acre while the R-5 District allows density of up to five units per acre. The second difference is allowable uses. Single-family detached dwellings are permitted in both districts; however, the R-5 District also allows twin homes, but twin home development requires at least a 5-acre tract of land.

Regarding previous zoning history in the general area, Mr. Shannon noted there are various single-family subdivisions to the west, all of which are Conditional Use R-3 or Conditional Zoning R-3. Additionally, the Pennfield Development, which is a Planned Unit Development, with a combination of twin homes, multi-twin homes and single-family development.

For informational purposes, the High Point Department of Transportation (HPDOT) determined that a Transportation Impact Analysis (TIA) was not required as the applicant is proposing a 102-lot single-family subdivision, and they calculated that this project would generate 65 trips a day. A TIA is only required if over 150 trips would be produced during peak hours. Mr. Shannon referenced the comments from Davidson County Schools on page 3 of the staff report and noted there are no significant increases to area schools.

Key points to note from the analysis as far as compatibility with the surrounding area. This portion of the city has a Land Use Map designation of Low-Density Residential which permits development of up to five units per acre. The Northeast Davidson Area Plan adopted in 2002 notes that single-family homes be of residential type. The proposed R-5 District permits densities of up to five units per acre; however as previously noted, the site is encumbered by streams and the Duke Power transmission line and the applicant has noted that about 35-40% of the site will remain undeveloped. They are proposing up to 102 dwelling units, which is a density of 2.3 units per acre.

As far as mitigating impacts, current traffic counts along W. Lexington Avenue exceed 5,000 trips per day, thus HPDOT has noted a turn lane would be required as far as the subdivision review; the applicant has offered a condition for right-of-way dedication along the street frontage to accommodate the turn lane.

Regarding environmental impacts, the applicant would be required to meet all City of High Point environmental regulations. If a development exceeds 24% built upon area, they must comply with stormwater control measures and must meet all stream buffer requirements.

On a final note, Mr. Shannon stated the request does not introduce any new types of uses or development in this area. Previous developments had been a combination of mostly single-family with some twin home developments in the area. Staff is recommending approval to rezone this 44-acre site to a Conditional Zoning Residential Single Family-5 (R-5) District. The Planning and Zoning Commission reviewed this request at their November public hearing and also recommended approval by a vote of 6-0. The Commission included with their approval, a statement that the request is consistent with the adopted policy guidance; the allowable uses and density of the proposed CZ R-5 District is supported by the adopted Land Use Plan and the Northeast Davidson Area Plan; and that the request is

reasonable in the public interest as prior zoning approvals have allowed both single-family and twin home developments along this segment of the W. Lexington Avenue corridor and similar densities.

Mr. Shannon reported that one comment from an adjacent property owner was submitted to the Planning and Zoning Commission, who expressed concerns about densities of development in the area.

Following the staff presentation, Mr. Shannon entertained questions.

Referencing the topography and stream constraints, Council Member Moore asked if it concerns the change to R-5 with all that will be required of the developer. Mr. Shannon replied in the affirmative and noted that the request meets the Land Use Plan as far as allowing the maximum density of five units per acre. He explained that based upon the environmental constraints, they will not be able to reach that amount and the request for the R-5 District just allows some flexibility in lot size for them to work around those constraints and not have as much physical impact on the property.

Council Member Hudson asked if two adjoined houses plus a stand-alone house would be permitted in the R-5 District. Mr. Shannon replied that they could have a twin home development, but they could not do a twin home and a single-family home because they would have to designate an area of at least five acres for a twin home development.

There being no further questions, the applicant (participating remotely) was recognized and given an opportunity to speak.

Charlie Hall, 5603 New Garden Village Drive in Greensboro, recognized David Michaels, head of development and acquisition with Windsor Homes; Tom Hall, President- Windsor Homes; and the project engineers, who were also participating remotely.

Mr. Hall shared the site plan that they presented during the Planning and Zoning Commission public hearing. He noted that the main entrance would be off W. Lexington Avenue; they are providing stub streets throughout the development; they are proposing 102 units which could increase or decrease slightly depending on the final engineering drawing. He then shared some additional site considerations for the proposed development such as traffic, environmental constraints (streams/wetlands); stormwater management and noted that they will comply with all the required regulations.

Regarding the required community informational meeting, he reported that it was held on October 14, 2020 via Zoom and they had four property owners to participate. During the meeting, they shared the development plans and discussed the layout with the property owners. He advised that most of the property owners were just curious about the development plan; wanted to know about the density and the number of single-family homes proposed; and if there were going to be any improvements made to W. Lexington Avenue.

In conclusion, Mr. Hall reiterated that the Planning and Zoning Commission recommended approval of the request and asked for Council's consideration of approval as well.

Mayor Wagner asked if there were any questions. Hearing none, he reminded everyone that Council would be taking action on this matter on Wednesday, December 9th @ 5:30 p.m.

2020-491 City of High Point - Text Amendment 20-03

A request by the Planning and Development Department to amend various sections of the City of High Point Development Ordinance to address revisions to the state watershed rules related to the powers and duties of staff, procedural changes for watershed variances, standards for surface water protection, and updates to terminology, references and definitions.

Andy Piper, Planning Administrator with the Planning and Development Department, provided an overview of the staff report for Text Amendment 20-03, which is hereby attached in Legistar as a permanent part of these proceedings.

This text amendment amends various sections of the city's Development Ordinance to address revisions to the State's watershed rules. He explained that state agencies are directed to review and update existing watershed rules at least every ten years and this prompted the State's Division of Water Resources to make several changes to the rules related to watershed protection that became effective this past Summer. As a result, the Development Ordinance must be amended to address those changes. He then reviewed the following sections as part of these amendments.

Section 1: *Removes watershed variances as a separate procedure in the Table summarizing review authorities because the State rules now require watershed variances and like other types of variances, it will be subject to a quasi-judicial procedure and they will become a distinct type of variance decided by the Board of Adjustment.*

Section 2: *Removes minor watershed variances as an application decided by the city's Technical Review Committee (TRC) although they will continue to review and make recommendations. It also adds implementation and enforcement of surface water buffer protection to the powers and duties of the Engineering Services Director, as well as a number of corrections in terminology.*

Section 3: *Includes a variety of procedural changes to the process for reviewing and deciding watershed variances, primarily related to removing the existing section on watershed variances entirely and including them with the other types of variances. This section also incorporates language used in the State's rules.*

Section 4: *Contains a number of changes to update procedures and the terminology references in the Watershed Protection Standards in the Ordinance; makes minor corrections to fix existing errors; and addresses other issues identified by staff.*

Section 5: *This section was not spurred by changes to the State Watershed Rules, but is a useful provision that was in the prior Development Ordinance that allows a reduced minimum rear setback for single-family dwellings abutting a dedicated public common area.*

Section 6: *Relates to the previously mentioned change to the responsibilities of the Engineering Services Director stemming from the State's rules and requiring the person in*

that role to be certified to make on-site surface water determinations. However, watershed protection will continue to be a team effort of all relevant staff as it is now.

Sections 7, 8, and 9: *Adds and removes rules of measurement, abbreviations, and definitions to terms referenced within the Ordinance.*

In summary, Mr. Piper advised that it is necessary to implement these changes made to the State's Watershed Rules that is no more restrictive than what is currently in place; clarifies the text; adds flexibility; and ensures flexibility between the various watersheds.

The Planning and Zoning Commission reviewed Text Amendment 20-03 at their November meeting and recommended approval of the Ordinance by a vote of 6-0 as per staff's recommendation based on proposed amendments, supporting goals and objections of the Land Use Plan to ensure development respects the natural environment, protects, and preserves the environmentally sensitive locations including watershed critical areas and that they are also in the public interest because they will help protect the environment and the city's water supply.

Mayor Wagner asked if there were any questions. Hearing none, he reminded everyone that Council would be taking action on this matter on Wednesday, December 9th @ 5:30 p.m.

2020-492**City of High Point - Text Amendment 20-04**

A request by the Planning and Development Department to amend various sections of the City of High Point Development Ordinance to revise standards related to wireless telecommunication facilities, necessitated by state and federal legislation, related to establishing a new permitting process, removal of special use process, changing structure heights, establishing undergrounding standards, establishing small cell wireless standards, and updating terminology, references and definitions.

Chris Andrews Development Administrator with the Planning and Development Department advised that these proposed amendments to the City's Wireless Communications standards were earlier introduced to Council by staff in October primarily in response to changes in State legislation and in Federal Communications Commission rules related to wireless telecommunications to which local governments must adhere. He stressed that these amendments are necessary, not discretionary, and change some of the regulations within the city's Development Ordinance to give clarity, predictability to the wireless telecommunications permitting process and to improve the wireless facility standards as allowed by law.

He explained that the city has contracted with CityScape Consultants to review the city's current wireless communications standards and to recommend changes to ensure compliance with the current legislation. He then introduced Susan Rabold with CityScape Consultants.

Ms. Rabold, who resides in Greensboro, disclosed that CityScape only consults to local governments; they do not own any towers; they do not build towers; and they do not provide a wireless service. She shared that CityScape has been working in the niche market of just consulting to local governments on public policies related to wireless communications for over 20 years.

Ms. Rabold shared some pictures, examples of towers, and definitions contained in the proposed text amendment. There are three types of macro cell towers (larger power density types of antennae mounted on more substantial sized infrastructure): non-concealed, concealed unipole, and monopole pole. She advised the new definition that has been introduced through the FCC recently is a base station when these macro antennae attach to a structure that is not physically built for the antennae. She spoke to recent deployment of small wireless facilities going in the rights-of-way and provided some examples of some non-concealed small wireless facilities along Eastchester. The small wireless facilities per the North Carolina State legislation that goes into effect on January 1st, limits the size of the antennae to six-cubic feet in area and specifies that the ancillary equipment that attaches to the pole or related to the antennae cannot exceed more than 28-cubic feet in volume. She explained the high demand for lots of band width and the transition to 5G is driving the need for more small wireless facilities and noted the objective of these revisions is to maximize what can be regulated while meeting the guidelines of the State and Federal standards.

Ms. Rabold advised that the substantial changes to the proposed ordinance start with the definitions; are consistent with the state guidelines; no longer a Special Use Permit process for telecommunication major/minor facilities that are being proposed; co-locations on existing tower space stations are promoted over new tower facilities; concealed facilities are promoted over non-concealed; small wireless facilities are proposed to be allowed in all rights-of-ways; all zoning districts are subject to design standards and height limitations; macro cells are allowed in all zoning districts, but subject to design standards and height limits; underground standards are in place for small wireless facilities to the maximum extent possible; small wireless facilities require a license agreement; co-location on existing utility poles cannot go more than 10 feet above the existing structure; new concealed facilities are only allowed in designated local street rights-of-way, gateway corridors, local historic district overlays; where there is existing or proposed undergrounding of utilities will require new wireless facilities; when placed in right-of-way outside designated local areas, they can be non-concealed; when they go in local streets, the goal is to have them at the lot line, shared lot line so the infrastructure is not in front of someone's dwelling unit or walkway up to a residential structure; inside rights-of-ways in single-family areas on local streets, maximum height is 40 feet; outside of those areas, it is 50 feet; location in a residential area, a gateway corridor, historic overlay, neighborhood conservation overlay district, the utility pole maximum height would be 25 feet and must be concealed; lots with single-family attached or detached dwelling units, family care home districts; it is limited to 25 feet; outside of those designated areas, the maximum height is 50 feet; if they exceed 50 feet, they are no longer treated as a small wireless facility.

For the proposed macro cells (the larger facilities), the concealed base stations can be attached to multi-family dwelling units outside of the RM-5 District; monopoles would be allowed in the GB, RC, EC, and I Districts; lattice and dye towers would only be permitted in the LI, HI, HGR, and PR Districts; concealed facilities with monopoles would only be allowed on city property and within the electrical transmission rights-of-way; height for macro cells cannot be taller than 20 foot above the roof or structure line; for concealed facilities in the residential districts, the gateway corridors, and historic and overlay districts, the maximum height would be 100 feet or less; 150-foot maximum in the land development districts such as GB, RC, EC and I, with a 200-feet maximum in the remaining districts.

Ms. Rabold then identified other proposed standards that are addressed in the proposed ordinance such as structural integrity; Institute standards pertaining to wind/ice; facilities designed for co-locations and the number of service providers; setbacks; landscaping; signage; lighting; Radio Frequency emissions, etc....

At the conclusion of the presentation, Ms. Rabold addressed some comments received from AT&T as follows:

- 1. If the replacement requirements for small wireless facilities would it also apply to macro cells; it was determined the replacement requirements for small wireless facilities would not apply to macro cells; and if a provider comes in for co-location and they do not exceed the definition of a substantial change, then they are able to get it approved administrative and very quickly.*
- 2. The other question was in regard to radio frequency emission compliance. One of the earlier drafts referred to a required statement from the applicant that they were complying with radio frequency emissions and the Planning and Zoning Commission wanted to have that language strengthened. The new language states a signed statement from a NC licensed professional engineer shall be provided. AT&T is requesting consideration of requiring a signed statement by the applicant and not the professional engineer.*

CityScape feels the city should require a signed statement by a professional engineer because there is more work that is proven to go into the analysis and the concern was that the citizenry wants assurances that the health and safety is being maintained through the emissions.

Mayor Wagner asked if there were any questions for staff or Ms. Rabold.

Mayor Pro Tem Williams inquired about a timetable for implementation of the 5G network. Ms. Rabold explained that 5G is still in the testing phase and is not yet ready for deployment.

Mayor Pro Tem Williams whimsically asked about the possibility of installing telemarketing blocking software on the macro towers. [laughter]

To further summarize the process, Mr. Andrews stated the proposed ordinance was posted on the city's website; was sent out to the development community; and was reviewed by TRC and other city departments. He reminded Council that, when approved, approval would require a consistency and reasonableness statement and noted that the request is consistent in that past amendments are generally technical in nature; they support the Land Use Plan's goal to enhance the aesthetic appearance of High Point; and that the request is reasonable as amendments are necessary changes due to State legislation and FCC Telecommunication rules. The text amendment request did go before the Planning and Zoning Commission on November 10th and they recommended approval by a 6-0 vote; staff also recommends approval.

Mayor Wagner asked if there were any questions. Hearing none, he reminded everyone that Council would be taking action on this matter on Wednesday, December 9th @ 5:30 p.m.

GENERAL BUSINESS AGENDA**2020-493 Resolution of Intent - Amendment to Charter for Consistent Reference to Four (4) Year Terms**

Council is requested to adopt this Resolution of Intent for the purpose of amending Article II, Sections 2.2 and 2.3 of the Charter of the City of High Point, to reflect the terms of office for the Mayor and Council as four (4) year terms which is consistent with Article III, Section 3.1 of the City Charter of the City of High Point, and to establish and provide notice of a public hearing on the matter in accordance with the North Carolina General Statutes.

JoAnne Carlyle, City Attorney, advised that in May of 2018 when the Charter was amended to switch from two-year terms for the Mayor and City Council to four-year terms, there were a couple of areas within the Charter where the numeral 2 was not changed to 4. Staff is asking that Council adopt a Resolution of Intent to make those clerical changes in two different sections of the Charter, which will require a public hearing. Staff is recommending the public hearing be established for January 4, 2021; notification of the public hearing will be published by Legal; after the public hearing is held Legal will provide a mark-up copy of the change to the Charter; then a vote can be taken at that time.

For clarification, she pointed out that at no time was there any chance that the terms would be in jeopardy with any legal challenges because the intent was very clear from the beginning and there was a public hearing on it at that time as well.

Adopted a Resolution of Intent for the City Council to consider technical amendments to the Charter in order to make the language in Article 2.2 and 2.3 consistent with Article III, Elections, Section 3.1 Method of Election and established the date of January 4, 2021 at 5:30 p.m. for the public hearing on the matter.

A motion was made by Mayor Wagner, seconded by Mayor Pro Tem Williams, that this matter be adopted. The motion carried by the following vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-472 Reappointment to ABC Board - Elizabeth Koonce

Council is requested to confirm the reappointment of Elizabeth Koonce to the High Point ABC Board. Appointment to be effective immediately and will expire on 11/15/2023.

Mayor Wagner stated Beth Koonce has served on the ABC Board for a while and has done a very good job. He also mentioned that the new ABC store located on N. Main Street by Aldi opened this week.

A motion was made by Mayor Wagner, seconded by Council Member Moore, to reappoint Beth Koonce to the ABC Board; appointment to be effective immediately and will expire on November 15, 2023. Following a roll call vote by the Mayor, the motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-495 Appointment to Human Relations Commission - Shazia Iqbal

Council is requested to confirm the appointment of Shazia Iqbal to the Human Relations Commission as Council Member Peters' Ward 3 appointee. Term to be effective immediately and will expire on 11/1/2022.

Council Member Peters stated she has known Mrs. Iqbal and her husband for a while; mentioned they are part of the Pakistani community; and that she is confident that Mrs. Iqbal will add diversity and will be a wonderful addition to the Human Relations Commission.

A motion was made by Council Member Peters, seconded by Council Member Holmes, to approve the appointment of Shazia Iqbal to the Human Relations Commission; appointment to be effective immediately and will expire on November 1, 2022. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-494 Minutes To Be Approved

Community Development Committee; November 10th @ 4:00 p.m.

Finance Committee; November 12th @ 4:00 p.m.

Regular Meeting of City Council; November 16th @ 5:30 p.m.

Public Safety Committee; November 18th @ 4:00 p.m.

A motion was made by Mayor Pro Tem Williams, seconded by Council Member Jefferson, to approve the preceding minutes as submitted. Following a roll call vote by the Mayor, the motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

Motion to Suspend The Rules to Add Matters to the Agenda

Mayor Wagner moved to suspend the rules to add the following three items to tonight's agenda for consideration:

1. Purchase of Property at 315 N. Elm Street (as part of the Catalyst Project);
2. Budget Ordinance Amendment recognizing the funds received from the sale of the property; and
3. Appointment of Mayor Pro Tem for the Period of December 7, 2020 to December 6, 2021.

Mayor Pro Tem Williams made a second to the motion. Following a roll call vote by the mayor on the motion to suspend the rules to add these matters to the agenda, the motion carried by the following unanimous 9-0 vote.

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-507 Purchase of Property- 315 N. Elm Street

Council is requested to authorize the purchase of the property at 315 N. Elm Street on or before December 15, 2020 to Elliott Sidewalk Communities High Point LLC for \$2.2 million, plus a portion of the closing costs.

Greg Ferguson, Assistant City Manager, advised this is authorization to purchase the property at 315 N. Elm Street on or before December 15, 2020 at which time Elliott Sidewalk Communities High Point LLC will be the owner.

For the public's benefit, Mayor Wagner noted the purchase of the price for the parcel is \$2.2 million, plus a portion of the closing costs.

A motion was made by Mayor Wagner, seconded by Council Member Hudson, to authorize the purchase of the property located at 315 N. Elm Street on or before December 15, 2020 to Elliott Sidewalk Communities High Point LLC for \$2.2 million, plus a portion of the closing costs. Following a roll call vote by the Mayor, the motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-508 Budget Amendment for Purchase of Property

City Council is requested to approve a budget amendment to recognize funds received from the sale of property per the Land Disposition Agreement with Elliott Sidewalk Communities and appropriate funds for the purchase of additional property in the Stadium area.

Mayor Wagner explained this is a budget amendment to recognize funds received from the sale of the property per the Land Disposition Agreement with Elliott Sidewalk Communities High Point LLC (ESC) and to appropriate the funds for the purchase of the property at 315 N. Elm Street. The budget impact of this is the recognition of \$1,000,385 in revenue from ESC and the appropriation of those funds for the purchase of the property at 315 N. Elm Street of which the appropriation will be added to the current balance of \$1,300,928 available for land purchases for a total balance available of \$2,681,313.

A motion was made by Mayor Wagner, seconded by Council Member Moore, to adopt an Ordinance amending the FY 2020-2021 Budget to recognize the funds received from the sale of the property located at 315 N. Elm Street per the Land Disposition Agreement with Elliott Sidewalk Communities High Point LLC and to appropriate funds for the purchase of

the property at 315 N. Elm Street. Following a roll call vote by the Mayor, the motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

2020-509 Election of Mayor Pro Tem

Consideration of the election of Mayor Pro Tem. Term to be effective December 7, 2020 and will expire on December 6, 2021.

Mayor Wagner explained that this time last year, Council Member Williams was elected as Mayor Pro Tem for a two-year term; however, it is now the consensus of Council to continue with the past practice of having the Mayor Pro Tem only serve for one year which will allow more Council Members an opportunity to serve in that position.

The Mayor thanked Mayor Pro Tem Williams for his willingness to serve in this capacity. He commended him for doing a great job; helping him out during the past year; and for helping to get the new council members acclimated. [applause]

Mayor Pro Tem Williams thanked everyone for allowing him the privilege to serve in that capacity and that he totally agreed that a one-year term is only fair.

Mayor Pro Tem Williams then moved to nominate Council Member Moore to be the next Mayor Pro Tem for the City of High Point. Council Member Hudson made a second to the motion. There were no additional nominations.

Council Member Moore thanked his colleagues for their comments and relayed that Mayor Pro Tem Williams is an excellent leader. He stated he is looking forward to working with staff and the City Council in making decisions that are beneficial for a short-term benefit with long-term dividends for all citizens.

There being no further comments and following a roll call vote by the Mayor, the motion carried by the following 9-0 unanimous vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, Council Member Jones, and Council Member Holmes

ADDITIONAL REPORTS/COMMENTS

Townhall Meeting- Flooding at Foxwood Meadows Development

Council Member Holmes commented that he is very big on teamwork and believes it to be a hallmark of a strong unit when things are successfully pulled together in a short period of time. He mentioned the recent Townhall meeting to address the flooding issues in Foxwood Meadows that was quickly pulled together by city staff and thanked all of staff and the departments for doing so in such a very short, expeditious manner.

Recognition of Pearl Harbor Day

Mayor Wagner reminded everyone that on this day, 79 years ago, our country was attacked at Pearl Harbor and United States entered World War II. He publicly recognized and thanked all those who served during that conflict to protect our country.

Police Department Drive-By Santa Parade

Council Member Jefferson gave a shoutout to Interim Police Chief Travis Stroud and the High Point Police Department for their creative efforts in bringing cheer to the city and spoke to how much his boys enjoyed all the candy as a result of the Santa Claus sled that visited all the parks in the city. He stated their efforts have shown they are committed to the community. Mayor Wagner agreed that it was very creative and a great thing since the Holiday Parade was cancelled this year due to COVID.

Guilford County Commissioners Inauguration

Council Member Peters reported that she virtually attended the Guilford County Commissioners Inauguration and offered congratulations to Register of Deeds Jeff Thigpen, newly appointed Guilford County Commissioner Carly Cooke; newly appointed Commissioner James Upchurch; Commissioner Skip Alston, who is now the chair; and to Carlvena Foster from High Point, who is now the vice chair. She stated she is looking forward to the High Point City Council and the Guilford County Commissioners working together to make High Point the best ever.

ADJOURNMENT

At 7:26 p.m., Mayor Wagner declared the meeting recessed until Wednesday, December 9, 2020 at 5:30 p.m. at which time Council will vote on the public hearing matters that were on tonight's agenda.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Foxwoode Meadows Development Flooding

From: Terry Houk – Public Services Director
Robby Stone - Asst. Public Services Director
Terry Kuneff – Interim Engineering Director

Meeting Date: Dec. 21, 2020

Public Hearing: No

Advertising Date: N/A
Advertised By: N/A

Attachments: Foxwoode Meadows Development Map

PURPOSE:

Approval to evaluate egress/ingress options for Foxwoode Meadows Development.

BACKGROUND:

The Foxwoode Meadows Development was developed in 1967. This development resides on 79.2 acres consisting of 140 lots. There were no flood damage prevention standards in effect at this time. This area was mapped in 1978 as a flood hazard area.

In 2001, the City received an annexation and zoning request for the Williams Grove subdivision (to the east of Foxwoode Meadows). A zoning condition was required for the developer to install a street connection allow a second means of egress/ingress for Foxwoode Meadows. Residents within Foxwoode Meadows did not support the connection and requested for it to be eliminated. This request was honored by City Council. A flood event occurred in 2002. Several residents asked for the connection to be re-established. Due to homes already under construction, this request could not be honored.

BUDGET IMPACT:

Connectivity options for preliminary construction estimates are \$600,000 +.

RECOMMENDATION / ACTION REQUESTED:

Public Services is requesting approval from Council to pursue survey and engineering design to seek viable solutions to provide egress/ingress options for Foxwoode Meadows.

RIVERMEADE DRIVE - STREET FLOODING SOLUTIONS

