City of High Point

Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

Meeting Agenda

Monday, December 19, 2016

5:30 PM

Council Chambers

City Council

William S. Bencini, Jr., Mayor
Jeffrey J. Golden, Mayor Pro Tem
Latimer B. Alexander, IV, Cynthia Y. Davis,
James C. Davis, Jason P. Ewing,
Alyce E. Hill, Christopher Williams,
Jay W. Wagner

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

RECOGNITIONS AND PRESENTATIONS

160386 Humanitarian of the Year Award
Jenn Brandt, Chair of the Human Relations Committee will announce the recipient of the Humanitarian of the Year Award.

FINANCE COMMITTEE - Council Member J. Davis, Chair

CONSENT AGENDA ITEMS

160387 Contract - Bid No 28 - Mini Derrick with Trailer
Award of contract for Bid No. 28 with Scott Powerline & Utility Equipment in the amount of $160,000.00 for the purchase of a mini Derrick with flatbed trailer.

160389 Contact - Corrosion Inhibitor Ward Water Treatment Plant
Approval of contract with Sterling Water Technologies in the amount of $95,964.00 for corrosion inhibitor for the Ward Water Treatment Plant improvements.

160390 Change Order - Wharton-Smith, Inc. - Eastside WWTP Solids Handling Improvements
Approval of Change Order No. 5 to the Wharton-Smith, Inc., contract in the amount of $370,914.74 for Eastside WWTP Solids Handling Improvements.

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - Council Member J. Davis, Chair

160391 FY 2015-2016 Audit Report
Council is requested to acknowledge receipt of the High Point Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016 and related required communications for the City's auditors, Cherry Bekaert LLP.

PENDING ITEM

160370 Comprehensive Fee Schedule - Public Services DepartmentConsideration of the proposed Comprehensive Fee Schedule for the Public Services Department of the City of High Point. Consideration of the proposed Comprehensive Fee Schedule for the Public Services Department of the City of High Point. The City Council Finance Committee considered a motion to increase these fees by 50% of the proposed new fee schedule effective July 1, 2017 and the remaining 50% effective December 1, 2017. That motion failed on a 2 to 2 vote, which means this item comes to the full City Council without a recommendation. At the December 5, 2016 City Council Meeting this item was deferred back to the Finance Committee for further discussion during the Wednesday, January 11, 2017 meeting at 4:00 p.m.

COMMUNITY HOUSING & NEIGHBORHOOD DEVELOPMENT COMMITTEE - Mayor Pro Tem Golden, Chair

160392 Ordinance - Demolition of Structure - 3106 Central Avenue
Adoption of an ordinance ordering the housing inspector to effectuate the demolition of a dwelling located at 3106 Central Avenue, belonging to Mary Lee & Sheenna Lee.

160393 Ordinance - Demolition of Structure - 1450 London Drive
Adoption of an ordinance ordering the housing inspector to effectuate the demolition of a dwelling located at 1450 London Drive, belonging to James C. Cook.

160394 Transfer of Property - Bank of North Carolina - Infill Housing Needs
Council is requested to approve the transfer of lots located at 2429 Williams Avenue, 1128 and 1130 Wayside Street, to the Bank of North Carolina to build new, single family homes to be sold at cost to a qualifying home buyers.

PENDING ITEM

160330 Ordinance - Demolition of Structure - 512 Hines Street
Council is requested to adopt an ordinance requiring the building inspector to effectuate the demolition of a structure located at 512 Hines Street belonging to Eliseo Zavala. (At the November 7, 2016 meeting this item was deferred to the December 5, 2016 Council Meeting. At the December 5, 2016 Council Meeting, Council deferred this item for 60 days or until the February 6, 2017 Council Meeting.

PROSPERITY & LIVABILITY COMMITTEE - Council Member Ewing, Chair

160395 Policy for Traffic Calming Residential Areas
Consideration of the proposed Policy for Traffic Calming in Residential Areas. This matter has been discussed in the Prosperity and Livability Committee and is recommended to City Council with a favorable recommendation for approval.

GENERAL BUSINESS AGENDA

160399 Guilford County School Board - Shared Use Agreement
Council is requested to authorize the Mayor to execute a 10-year renewal of the Shared Lease Agreement with the Guilford County School Board.

160396	Boards & Commissions - Appointments - EDC Board of Directors Council is requested to confirm the appointment of Dr. L'Tanya Joy Bailey, Patricia Carter-Jones, Bruce Davis, Will Davis, Jackie King, Chris Patrick, and Royale Wiggin to the Board of Directors of the High Point Economic Development Corporation. Appointments will be effective January 1, 2017 and will expire December 31, 2018.
160398	Revision to the 2014-2017 Boards & Commissions Liaison Member List Council is requested to approve a revision to the High Point City Council 2014-2017 Boards and Commission Lisison List to add the Greater High Point Food Alliance and to confirm the appointment of Council Member Chris Williams as the liaison to the committee.
160397	Minutes to Be Approved Finance Committee Meeting; Wednesday, November 30th @ 4:00 p.m. Manager's Briefing Session; Monday, December 5th @ 4:00 p.m. Regular Council Meeting; Monday, December 5th @ 5:30 p.m. Prosperity & Livability Committee Meeting; Wednesday, December 7th at 9:00 a.m.

ADJOURNMENT

The next City Council meeting will be Tuesday, January 17, 2017 at 5:30 p.m.

CITY OF HIGH POINT
AGENDA ITEM

Title: Mini Derrick with Trailer

From: Gary Smith, Fleet Director

Public Hearing: N/A

Attachments: Bid Recommendation
Photos

Meeting Date: December 19, 2016
Advertising Date / N/A
Advertised By: N/A

PURPOSE:
The Electric Department is requesting the purchase of a backyard mini derrick to address the growing work demand in backyards with limited access. Using Bid # 28-112216 a Skylift Super 6000 Mini Derrick with a trailer is being recommended for council approval.

BACKGROUND:
The Electric Department is requesting the purchase of a backyard mini derrick to address the growing work demand in backyards with limited access. The main benefit of these compact units is their ability to perform all of the functions of a full sized truck which include installing new poles, accessing and replacing pole-top equipment and lines, and performing other emergency and routine maintenance on poles and overhead lines. A unique feature about mini-digger derricks is they can do all of these procedures from a small self-contained chassis, narrow enough to travel self-propelled through a customer's 36-inch gate.

Bids were opened for this item on November 22, 2016 and two responses were received. The low bid submitted fully meets specifications. The price of $160,000 is for the mini derrick, trailer, training, and delivery which is estimated at 90-120 days.

BUDGET IMPACT:
Funds are available in 2016-17 annual budget.

RECOMMENDATION / ACTION REQUESTED:
The Fleet Services Department recommends purchasing the new Skylift Super 6000 from Scott Powerline & Utility Equipment.


Climbing A Muddy Hill Using The Wireless Remote Control


40/48 Foot Reach
Sets 55 Foot
Poles


Carrying pole


Heavy Duty Auger


Fits Thru 36" Gates!


Using Jib
to Handle
Transformer


Pin on
Bucket!

HIGH POINT
NORTH CAROLINA'S INTERNATIONAL CITY™

FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: Fleet Services

COUNCIL AGENDA DATE: Dec 19, 2016

BID NO.: 28-112216 CONTRACT NO.: DATE OPENED: Nov 22, 2016

DESCRIPTION:

Mini Derrick with Flatbed Trailer

PURPOSE:

The Electric Department is requesting the purchase of a backyard mini derrick to address the growing work demand in backyards with limited access.

COMMENTS:

The main benefit of these compact units is their ability to perform all of the functions of a full sized truck which include installing new poles, accessing and replacing pole-top equipment and lines, and performing other emergency and routine maintenance on poles and overhead lines.

RECOMMEND AWARD TO: Scott Powerline & Utility Equipment AMOUNT: $160,000

JUSTIFICATION:

The low bid submitted fully meets specifications. The price of $160,000 is for the mini derrick, trailer, training, and delivery which is estimated at 90-120 days.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631795	533101			$160,000
TOTAL BUDGETED AMOUNT				$160,000

DEPARTMENT HEAD: Gary L. Smith Digitally signed by Gary L. Smith Date: 2016.12.05 11:36:05 -05'00' DATE: Dec 5, 2016

The Purchasing Division concurs with recommendation submitted by the Fleet Services **and recommends award to the lowest responsible, responsive bidder** Scott Powerline & Utility **in the amount of $** 160,000.00.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US Date: 2016.12.05 13:27:48 -05'00' DATE: Dec 5, 2016

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Jeffrey A Moore Digitally signed by Jeffrey A. Moore DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial Services Director, email=jeff.moore@highpointnc.gov, c=US Date: 2016.12.06 08:16:54 -05'00' DATE: Dec 6, 2016

CITY MANAGER: Greg Demko Digitally signed by Greg Demko DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US Date: 2016.12.06 11:52:20 -05'00' DATE: Dec 6, 2016

Bid Tabulation
Bid Number 28-112216
Mini Derrick with Trailer
Date: November 22, 2016 @ 03:00 P.M.

BIDDERS	Total Bid Price
Scott Powerline and Utility Equipment LLC	$160,000.00
Terex Utilities	$186,050.00

HIGH POINT CITY COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS – HIGH POINT MUNICIPAL BUILDING
December 5, 2016 – 5:30 P.M.

ROLL CALL AND MOMENT OF SILENCE

Mayor Bencini called the meeting to order and asked for a moment of silence, which was followed by the Pledge of Allegiance.

Upon call of the roll, the following Council Members were present:

Present:

Mayor William S. Bencini, Jr., Mayor Pro Tem Jeffrey Golden (Ward 1); and Council Members Cynthia Y. Davis (At-Large), Latimer Alexander (At-Large); Christopher Williams (Ward 2), Alyce Hill (Ward 3), Jay Wagner (Ward 4), James C. Davis (Ward 5) and Jason Ewing (Ward 6).

RECOGNITIONS AND PRESENTATIONS

160371 **Introduction of New Guilford County School Board Members**

Mr. Ed Price introduced the members of the Guilford County Board of Education, Wes Cashwell, Anita Sharpe, T. Diane Bellamy-Small.

Mr. Ed Price, outgoing Guilford County School board member representing High Point, introduced the newly elected school board members, T. Diane Bellamy-Small, (District 1); Anita Sharpe, (District 2); and Wes Cashwell, (District 6), who will be sworn into office in the near future. Mr. Price encouraged each one to make a brief comment.

Ms. Bellamy-Small (District 1), remarked that Andrews High School is in her district. She shared the news on the recent article in Saturday's newspaper regarding the Learn to Swim program and how excited and proud they were with the article. As promised, she expressed they would be implementing at least eight schools this school year and an additional seven by the next school year.

Ms. Sharpe shared her excitement for High Point Central High School and District 2. She stated she looks forward to learning more about Central, the programs, the students and recognizing their achievements. Ms. Sharpe was excited to put faces together with the names of Council.

Mr. Cashwell, (District 6) expressed his gratitude for recognizing the Andrews High School Band. He shared his personal past achievements in 1972, '73 and '74 and valued High Point City Council for taking the time for recognizing the Andrews Band. He shared that he looks forward to continuing with the other schools in District 6 and in Guilford County to grow even further.

[applause] A photo opportunity followed with the Mayor and the newly elected school board members.

Alan Duncan, Chairman of Guilford County Board of Education, expressed how Mr. Price has been an asset to their board and recognized him for his contributions and noted it was evident that he cares deeply for the community. [applause]

Mayor Bencini read the Resolution into the record recognizing Ed Price for his service to the Guilford County School Board and being an active business and civic leader in High Point for many years.

A photo opportunity followed. [applause and standing ovation]

160372 **Resolution - TW Andrews Red Raiders - High Stepping National Band Competition**

Mayor Bencini will present a Resolution to the TW Andrews Red Raiders marching band for their achievement of 1st Place at the High Stepping National Marching Band Competition.

Mayor Bencini presented a resolution to the TW Andrews Red Raiders Band recognizing them for earning first place overall in the High Stepping National Marching Band competition that was recently held in Atlanta, Georgia. He expressed this was the first time that a North Carolina High School had won the High Stepping National contest and it was made possible under the leadership of Jason Heath, Drumline Instructor Cyril Jefferson, Drum Major Coach Braxton Allen, Music Arranger Trey Ingram, Senior Coordinator Faith Davis, Dance Instructor Raven Jefferson, Flag Instructor Tiffany Golphin, and Auxiliary Assistant Shakia Fields. He extended his congratulations for their commitment and talents to the High Point community.

A photo opportunity followed. [applause and standing ovation]

160373 **Resolution - High Point Christian Academy Cougars Football Team**

Mayor Bencini will present a Resolution to the High Point Christian Academy Cougars Football Team on their recent NC Independent Schools Athletic Association Division II State Championship.

Mayor Bencini read the Resolution for the High Point Christian Academy Cougars Football Team into the record. The High Point Christian Academy Cougars Football Team ended a spectacular season by capturing the North Carolina Independent Schools Athletic Association Division II State Championship by defeating Christ School in a 16-6 victory. He stated this was the second straight State Championship that the Cougars football team has won. This was made possible under the leadership of Scott Bell and coaches Andy Oats, Herb Streater, Brian Haack, Richard Hendley, and Andrew Couillard. He noted how the Cougars finished 10-1 for the season and they are best in the state and have brought great honor and prestige to the High Point Christian Academy and the High Point Community.

A photo opportunity followed. [applause and standing ovation]

160374 **Resolution - High Point University - Panthers Volleyball Team - Big South Championship**

Mayor Bencini will present a Resolution to the High Point University Volleyball Team on their recent First Place in the Big South Championship.

Mayor Bencini read the Resolution into the record and presented it to the High Point University Volleyball team. The High Point University Panthers Volleyball team ended a spectacular season by capturing the Big South Championship by defeating Radford in a 3-1 victory. The game took place in Lynchburg, Virginia. This was the first Big South title the Panthers had won since 2010 and this was made possible under the leadership of head coach Tom Mendoza and coach Jake Hong. He also stated how the Panthers finished 23-9 overall and 11-5 in the conference to prove that they are truly one of the best in the state and have earned the respect of their classmates and have brought great honor and prestige to High Point University and High Point community.

A photo opportunity followed. [applause and standing ovation]

160383 **Resolution - Honoring the Life of Billy Ray Quick**

Mayor Bencini will present a Resolution honoring the life of Billy Ray Quick and his service to the city to his family.

Mayor Bencini read the resolution into the record honoring the life of Billy Ray Quick, who recently passed. Mr. Quick was a long time employee of the High Point Parks and Recreation Department. The resolution was presented to his sister, Mae. Mr. Quick's passion, work and dedication for the Special Olympics was evident. Mayor Bencini remembered him as being a true ambassador for the City of High Point.

A photo opportunity followed. [applause and standing ovation]

160385 **Resolution in Support of Guilford County Schools Providing Safe Havens for Teaching and Learning, Free of Crime and Violence**

Mayor Pro Tem Golden read the resolution into the record in support of Guilford County

Schools providing safe havens for teaching and learning, free of crime and violence. He stated that we need to remind the students that we live in a democracy where we can vote, express our concerns and discuss important issues like the presidential election, regardless of whether we agree with the outcome. The Mayor and High Point City Council fully supports Guilford County Schools in their quest to provide the best environment for learning, working and safety for all students in Guilford County and the High Point community. [applause]

STRATEGIC PLAN UPDATE

160381 Strategic Plan Update

Update on Blight

Mayor Pro Tem Golden provided an update on some numbers as they relate to the Code Enforcement efforts regarding the Blight. He then shared numbers for the November activities:

41 Minimum housing complaints
159 Active minimum housing cases
Active Backlog of 158 housing cases
2 Demolitions
258 Political signs removed
234 Regular signs picked-up
40 Public nuisance complaints

Lori Loosemore, Local Codes Enforcement Supervisor, shared some before and after photographs of public nuisances at the following addresses: 116 Briggs, 515 Meredith, and 1213 Ragan.

Connect HP

Council Member Ewing provided an update on Connect HP, formerly the Millennial Task Force (demographic of 18 - 40 year olds).

He reported the Young Professionals Summit held on November 17th was very successful and very well attended with 50 attendees (including City leaders). After the Summit questionnaires were distributed which resulted in a very good response rate. He reported that the feedback was very diversified across the City and speaks volumes to their initiative to make the poverty areas better, to improve the blight, and great feedback for the next summit for next year. He was excited for the future professionals as they engage and move forward.

Council Member Ewing reported that Connect HP held a mini retreat recently to set their goals for the 2017 calendar year. He shared that they would hold a sub-committee meeting at the end of March 2017 and pointed out that the activity would take place in the sub-committee. He advised they are currently recruiting volunteers for the sub-committee. Recommendations can be forwarded to Council Member Ewing or Sarah Belle Tate, the Connect HP Chair.

PUBLIC COMMENT PERIOD

160380 Public Comment Period

A Public Comment Period will be held on the first Monday of the regular City Council meeting schedule at 5:30 p.m. or as soon thereafter as reasonably possible following recognitions, awards and presentations. Our policy states persons may speak on any item not on the agenda.

*Persons who have signed the register to speak shall be taken in the order in which they are listed. Others who wish to speak and have not signed in will be taken after those who have registered.
*Persons addressing City Council are asked to limit their comments to 3 minutes.
*Citizens will be asked to come to the podium, state their name and address and the subject(s) on which they will comment.
*If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group while a designated speaker covers the various points. This helps to avoid repetition while giving an opportunity for people present with the same concerns to be recognized.

Thanks to everyone in the audience for respecting the meeting by refraining from speaking from the audience, applauding speakers, or other actions that distract the meeting.

The following persons addressed Council during the Public Comment Period:

Randall Smith *addressed Council to raise awareness surrounding concerns he has regarding the operation of Open Door Ministries (ODM) and how they allow homeless people to stay at their facility. He reported that he was kicked out and after being there for four months, but did not really understand the reason why. They said it was because he was unemployed and did not have substance or alcohol abuse problem. He also shared that there is violence occurring at the shelter on a regular basis. He then shared that he was kicked out due to a rumor and was told that ODM does not allow sexual offenders in the shelter. He made accusations that employees of ODM were also convicted sexual offenders. He also expressed concerns that the food being served at the "Father's Table," is often spoiled and not fit to eat.*

Joseph Alston*, 1713 Scarborough Road, expressed appreciation to Council on what a great experience it was to see the younger students being recognized not only excelling athletically, but also educationally in the City.*

He addressed Council regarding hate speech and expressed that the air is disturbing since the election process. He stated he would like to have the City take a stand on hate speech and publically state that High Point will NOT tolerate that type of behavior.

He mentioned the City's Vision statement that is placed on the wall right outside the Council Chambers which reads: "Creating the single most livable, safe and prosperous community in America." He noted that although he believes in the statement, we need to also work on carrying it out to ensure that the statement is true to High Point.

Brad Lilley, *4309 Garden Club Street, commended Council for the proclamations given out at tonight's meeting in recognition of the young people and their achievements.*

He addressed Council as a member of the High Point Black Leadership Round Table and expressed strong concerns regarding the continued racism and bullying, etc... in the community and schools. He strongly encouraged City Council to take a stand against these issues and let the community know that this will not be tolerated.

__Kathy Laskis__, 1204 Terrell Drive, expressed concern regarding the new Development Ordinance that will become effective January 1, 2017. She shared that she was cited by a City inspector for not having a permit for a handicap ramp that was installed at her home by a church. As a result, she accused the City of taking away her Constitutional rights and made reference to several sections in the Constitution. This has been ongoing concern since November 15th and Ms. Laskis felt like she was being harassed because of the numerous times she saw the City's inspector pass by her house. She requested a written response from the City regarding her concerns.

Mayor Bencini instructed the City Manager visit with Ms. Laskis regarding these issues.

__Steven Dudash,__ 900 Johnson Street, addressed Council regarding a letter that he received about a hearing that would take place on December 14, 2016 before the Historic Preservation Commission (HPC). The demolition of a burned structure at 1013 Johnson Street, which is in a historic district, will be on the HPC agenda for consideration. He stressed that it was the desire of the neighbors that the neighborhood remain residential. Mr. Dudash expressed concerns that once the structure is demolished, that J.H. Adams Inn will put a business there. He pleaded with Council to find a way to restore the property that was one of the first examples of architectural craftsmanship in High Point.

__Marlene Sanford,__ Representing TREBIC, spoke with Council regarding the proposed Public Services Department Fees. She asked that this matter be delayed for 30 days as it was discussed in the Manager's Briefing. This would allow them the opportunity the stakeholders and members together to further discuss.

__Carlvena Foster,__ 818 Runyon Drive, also addressed Council on behalf of the Black Leadership Round table. She expressed concerns regarding some recent incidents in the schools and community involving violence and bullying. She emphasized the need for community leaders and the elected officials to join together to take a stand against these acts in our schools and in our communities. She thanked the High Point City Council for taking the lead in this effort by issuing a resolution to reflect their support and intolerance for bullying and violence in the High Point community. She advised that she would be asking the Guilford County Commissioners to follow High Point's lead and issue a Resolution of similar wording to make it a County-wide effort.

__James Adams,__ 1829 Chatfield Drive, a member of the NAACP and the Black Leadership Round table also asked for a similar Proclamation that has been alluded to. He thanked the City Council for adopting the resolution to enhance safety in the community in the schools.

Mayor Bencini asked if there were any additional comments. There being none, the Public Comment Period was closed.

CONSENT AGENDA ITEMS

Chairman J. Davis reported that the Finance Committee met on November 30th and recommended approval of the following finance items. He recommended that these be rolled all into one motion for approval.

At this time, Chairman J. Davis MOVED to approve all finance-related matters on the Consent Agenda. Council Member Williams made a second to the motion, which carried unanimously.

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.

160375 **Connect NC Bond Grant Program**

Council is requested to authorize the Mayor to execute the filing of an application from Connect NC Bond Grant Program for Accessibility Enhancements at the Oak Hollow Marina and Sailboat Point. The total cost for the project is $259,125 and the City match will be $64,781.00.

Approved the filing of an application from Connect NC Bond Grant Program for Accessibility Enhancements at the Oak Hollow Marina and Sailboat Point. The total cost for the project is $259,125 and the City match will be $64,781.00.

A motion was made by Council Member J. Davis, seconded by Council Member Williams, that this matter be approved. The motion PASSED by a 9-0 unanimous vote.

160351 **Contract - Kersey Valley Landfill Administration Building**

Council is requested to award contract for Bid No. 04 to DreamBuilt Construction, Inc., in the amount of $682,850.00 for the construction of a new administration office at the Kersey Valley Landfill site. This item was discussed in the Finance Committee meeting held Wednesday, November 16th and the committee returned the item without recommendation. Action requested is to return this item to the Finance Committee to received further information from staff.

Approved the contract with DreamBuilt Construction, Inc., in the amount of $682,850.00 for the construction of a new administration office at the Kersey Valley Landfill site.

A motion was made by Council Member J. Davis, seconded by Council Member Williams, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - *Council Member J. Davis, Chair*
Committee Members: J. Davis, C. Davis, Alexander and Hill (all were present)

160370 **Comprehensive Fee Schedule - Public Services Department**

Consideration of the proposed Comprehensive Fee Schedule for the Public Services Department of the City of High Point. Consideration of the proposed Comprehensive Fee Schedule for the Public Services Department of the City of High Point. The City Council Finance Committee considered a motion to increase these fees by 50% of the proposed new fee schedule effective July 1, 2017 and the remaining 50% effective December 1, 2017. That motion failed on a 2 to 2 vote, which means this item comes to the full City Council without a recommendation. At the December 5, 2016 City Council Meeting this item was deferred back to the Finance Committee for further discussion during the Wednesday, January 11, 2017 meeting at 4:00 p.m.

Chairman J. Davis reported this was discussed at the November 30, 2016 Finance Committee. At this meeting the Finance Committee considered a motion to increase these proposed fees by 50% effective by July 1, 2017 and the remaining 50% effective December 1, 2017. However, that motion was tied (2 to 2 vote), which resulted in this matter coming to the full City Council without a recommendation.

Chairman J. Davis moved to refer this matter back to the Finance Committee to be further discussed on January 11, 2017. Mayor Pro Tem Golden made a second to the motion.

For further discussion, Mayor Bencini interjected and clarified the purpose was to allow TREBIC additional time to work with stakeholders and become more knowledgeable on the proposed fee structure as well as the fee structure itself.

There being no further discussion, the motion carried by a 9-0 unanimous vote.

A motion was made by Council Member J. Davis, seconded by Mayor Pro Tem Golden, that this Miscellaneous Item be referred. The motion PASSED by a unanimous vote.

COMMUNITY HOUSING & NEIGHBORHOOD DEVELOPMENT COMMITTEE - Mayor Pro Tem Golden, Chair
Committee Members: Golden, Alexander, Ewing and Williams (all were present)

160376 Ordinance - Demolition of Structure - 1326 Ring Street

Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a dwelling located at 1326 Ring Street belonging to Evelyn Bowers (deceased).

Lori Loosemore, Local Codes Enforcement Supervisor, provided an overview of the staff report which is hereby attached in Legistar as a permanent part of these proceedings. She reported that an inspection was done on June 15, 2016 and the owners did appear for the hearing to discuss the violations. Both daughters stated that they did not have the money to make any repairs to the house and were in agreement with the City demolishing it.

On October 19, 2016 the inspector spoke with the daughters and learned they had no money to bring the house into compliance, so they were good with the City to do the demolition and put a lien on the property. The were no representatives of the homeowner in attendance.

A motion was made by Mayor Pro Tem Golden, seconded by Council Member J. Davis, that this Ordinance be adopted. The motion PASSED by a 9-0 unanimous vote.

Ordinance No. 7254/16-74
Introduced 12/5/2016; Adopted 12/5/2016
Ordinance Book, XIX, Page 137

160377 **<u>Ordinance - Demolition of Structure -513 White Oak Street</u>**

Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a dwelling located at 513 White Oak Street belonging to Pamela Kay Tillman.

Lori Loosemore, Local Codes Enforcement Supervisor, provided an overview of the staff report which is hereby attached in Legistar as a permanent part of these proceedings. She reported that an inspection was done on August 3, 2016 and no one appeared for the hearing to discuss the violations. The owner did call the inspector and had several conversations. The owner informed the City that she plans on hiring a demolition contractor and has talked with DH Griffin about demolishing the structure. Ms. Loosemore state that she reviewed the demolition process and timeframe with the owner and the owner was in agreement. The owner was informed that she would have 30 days to demolish the structure once the ordinance was adopted. Ms. Loosemore pointed out that the owner was also $600 delinquent on payment on property taxes.

Ordinance No. 7255/16-75
Introduced 12/5/2016; Adopted 12/5/2016
Ordinance Book, Volume XIX, page 138

A motion was made by Mayor Pro Tem Golden, seconded by Council Member J. Davis, that this Ordinance be adopted. The motion PASSED by a 9-0 unanimous vote.

160330 **<u>Ordinance - Demolition of Structure - 512 Hines Street</u>**

Council is requested to adopt an ordinance requiring the building inspector to effectuate the demolition of a structure located at 512 Hines Street belonging to Eliseo Zavala. (At the November 7, 2016 meeting this item was deferred to the December 5, 2016 Council Meeting. At the December 5, 2016 Council Meeting, Council deferred this item for 60 days or until the February 6, 2017 Council Meeting.

Lori Loosemore, Local Codes Enforcement Supervisor, provided an overview of the staff report which is hereby attached in Legistar as a permanent part of these proceedings. She reported that matter was brought before City Council, and the property owner was granted an extension. The property owner did obtain a building permit, but the footing inspection failed.

The owner met with the inspector to review the issues that needed to be corrected. Staff recommended an additional three-month extension to March 6th, but the property owner is now unemployed. Ms. Loosemore informed Mr. Zavala that he would need to make significant progress on the repairs by March 6th and the repairs would need to be at least 50-65 percent complete; the owner agreed that he could possibly get 50 percent done by March 6th.

The property owner, Mr. Zavala, shared some photos of the repairs he has already done, but informed Council that it took him18 days to receive the permits. Because he was laid off and unemployed, there was some question as to if he would be able to complete the repairs within the timeframe allotted. Ms. Loosemore asked him to commit to at least 50 percent of the repairs done by the March deadline but Mr. Zavala could not and this made her leery. She *recommended giving the property owner an additional 60 days, which at this time it would be re-evaluated.*

Council voted to table this matter giving the property owner an additional 60 days. The matter is due back by February 6, 2017 for further consideration and the evaluation of the progress.

A motion was made by Mayor Pro Tem Golden, seconded by Council Member J. Davis, that this matter be continued until the February 6, 2017 City Council Meeting. The motion PASSED by a 9-0 unanimous vote.

GENERAL BUSINESS AGENDA

160382 **Ordinance Amendment - Law Enforcement - Burglar and Robbery Alarms**

Council is requested to adopt an ordinance amending Title 5 - Public Safety - Chapter 1, Law Enforcement - Article D. Burglar and Robbery Alarms.

Chief Kenneth Shultz, gave an update regarding the restructuring of the Burglar and Robbery Alarm Ordinance. He explained that everything is currently being handled by the staff at the Police Department as far as documenting false alarms. He advised they were using proprietary software and recently discovered that the software will soon be outdated, which prompted them to look into new software and to rethink whether or not they would continue to take care of it in-house.

Chief Shultz reported that in doing their research, they found a different option that would allow the city to contract or partner with an outside organization. This organization will do all the work associated with the documentation, letter sending, collection of the fees, etc.... This also prompted a review of the ordinance and they realized that it needed to be updated as far as the fee and fine structure and the fact that failure to register alarms was not necessarily covered in the current ordinance. Changes in the proposed ordinance would allow the Police Department to file criminal charges against anyone not registering an alarm, which may result in a civil fine.

Council Member J. Davis expressed concerns as to how the proposed ordinance would affect Wards 5 and 6 as they have a large number of people that have an alarm system. He inquired about the process that will be used to make the initial contact with the alarm users regarding the requirement to register their alarm and asked if it might be possible to include the information in a utility bill. Chief Shultz stated they plan to do media type releases to let them know that the process is changing. They will stress that the importance of the renewal requirement and noted this would force people to update their most recent contact information. Additionally, they also plan to mail out flyers explaining the registration process. In the near future, people having alarms will be able to do their registration in a portal on-line, which will really simply the process plus make it more efficient for the city. Chief Shultz advised that putting the information in a utility bill insert might not work because it would probably postpone the process and could delay their goal to have the renewal process in place in January.

At this time, Mayor Bencini advised that further discussion would follow, but asked if there was a motion.

Council Member Wagner then moved to adopt the ordinance amending Title 5- Public Safety- Chapter 1, Law Enforcement- Article D. Burglar and Robbery Alarms. Council Member Ewing made a second to the motion.

Council Member C. Davis shared that she did have some concerns and proceeded to make a ***SUBSTITUTE MOTION*** *to put this matter in the Planning & Development Committee for further review/discussion regarding the verbiage.*

Mayor Bencini asked if there was a second to the ***SUBSTITUTE MOTION****. Council Member J. Davis stated he would like to hear Council Member C. Davis' concerns before determining whether or not to place it in committee.*

Council Member C. Davis questioned the section that states there is no guarantee of service, even if the alarm is registered and permitted, and was curious about the city collecting the fees. She also questioned the section that states the waiving of the third false alarm due to mechanical or electronic malfunction, power outage/surge and stated she would like to see this applied to all incidents where it could be proved.

Council Member J. Davis then inquired how false alarms are determined.

Chief Shultz pointed out the wording that Council Member C. Davis made reference to is in the current ordinance, as well as the proposed ordinance. He further explained that a false alarm is one where it is not weather-related, one where there is no false entry, and no power outage/surge, things that are uncontrollable by the user. He advised that the classification system would identify these as not being chargeable offenses. He explained the legal terminology was included at the advice of the city attorney since the City of High Point could not enter into a contract with every citizen promising that they would respond immediately to an alarm. He stated the alarm calls are prioritized based on the calls for service and the critical level with whatever is going on at that particular time. Council Member C. Davis reiterated that when she read that part of the ordinance, it raised some concerns for her.

Council Member C. Davis also asked about fining alarm users that cannot be reached because of being out of town and what would happen if they cannot be reached. Chief Shultz explained that would be for continuous alarms and normally the alarms reset themselves. He noted they rarely run into those type situations and pointed out part of their concern was to make sure that the rest of the community is not bothered by the constant noise. He reiterated that this is the reason for the permitting process and the requirement to register so the most up-to-date contact information is on file. He further explained that typically, the general practice is that the alarm company reaches out and contacts the individuals, and if they cannot make contact, they verify that it is a real alarm and then they call the police department.

Council Member J. Davis had one more question and wanted to know how to determine if the fire alarms would be a false alarm also. Chief Shultz pointed out that the fire department's ordinance was completely separate from the false alarm program.

After hearing the other concerns, Council Member Ewing had a question regarding the collection and registration for all the permits and wanted to know if Chief Shultz made an attempt to reach out to the alarm companies to collect that on our behalf and add it to *their billing cycle, similar to contractors picking up permits for residential installations. Chief Shultz commented that he had not and was not sure how that works because the city does not restrict which alarm companies who can come in and put it in an alarm system.*

*After hearing Chief Shultz's responses to her concerns, Council Member C. Davis withdrew her **SUBSTITUTE MOTION**.*

Adopted an Ordinance amending Title 5- Public Safety- Chapter 1, Law Enforcement- Article D. Burglar and Robbery Alarms.

A motion was made by Council Member Wagner, seconded by Council Member Ewing, that this Ordinance be adopted. The motion PASSED by a 9-0 unanimous vote.

Ordinance No. 7256/16-76
Introduced 12/5/2016; Adopted 12/5/2016
Ordinance Book, XIX, Page 139

160378 **Appointment of Mayor Pro Tem - January 1, 2017 - December 4, 2017**

Appointment of Mayor Pro Tem for the period of January 1, 2017 - December 4, 2017.
Appointed Council Member Jason Ewing to serve as the Mayor Pro Tem for the period of January 1, 2017 - December 4, 2017.

A motion was made by Council Member Alexander, seconded by Council Member Hill, to appoint Council Member Jason Ewing as the Mayor Pro Tem for the period of January 1, 2017 through December 4, 2017. The motion carried by the following 8-0 vote:

Aye: (8)	Council Member Hill, Council Member Williams, Council Member Ewing, Council Member Wagner, Mayor Pro Tem Golden, Council Member Alexander, Council Member Davis, and Council Member Davis
Abstain: (1)	Mayor Bencini

160379 **Minutes to Be Approved**

Finance Committee Meeting; Wednesday, November 16th @ 4:00 p.m.
Manager's Briefing Session; Monday, November 21st @ 3:30 p.m.
Regular Council Meeting; Monday, November 21st @ 5:30 p.m.

A motion was made by Council Member Alexander, seconded by Council Member Ewing, that the preceding minutes be approved as submitted. The motion PASSED by a 9-0 unanimous vote.

CLOSED SESSION- PERSONNEL

Council Member Alexander moved to suspend the rules to allow City Council to enter into a closed session. Council Member Ewing made a second to the motion to suspend the rules. The motion carried unanimously.

At 6:58 p.m., Mayor Pro Tem Golden made a motion to go into Closed Session for a personnel matter pursuant to N.C. General Statute 143-318.11(a)(6). Council Member Wagner made a second to the motion, which carried by a 9-0 unanimous vote.

Upon reconvening into Open Session at 7:14 p.m., Mayor Bencini announced there was no action taken as a result of the Closed Session.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 6:58 p.m. upon motion duly made by Mayor Pro Tem Golden and seconded by Council Member Wagner.

Respectfully Submitted,

____
William S. Bencini, Jr., Mayor

Attest:

____
Maria A. Smith
Deputy City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: HRC – Humanitarian Of the Year Award

From: Fanta Dorley, Human Relations Manager

Meeting Date: December 19, 2016

Public Hearing: N/A

Advertising Date / Advertised By: N/A

Attachments:

PURPOSE:
Announcement and presentation of the Human Relations Commission 2016 Humanitarian Award recipient.

BACKGROUND:
In years past the Humanitarian Award recognized an individual for contributions made during the 2016 year that benefited traditionally oppressed individuals or groups, including, but not limited to racial and ethnic minorities, females, and the socially and economically disadvantaged of High Point NC.
From November 1-December 2, 2016 the community was given the opportunity to submit nominees for the consideration of the award that met the following criteria:

- The nominee's contributions made during the previous year(s) that benefited traditionally under represented individuals and diverse groups.
- The nominee's promotion of equity through his/her work with their employer, faith-based institution, civic group(s), and/or community organizations.
- The nominee's commitment to the promotion of the understanding, respect, and goodwill among all citizens.

At the monthly Commission meeting, the recipient was selected by ballot votes.

BUDGET IMPACT:
N/A

RECOMMENDATION / ACTION REQUESTED:
Jenn Brandt, Chair of the Human Relations Commission, Mayor Bencini and City Manager Demko to officially present the award
.

CITY OF HIGH POINT
AGENDA ITEM

Title:	**Appointments to the High Point EDC board of directors**		
From:	Mayor Bill Bencini	**Meeting Date:**	December 19, 2016
Public hearing: no		**Advertising Date:**	n/a
Attachment:	document from High Point EDC staff showing roster of current board members and job titles / companies of nominees	**Advertised by:**	n/a

PURPOSE:
- The terms of the seven City Council-appointed seats to the Board of Directors of the High Point Economic Development Corporation expire December 31, 2016.
- Proposed to fill those seats are: Dr. L'Tanya Joy Bailey, Patricia Carter-Jones, Bruce Davis, Will Davis, Jackie King, Chris Patrick, and Royale Wiggin *(job titles and company info for the nominees are on the attachment).*

BACKGROUND:
- The High Point EDC board is composed of 19 voting members: seven appointed by the High Point City Council; the Mayor; a Council member; the City Manager; a Guilford County Commissioner; the immediate past High Point EDC chair; and seven appointed by Business High Point, Inc.
- The new City Council appointees will serve a two-year term beginning January 1, 2017.

BUDGET IMPACT:
n/a

RECOMMENDATION / ACTION REQUESTED:
Council is requested to confirm the appointment of Dr. L'Tanya Joy Bailey, Patricia Carter-Jones, Bruce Davis, Will Davis, Jackie King, Chris Patrick, and Royale Wiggin to the Board of Directors of the High Point Economic Development Corporation. Appointments will be effective January 1, 2017 and will expire December 31, 2018.

High Point City Council's appointees:

High Point Economic Development Corporation Board of Directors

CURRENT APPOINTEES Two-year terms will be ending 12-31-2016		RECOMMENDED APPOINTMENTS Two-year terms from 01-01-2017 through 12-31-2018
Ken Cochran, previously with Ralph Lauren Corporation *(served nine-month partial term; due to work obligations, asks not to be considered for a full term now)*	→	**Bruce Davis** Business Manager and Co-Owner of Kid Appeal Learning Center
Sharisse Fuller, Fuller Consultants *(served two terms, not eligible for reappointment)*	→	**Royale Wiggin** President of Thayer Coggin
Diana Parrish, Diana Parrish Design and Photography *(served two terms, not eligible for reappointment)*	→	**Patricia Carter-Jones** Senior Recruiter Leader for Alorica
Tom Van Dessel, BuzziSpace *(served one term; due to work obligations, asks not to be considered for another term now)*	→	**Dr. L'Tanya Joy Bailey** Owner of Dr. L'Tanya J. Bailey Orthodontics
Jim White, White Funding *(served nine-month partial term; due to other obligations, asks not to be considered for a full term now)*	→	**Will Davis** Technical Representative at Piedmont Chemical Industries [and member of Connect HP, formerly the Millennial Task Force]
Ashley Davis Williams, Davis Furniture *(served two terms, not eligible for reappointment)*	→	**Chris Patrick** Regional Operations Manager, Fastenal
Curtis Wilson, Graco Supply and Integrated Services *(served two terms, not eligible for reappointment)*	→	**Jackie King** Owner/Operator of McDonald's of High Point, Jamestown, & Greensboro

NORTH CAROLINA

GUILFORD COUNTY

THIS SHARED USE AGREEMENT EXTENSION AGREEMENT is executed as of January 1, 2017 by the GUILFORD COUNTY BOARD OF EDUCATION (the "Board") and the CITY OF HIGH POINT, a North Carolina municipality (the "City");

WITNESSETH:

THAT WHEREAS, the Board and the City executed a Shared Use Agreement on or about March 23, 2006 (the "Agreement"), a copy of which is attached hereto for ease of reference; and

WHEREAS, the initial term of the Agreement ended on December 31, 2016, and the Agreement provides in Paragraph 11 thereof that the Agreement automatically renews for an additional term of ten years unless written notice of non-renewal is given by one party to the other party at least 90 days before the expiration of the then existing term; and

WHEREAS, since no notice of non-renewal of the Agreement has been given by either party, the term of the Agreement has now automatically been extended to December 31, 2026; and

WHEREAS, even though the term of the Agreement has been automatically extended by virtue of the provisions thereof, there are certain provisions of the Agreement which are no longer applicable because of events which have occurred since the Agreement was signed in March of 2006; and

WHEREAS, the parties to the Agreement desire to delete those Agreement provisions which are no longer applicable and to otherwise slightly modify the Agreement;

NOW, THEREFORE, IN CONSIDERATION OF THE PREMISES, THE BOARD AND THE CITY HEREBY AGREE AS FOLLOWS:

1. Paragraph 1 of the Agreement is hereby deleted in its entirety because the construction by the City at its sole cost of additional soccer and sports fields and other facilities and improvements as provided in the Agreement has now been fully completed to the satisfaction of both parties.

2. Paragraph 6 of the Agreement is hereby deleted in its entirety because the Board has elected not to proceed with the construction of a middle school as permitted under the Agreement, and the potential middle school site in fact has now been deeded by the Board to the City and the Agreement thus no longer has any applicability to that site.

3. Paragraph 4a. of the Agreement is hereby modified by deleting the words "the schools named in Exhibit C" in the second line thereof and substituting in lieu thereof the words "all Guilford County Schools high schools and middle schools located in High Point or in the general vicinity thereof," since whatever Exhibit C attachment to the Agreement originally existed cannot now be located.

4. Paragraph 8 of the Agreement is hereby modified to read as follows:

CONSIDERATION.

The Board shall pay to the City, by July 15 of each fiscal year, a use fee of $10.00.

5. Paragraph 9 of the Agreement is hereby modified by deleting the entire second sentence thereof and substituting in lieu thereof a revised second sentence reading as follows: "To the extent legally permissible, each party agrees to hold harmless the other party from any claim or suit for damages or injury occurring on the Property while the Property is being used by it or is under its control and operation."

6. Going forward, the sites which are subject to the Board's shared use privilege with the City (all of which sites are now owned by the City) are those sites which are shown on EXHIBIT A (5 pages) attached hereto.

IN WITNESS WHEREOF, the Board and the City have each duly executed this Extension Agreement as of the day, month and year first above written, and except as specifically modified by this Extension Agreement, the provisions of the Shared Use Agreement executed by the Board and the City in March of 2006 shall continue in full force and effect until December 31, 2026.

CITY OF HIGH POINT, N.C.

By:____________________

Mayor

GUILFORD COUNTY BOARD OF EDUCATION

By:____________________

Chairman

GUILFORD COUNTY BOARD OF EDUCATION
NORTH CAROINA

EXHIBIT A – FACILITIES

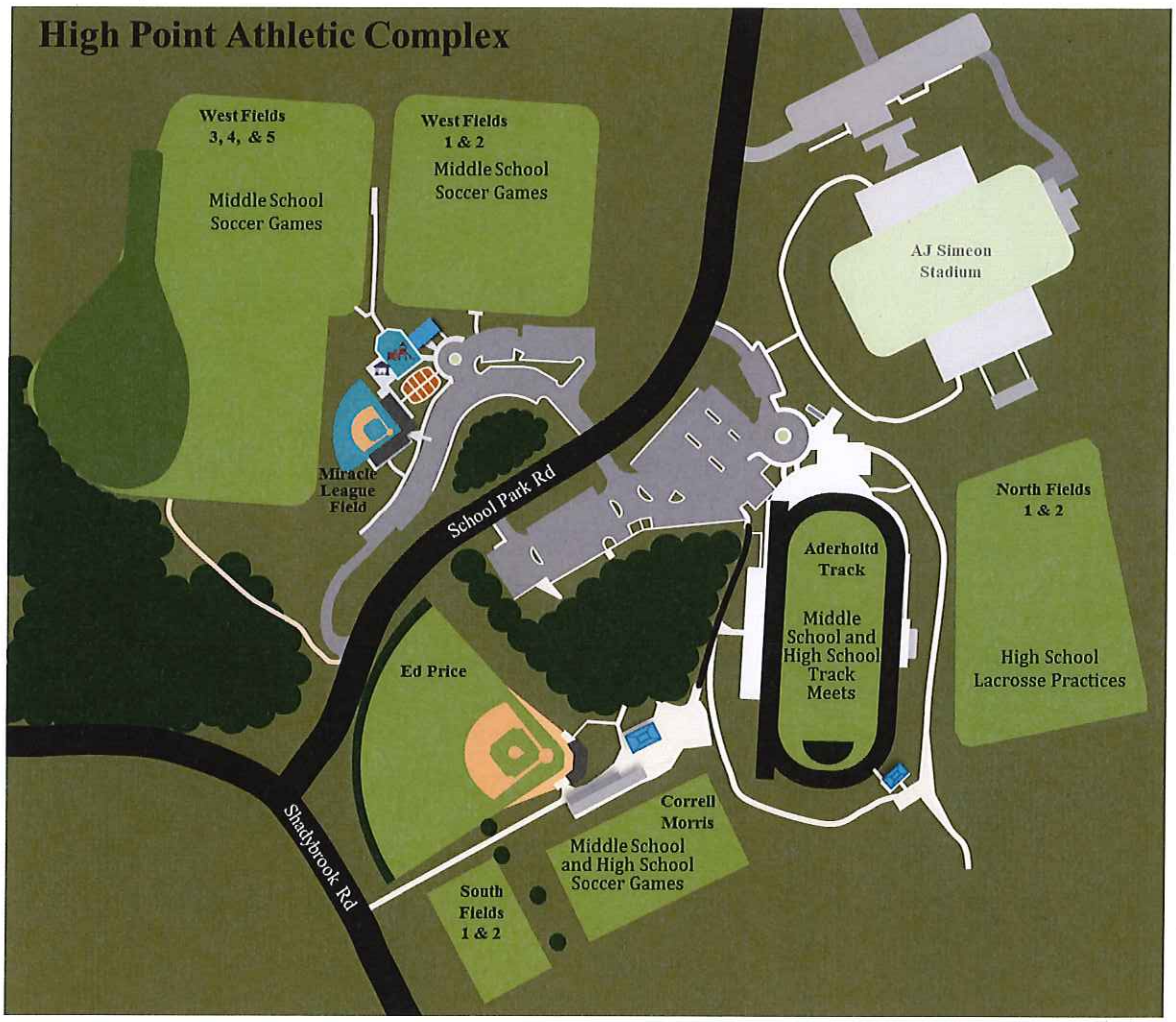
(5 pages)

GUILFORD COUNTY SCHOOLS & HIGH POINT PARK & RECREATION SHARED USE AGREEMENT (2017-2026)

CURRENT ATHLETIC FIELD USE

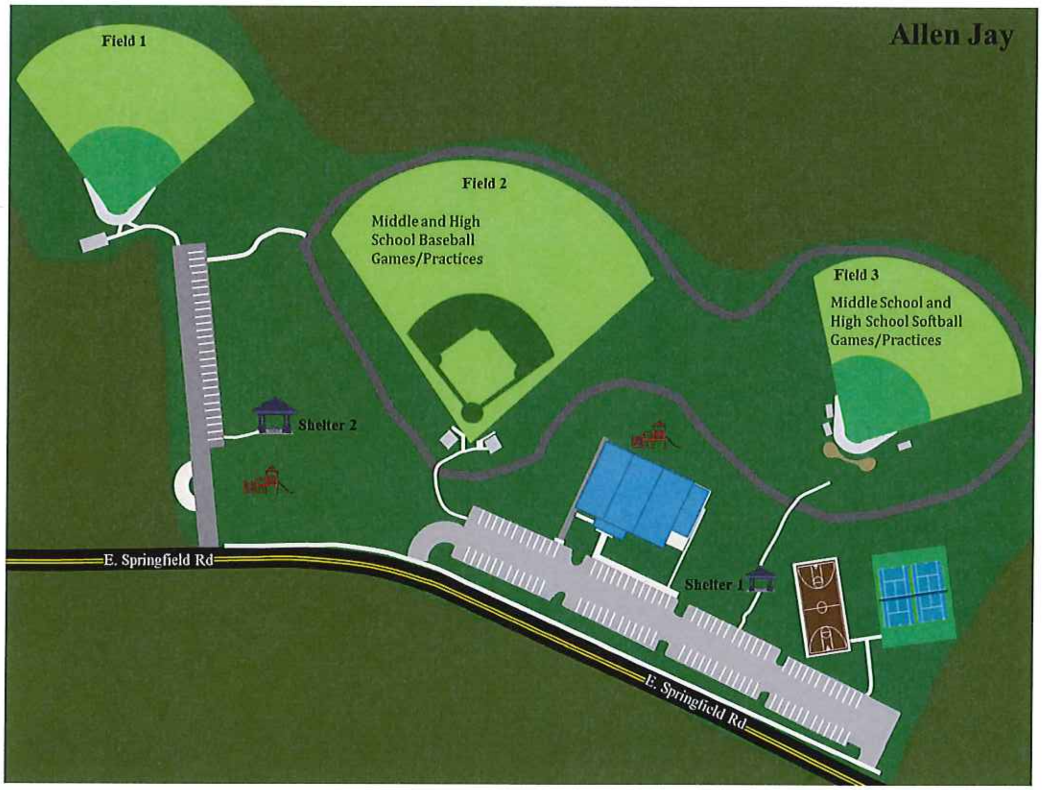
High Point Athletic Complex Facilities and Approved Activities:

1. West Fields – Middle School Soccer Games
2. North Fields – High School Lacrosse Practices
3. Correll Morris Soccer Stadium – Middle School and High School Soccer Games
4. Aderholdt Track – Middle School & High School Track Meets



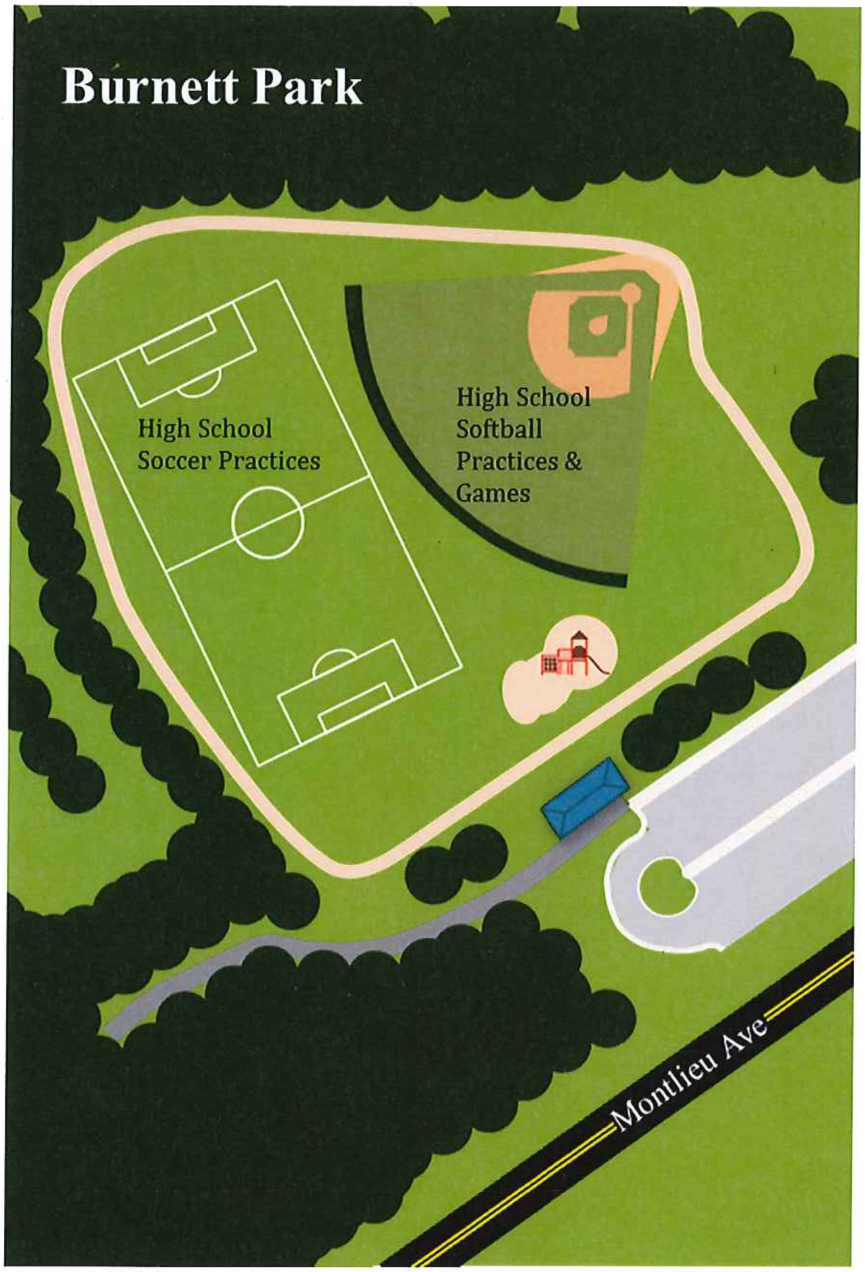
Allen Jay Facilities and Approved Activities:

1. Baseball Field 2 – Middle and High School Baseball Games/Practices
2. Softball Field 3 – Middle School and High School Softball Games/Practices



Burnett Park Facilities and Approved Activities:

1. Soccer Field – High School Soccer Practices
2. Softball Field – High School Softball Practices and Games



Morehead Facilities and Approved Activities:

1. Soccer Fields – Middle School and High School Soccer Practices and Games

FUTURE ATHLETIC FIELD USE

The following Activities have been reviewed as additional uses of the High Point Athletic Complex not originally covered under the Agreement. The availability of the following Activities and specific locations at the High Point Athletic Complex (shown on that Facility's map) are as follows:

1. **North Fields – Middle School Lacrosse Practices**: Additional use is acceptable and approved with scheduling through the City's Parks and Recreation Department.
2. **Aderholdt Football Field – Middle School Football Games**: Additional use is acceptable and approved with scheduling through the City's Parks and Recreation Department.
3. **Ed Price Baseball Field – Alternate High School Baseball Game Site**: No additional availability for this Facility. This use is expressly not approved under this Extension Agreement.
4. **West Fields – Middle School and High School Lacrosse Games/Practices**: No additional availability for this Facility. This use is expressly not approved under this Extension Agreement.

NORTH CAROLINA

GUILFORD COUNTY

THIS SHARED USE AGREEMENT (the "Agreement") is made and entered into this ___ day of _______________, 2006 by and between the **GUILFORD COUNTY BOARD OF EDUCATION**, a body corporate organized and existing pursuant to the laws of the State of North Carolina (the "Board"), and **THE CITY OF HIGH POINT**, a North Carolina municipality (the "City");

W I T N E S S E T H:

THAT WHEREAS, the predecessor to the Board, the High Point City Board of Education (the "City Board"), owned certain real property vacant land near Simeon Stadium suitable for a future middle school (the "School Site"), which is now held by The Board; and the City owns sports fields that are used by both city residents and the Board for soccer and other sports (the "Athletic Complex"); and the City also owns property adjacent to the School Site (which also includes the "Soccer Area") all as shown on Exhibit A attached hereto (the Athletic Complex and Soccer Area are referred to collectively as the "Facilities" in this Agreement); and

WHEREAS, the City intends to construct sports fields and soccer fields on the Soccer Area using city funds, which facilities will be of benefit to the citizens of High Point and Guilford County and to Guilford County students and the Board needs additional sports fields and uses and intends to continue using the fields and facilities at the Athletic Complex;

NOW, THEREFORE, IN CONSIDERATION OF THE PREMISES AND OF THE MUTUAL COVENANTS AND PROMISES SET FORTH HEREIN, THE PARTIES HERETO AGREE AS FOLLOWS:

1. <u>Construction of Additional Soccer and Sports Fields on the Property.</u>

   a. The City shall construct, at its sole effort and expense, with no financial participation whatsoever from the Board, soccer and sports fields, lights, rest room facilities, a snack bar or concession area, seating, irrigation, and parking and vehicle stacking area on the Soccer Area designated in Exhibit A. An area designed and usable as a softball field will be reserved, but may be used for other purposes. If a middle school is constructed on the School Site, the Board will be responsible for constructing the softball field.

   b. The Soccer Area shall be constructed in compliance with all Guilford County, City of High Point, school or other standards, rules and regulations, and it must meet the specifications for school fields set by any supervising or governing agency, entity or body.

   c. Any public street improvements required as a result of the improvements to the Soccer Area or the use by the City or the Board of the Soccer Area shall be the sole responsibility of the City.

2. <u>Use of The Athletic Complex.</u>

a. The City owns the Athletic Complex that is used by both the City and the Board for sports activities including soccer, lacrosse, baseball, track and practice fields.

b. The Board currently pays a set fee for use of the Athletic Complex. The City agrees to allow the Board free use of the Facilities at times and using the schedule agreed to under Section 4 of this agreement.

3. **Maintenance of all Facilities.**

a. The City agrees to do the following:

b. Maintain the Facilities in good condition for use as athletic facilities, including mowing, painting, reasonable repairs, lining, irrigation, maintenance of equipment such as nets and goals, and any other maintenance necessary to use the fields as school athletic facilities;

c. Pay all utilities on the Facilities, such utilities to include water, electricity, gas, sewer and any other fees for services required for the operation of the Facilities as athletic facilities;

d. Manage and schedule events at the Facilities when not in use by the Board; and

4. **Shared Use of Facilities.**

a. The Board shall have the right to use and control the Facilities for school competitions for the schools named in Exhibit C or for any such school regional, conference, state or national competitions. Sports requiring the use of such fields include (but are not limited in the future to), soccer, lacrosse, and track and field.

b. The parties agree to create a master schedule, which will be maintained by City. The Master schedule will be updated at least twice a year, by August 1 and January 15, outlining all of the projected school events for each semester. The Board will have priority scheduling for all school events including conference and non-conference events, make up or rained out events that are rescheduled and playoff games, meets or matches. The Board will give City reasonable notice of make-up and conference play off events or other eligible events not placed on the master schedule at the designated times above.

c. The City shall have the right to schedule the Facilities for use by it or others who contract for use with the City at all other times. The City agrees to abide by all of the rules and regulations of the Board upon property owned by the Board, including but not limited to its prohibition of the use of alcohol or tobacco products.

5. **Gate Receipts, Security, Cleanup.**

a. Each party is entitled to the gate and concession receipts from its use of the Facilities. Each party is responsible for security, cleaning, and trash removal at its events and functions.

6. **Construction of Middle School on School Site.**

If the Board constructs a middle school on the School Site, and if any improvements made by the City on its property in the "Soccer Area" interfere with the siting of the new school, then the City will remove such improvements at its expense immediately upon notice from the

Board. The City and the Board agree that for purposes of calculating impervious surface percentages, the properties of both parties contiguous to each other shall be considered jointly. In the event that the Board of Education is required to construct a retention or detention pond, the parties agree that the pond will be located so as to cause the least interference with the full and complete use of the property owned by the Board. The City agrees to cooperate with the Board and to permit the Board to locate the retention or detention pond upon so much of the property deeded from the Board to the City pursuant to this Agreement as is required in order for the Board's property to be fully utilized as a school facility.

7. Without the express written permission of the other party, which shall not be unreasonably withheld as long as the purposes of this agreement are fulfilled, neither party shall use any of its respective property which is the subject of this agreement except for the purposes described in this agreement, or convey any such property to a third party.

8. Consideration.

The City shall pay to the Board, by July 15 of each fiscal year, a use fee of $10.00 and other good and valuable consideration, including the cost of constructing and maintaining the Facilities and their use by the Board as provided herein.

9. Insurance.

Both parties are self-insured for liability, and each shall be responsible for any respective claims or suits arising out of its use of the Property. Each party indemnifies and holds harmless the other party for any claim or suit for damages or injury occurring on the Property.

10. Property Damage.

Each party, within thirty (30) days after written demand by the other party, shall reimburse the other party for the costs of repairing or replacing any damaged or stolen property of the other party which has occurred during the first party's control and operation of the other party's property.

11. Term.

This term of this Agreement shall commence on January 1, 2006 and shall terminate on December 31, 2016, and shall automatically renew for successive ten year terms unless written notice of non-renewal is given by written notice to the other party at least 90 days before expiration of the term.

12. Miscellaneous.

a. Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or otherwise unenforceable, the remainder of this Agreement shall remain in full force and effect.

b. Entire Agreement. This Agreement, including the appendices and exhibits hereto which are incorporated herein by reference, constitutes the entire understanding between the parties with respect to the subject matter hereof. No modification of this Agreement shall be valid unless it is in writing and is signed by each party to this Agreement.

c. No Waiver. The waiver of any term or condition of this Agreement by any party shall not be construed as a waiver of any subsequent breach or failure of the same term or condition, or a waiver of any other term or condition of this Agreement.

d. Applicable Law. This Agreement shall be governed by, and be construed in accordance with, the laws of the State of North Carolina, without giving effect to procedural rules or legal principles respecting conflicts of laws.

e. Headings. Section and paragraph titles and headings herein contained are inserted only for convenience and are not intended to be construed as a part of this Agreement or as a limitation upon the scope of the particular portion of this Agreement to which they refer.

f. Counterparts. This Agreement may be executed in multiple counterparts, the combination of which shall constitute a single Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their authorized representatives, by authority duly given, all on or as of the date first above written.

GUILFORD COUNTY BOARD OF EDUCATION

ATTEST:

By: ______________________
Chairman

By: ______________________
Secretary

THE CITY OF HIGH POINT

ATTEST:

By: ______________________
Title:

By: ______________________

FINANCE COMMITTEE
Chaired by Council Member J. Davis
Members: J. Davis, Alexander, C. Davis, and Hill
NOVEMBER 30, 2016 – 4:00 P.M.
3rd FLOOR CONFERENCE ROOM

MINUTES

Present:
Committee Chairman Jim Davis and Committee Members Latimer Alexander, Cynthia Davis and Alyce Hill

Staff Present:
Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Eric Olmedo, Budget and Performance Manager; Tim McKinney, Maintenance Operations Director; Derrick Boone, Stormwater Superintendent; Terry Houk, Director of Public Services; Lee Tillery, Parks & Recreation Director; Jeff Moore, Director of Financial Services; Robby Stone, Public Services Assistant Director; Glenda Barnes, Public Services Analyst; Maria Smith, Deputy City Clerk; and Lisa Vierling, City Clerk

Others Present:
Judy Stalder (TREBIC)

News Media:
Pat Kimbrough, High Point Enterprise

Chairman J. Davis called the meeting to order at 4:00 p.m.

Connect NC Bond Grant Program
Council is requested to authorize the Mayor to execute the filing of an application for matching funds in the amount of $64,781.00 from Connect NC Bond Grant Program for Accessibility Enhancements at the Oak Hollow Marina and Sailboat Point.

Lee Tillery, Parks & Recreation Director, reported on the grant they would like to apply for Connect NC Bond Accessibility Enhancements for children and Veterans which also requires the endorsement from City Council. He explained with the bond program that was approved back in March 2016, they had $3 million dollars set aside for grant monies for local governments. The grant money was focused for projects that were specific to those of children and veterans that had disabilities. He expressed that these grants could be used to build special facilities or adapt existing facilities.

He explained this is a 4:1 grant with the city being responsible for 25% (about $65,000). He advised this is a great way to enhance/improve the city's infrastructure and proceeded to share some maps identifying the improvement they would like to make at Oak Hollow Marina and Sailboat Point. They propose to make this area more accessible by connecting sidewalks, installing a handicap accessible dock, installing additional playground features, as well as replacing the aging doc at Sailboat Point. He also advised that both parking lots are scheduled to be paved and this would be coordinated with the other improvements.

Mr. Tillery is hopeful that improvements at these facilities will open the door for additional programming within the Parks & Recreation Department.

Committee Member Alexander asked if the restrooms at Sailboat Point are currently handicap accessible; Mr. Tillery advised they are not, but it would be included in the proposal for the project. Committee Member C. Davis asked about the possibility of putting in a handicap accessible ramp for the wrap around porch at the Marina. Mr. Tillery thought that was a great suggestion and advised that staff would certainly look into it.

Mr. Tillery reviewed the project costs for Oak Hollow Marina and Sailboat Point and noted the total project cost would be around $260,000 with the city being responsible for a 25% match. He explained that this would not require any upfront money and that the project be started within three years. Chairman J. Davis asked for clarification on the city's match and suggested it be reworded in the description of the matter on the agenda because it was not clear.

Committee Member Alexander asked about the probability of the city receiving the grant award. Mr. Tillery explained there is $3,000,000 available throughout the state with a desire to fund as many projects as possible and felt High Point's application was strong. Approximately 40-45 applications are expected to be submitted with the award of the grant occurring in March 2017. Committee Member Alexander wanted to know if our friends with Special Olympics might have any influence here. Mr. Tillery confirmed that they may and noted they did submit a letter of support that was included in the grant application.

Committee Member C. Davis commented that if the city does not get the grant award, she would still like to see the city install the handicap access ramp for the wrap around porch at the Marina to make it easier for people fishing on that side.

Chairman J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 4-0 unanimous vote.

Pending Items:

Contract – Kersey Valley Landfill Administration Building

Council is requested to award contract for Bid No. 04 to DreamBuilt Construction, Inc., in the amount of $682,850.00 for the construction of a new administration office at the Kersey Valley Landfill site.

Terry Houk, Director of Public Services noted at Council's request, staff went back to the architect and asked for a breakdown on the grading work, asphalt and pavement and with that the unit cost for the building dropped down to $154 per square foot. Mr. Stone also contacted the low bidder to see what the average costs for building projects and was told that on the residential side it would be an average cost of $135-155 per square foot. He advised that staff went back and looked at some numbers since 2010 which has resulted in a 16.6% inflation costs and made a comparison of some past project costs: Kersey Valley Scale House (2011) approximately $247 square foot; and the Ingleside Scale House (2006) at $135 square *foot. The other question raised was if this could be moved up to adjoin it to the existing maintenance building. Staff did look at this, but it would require a 3-hour rated fire separation wall, redesign, more paving and asphalt work, which would more than likely not result in any kind of cost savings.*

Mr. Stone asked Maintenance Operations Director Tim McKinney to report on the cost for some of the past projects he has done. Mr. McKinney advised that one of the larger projects aside from the Cemetery, which actually extends into the woods with some unmarked graves and this was a large consideration. He made an inquiry to Creech & Associates what the average cost on this type of building would be and was informed the cost is coming in anywhere from $250-275 per square foot, with an additional cost of $10-$15 per square foot in the commercial end. He noted the key to what Mr. Stone pointed out is the rough 17% increase across-the-board in construction costs for past facilities.

Committee Member Alexander asked if the materials being used will match what is already out there. Mr. Mr. Stone replied that the exterior would match the existing maintenance building. Mr. McCaslin inquired about the number of bids received for this project. Mr. Stone confirmed that there were six bids and it was advertised so any general contractor could bid.

Chairman J. Davis stated he was satisfied with the $157 per square foot for the building, but questioned the paving/grading cost. He noted they would be basically doing 37,894 square foot at a going rate of $475 sq. ft. and commented that this is a lot of square footage and paving and dirt removal for a small building. Mr. Stone advised because of the lay of the site, it would have to be built up to 8-9 feet at one point. .

Committee Member Alexander expressed appreciation for staff coming back and providing the additional information and noted he could now support it.

Chairman J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 4-0 unanimous vote.

Comprehensive Fee Schedule - Public Services Department

Consideration of the proposed Comprehensive Fee Schedule for the Public Services Department of the City of High Point.

Terry Houk, Director of Public Services, advised at the direction of Council, staff was asked to come back with justification on the cost and to look at the cost compared to our neighboring cities. He reviewed what the Public Services is proposing effective July 1, 2017. He advised that the costs have not been updated since 1997. Mr. McCaslin emphasized that the current cost is the "actual" cost for doing the work.

He reviewed the proposed frontage and acreage fees and noted these have not changed since 1995. He reported from a rough calculation at approximately 20 years at 3 percent, we are close to our actual cost. He discussed the assessment fees and used the actual cost for installation on water/sewer lines at $72/linear foot (LF) with an average manhole cost of $2,600. They are proposing a rate increase of $15/LF and it was noted that it would still only cover 25 percent of actual cost to install.

He reported the standard 8-inch water line would be $60/LF with an increase of $15/LF and also going 25 percent into our cost. He proceeded to review Winston-Salem and Greensboro's fees.

He reviewed the possible new revenue. With the assumption if everything staying the same, it would be $100,000 and if the proposed increases are approved, we would be looking at $172,000 with $72,000 increase.

Mr. Houk discussed our water/sewer tap costs compared to our surrounding neighbors with their impact fees. He noted High Point's fees are not absorbent and the costs are not being recouped. Chairman J. Davis pointed out Greensboro no longer does their water/sewer tap and they are basically where we are now and wanted to know if it would benefit us to also use a private contractor to install taps. Mr. Houk advised staff went back and di a rough calculation and estimated that they were charging between $1,500 – 1,800. Chairman J. Davis commented that we are going up to $3,610 for residential water/sewer connection. Judy Stalder, TREBIC, reported that Greensboro reviewed their fees about three years ago actually conducted a study of all the fees and where they wanted those fees to be over a 4-year period. As a result, they increased the fees by 25 percent each year in an effort to get up to that goal fee, so as not to place a burden on their customers. Chairman J. Davis was concerned for the new subdivisions that have already absorbed those costs that might change that market. Mr. Houk reiterated that they are proposing this to be effective not until July 1, 2017.

Committee Member Hill pointed out the city is pretty much in the whole with the existing rates. Ms. Stalder stated she understands having to raise the fees and was not debating that issue, but the fact that it would increase quickly without any warning was a concern to the builders. Chairman J. Davis wanted to know if it would be for the new budget year or if it would be phased in over a couple of years. Ms. Stalder believed that phasing it in would be a possibility for the fiscal year and then the rest of the year. She noted that they are putting together a taskforce of developers in the High Point area to review these fees and to compare them. Committee Member C. Davis asked how long it would take for Ms. Stalder to get back to the city with an answer and Ms. Stalder replied it could be January or early February.

Committee Member Alexander asked if they were to put the fees in, then establish an appeals process if someone could show that they had been given a signed quote for the cost of the old fee. Jeff Moore, Director of Financial Services, felt this would be creating an accounting nightmare and JoAnne Carlyle, City Attorney, agreed. Committee Member Alexander stated he had no problem raising the fees because the current customers using the service are subsidizing private industry. Chairman J. Davis shared that he spent some time with a potential developer in North High Point and stressed the need for growth due to the stagnancy over the last 10 years. He advised he was leaning towards phasing the fees in over a couple of years.

Mr. McCaslin suggested to leave it in pending until Ms. Stalder gets her taskforce together, then she could come back with a recommendation. Committee Member C. Davis suggested it might help to get a letter out to the developers and/or contractors that are doing the projects to inform them of what is happening and that a decision would be made. Ms. Stalder communicated that over the past 21 years, the Planning Department has always informed TREBIC of any potential fee increases and they were allowed the opportunity to review and comment on the changes. She suggested that there should be a phasing in of the fee increases in July or over a couple of years.

Chairman J. Davis suggested that staff talk to Breece Enterprises about the possibility of doing these for residential.

Committee Member C. Davis suggested that the matter be tabled until the second meeting in January.

Committee Member Alexander made a motion to forward this to the City Council with a favorable recommendation for approval of the proposed Public Services fees with 50% being effective July 1, 2017 and the balance on December 1, 2017. Committee Member Hill made a second to the motion.

For further discussion, Committee Member C. Davis stated she could not support Committee Member Alexander's motion because she felt it was important to have the input from the stakeholders.

Chairman J. Davis then called for a vote on the MOTION, which resulted in a tied 2-2 vote.

Voting in support of the motion were: Committee Members Alexander and Hill.

Voting in opposition were: Chairman J. Davis and Committee Member C. Davis.

Note: Due to a tie vote, this matter will be forwarded to the City Council without recommendation

There being no further business to discuss, the meeting adjourned at 4:41 p.m. upon motion duly made and seconded.

Respectfully submitted,

____
Maria A. Smith
Deputy City Clerk

____
James C. Davis, Chairman

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish – 3106 Central Ave.**

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 12/19/16

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:
A. Staff report
B. Ordinance to Demolish
C. Photos
D. Maps

PURPOSE:
A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 3106 Central Avenue.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 9/13/16. No action occurred by the compliance date of 10/17/16. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling.

PENDING ACTION:
The ordinance becomes effective 30 days from the date of adoption. If there is no action by the property owner by the effective date of the ordinance, then asbestos testing and the demolition bid process will begin and the structure will be removed by the City. After City demolition, the property owner is billed for the cost. If the bill is unpaid, the City places a lien on the property.

COMMUNITY DEVELOPMENT AND HOUSING
CODE ENFORCEMENT
HOUSING ENFORCEMENT DIVISION

ORDINANCE REQUEST:	Ordinance to Demolish
PROPERTY ADDRESS:	3106 Central Ave.
OWNER:	Mary Lee & Sheenna Lee
FIRST INSPECTION: 8/19/16	Summary of Major Violations 1. Repair or replace damaged electrical fixtures 2. Heating unit damaged 3. Holes in walls/ceilings in various rooms 4. Repair or replace roof to eliminate leaks 5. Loose ceiling material
HEARING RESULT: 9/13/16	No one appeared for the Hearing. During the hearing it was established that were numerous violations of the Minimum Housing Code.
ORDER(S) ISSUED: 9/13/16	Order to Repair or Demolish Date of Compliance 10/17/16
APPEALS:	No appeals to date.
OWNER ACTIONS:	None
EXTENSIONS:	None Requested

3106 Central Avenue

Ordinance to Demolish

Location of subject property

Community Development and Housing

City of High Point

Date: December 9, 2016

N

Scale: 1'=200'

G:/Planning/Secure/ba-pz/Inspections/ord-demo.mxd

AN ORDINANCE REQUIRING THE BUILDING INSPECTOR OF THE CITY OF HIGH POINT TO DEMOLISH CERTAIN PROPERTY PURSUANT TO ARTICLE 19 OF THE GENERAL STATUTES OF NORTH CAROLINA; AND, TITLE 9, CHAPTER 11, ARTICLE E, OF THE MINIMUM HOUSING CODE OF THE CITY OF HIGH POINT.

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

SECTION 1: That the City Council of the City of High Point finds as a fact that the following described property has been ordered to be demolished, and it further finds as a fact that the owner has been ordered to demolish said building at his expense and said Owner has failed to comply with said order.

SECTION 2: That the Inspector of the City of High Point is hereby authorized and directed to proceed with the demolition of the following described building in accordance with code of Ordinances: and, Article 19 of Chapter 160A of the General Statutes of North Carolina.

PROPERTY LOCATION	OWNER (S)
3106 Central	Mary Lee & Sheena L. Lee 401 Rollingwood Rd. Jamestown, NC 27282

SECTION 3: That all ordinances or parts of ordinances in conflict with the provisions of this ordinance, are hereby repealed.

SECTION 4: That this ordinance shall become effective from and after its passage as by Law provided.

Adopted by City Council,
This the 19th day of December, 2016

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: **Shared Use Agreement with Guilford County School Board**

From: JoAnne Carlyle, City Attorney

Meeting Date: December 19, 2016

Public Hearing: No

Advertising Date: NA
Advertised By: NA

Attachments: None

PURPOSE:
Authorization of execution of a ten-year renewal - Shared Use Agreement with Guilford County School Board.

BACKGROUND:
In 2006, the City entered into an Agreement with Guilford County Board of Education regarding the ownership and use of property located in the Athletic Complex area. Among other terms, the language of this Agreement addressed the maintenance and shared use of the Facilities.

The 2006 Agreement has a termination date of December 31, 2016 allowing the parties to renew for a successive ten (10) year term by mutual agreement.

The terms of the 2006 Agreement have served both the City and School Board well. However, since the execution of the 2006 Agreement, some changes have occurred that need to be included in the renewal of the Agreement. For example, the 2006 Agreement references the City's plans to construct soccer and sports fields and the School Board's intention to construct a middle school. The soccer and sports fields have been since completed and the School Board no longer plans to build a middle school.

BUDGET IMPACT:
None

RECOMMENDATION / ACTION REQUESTED:
City Attorney requests City Council grant the Mayor authority to execute a ten-year renewal of the Shared Use Agreement with the Guilford County School Board which reflects the changes in circumstances that have occurred since entering into the 2006 Agreement.

CITY OF HIGH POINT
AGENDA ITEM

Title: City Council 2014-2017 Boards & Commissions Committees & Liaisons

From: Mayor William S. Bencini, Jr.

Meeting Date: December 19, 2016

Public Hearing: N/A

Advertising Date / Advertised By: N/A

Attachments: Revised Boards/Commissions/Liaison Members

PURPOSE:
Revision to the 2014-2017 City Council, Boards & Commissions Liaisons.

BACKGROUND:
Mayor Bencini is requesting that the Greater High Point Food Alliance be added to the list of City Council Boards and that Council Member Chris Williams be appointed as the Liaison to the board.

BUDGET IMPACT:
N/A

RECOMMENDATION / ACTION REQUESTED:
Council is requested to approve the addition of the Greater High Point Food Alliance to the list of 2014-2017 Boards/Commissions/Liaison Appointments and confirm the appointment of Council Member Chris Williams as the Liaison to the board.

Adopted 12/8/2014
Revised 2/2/2014 (removed Alexander as liaison to HPCVB and added Hill & changed date and time for High Point CAV)
Revised 4/13/2015 (removed Guilford County Parks & Recreation Commission)
Revised 1/28/2016 (added Guilford County Economic Dev. Alliance Leadership Group)
Revised 2/15/2016 (changed name of City Project to Forward High Point and added Williams as liaison)
Revised 4/4/2016 (Per Loren Hill, Added Golden to HPEDC)
Revised 6/6/2016 (removed Alexander as Liaison to Theatre Advisory Board & added C Davis as Liaison)
Revised 8/12/2016 (Per David Briggs, Dir. of High Point Theatre, changed date to 3rd Wednesday of ea. Month starting Sept. 2016)
Revised 11/7/2016 (added Say Yes Guilford- Community Leadership Council and added Bencini & C. Davis as HP rep.)
Revised 12/19/2016 (added Greater HP Food Alliance and added Williams as liaison)

BOARDS/COMMISSIONS/LIAISON MEMBERS
(2014-2017) High Point City Council

ABC Board- -**3rd Wednesday- 2:00 p.m.,** Administration Offices at 201 W. Fairfield……………………..….**Hill**

Arts Council- **4th Wednesday- 12 Noon**- 121 S. Centennial………………………...…………..……**Wagner**

Board of Realtors-(Board of Directors) **Last Wednesday- Various times/locations……………………J. Davis**

Chamber of Commerce…**4th Wednesday- 4:00 p.m.**- Board Room, Chamber of Commerce……………..…….**Hill**

Citizens Advisory Council- **4th Thursday- 6:00 p.m.- (various locations) ………………………………Golden**

Convention & Visitors Bureau- **3rd Wednesday- 12 Noon** – HPCVB @ 1634 N. Main, Suite 102………..….**Hill**

Economic Development Corporation- **1st Wednesday- 4 p.m. (none in Jan., July or Dec.)**
various locations ………………………………………………………………………………**Ewing/Bencini**

Furniture Market Authority (BOD)-(meet 4 times a year) …………………………….……..…**Bencini/Williams**

Forward High Point .... **Williams**

Greater HP Food Alliance……………………………………………………………………….…………**Williams**

Guilford County Economic Development Alliance Leadership Group – **4th Thursday of month – 8:30 a.m**
GTCC, Cameron Campus, 7908 Leabourne Road, Colfax…………………………………….........**Bencini/Golden**

Guilford County Local Emergency Planning Committee- **2nd Thursday of month - 9 a.m- 12 Noon**-
Various locations (see attached schedule)……………………………………………………...............**C. Davis**

High Point Community Against Violence- **2nd Wednesday @ 8:30 a.m**………..…..………………..**Hill/Williams**
(High Point Police Department)

Housing Authority- **2nd Wednesday- 4:00 p.m.** - Board Room (unless otherwise posted)………………..**Williams**

High Point Theatre Advisory Board- **3rd Wednesday- 4:00 p.m.** - High Point Theatre…………..………**C. Davis**

Human Relations Commission- **2nd Thursday- 5:30 p.m. -** 3rd Floor Lobby Conf. Rm.……………………**Golden**

Library/Museum Board of Trustees - **3rd Wednesday- 4:30 p.m.**- Board Room- Library …………………..……**Hill**

NC Municipal Power Agency (NCMPA-1) ElectriCities……………………………………… **Alexander/ Bencini**

Parks & Recreation Commission - **2nd Monday – 5:30 p.m.**- Parks & Rec. Adm. Offices @
136 Northpoint…………………………………………………………………………………………..**J. Davis**

PART- **2nd Wednesday @8:30 a.m.** - PART Office- Greensboro…………………………………………**J. Davis**

Piedmont Triad Regional Council
Paul J. Ciener Botanical Gardens, Kernersville……………………………..……………..…….…….**Alexander**

Say Yes Guilford- Community Leadership Council………………………………………………..**Bencini/C. Davis**

Transportation Advisory Committee/MPO- **4th Tuesday @ 10:00 a.m**…………………………….…...**Bencini**

Welfare Reform Liaison Project……………………………………………………………………..….**Golden**

Workforce Development Board………………………………………………………………........**C. Davis**

Governmental Liaisons……………………………………………………………………**Alexander/Golden**

CITY OF HIGH POINT
AGENDA ITEM

Title: Transfer of Property - Infill Housing Needs

From: Randy McCaslin, Deputy City Manager

Meeting Date: December 19, 2016

Public Hearing: N/A

Advertising Date / Advertised By: N/A

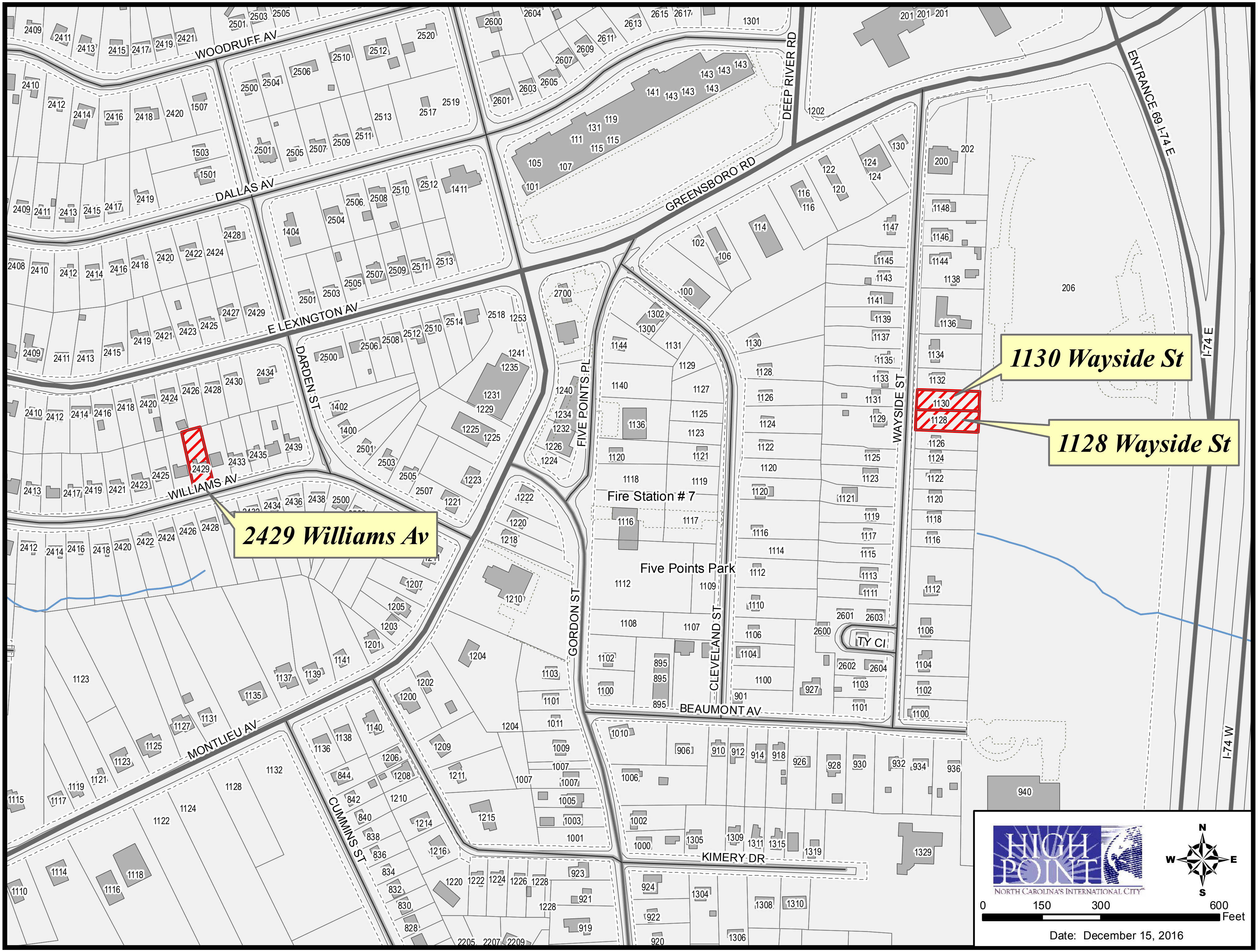
Attachments: Map

PURPOSE:
Transfer of three lots (2429 Williams Ave, 1128 & 1130 Wayside Street) to help address the City's infill housing needs.

BACKGROUND:
The City of High Point is partnering with several groups, including the Bank of North Carolina to address the City's infill housing needs. We have purchased the property located at 2429 Williams Ave. This property had a house that was damaged by fire and that the owner did not want to rebuild. We paid $10,000 for the purchase of this property; $3,067 for asbestos inspection/abatement, $3,200 for demolition/clean-up, and approximately $500 in legal /recording fees. We have also purchased two vacant lots on Wayside Street. These two lots cost us $18,500 plus approximately $500 in legal/recording fees. The funds for the purchase of these three lots were budgeted in the FY 2016-17 Community Development and Housing Departmental budget.

BUDGET IMPACT:
Sufficient funds are available in the Community Development and Housing Department – Infill Housing Budget.

RECOMMENDATION / ACTION REQUESTED:
We are requesting and recommending that the City Council approve the transfer of these lots to the Bank of North Carolina. The Bank will then build new, single family homes on the lots, and sell them "at cost" to qualifying buyers. The City Council also authorizes the appropriate City official to execute all appropriate documents.



1130 Wayside St
1128 Wayside St
2429 Williams Av
WOODRUFF AV
DALLAS AV
E LEXINGTON AV
WILLIAMS AV
MONTLIEU AV
GREENSBORO RD
DEEP RIVER RD
DARDEN ST
FIVE POINTS PL
GORDON ST
CLEVELAND ST
WAYSIDE ST
CUMMINS ST
BEAUMONT AV
KIMERY DR
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ENTRANCE 69 I-74 E
I-74 E
I-74 W
Fire Station # 7
Five Points Park
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Date: December 15, 2016

CITY OF HIGH POINT
AGENDA ITEM

Title: **New Traffic Calming Policy**

From: Mark McDonald, Transportation Director

Meeting Date: Monday December 19, 2016

Public Hearing: No

Advertising Date: NA
Advertised By: NA

Attachments: Proposed New Policy

PURPOSE
Consideration of an update policy for Traffic Calming in residential neighborhoods.

BACKGROUND
Following several discussions in 2015 about strategies and methods to more effectively address neighborhood traffic issues, the Prosperity and Livability Committee directed staff to undertake a review of the existing Traffic Calming Policy, and to recommend changes that would make the policy more inclusive and applicable to the City's residential communities.
Research found that the City of Raleigh had conducted a "peer review" of cities in North Carolina and around the country to compare various policy elements. The results of the peer review led Raleigh to make amendments to its Neighborhood Traffic Management Program. Staff initially attempted to adapt this model for use in High Point, but after several iterations, chose to blend the current policy with components from the Raleigh policy, with an emphasis on project prioritization and funding.

The proposed policy more clearly

- establishes administrative responsibilities;
- sets limitations on the application of traffic calming measures;
- defines a process for citizens and City staff to follow;
- allows and encourages citizen input;
- identifies the technical criteria to be considered for evaluation;
- creates a scoring system that uses data to assess, rank, and prioritize potential projects; and
- provides for the use of public funding with opportunities for community participation.

BUDGET IMPACT
Council approved an appropriation of $100,000 in the FY 2016-17 budget for neighborhood enhancement projects. The proposed policy establishes guidelines and criteria for the evaluation and application of traffic calming measures, and sets thresholds for project prioritization and funding.

RECOMMENDATION / ACTION REQUESTED
On December 7, 2016, the Prosperity and Livability Committee reviewed and discussed the attached final draft version of the proposed policy with City management and Transportation staff. The Committee unanimously offered a favorable recommendation for the adoption of the new policy by City Council. The recommended effective date for the new policy is January 1, 2017.

CITY OF HIGH POINT
POLICY FOR TRAFFIC CALMING IN RESIDENTIAL AREAS

Adopted by the High Point City Council December 19, 2016

Effective January 1, 2017

I. Introduction

The City desires to promote a positive quality of life in High Point's neighborhoods. It is therefore in the City's best interests to maintain and improve neighborhoods in a manner that does not adversely affect the places where we live.

The management of traffic volumes and speeds on residential streets can be both complicated and nuanced. The purpose of this policy is to establish guidelines for the application of traffic calming measures on city-maintained residential streets, with process guidance for both the public and City staff to follow in managing neighborhood traffic.

II. Objective

The Institute of Transportation Engineers (ITE) characterizes traffic calming as "the combination of mainly physical measures that reduce the negative effects of motor vehicles, alter driver behavior, and improve conditions for non-motorized street users". Studies have shown that traffic calming, when properly applied, can reduce vehicular speeds, cut-through traffic volumes, and collision frequency and severity, and can benefit the street environment. Some of the drawbacks of traffic calming measures are a potential increase in emergency response time, noise, difficulties with snow removal, damage to vehicles by inappropriate driver behavior, and the need for additional signage.

The objective of the City's Traffic Calming Program is to enhance safety on streets in residential areas for motorists, pedestrians, and cyclists through the moderation of vehicle speeds by a combination of policy initiatives, enforcement, public outreach, traffic engineering strategies, and physical measures. Street design and operation is one of several elements that influence and contribute to this objective. Traffic engineering practice generally seeks to apply standards that are uniform for all roadway types, with the recognition that all streets possess differing characteristics and that some degree of contextual design is especially necessary for neighborhood streets.

III. Policy Administration

3.1 Program management. The City of High Point Transportation Department will manage the program and serve as the primary recipient of traffic complaints regarding neighborhood streets. Assistance and coordination will be provided by other departments of the City in addressing complaints received by Transportation.

3.2 Implementation of Traffic Control Devices. With concurrence from the City Manager or designee, the City Transportation Director is authorized to install, remove, or modify various traffic control and traffic calming measures as necessary to achieve the desired objectives of this policy, consistent with accepted engineering practices, standards and guidelines. This may include but is not limited to modifications to speed limits, turn prohibitions/restrictions, parking zones, STOP and YIELD conditions, vehicle type, size, and weight restrictions, guide and directional signing, and traffic signals. Consistent with these actions, the Director will submit for Council approval an annual listing of these actions as applicable to City traffic laws and ordinances.

3.3 City Initiated Projects. The use of traffic calming measures may be initiated by the City of High Point. When deemed appropriate, Transportation staff will conduct the studies necessary to determine where traffic calming may be beneficial. Residents living within a defined area of influence will be notified prior to the installation of any proposed devices. Citizens opposed to the installation may submit a petition, signed by at least 75% of the residents within the area of influence, to the Transportation Director within 60 days of the notice date. With resident support and the absence of other issues, staff will forward the proposal to City Council for approval and funding.

3.4 Effect of Planned Capital Projects. Staff may recommend against installing traffic calming treatments if other capital projects or improvements are planned that may influence traffic patterns through the study area.

IV. Program Components

The following components will be applied in administration of this program:

4.1 Scope. This program applies to city-system streets serving residential neighborhoods and, in certain cases, mixed-use areas with residential components. Thoroughfares, arterials, and collectors serving a broader purpose and range of uses, even when some limited residential use is present, are excluded from this policy. Federal and state-system roads (US routes and state primary and secondary routes) are also excluded unless approved by the North Carolina Department of Transportation's (NCDOT) Division Engineer and the State Traffic Engineer. Snow routes, transit routes, and primary emergency response routes are also excluded, but may be granted an exemption by the City Manager with concurring recommendations from the Directors of Transportation and Public Services, and the Fire Chief. Issues related to speeding and other traffic infractions on multi-lane arterial and collector roads and industrial streets will be addressed by the High Point Police Department (HPPD) or other initiatives.

4.2 Treatments and Countermeasures. In addition to the application of existing policies, the City may employ a variety of speed reduction strategies and techniques to achieve the program objective. These treatments, collectively part of the program "toolbox", are listed below and will be planned and designed in conformance with sound engineering and planning practices.

Types of Traffic Calming

The traffic calming treatments are divided into four categories: non-physical, vertical, horizontal and diversionary. Listed below are examples of the traffic calming measures in each category.

1) ***Non-Physical***: Speed enforcement, radar trailers, lane striping, signage, pavement marking legends, high visibility crosswalks, on-street parking, raised pavement markers, streetscaping, turn prohibitions and other restrictions, gateways/entryways and colored pavements.
2) ***Vertical***: Textured pavements, speed humps, speed tables, raised crosswalks, raised intersections and rumble strips.
3) ***Horizontal***: Traffic circles, roundabouts, curb extensions, chicanes, lateral shifts, neckdowns, realigned intersections, bulbouts, two-lane chokers, one-lane chokers, center island narrowing and medians.
4) ***Diversionary***: Street closures, diagonal diverters, semi-diverters.

Treatment strategies will be matched to the community context with respect to location, public infrastructure, operational conditions, natural features and existing landscaping, and construction materials. Enhancements may include upgrades to signing, pavement markings, and accommodations for pedestrians and cyclists. Each area will be evaluated on an individual basis to establish this context and determine the most appropriate measures.

The City may also consider alternate countermeasures in lieu of installing or in conjunction with traffic calming treatments, such as speed limit reductions or multi-way STOPs. Streets and intersections meeting the established criteria for these specific countermeasures may be advanced in accordance with existing policies through a petition process. Upon written request, Transportation staff will issue a petition for resident signatures along the street where a speed limit reduction or multi-way STOP condition is desired. Receipt of a valid petition of support from residents will initiate a work order for the implementation of the appropriate treatment.

4.3 Public Involvement. Any proposed treatment within a neighborhood will include opportunities for public participation and input. A clear demonstration of need and support from area residents will be documented prior to the implementation of any traffic management strategy.

4.4 Emergency Access and Response. Reasonable emergency vehicle access within and through neighborhoods will be carefully considered in the evaluation of any traffic calming application. The public will be informed of potential impacts to emergency responders that could be created with the implementation of certain types of traffic calming treatments. The Fire Department, Police Department and other emergency responders will be involved in the process and notified of all intended actions and implementations.

4.5 Street and Utility Maintenance. Impacts to routine street maintenance, including but not limited to pavements, subgrades, drainage, snow removal, and public utilities, will also be considered and evaluated prior to the implementation of any traffic calming measure. The High Point Departments of Public Services and Electric Utilities will be involved in the design of any potential project and notified of actions and implementations. Private utility providers will be similarly advised when necessary.

4.6 Funding Equity and Neighborhood Participation. The strategies and applications for neighborhood traffic calming outlined in this Policy will be made available to all City residents on qualifying publicly-maintained residential streets. Notwithstanding assessments related to any applicable street or utility improvement, approved traffic calming devices will be provided at no cost within the affected area, based on project prioritization and funding availability. Residents and/or Home Owners Associations (HOA) may choose to advance prioritization by funding up to fifty (50) percent of a qualifying project's estimated cost, and may contribute additionally to the costs of upgraded treatments and features where feasible and consistent with the program and the existing street environment. However, residents will not be permitted to install their own treatments on public streets independently of the program.

V. Evaluation Criteria and the Petition Process

5.1 Traffic Calming Program Process and Criteria. When the use of traditional traffic control methods or countermeasures are neither applicable nor effective, other physical treatments may be considered for residential streets which are not Federal or State routes, and which are not classified as major or minor thoroughfares, arterials or collectors. The following stepped process will be followed:

5.1.1 Step One

Any citizen may initiate this process by submitting a written request to the Transportation Director. The City's Traffic Calming Policy and a request form will be sent to the applicant. This citizen will serve as the "point of contact" for staff and be responsible for forming a citizen's committee comprised of a minimum of three (3) residents along the affected street segment. Transportation staff will meet with the committee to clearly define the problem, establish boundaries for the affected area, and explain the policy and process.

5.1.2 Step Two

Transportation staff will evaluate the request to determine if the location meets all of the following minimum criteria:

- Streets must be a two-lane, local residential street or a neighborhood collector. Major and minor thoroughfares and non-residential collectors will not be considered for traffic calming measures. Streets designated as primary emergency response routes, snow routes, or transit routes will not be considered for vertical deflection treatments without recommendations from the Fire Chief, the Police Chief, the Directors of Public Services and Transportation, and a concurring exemption from the City Manager.
- Street segments considered for traffic calming applications must be less than one (1) mile in length, but at least two (2) block lengths (as established by existing intersecting streets), or 800 feet, whichever is greater. Streets less than two (2) blocks or 800 feet in length will not be considered for treatment

unless two or more of the Part (B) criteria in Step Three are met. Cul-de-sacs, alleyways, and street segments less than one (1) block or 500 feet in length are not eligible for traffic calming.

- Street grades must be less than or equal to 8%.
- The stopping sight distance must meet the minimum requirements for the posted speed.
- The current speed limit should be posted at 25 mph if it is a local street or 30 mph if it is a neighborhood collector. If the posted or statutory speed limit is 35 or greater, a petition to reduce the speed limit must be submitted by the residents of the street. After posting, a six (6) month trial period must elapse before additional traffic calming measures will be considered.

If the basic minimum criteria above are not met, a letter will be sent to the "point of contact" explaining why the location will not be considered for further evaluation.

5.1.3 Step Three

If all of the above criteria are satisfied, Transportation staff will collect additional data to validate the problem, establish prioritization, and develop recommendations for design and implementation, as appropriate. This information may include: traffic counts recording volume and speed, crash reports, pedestrian counts, an evaluation of existing traffic control conditions (e.g., street geometry, traffic signs and pavement markings), and a review of emergency access and response time by service providers (Police, Fire and Rescue). The elements to be scored for prioritization and funding eligibility are:

Part (A) – *required*

- volumes exceeding 300 vehicles per day, with 85th percentile speeds exceeding the posted or statutory speed limit;

and any one or more of the following

Part (B) – *supplemental to Part (A)*

- two (2) or more speed-related crashes within a three (3) year period; or
- the presence of pedestrian generators and facilities, sidewalks and/or greenways, crosswalks, bicycle routes, transit routes, etc.; or
- the presence of other roadside factors and area conditions that could be mitigated by a traffic calming device.

Staff will evaluate and score the technical data using the system described in the next section on "Scoring and Prioritization". Projects that do not meet the minimum threshold for further consideration (40 points) will be will be ranked accordingly for annual monitoring. The citizen contact person will be advised, and may request a meeting to review and discuss the prioritization results with staff. Projects that do not achieve priority status after five (5) years will be removed from the program list.

5.1.4 Step Four

For projects meeting the eligibility requirements through the technical scoring and prioritization process, Transportation staff will prepare 1) a map showing the "area of influence" surrounding the proposed traffic calming site(s); 2) a concept plan for the proposed devices; and 3) a preliminary cost estimate for the proposed traffic calming measures and associated improvements. This information will be shared and reviewed with the lead contact person and/or the citizen's committee. It is then the responsibility of the citizen's committee to plan and conduct a neighborhood meeting to review the concept plan for the proposed enhancements, inform other residents about the use of traffic calming devices, and document additional input. Transportation staff will attend the meeting to address questions about this policy and the process.

5.1.5 Step Five
After the neighborhood meeting, staff will review comments from the residents and work to incorporate such comments (if any) into the concept plan. After the revisions are made and the cost estimate is updated, a second neighborhood meeting will be scheduled by the citizen's committee that will show the location(s) of proposed traffic calming devices, geometric enhancements, and appropriate signage. After this stage a signed petition, collected by the citizen's committee, is required to indicate and document the resident's support and approval of the proposed concept plan. This petition must be submitted to the Transportation Department within 60 days of the second meeting date, and must be signed by at least 75% of residents within the affected area. Only one signature per address will be valid for purposes of determining the level of neighborhood support. Petition-eligible addresses only include occupied residential properties; vacant lots will be excluded from the calculation.

5.1.6 Step Six
Once the petition is returned to Transportation, signatures will be validated, and if all applicable criteria are satisfied, an approval letter will be sent to the citizen committee contact. Final design and construction contract preparation will be authorized, with construction pending all necessary acquisitions, permits, and funding approval.

5.1.7 Step Seven
For projects that advance through the construction phase, a six (6) month follow-up study will be performed to assess the impact of the completed traffic calming improvements, to determine whether the applied measure has met its desired objective. Staff will conduct field observations, perform traffic counts, speed studies, and collect and analyze other data as needed. This information will be duly shared with the neighborhood citizen's committee.

VI. Scoring and Prioritization

6.1 Scoring Factors. Locations meeting the minimum program criteria will be prioritized based on an evaluation of the technical criteria and the cumulative scoring of these factors: travel speeds, daily volume, pedestrian activity and proximity to pedestrian generators, crash histories, and area conditions.

6.2 Prioritization Requirements. A minimum of 40 points are necessary to qualify for funding prioritization. Points must be secured by speed and at least one (1) other criteria.

Financial Participation points only apply to projects that have reached prioritization status (40 or more points for Criteria Elements 1 - 5).

CRITERIA ELEMENT	**BASIS FOR POINT ASSIGNMENT**
1) Speed	0 to 35 points: 5 points assigned for every 1 mph of the 85th percentile speed that exceeds the posted speed limit (example: SL = 25 mph, 85th PS = 28 mph, 3 mph x 5 = 15 points)
2) Volume	0 to 20 points: 1 point for every 100 vehicles per day (example: daily volume of 1,400 = 14 points)
3) Pedestrian Activity	0 to 10 points: 5 points assigned for each school, church, bus route, bike lanes or a signed bike route, public park, sidewalk, greenway, community center, senior center, senior living facility or commercial/retail center located within or adjacent to the study area that may generate a significant number of pedestrians along or crossing the street
4) Crash History	0 to 10 points: 5 points for every reported crash deemed correctible by traffic calming measures occurring on the project segment during the last 3 years
5) Other Factors	0 to 5 points: 5 points assigned for a road conditions (such as a sight distance problem) that can be improved with traffic calming measures.
6) Financial Participation	0 to 20 points: 4 points assigned for each 10% of project cost financed by the Petitioner, up to 50%
TOTAL POINTS	**100 Points Maximum Score**

6.3 Ranking. Projects meeting or exceeding the required minimum will be ranked by total score and shall be eligible for “bonus” points based on community participation (Criteria Element 6) in the cost of the project. All other projects (those scoring below 40) will be ranked accordingly for annual monitoring. Projects that do not achieve priority status after five (5) years will be removed from the program list, and may not be re-initiated for a period of one (1) year.

VII. Project Funding and Construction

7.1 Funding. The High Point City Council may at its discretion allocate funding for the Traffic Calming Program, the amount of which may vary on an annual basis. City Council may, also at its discretion, choose to modify the program, periodically amend this policy, or suspend or discontinue its use.

Projects will be prioritized and approved for funding based on the rating system described in the previous section. A minimum of 40 points derived from the sum of Criteria Elements 1 through 5 is necessary to achieve “priority status” to be considered for funding.

7.2 Advancement. Projects exceeding the required point total from the sum of Criteria Elements 1 through 5 (and Criteria Element 6, as applicable) will be advanced to the design phase and shall be eligible for construction based on the availability of programmed funds.

7.3 Construction of Approved Projects. Construction will be performed by City forces or by parties contracted for the work by the City. Contract construction by private associations or citizens will not be permitted. Right-of-way and/or easements necessary to construct an approved project will be dedicated to the City by the affected residents and/or Home Owners Association without cost to the City.

VIII. Maintenance

8.1 Project Maintenance. The Public Services and Transportation Departments will be responsible for the maintenance of all paved surfaces, curbs, and signage associated with these treatments, without assessments or additional costs to the residents or HOA.

8.2 Landscaping Maintenance. For any community landscaping that may be disturbed by the installation of a traffic calming treatment, an established HOA may 1) request an encroachment agreement for the HOA’s care of the landscaping, subject to other applicable permissions; or 2) request a maintenance agreement with the City for the ongoing maintenance of the landscaping. Such maintenance by the City will be at the HOA’s expense. In the absence of HOA maintenance, Parks & Recreation Department staff will be responsible for landscaping maintenance, and may, at its discretion, alter or remove the landscaping without notice.

IX. Removal

9.1 Duration and Effectiveness Evaluation. Approved and constructed projects must remain in place for a minimum of three (3) years from the date of completion. Staff will evaluate the effectiveness of the project after six (6) months and annually for a period of three (3) years. The removal of ineffective projects, as substantiated by a compilation and comparison of “before” and “after” data (speeds, volumes, crash histories, etc.) may be recommended by staff for City Council approval. Projects recommended and approved for removal will be funded entirely by the City.

9.2 Removal by Petition. A “removal petition” process may also be initiated by the residents after a period of three (3) years. This process will generally follow the same path as that used for the installation process, and will require signatures from 75% of affected residents to be valid. The cost of removals by petition and substantiated by data will be funded by the program’s annual budget as may be available without impacting other qualifying projects. The cost of removals that are not substantiated by data and therefore not supported by staff will be borne entirely by the residents. Right-of-way and/or easements secured for project construction will be abandoned after the removal of traffic calming measures and restoration of affected areas.

Once removed, the location/impact area will not be eligible for reconsideration under this Policy for a minimum period of three (3) years.

X. Documentation and Reporting

10.1 Annual Report. Records of requests, correspondence, data sets, petitions, and activities will be kept in a database maintained by the Transportation Department. An Annual Program Report will be prepared by the Department and submitted to the City Manager and the City Council. This report will address the following:

- The number of requests received and evaluations conducted.
- The current ranking of projects.
- The number of projects completed, including costs.
- “Before and After” performance data for each completed project.

The document will be posted for public review by October 1 each year, reporting for the previous fiscal year (July – June).

10.2 Ordinance Updates. The Transportation Department will also periodically prepare ordinance revisions, as necessitated by the application of this Policy, for City Council adoption.

Adopted December 19, 2016

POLICY FOR TRAFFIC CALMING IN RESIDENTIAL NEIGHBORHOODS

PREPARED FOR THE

HIGH POINT CITY COUNCIL

DECEMBER 19, 2016

HIGH POINT
NORTH CAROLINA'S INTERNATIONAL CITY™

MARK McDONALD, P.E.
TRANSPORTATION DIRECTOR

INTRODUCTION

The purpose of this policy is to establish guidelines for traffic calming measures on residential city streets, with process guidance for both the public and City staff to follow in managing neighborhood traffic.

OBJECTIVE

Enhance safety in residential areas for motorists, pedestrians, and cyclists by moderating of vehicle speeds. This can be achieved through a combination of policy initiatives, enforcement, traffic engineering strategies, public outreach, and physical measures.

POLICY ADMINISTRATION

It is the responsibility of the Transportation Department to oversee, apply, implement, and document the traffic calming policy's activities.

PROGRAM COMPONENTS

This program applies to city streets serving residential neighborhoods.

Roads exempt from the policy include:

- Thoroughfares & arterials
- Non-residential collectors
- Federal or state-system roads
- Snow routes
- Transit routes
- Designated emergency routes

PROGRAM COMPONENTS

Treatment strategies and countermeasures used for traffic calming:

- Non-Physical: Speed enforcement, pavement markings, signage, on-street parking, streetscaping
- Vertical: Textured pavements, speed humps, speed tables, raised crosswalks and intersections, rumble strips
- Horizontal: Roundabouts, curb extensions, chicanes, realigned intersections, bulbouts, chokers
- Diversionary: Street closures, diagonal diverters
- Countermeasures: Speed limit reductions, multi-way STOPs

PROGRAM COMPONENTS


S Oregon St 4400

PROGRAM COMPONENTS

- A multi-step process includes opportunities for neighborhood participation and input.
- Requires a clear demonstration of need based on data and area conditions.
- Relevant criteria used to score and rank potential projects for prioritization.
- Concept design support from residents through a petition.
- Residents may choose to advance prioritization by funding up to 50% of a qualifying project's cost.
- Residents will not be permitted to install their own treatments on public streets.

CRITERIA ELEMENT	BASIS FOR POINT ASSIGNMENT
1) Speed	0 to 35 point: 5 point assigned for every 1 mph of the 85th percentile speed that exceeds the posted speed limit (Example: SL = 25 mph, 85th percentile speed = 28 mph, 3 mph x 5 = 15 points
2) Volume	0 to 20 points: 1 point for every 100 vehicles per day (example: daily volume of 1,400 = 14 points)
3) Pedestrian Activity	0 to 10 points: 5 points assigned for schools, churches, bus routes, bike lanes/routes, public parks, sidewalks, greenways, community centers, senior centers/senior living facilities, or commercial/retail centers located within or adjacent to the study area that may generate pedestrian activity along or crossing the street
4) Crash History	0 to 10 points: 5 points for every reported crash deemed correctible by traffic calming measures occurring on the project segment during the last 3 years
5) Other Factors	0 to 5 points: 5 points assigned for road conditions (such as a sight distance problem) that may be improved with traffic calming measures
6) Financial Participation	0 to 20 points: 4 points assigned for each 10% of project cost financed by the Petitioner, up to 50%
TOTAL POINTS	**100 Points Maximum Score**

PRIORITIZATION – CASE STUDY A

CRITERIA ELEMENT	SCORING FACTORS	PTS
1) Speed	Posted Speed Limit = 25 mph | 85th Percentile Speed = 29 mph	20
2) Volume	AADT = 1,100	11
3) Pedestrian Activity	Adjacent to a school, sidewalks, crosswalk	10
4) Crash History	One reported incident in the last three years attributed to speeding	5
5) Other Factors	None	0
	SUBTOTAL	46
6) Financial Participation	25% of cost offered by Petitioner	10
	TOTAL POINTS	**56**

PRIORITIZATION – CASE STUDY B

CRITERIA ELEMENT	SCORING FACTORS	PTS
1) Speed	Posted Speed Limit = 30 mph | 85th Percentile Speed = 35 mph	25
2) Volume	AADT = 1,900	19
3) Pedestrian Activity	None	0
4) Crash History	None	0
5) Other Factors	Poor sight distance from an intersecting street due to a curve	5
	SUBTOTAL	49
6) Financial Participation	0% of cost estimate offered by Petitioner	0
	TOTAL POINTS	**49**

PRIORITIZATION – CASE STUDY C

CRITERIA ELEMENT	SCORING FACTORS	PTS
1) Speed	Posted Speed Limit = 25 mph | 85th Percentile Speed = 27 mph	10
2) Volume	AADT = 500	5
3) Pedestrian Activity	Sidewalks, community center	10
4) Crash History	None	0
5) Other Factors	None	0
	SUBTOTAL	25
6) Financial Participation	Does not qualify for program funding	0
	TOTAL POINTS	**25**

PROJECT FUNDING

- Scoring system will be used to prioritize projects for funding.
- 40 points from the sum of Criteria Elements 1 through 5 is necessary to achieve priority status.
- Projects meeting or exceeding the required minimum will be ranked by the total score.
- Eligible for "bonus" points based on community participation in the cost of the project.
- Projects exceeding the required point total will be advanced to the design phase and shall be eligible for construction based on the availability of programmed funds.

MAINTENANCE

Public Services and Transportation
will be responsible for the maintenance
of all paved surfaces, curbs, signs, and
markings.

An established Homeowner's Association
may request an encroachment agreement for
the placement and care of landscaping, at the
HOA's expense.

REMOVAL

Projects must remain in place for 3 years from the date of completion.

City will evaluate effectiveness after 6 months, and annually for 3 years.

The removal of ineffective projects, as substantiated by “before” and “after” data (speeds, volumes, crash histories, etc.), may be recommended by staff for City Council approval.

Projects approved for removal will be funded entirely by the City.

A “removal petition” may also be initiated by the residents.

Process will follow the same path as that used for the installation, and will require signatures from 75% of affected residents to be valid.

Unless supported by data, removal costs will be borne by the residents.

DOCUMENTATION AND REPORTING

Records of requests, correspondence, data sets, petitions, and activities will be maintained by the Transportation Department.

An Annual Program Report will be prepared by the Department and submitted to the City Manager and the City Council.

This report will address the following:

- The number of requests received and evaluations conducted
- The current ranking of projects
- The number of projects completed, including costs
- “Before and After” performance data for each completed project

CITY OF HIGH POINT
AGENDA ITEM

Title: Receipt and Presentation of FY2015-2016 Audit Report

From: Jeffrey A Moore, Financial Services Director

Public Hearing: No

Attachments: To Be Provided at Manager's Briefing

Meeting Date: December 19, 2016
Advertising Date N/A
Advertised By: N/A

PURPOSE:
The City Council has the statutory responsibility under G.S. 159-34 to engage an auditor for the financial and compliance audit of the City's budgets, accounts, and grants. The presentation of the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016 will be presented by the audit firm Cherry Bekaert LLP.

BACKGROUND:
City 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, 2015 to June 30, 2016 at its meeting of March 21, 2016. The auditors substantially completed their audit procedures in October 2016, and the Comprehensive Annual Financial Report was prepared by members of the City's Accounting Division and myself during the months of November and December 2016.

BUDGET IMPACT:
None.

RECOMMENDATION / ACTIONS REQUESTED:
City Council is requested to acknowledge receipt of the City of High Point Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2016 and related required communications from the City's auditors, Cherry Bekaert LLP.

Prosperity & Livability Committee
Members: Ewing, Hill, Wagner and Williams
Chaired by Council Member Ewing
3rd Floor Lobby Conference Room
December 7, 2016 – 9:00 A.M.

MEETING MINUTES

Present:
Committee Chair Jason Ewing, and Committee Members Alyce Hill, and Jay Wagner

Absent: Committee Member Chris Williams

Also Present:
Council Member Cynthia Davis

Staff Present:
Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Mark McDonald, Director of Transportation; Maria Smith, Deputy City Clerk; and Lisa Vierling, City Clerk

Others Present:
Jim Bronnert, representing FIDO Parks of High Point; Sam Zekelman, High Point University and Lauren Kotler, High Point University

News Media:
Pat Kimbrough, High Point Enterprise

Handouts:

- *DRAFT City of High Point Traffic Policy for Traffic Calming in Residential Areas*
- *City of High Point [DRAFT] Policy for Traffic Calming in Residential Areas (General Summary)*
- *Hedgecock Dog Park, Sponsorship Opportunities*

Note: These handouts will be attached as a permanent part of these proceedings.

Chairman Ewing called the meeting to order at 9:02 a.m. and asked for a moment of silence in memory of the 75th Anniversary of Pearl Harbor and those that sacrificed their lives for our Country.

Update on potential Dog Park Project

Randy Hemann, Assistant City Manager, introduced the three guests Jim Bronnert, Sam Zekelman, High Point University and Lauren Kotler, High Point University (HPU). He shared that 21 HPU students did three class projects and raised $1,500 – 1,800 to be put towards the total cost of the project. He distributed an information sheet for the Hedgecock Dog Park which highlighted sponsorship opportunities, naming rights, and included a sketch of the proposed dog park. He noted this was not the final design and they would be tweaking it over time.

To date, they have already sold two water fountains, as well as some benches. He shared that they have already made initial contact about a large donation and FIDO has some leads on other gifts/donations as well. As far as the fundraising, Mr. Hemann pointed out the key would be getting some of the larger gifts. The group met with someone who suggested it might be possible to bridge the creek at some point and do a path through the woods.

Chairman Ewing acknowledged it was nice to have an organization to raise the funds and to try to accomplish enough on their own before they go to Council to fund the rest. Mr. Hemann expressed his gratitude to HPU for all their energy and enthusiasm. He advised that account codes have been set up so when money is raised, it can go through this account and that a separate Excel spreadsheet would be created for the ease in monitoring the gifts/donations.

Donations can be made through Lee Tillery, Director of Parks & Recreation; Randy Hemann, Assistant City Manager; or Jim Bronnert with FIDO Parks of High Point, Inc. Mr. Hemann encouraged those wanting to make a donation to coordinate it with them so they can track the inventory of the items the donations are specified for. It was noted that donations can also be made on their website, FidoParksHighPoint.org. Mr. Bronnert reported that the inventory list would be kept current and maintained on the website.

Sign Ordinance

Chairman Ewing noted there have been some issues with the sign ordinance in the past and although it is partially an economic development and visibility issue, but ultimately comes down to an ordinance. He asked if it was the will of the Prosperity & Livability Committee to start some conversations about some things that would be more business friendly or more appealing from an aesthetic standpoint, then take these in the Planning & Development Committee and talk about the technicalities or if they prefer to take the whole conversation on the issue. Deputy City Manager Randy McCaslin shared that the managers feel like this is something that needs to be discussed this coming year and was included in the Planning Work Program in 2017. It is anticipated it will be about a 6-9 months process and it would be best to work on it in bits and pieces.

Committee Member Wagner suggested it would be better suited for discussion in the Planning & Development Committee and as chair, he was willing to take it on in his committee.

Discussion on Traffic Calming Policy

Mark McDonald, Director of Transportation, discussed the latest *draft* of the City of High Point Traffic Policy for Traffic Calming in Residential Areas. He pointed out the template they received from Raleigh included a point system and ranking process and we blended the two together, as well as removed some of the extremes that were not applicable to High Point. He believes that we have something that is workable and very similar to our existing policy. He pointed out it does include a scoring system, as well as a ranking and prioritization for funding that the city would provide which would allow neighborhoods to contribute additional funds. He suggested that Council move forward with approval to see how it works and noted adjustments could be made on an as-needed basis.

Mr. McDonald did bring up that they spoke with one neighborhood at Southwest School and collected data there and told them that we are in the middle of a policy shift and they may want to wait until we pursue anything further—until after things are resolved with the policies. He then opened it up for further discussion.

Committee Member Wagner shared that some cities actually allow neighborhoods an opportunity to do a demonstration of the project and provided an example of one neighborhood that wanted a traffic circle, so they put some temporary landscaping in the street to see what it would look like. Mr. McDonald stated there is nothing in the policy that would prohibit doing something like this. Committee Member Wagner felt it helps for people to be able to visualize what it would look like.

Mr. McDonald suggested that they could also use other temporary things such as chokers that would narrow the road down to a single lane or create converters that would force traffic to shift one way or another. He pointed out that some neighborhoods may want concrete or bricks. Council Member C. Davis asked if the items used for a "mock" traffic measure could be retained and reused for future demos. Mr. McDonald noted depending on the condition, most of the items could be re-used.

Chairman Ewing asked if we had the larger barricades as seen on the interstate highways. Mr. McDonald confirmed that the city does have a plastic version of these barricades that are used during the Furniture Market and during the bike races that are held downtown. Mr. McDonald suggested as people do not want their neighborhood to look like a construction zone, it might be possible to use some white ones as long as there is enough delineation around them so they can be seen at night. He stressed the most important thing was to ensure the protection of the public from a safety/liability standpoint.

Chairman Ewing had two questions on the last page regarding Removal:

- The six-month review period, and annual review of three years
- The removal of ineffective projects, as substantiated by a compilation and comparison of "before" and "after" data. He wanted to know if there were any specific guidelines there as far as it has to improve X percent or is it any improvement whatsoever?

Mr. McDonald replied these are put in based on demonstrated need and if everything is the same, it would suggest that nothing has been achieved. But if speeds are somewhat tempered, then it might make sense to leave in.

Council Member C. Davis asked how staff intends to track the data for a **3-year** review cycle and Mr. McDonald advised that staff has started working on a database for this that would also include reminders and alerts for specific dates.

Chairman Ewing's second question was regarding the removal petition. He asked if in the event that right-of-way is acquired and after an evaluation it is decided that the project was ineffective, and it is recommended for removal, if there would be a way to recoup the cost for any right-of-way that is acquired for that purpose. Mr. McDonald noted that no provisions had been made for right-of-way purchases and noted the policy states that the neighbors would donate any right-of-way required. He further explained if a traffic measure is approved, then the right-of-way would be abandoned and would revert back to the neighbors through a legal process.

Staff is recommending approval of the proposed Traffic Calming Policy for Residential Areas Chairman Ewing thanked staff for their diligent work in these efforts.

Committee Member Hill moved that the proposed Traffic Calming Policy be forwarded to the City Council with a favorable recommendation for approval on the December 19th Council Agenda. Committee Member Wagner made a second to the motion, which carried by a 3-0 vote. [Committee Member Chris Williams not present]

Mr. McDonald asked if staff should prepare a presentation for the Council Meeting. Chairman Ewing suggested a simple presentation would work with some illustrations/visual aids of various traffic calming devices. Council Member C. Davis suggested to pick a neighborhood and to apply them to that area before and after. Committee Member Hill suggested it would be a good idea to provide an explanation of the scoring criteria and the neighborhood participation part of it. Mr. McCaslin suggested that staff could send out the draft prior to Council for their review.

Update on Lexington/Main Intersection

Committee Member Wagner wanted to know the current status of Lexington and Main intersection improvement. Mr. McCaslin advised it had been put out for bid twice with no bids received the first time and high bids the second. The project will be bid out a third time to include other intersection projects such as the turn lanes for the new Publix project and S. Main Street project in an effort to get more bidders to bid on it. This should be advertised after the first of the year with anticipation that it would go to Council in February of 2017. He also reported that staff is also seeking additional funding from the state for the Lexington/Main intersection project.

Update- S. Main Street Streetscape Project

Mr. McCaslin advised that this project was also put out to bid which resulted in no bids received.

Issues for Future Meetings

Mr. McCaslin asked the Committee to let him know if there were any issues they would like to discuss in the coming year for future meetings.

Council Member C. Davis asked Committee Member Wagner to if he could send out a meeting reminder for the next Planning & Development Committee meeting.

There being no further discussion, the meeting adjourned at 9:30 a.m. upon motion duly made and seconded.

Respectfully Submitted,

____

Maria A. Smith
Deputy City Clerk

____

Jason P. Ewing, Chairman

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish – 1450 London Dr.**

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 12/19/16

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:

A. Staff report
B. Ordinance to Demolish
C. Photos
D. Maps

PURPOSE:
A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 1450 London Drive.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 8/1/16. No action occurred by the compliance date of 9/5/16. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling.

PENDING ACTION:
The ordinance becomes effective 30 days from the date of adoption. If there is no action by the property owner by the effective date of the ordinance, then asbestos testing and the demolition bid process will begin and the structure will be removed by the City. After City demolition, the property owner is billed for the cost. If the bill is unpaid, the City places a lien on the property.

COMMUNITY DEVELOPMENT AND HOUSING
CODE ENFORCEMENT
HOUSING ENFORCEMENT DIVISION

ORDINANCE REQUEST:	Ordinance to Demolish
PROPERTY ADDRESS:	1450 London Dr.
OWNER:	James W. Cook Case started originally due to fire in Feb. 2009
FIRST INSPECTION: 7/13/16	Summary of Major Violations 1. Fire/smoke damaged rafters and ceiling joists 2. Fire/smoke damaged floor sheathing/floor coverings 3. Fire damaged roof sheathing and covering 4. Repair or replace rear deck 5. Fire/smoke damaged plumbing and electrical fixtures
HEARING RESULTS: 7/29/16	The owner James Cook appeared for the Hearing, he stated he plans to pull permits to repair the house after the meeting. During the hearing it was established that were numerous violations of the Minimum Housing Code. There are multiple structural violations in the house that make it unsafe.
ORDER(S) ISSUED: 8/1/16	Order to Repair or Demolish Date of Compliance 9/5/16
APPEALS:	No appeals to date.
OWNER ACTIONS:	The owner applied for a building permit (RC-16-0474) 9/12/16. On 9/19/16 the permit was marked as incomplete due to needing licensed contractors for electrical, plumbing and HVAC work to be done. Nothing further has been submitted as of 12/9/16.
EXTENSIONS:	None Requested
ADDITIONAL:	I received an email 9/26/16 that another fire occurred at this property.

1450 London Drive

Ordinance to Demolish

Location of subject property

Community Development and Housing

City of High Point

Date: December 9, 2016

N

Scale: 1'=200'

G:/Planning/Secure/ba-pz/Inspections/ord-demo.mxd

AN ORDINANCE REQUIRING THE BUILDING INSPECTOR OF THE CITY OF HIGH POINT TO DEMOLISH CERTAIN PROPERTY PURSUANT TO ARTICLE 19 OF THE
GENERAL STATUTES OF NORTH CAROLINA; AND, TITLE 9, CHAPTER 11, ARTICLE E, OF THE MINIMUM HOUSING CODE OF THE CITY OF HIGH POINT.

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

SECTION 1: That the City Council of the City of High Point finds as a fact that the following described property has been ordered to be demolished, and it further finds as a fact that the owner has been ordered to demolish said building at his expense and said Owner has failed to comply with said order.

SECTION 2: That the Inspector of the City of High Point is hereby authorized and directed to proceed with the demolition of the following described building in accordance with code of Ordinances: and, Article 19 of Chapter 160A of the General Statutes of North Carolina.

PROPERTY LOCATION	OWNER (S)
1450 London St.	James W. Cook 6000 Sims St. Greensboro, NC 27409

SECTION 3: That all ordinances or parts of ordinances in conflict with the provisions of this ordinance, are hereby repealed.

SECTION 4: That this ordinance shall become effective from and after its passage as by Law provided.

Adopted by City Council,
This the 19th day of December, 2016

Lisa B. Vierling, City Clerk

NORTH CAROLINA'S INTERNATIONAL CITY™

MANAGER'S BRIEFING SESSION
HIGH POINT MUNICIPAL BUILDING
DECEMBER 5, 2016 – 4:00 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM

Present:
Mayor William S. Bencini, Jr.; Mayor Pro Tem Golden (Ward 1); and Council Members Latimer Alexander (At-Large); Cynthia Davis (At-Large); Chris Williams (Ward 2), Alyce Hill (Ward 3), Council Members Jay Wagner (Ward 4), Jim Davis (Ward 5), and Jason Ewing (Ward 6)

Staff Present:
Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Jeron Hollis, Director of Communications & Public Engagement; JoAnne Carlyle, City Attorney; Loren Hill, President- High Point Economic Development Corporation; Eric Olmedo, Budget & Administrative Director; Laura Altizer, Budget Analyst; Roslyn McNeill, Budget Analyst; Terry Houk, Director of Public Services; Derrick Boone, Assistant Director of Public Services; Glenda Barnes, Public Services Analyst; and Keith Pugh, Director of Engineering Services, Maria Smith, Deputy City Clerk; and Lisa Vierling, City Clerk

Others Present:
Ben Chavis, Tax Director- Guilford County Tax Department; Alan Myrick, Guilford County Tax Department; Marlene Sanford, TREBIC

News Media:
Pat Kimbrough, *High Point Enterprise*

Handouts: *2017 Property Tax Revaluation- PowerPoint Presentation*
Hedgecock Dog Park Sponsorship Opportunities

Note: These handouts will be attached as a permanent part of these proceedings.

Presentation by Guilford County Tax Director Ben Chavis Regarding the 2017 Property Tax Revaluation

Randy McCaslin, Deputy City Manager, introduced Ben Chavis, Director of the Guilford County Tax Department.

Mr. Chavis advised that Guilford County would be undergoing a Reappraisal in 2017 and explained that a reappraisal is conducted to:

1. Assure all properties reflect current market value
2. Create equity and fairness
3. Fulfill statutory requirement

He noted that Guilford County is currently on the five-year reappraisal cycle, with the last one being conducted in 2012 at which time the Guilford County Commissioners made the decision to move from an eight-year cycle to a shorter five-year cycle.

An important aspect around appraisals is what is termed as a "Sales Ratio." A "Sales Ratio" is the ratio between a property's assessed value and its sales price and is calculated by dividing the assessed value of the property by its sales price, then multiplying the result by 100. Mr. Chavis explained when a jurisdiction goes through the reappraisal process, they try to get the property back to 100% of the market value. Guilford County saw some appreciable value moving through the cycle from 1996 to 2004. Mr. Chavis noted that the downward spiral is to be expected in a reappraisal cycle moving from 100% down and ending up around 80% of market. He mentioned the downturn with the market in the latter part of 2008 and pointed out that unfortunately the Sales Ratio went in another direction. He advised this was the first time in his 28-year career in the tax business that he has ever seen this happen. As a result, the Sales Ratio ended up being over 103% going into the appraisal and had to be rectified so they had to get properties above market value. The result of this was the loss of market value which was reflected in High Point's tax base.

Mr. Chavis then shared some historic sales price trends since 2010 which indicated that in 2010, High Point was less than $100,000, but topped out in 2014 at $140,000 with a little dip last year. The trends in real property construction for the period of 2006-2015 with over 800 permits taken out. They are anticipating a projected 2017 valuation range of increase (from 4-9%), keeping in mind that they are only 75% complete with the High Point reappraisal. The trends in real property valuation show that high Point lost 6.28% of its real estate base through the revaluation process in 2012 and dipped again in 2013 as compared to 2012. Mr. Chavis noted that although it is hard to predict where High Point will be with the 2017 reappraisal, he is hopeful that it would end up well above 5%. He shared some of the main things driving this is the commercial activity on N. Main Street with commercial properties, retail stores and offices. The Palladium has also sparked expansion in retail growth as well as the Furniture Market area (all positive changes).

Some of the modern reappraisal methods and tools that the County will be using in the 2017 Reappraisal process are:

- Web-Based CAMA Software System
- Apex Sketching Application
- MapMetrics Imagery-Linking
- ArcGIS Mapping & Imagery (2010)
- Pictometry Oblique Photo Imagery (2007)
- Market Data Information0 Residential/Commercial
- Digital Street-Level Imagery

Mr. Chavis advised that the Guilford County Commissioners paid over $450,000 for the Pictometry Oblique Photo Imagery and will recoup the cost for the product by picking up quite a bit of property that was not listed. Mayor Bencini asked if the Pictometry is used as a substitute for actually going out and physically looking at real estate. Mr. Chavis replied that in many cases it is, but from the computer desktop review, they can measure a structure, determine the wall height, etc….. They have also been capturing street level images of all residential properties out in the county. Mr. Chavis pointed out that many counties actually hire this service out, but Guilford County has come up with some in-house technology that their GIS Department developed for them. He reported on the New Comparable Sales Search Tool that would be used for the reappraisal project. This enables property owners to go on-line, look at their property and do some comparisons with other properties in the neighborhood.

Council Member J. Davis asked if any adjustments are made for properties sold for less than the assessed value. Alan Myrick with the Guilford County Tax Department noted they do have an appeal process for anybody who thinks the assessed value is out of whack and their reappraisal page would have a much more focused comparable sales range that would really focus in on sales in the neighborhoods.

Mr. Chavis pointed out the 2017 reappraisal process would be more transparent and user-friendly. It will allow property owners the opportunity to review their property tax record and if anything is amiss, it can be brought to their attention so it can be addressed because the assessment is only as accurate as the data supporting it. There will also be an automated on-line appeal form to simplify the process even more so.

Some of Guilford County's efforts in raising the public's awareness for the 2017 Reappraisal process are:

- ✓ Public website information (FAQs)
- ✓ Media Outlets
- ✓ Civic & Professional Organizations
- ✓ Reappraisal Brochures
- ✓ Reappraisal Notices
- ✓ Appeals Application
- ✓ Comparable Sales Search Tool

Mr. Chavis advised that expectations from the 2017 Reappraisal process would result in more positive results as far as tax base, minimal sticker shock, no extreme value fluctuations, property values will not change uniformly across the county, and a revenue neutral tax rate. He explained that after the reappraisal is conducted, their budget department is required to provide notice to the public regarding a revenue neutral tax rate and this would be done sometime around springtime.

Reappraisal notices will be mailed in the middle of February 2017 informing property owners of their new appraised values with the total tax base being revealed sometime shortly thereafter. As a result, the tax base will become very volatile in that they will have to go through the informal appeal process, which will give property owners 30 days to appeal once they receive the mailed notice. In February, they will have to predict what the tax base will be with all the appraisals and uncertainty of some of the outcomes regarding the appeals.

Mr. Chavis reviewed some of the tax breaks that are available for the following:

- ✓ Elderly and disabled
- ✓ Farmers
- ✓ Timber Growers
- ✓ Horticulture

He noted the Builder's Inventory Exclusion was introduced last year for the very first time and it will play out for a full year in 2017 based upon what happened in 2016 as far as the builder's inventory and all the construction that took place in 2017. They anticipate that to grow this next year.

Regarding the reappraisal cycle, Mr. Chavis shared there are a number of reasons why they want to go to a shorter cycle:

- Most of the larger counties in the state have been on a four-year cycle or will be going to a four-year cycle
- Technology makes it easier
- Rapid changes in the real estate market

Following the conclusion of Mr. Chavis' presentation, he entertained questions from Council.

Council Member Alexander asked about how property is handled that sells for over the appraised value and if the appraisal is changed at the time of the sale or if the established appraised value holds until the next revaluation. Mr. Chavis replied that they only get one shot at it and they are pretty much locked in unless something changes with the property outside of a sale (i.e. demolition, or major improvements made , etc….). Council Member Alexander asked if they assume that all properties are in good condition when conducting the appraisals and if the appraisers visual assessment of the drive-by gives an impression of what the inside of the property looks like. Mr. Chavis explained they don't usually get an opportunity to look on the inside.

Mayor Bencini inquired about the appeal process and asked Mr. Chavis to review the formal appeal process. Mr. Chavis noted the full slate of the appeal process available for those property owners who do not agree with the reappraised value of their property are:

- Board of Equalization and Review (Guilford County appoints members to sit on this board in their stead to hear the appellants)
- Property Tax Commission in Raleigh
- Court of Appeals
- State Supreme Court

Unless the property owner wins the appeal, the County's reappraisal stands.

Discussion Regarding Enterprise Fund (Fee Structure)

City Manager Greg Demko asked Eric Olmedo, Budget & Administrative Director, to provide an update on the fees/structures and how the Enterprise Fund works. As a matter of clarification, Mr. Olmedo shared that a comment was made during a previous meeting that the state law requires cost recovery for individual services or fees in an Enterprise Fund, but pointed out this is not accurate. He explained state law does require the city to present a balanced budget, so in the Enterprise Fund (Water/Sewer) the city can do this by charging fees for the individual service or by charging a rate that all the ratepayers pay into (in essence, subsidize what the individual fee may be). He also pointed out there is another component to this which is the Rate Covenant that the Enterprise System operates under, which is very similar to the balanced budget requirement. The Rate Covenant requires the city to charge fees/rentals/charges for services that are provided, but not necessarily on an individual service basis. Mr. Olmedo also advised that GFOA recommends as a best practice for a jurisdiction to know what the direct fees/costs are as a basis for setting rates, although rate setting is a policy decision by the Council. He noted there is no state law behind this that requires the city to set those fees.

Mr. Olmedo reported that although these individual fees for Public Services have not been raised in 21 years, there has been some discussion by staff, management, and prior Councils regarding these fees. He noted the decision was made for a number of years not to raise those fees and charges, particularly over the last ten years due to the recession. Mr. Olmedo reiterated that the bottom line is ultimately rate setting is a Council policy decision. Staff is recommending that Council has knowledge of what the actual costs are so the actual cost can be charged.

Mr. Demko added that since these fees are part of the Enterprise Fund, there are revenue bonds that have been approved and the total revenues have to meet the Covenants the city had for borrowing the monies. He noted charging the actual costs of putting in the taps as recommended by staff has calculated these costs so the burden does not fall on the rest of the ratepayers. He reminded Council that this matter would be on tonight's agenda for Council to make a determination. He was hopeful that this would be helpful in mitigating or incrementing some rate increases in the future.

Council Member J. Davis reminded Council that staff informed the Finance Committee that the city was required to recover the cost because of it being the Enterprise Fund. This resulted in a 2-2 tied vote in the November 30, 2016 Finance Committee Meeting, so it was forwarded to Council without recommendation and placed on the Regular agenda so it could be further discussed. He questioned whether or not that statement that was made could have been the deciding factor to the two members who voted to pass the cost on. Mr. Demko explained the statement had to do with cost recovery of the Enterprise Fund in total and noted typically it is done based on rate studies and cost of services.

Council Member C. Davis shared this is what prompted her email to the city manager in regards to what the Finance Committee was told. As a result, this prompted her to make an inquiry to a former Council member as to why the rates have not been raised in 21 years and she was told that it was a means to encourage developers to build inside the city limits and basically be developer/business-friendly/pro-business so that when taxes are paid, those dollars are moved from the General Fund over to the Enterprise Fund to offset the difference. Mr. Demko explained this is not how the Enterprise Fund truly works and questioned whether General Fund tax dollars should be put into an Enterprise Fund. He cautioned against that pointing out that it could jeopardize the city's ability and status to issue revenue bonds and this was not a practice in any typical state. Council Member C. Davis questioned how the shortfalls were handled in the past and how dollars ended up going back into the Enterprise Fund. Mr. Olmedo explained that it is possible that they were referring to prior to the city setting up an Enterprise Fund in 2004 when the water/sewer fund used to be subsidized by the General Fund revenues directly.

Council Member J. Davis pointed out the city has charged this same rate every year since 2004. Mr. Olmedo agreed, but pointed out the general water and sewer rate that the customer pays would subsidize it. Council Member J. Davis noted he had asked staff to provide information on what other surrounding cities are charging and staff has provided this information. He noted that Greensboro does not install the water/sewer taps, it is done by a private contractor. He recalled the cost of a water tap in Greensboro to be $2,170 and he thought Winston Salem charges $1,225. He questioned why High Point's proposed rate ($3,610 for water/sewer tap) was so much higher than Winston Salem and Greensboro and felt this makes High Point uncompetitive. Council Member Alexander pointed out this was not an apples to apples comparison. Mr. Demko explained that if Greensboro is charging $2,170 for the taps, plus the customer has to find a contractor to put the taps in, so this brings the cost to around $4,255. Council Member J. Davis questioned the calculation estimate and Mr. Demko further explained that somebody has to pay the private contractor for putting in the water/sewer tap and he just assumed the private contractor would charge about the same thing that High Point does.

Council Member C. Davis asked if it would be possible to get a breakdown from Greensboro as to how they are handling and processing water/sewer taps. Mr. McCaslin reminded Council that staff was asked to look at what a private contractor might charge and shared some prices staff received from Breece Enterprises:

- Up to a ¾ inch tap for water is $3,850
- 1-inch tap and above, add $200 to the cost ($4,050)
- 4-inch sewer tap would be $4,200 as a base price, and total price depends on where the sewer line is located in relation to the tap

Council Member J. Davis asked about developers putting in new subdivisions, who would be responsible for hiring a private contractor to put in the infrastructure, and if the city would be charging an additional

$3,610 in addition to all the other infrastructure costs the developer has to put into the subdivision. Terry Houk, Director of Public Services, explained that typically on new subdivisions for residential, the developers build the infrastructure upfront and put the water taps in when they lay the water/sewer lines. He advised that staff went back and reviewed meter purchases made from June of 2015 to this year and there were 268 meter purchases and 35 taps, so a majority of them had to be meters for new subdivisions.

Council Member J. Davis inquired about what effect this might have on the city's revitalization efforts. He asked if the city would charge the $3,610 and if this might make the program go away because the numbers are so tight, making construction not feasible. Mr. Demko noted this would be something that the city would have to deal with if regarding the sales price going up or whether or not to subsidize the program.

Council Member Alexander felt Council was spending quite a bit of time talking about roughly 35 taps. He noted he made a motion during the last Finance Committee meeting to recommend approval of the proposed Public Services fees with 50% to be effective July 1 and the remaining 50% to be effective December 1. which resulted in a split 2-2 vote. He explained that staff needs some direction in order to start preparing next year's budget for revenue/cost projections. Council Member Hill noted she made a second to that motion and explained her concern was not with the legalities of how the Enterprise Fund works, but looking at how much of the cost would actually be absorbed by the ratepayers as opposed to the developers.

Council Member J. Davis reiterated the information shared in today's meeting was not available or discussed in the last Finance Committee meeting and the whole premise of his vote to leave the matter in pending was so staff could come back within 30 days to share information on what it would be like for a private contractor, and to hear from the stakeholders, builders and developers regarding the proposed increases, since they would be impacted. He didn't want High Point to hinder any future potential development because he wanted High Point to be competitive with Greensboro and Winston Salem.

He then recognized Marlene Sanford with TREBIC and asked her to comment. Ms. Sanford informed Council that TREBIC had two particular concerns with the proposal:

1. The original implementation date of January 1. They felt this was too quick for their members to calculate into the sale prices, so the sale price would bear the cost). She expressed appreciation to Council for spreading the implementation schedule out and noted that the proposed July 1 and December 1 would work for them.
2. The other concern was the lack of an opportunity to notice that the proposed fees were even under consideration. She noted they would like an opportunity to sit down and talk it through with staff and management as they do quite frequently with other fees/schedules/ordinances that may impact them.

Council Member C. Davis asked a question in regards to the economic development incentives that the city and the Guilford County Economic Development Alliance offers and asked if this could be considered a form of an incentive for developers and builders that build homes inside the city because the water/sewer ratepayers are paying for everybody across-the-board. She pointed out they would be paying for this incentive versus some of the other incentives where there is not always full participation of people that rent.

Council Member J. Davis pointed out the information presented at today's meeting indicates that this would not have an effect on the big developer, but it would impact the infill development that the city is doing on infill lots inside the city limits. He asked if Council would be opposed to waiting 30 days, then still go with the recommendation for the 50% July 1 and 50% December1. He asked Ms. Sanford it delaying it until the second meeting in January would give them sufficient time to discuss; Ms. Sanford replied that it would.

Council Member Alexander asked the manager if he would be making budget assumptions that 50% of the increase would go into effect on July 1 with the other 50% December 1. Mr. Demko replied in the affirmative, but wasn't sure how to deal with the different incentives. Council Member Alexander stated he was not aware of anybody incentivizing residential construction and pointed out the city has consistently hit water/sewer ratepayers with 4% increases every year, now they are learning that their 4% is subsidizing a for profit business. Council Member C. Davis noted this would be done again with other incentive dollars used throughout such as for economic development/bond referendums and there is no difference from one to another—the impact is still there based on any incentive that is paid out.

Council Member J. Davis stated that he would be willing to make a motion in the Council meeting to put this matter back into the Finance Committee for 30 more days.

<u>Hedgecock Dog Park- Sponsorship Opportunities</u>

Randy Hemann, Assistant City Manager, reported that there is a non-profit group who is helping with fundraising for the dog park. He noted there have been three fundraisers thusfar resulting in somewhere around $1,800 being raised. The group, FIDO, Inc., is somewhere over $10,000 in fundraising and they have not really got started with the big ask. Anyone desiring to make a donation can do so by giving it to Lee Tillery, Director of Parks & Recreation; Assistant City Manager Randy Hemann; or Jim Bronnert with FIDO, Inc.

Mr. Hemann stressed that they would like to talk and visit with those who desire to make a donation so as to coordinate the money and items they are trying to sell as part of the project. Donations can be made to sponsor the following items:

- ✓ Engraved brick @ $100.00
- ✓ Tree @ $250.00
- ✓ Bench @ $1,000
- ✓ Water fountain @ $3,500 (have already received donations for two, which is all that is needed)

Mr. Hemann advised that the city has an account set up for the donations and any money contributed would go into this account and set aside until it is needed. Checks can be made out to the City of High Point or to FIDO, Inc.

Council Member Alexander asked if this was going to be a trend and questioned why this group was having to raise its own money when other groups with special interests such as those that use the golf courses, tennis courts, concession stands, Phillips Soccer Complex, and other parks and recreation facilities, etc….. are not required to do the same. Council Member J. Davis advised that the dog park has been a topic of discussion for many years and noted there was never really any interest from leadership or the city in the past to have a dog park. So, as a result, this group took it upon themselves to do the research, made several presentations and offered to raise funding with the city's help to accomplish this.

Mayor Pro Tem Golden stated he had no problems with allowing them to raise money for the dog park. Council Member Alexander reminded Council that there would be other groups, such as skateboarders, BMX, etc…., coming to Council in the future with various requests and asked if the city would be adopting a policy as to whether or not other groups would also be told they have to raise their own money.

Mr. Hemann advised the trend in other cities is to do more philanthropic projects like this. He noted there are things that are a level above what can be afforded, so if we can get philanthropy involved in an effort to do some additional things, the city should seriously consider any assistance when it is offered. He added that the students at High Point University have been heavily involved with the fundraising efforts and are very excited about being able to help.

There being no further business to come discuss, the meeting adjourned at 5:10 p.m. upon motion duly made and seconded.

Respectfully Submitted,

____

Lisa B. Vierling, MMC
City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Wharton-Smith, Inc.
Eastside WWTP Solids Handling Improvements
Change Order 5

From: Terry Houk – Public Services Director
Derrick Boone – Asst. Public Services Director

Meeting Date: December 19, 2016

Public Hearing: No

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

Attachments: Attachment A – Change Order Documents

PURPOSE:
The City of High Point disposes bio-solids from the wastewater system via incineration. The work for this project included installation of two new centrifuges, two new cake pumps, and rehabilitation of the incinerator to comply with new EPA air emission requirements.

The City pre-purchased the centrifuges, cake pumps, and incinerator under separate bids. This project installed all the new equipment and any additional required equipment to make the new solids handling system operational.

BACKGROUND:
This change order is for additional repairs and replacement of equipment identified during the project.

BUDGET IMPACT:
Funds for this change order are available in the FY 2016-2017 budget.

RECOMMENDATION / ACTION REQUESTED:
Public Services is recommending that Council approve Change Order 5 to Wharton - Smith, Inc. for $370,914.74.

Change Order

No. 5

Date of Issuance: October 28, 2016   Effective Date: October 28, 2016

Project: Eastside WWTP Solids Handling Improvements	Owner: City of High Point	Owner's Contract No.: Bid No. 13-121014
Contract: Eastside WWTP Solids Handling Improvements		Date of Contract: January 29, 2015
Contractor: Wharton-Smith, Inc.		Engineer's Project No.: 3460-014

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

See work descriptions on Pages 3 and 4. Also see attached documents.

Attachments (list documents supporting change):

RFP/WCD No. 24 with W-S WCP # 34; RFP/WCD No. 26 with W-S WCP # 39r1 RFP/WCD No. 27 with W-S # 17; RFP/WCD No. 28 with W-S WCP # 36r1; RFP/WCD No. 29 with W-S WCP # 43; RFP/WCD No. 30 with W-S WCP # 44; RFP/WCD No. 31 with W-S WCP # 41r1; RFP/WCD No. 32 with W-S WCP # 45; RFP/WCD No. 33 with W-S WCP #46; RFP/WCD No. 34 with W-S WCP # 47; W-S WCP # 42, and W-S WCP # 49

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price: $8,847,850.00	Original Contract Times: ☐ Working days ☒ Calendar days Substantial completion (days or date): February 25, 2016 Ready for final payment (days or date): March 26, 2016
[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 4: $1,310,232.64	[Increase] [Decrease] from previously approved Change Orders No. 0 to No. 3: Substantial completion (days): 109 Ready for final payment (days): 109
Contract Price prior to this Change Order: $10,158,082.64	Contract Times prior to this Change Order: Substantial completion (days or date): June 13, 2016 Ready for final payment (days or date): July 13, 2016
Increase of this Change Order: $370,914.74	Increase of this Change Order: Substantial completion (days or date): 17 Ready for final payment (days or date): 17
Contract Price incorporating this Change Order: $10,528,997.38	Contract Times with all approved Change Orders: Substantial completion (days or date): June 30, 2016 Ready for final payment (days or date): July 30, 2016

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: ______ Hazen & Sawyer	By: ______ City of High Point (Authorized Signature)	By: ______ City of High Point - Finance
Date: 10/28/16	Date: ______	Date: ______

ACCEPTED by CONTRACTOR: Wharton-Smith, Inc.

By: ______
Contractor (Authorized Signature)

Date: 11/14/16

DESCRIPTION / JUSTIFICATION

1. **WHARTON-SMITH WCP # 34 (RFP/WCD NO. 24 – INCINERATOR WORK PLATFORM GRATING)**

   Grating was required to cover an existing opening in the southwest corner of the Incinerator Building. Additional handrail was also needed for safety. **Cost increase for changes is $16,511.39.**

2. **WHARTON-SMITH WCP # 39R1 (RFP/WCD NO. 26 – SOLIDS PROCESSING BUILDING FOUL AIR)**

   Additional fiberglass ducts at the centrifuges and dampers were required to direct foul air out of the room to the existing odor control scrubbers. Hydrogen sulfide gas was accumulating during startup, and these changes were required for safety. **Cost increase for changes is $37,017.84.**

3. **WHARTON-SMITH WCP # 37 (RFP/WCD NO. 27 – PROVIDE ADDITIONAL 18" EXPANSION JOINT ON COLD FLUE DUCT)**

   An additional 18-inch expansion joint (EJ-2403) was required on the GAC startup air line according to IDI P&IDs. Cost decrease for changes is $5,646.46.

4. **WHARTON-SMITH WCP # 36R1 (RFP/WCD No. 28 – ADDIITIONAL DEMOLITION OF TILE FLOOR IN CENTRIFUGE ROOM)**

   Additional demolition was required due to the average depth required for removal of the tile floor exceeding the specified removal depth. Cost increase for this work is $8,463.32.

5. **WHARTON-SMITH WCP # 43 (RFP/WCD No. 29 – ADDIITIONAL STEEL PLATES FOR SUPPORT OF DSC PIPING)**

   Additional steel plates were required to support the DSC piping at the incinerator. **Cost increase for this work is $14,625.71.**

6. **WHARTON-SMITH WCP # 44 (RFP/WCD No. 30 – STAINLESS STEEL PIPING FOR HNPW SERVICE FROM SCRUBBER BOOSTER PUMPS TO QUENCH AND SCRUBBER)**

   Schedule 80 PVC piping specified for HNPW service from scrubber booster pumps to the quench and scrubber was replaced by 304L stainless steel piping. **Cost increase for this work is $25,216.16.**

7. **WHARTON-SMITH WCP # 41 (RFP/WCD No. 31 – SEAL WATER TO SCRUBBER COOLING WATER PUMPS**

   Seal water was required for the scrubbing cooling water pumps that were provided in RFP/WCD No. 13. **Cost increase for this work is $12,697.36.**

8. WHARTON-SMITH WCP # 45 (RFP/WCD No. 32 – MISCELLANEOUS ELECTRICAL MODIFICATIONS)

Various electrical modifications involving the power supply to existing tepid water heater, stack mounted moisture analyzer probe for CEMS unit, and new unit heaters were performed in the Solids Facility, Centrifuge Room, and Cake Pump Room. **Cost increase for this work is $24,721.60.**

9. WHARTON-SMITH WCP # 46R1 (RFP/WCD No. 33 – WESTSIDE RECEIVING STATION)

Owner requested various electrical and control modifications at the Westside Receiving Station for the hoppers, augers, their associated slide gates, and the belt conveyors. **Cost increase for this work is $61,848.11.**

10. WHARTON-SMITH WCP # 47 (RFP/WCD No. 34 – REVISIONS TO PH SENSORS)

Insertion mounted sensors were installed in lieu of specified immersion mounted sensors in order to facilitate servicing of the pH sensors without draining the process piping. **Cost increase for this work is $1,888.03.**

11. WHARTON-SMITH WCP # 42

Modifications were required to the exhaust stack for EPA stack testing. **Cost increase for this work is $8,702.67.**

12. WHARTON-SMITH WCP # 49

Undocumented fluidizing air, purge air, compressed air, and other small air pipelines associated with the incinerator process were required as the existing could not be salvaged. **Cost increase for this work is $153,576.09.**

CITY OF HIGH POINT
AGENDA ITEM

Title: Contract for Corrosion Inhibitor Ward Water Treatment Plant

From: Terry Houk – Public Services Director
Derrick Boone – Asst. Director Public Services

Meeting Date: December 19, 2016

Public Hearing: No

Advertising Date: November 8, 2015
Advertised By: Purchasing

Attachments: Attachment A – Bid Tabulation Sheet

PURPOSE:
This product is used to protect the pipes in the distribution system from corrosion and to help keep lead and copper from leaching into the system.

BACKGROUND:
Corrosion Inhibitor bids for the Ward Water Plant were received on November 17, 2015. The contract was awarded to Sterling Water Technologies as the lowest, responsible, responsive bidder on January 4, 2016. The contract was a (1) year contract with an option to renew for (2) additional (1) year periods.

BUDGET IMPACT:
Funding is available in the FY 2016-2017 Budget.

RECOMMENDATION / ACTION REQUESTED:
Public Services is recommending that Council approve a (1) year contract extension to Sterling Water Technologies for $95,964.00.