

City of High Point

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



Meeting Agenda - Final

Monday, November 7, 2022

5:30 PM

Council Chambers

City Council

Jay W. Wagner, Mayor

Monica L. Peters, Mayor Pro Tem

*Britt W. Moore (At Large), Tyrone Johnson (At Large), Cyril Jefferson (Ward 1),
Christopher Williams (Ward 2), S. Wesley Hudson (Ward 4), Victor Jones (Ward 5),
and Michael Holmes (Ward 6)*

ROLL CALL, MOMENT OF SILENCE, AND PLEDGE OF ALLEGIANCE**RECOGNITIONS AND PRESENTATIONS**[2022-526](#)**Resolution - 2022 Extraordinary Educators**

Mayor Wagner will present a resolution recognizing the 2022 Extraordinary Educators and their contribution to Guilford County Schools.

Attachments: [Extraordinary Educators 2022](#) [SIGNED](#)

STRATEGIC PLAN UPDATE- Blight Reduction[2022-527](#)**Strategic Plan Update**

Council Member Chris Williams, Chairman of the Community Development Committee, will recognize staff to provide an update on the Strategic Plan regarding Blight Reduction.

PUBLIC COMMENT PERIOD[2022-529](#)**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.

FINANCE COMMITTEE - Britt Moore, Chair**CONSENT AGENDA ITEMS**

[2022-514](#)**Resolution - Designation of Applicant's Agent - Hurricane Ian - HPFD Tim Layton Emergency Management**

City Council is requested to approve a resolution to designate Amy Hughes, Grants Accountant II with the Financial Services Department and Tim Layton, Emergency Manager with the High Point Fire Department as the City's agents to apply for assistance and request reimbursement for costs related to Hurricane Ian.

Attachments: [1. Resolution - Designation of Applicant's Agent – Hurricane Ian – HPFD Tim Layton Emergency Management](#)

[2022-515](#)**Resolution - New Public Utility Regulatory Policy Act of 1978(PURPA) Standards - Infrastructure Investment and Jobs Act of 2021**

City Council is requested to adopt a resolution for the following:

1. Direct the City Manager to formally commence consideration of the two regulatory standards added to Section 111(d) of PURPA by 40104(a)(2)(A) and 40431(b)(1) of the (IIJA) Infrastructure Investment and Jobs Act of 2021.
2. Direct and authorize the City Manager to appoint a panel to conduct the public hearing required by Public Utility Regulatory Policy Act of 1978(PURPA) for consideration of these standards, including adopting administrative procedures that would comply with the due process requirements of PURPA. These administrative procedures include holding the hearing in High Point, North Carolina; providing public notice of the hearing in newspapers and/or the City's website; and arranging for the preparation of a verbatim transcript of the testimony given at the hearing.
3. Direct that a copy of the hearing be furnished to each Council member, through the City Manager, together with a summary thereof prepared by the panel which conducted such a hearing and the recommendations of such panel.

Attachments: [2. Resolution – New Public Utility Regulatory Policy Act of 1978\(PURPA\) Standards - Infrastructure Investment and Jobs Act of 2021](#)

[2022-516](#)**Contract - Kemp Inc. - Ward Water Treatment Plant - Vacuum Tank Replacement**

City Council is requested to award a contract to Kemp, Inc. in the amount of \$139,105.00 to replace the vacuum tank for the Green Leaf Filters (filters 5-8) at the Ward Water Plant.

Attachments: [3. Contract – Kemp Inc. – Ward Water Treatment Plant – Vacuum Tank Replacement](#)

[2022-517](#)**Contract -Sole Source- Brown & Morrison, Ltd. - Gear Box Replacement
Eastside Wastewater Treatment Plant (WWTP)**

City Council is requested to award a sole source contract to Brown & Morrison, Ltd. In the amount of \$207,150 for the purchase of ten (10) refurbished Chemineer gear boxes to replace the existing gear boxes that have failed and to serve as spare equipment.

Attachments: [4. Contract -Sole Source- Brown & Morrison, Ltd. – Gear Box Replacement Eas](#)

REGULAR AGENDA ITEMS**PLANNING & DEVELOPMENT - Mayor Jay W. Wagner**[2022-530](#)**Request to Initiate Zoning Map Amendments (Jamestown Bypass Land Use
Assessment Implementation)**

City Council is requested to approve initiation of the zoning map amendment process to allow for public comment and consideration at the Planning and Zoning Commission and the City Council public hearings, prior to making a final decision.

Attachments: [Request to Initiate Zoning Map Amendments \(Jamestown Bypass Land Use As](#)

PENDING ITEMS[2022-434](#)**City of High Point-Airport Overlay District Land Use Policy Evaluation**

A request by the Planning and Development Department to recommend approval of the Airport Overlay District Land Use Policy Evaluation to the City Council.

Attachments: [Staff Report - Airport Overlay District Evaluation](#)

[2022-435](#)**City of High Point-Zoning Map Amendment 22-21**

A request by the City of High Point City Council to amend the Airport Overlay District based on the recent Piedmont Triad International Airport Part 150 Study. There are 8 areas of recommended change to Airport Overlay District zones, totaling approximately 5,523 acres, generally located north of Skeet Club Road, east of the Guilford/Forsyth County line, south of Interstate 40, and west of NC 68 (Eastchester).

Attachments: [Staff Report ZA-22-21](#)

[2022-436](#)**City of High Point-Plan Amendment 22-04**

A request by the Planning and Development Department to change the Land Use Plan classification for approximately 77.8 acres from the Restricted Industrial classification to the Low-Density Residential classification. The site is located between Sandy Camp Road and Clinard Farms Road, south of Sandy Ridge Road.

Attachments: [Staff Report PA-22-04](#)

[2022-437](#)**City of High Point-Text Amendment 22-03**

A request by the Planning and Development Department to amend various sections of the City of High Point Development Ordinance related to the Airport Overlay District.

Attachments: [Staff Report TA-22-03](#)

GENERAL BUSINESS AGENDA[2022-531](#)**Minutes To Be Approved**

September 13, 2022, Community Development Committee Meeting Minutes @ 4:00 p.m.

September 15, 2022, Finance Committee Meeting Minutes @ 4:00 p.m.

Attachments: [Approval of Minutes November 7 2022](#)

[September 13 2022 Community Development Committee Meeting Minutes](#)

[September 15 2022 Finance Committee Meeting Minutes](#)

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



Title: Approval of Minutes

From: Mary S. Brooks
Interim City Clerk

Meeting Date: November 7, 2022

Public Hearing: No

Advertising Date /
Advertised By: N/A

Attachments: Yes

PURPOSE:

Minutes to be approved.

BACKGROUND:

N/A

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTIONS REQUESTED:

Approval of the following minutes:

September 13, 2022, Community Development Committee Meeting Minutes @ 4:00 p.m.
September 15, 2022, Finance Committee Meeting Minutes @ 4:00 p.m.

Office of the Mayor
City of High Point
North Carolina

Proclamation...

WHEREAS, the schools of our city are comprised of exceptional educators; and,

WHEREAS, they seize the opportunities to uplift their students and remind students of their worth and potential; and

WHEREAS, through their commitment to their schools, this group of Extraordinary Educators has earned the respect and trust of their colleagues; and

WHEREAS, these educators were formally recognized on August 19, 2022 by their community which includes the High Point Schools Partnership, the High Point Community Foundation, Ministers' Conference of High Point and Vicinity, Signature Wealth Strategies, and other supporters.

Allen Jay Elementary – Alicia Samuels

Allen Jay Preparatory Academy – LaToya Terrell

T. Wingate Andrews High School – Marci Price

Fairview Elementary – Patricia Alford

Ferndale Middle – Stacey Clarke-Huie

Florence Elementary – Jordan Vail

High Point Central High School – Allison Kelley

Johnson Street Global Studies – Chaun Doak

The Kearns Academy – Almelia Byrd

Kirkman Park Elementary – Sheena Hyder

Middle College at GTCC High Point – Vernee Rogers

**Montlieu Academy of Technology –
Pimnapa (Jan) Julsuwan**

Northwood Elementary – DeElle Underdue

Oak Hill Elementary – Sandy McGoogan

Oak View Elementary – Katelyn Thompson

Parkview Village Elementary – Kristen Vecchia

Penn-Griffin School for the Arts – Sarmila De

Shadybrook Elementary – Lynn Swann

Southwest Guilford Elementary – Leslie Canady

Southwest Guilford Middle – Darrin Turner

Southwest Guilford High – Stephanie Powell

Triangle Lake Montessori – Nicole Martorano

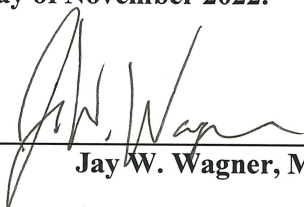
Union Hill Elementary – Tausha Stewart

**Welborn Academy of Science and Technology –
Tanya Trent**

NOW, THEREFORE, I, Jay W. Wagner, Mayor of the City of High Point, do hereby recognize these Extraordinary Educators in the City of High Point and call upon the community to join with me in personally expressing appreciation to our Extraordinary Educators for a job well done. ...



**IN WITNESS WHEREOF, I have hereunto
set my hand and caused to be affixed the Seal
of the City of High Point, North Carolina this
7th day of November 2022.**


Jay W. Wagner, Mayor

FINANCE COMMITTEE

Chaired by Council Member Moore

Committee Members: Moore, Holmes, Jones, and Peters

SEPTEMBER 15, 2022 – 4:00 P.M.

CITY MANAGER'S CONFERENCE ROOM – MUNICIPAL BUILDING

MINUTES

CALL TO ORDER

Chairman Moore called the meeting to order at 4:01 p.m.

Following roll call by Chairman Moore, the following Committee Members were **Present (4)**:

Chairman Britt W. Moore
Committee Member Michael Holmes
Committee Member Victor Jones

Absent: Committee Member Monica Peters

Staff Members Present:

Eric Olmedo, Assistant City Manager; Damon Dequenne, Assistant City Manager; Meghan Maguire, Deputy City Attorney; Bobby Fitzjohn, Director of Financial Services; Stephen Hawryluk, Budget & Performance Manager; Kevin Rogers, Fleet Services Director; Tyler Berrier, Director Electric Utilities; Adam Ward, IT Assistant Director; Derrick Boone, Public Services Assistant Director; Jeremy Coble, Customer Services Director; Mary S. Brooks, Interim City Clerk

PRESENTATION OF ITEMS

2022-406 Contract - Faster Asset Solutions - Fleet Management Software

City Council is requested to award a contract to Faster Asset Solutions in the amount of \$187,500 for Fleet Management software to enable Fleet Services to efficiently manage all aspects of the city's vehicles and equipment.

Kevin Rogers, Fleet Services Director reported that staff desired to discontinue the application we are currently using to manage our Fleet; the proposed new system provided Fleet Management software that interfaced seamlessly with our other information systems the new system would enable Fleet Services to efficiently manage all aspects of the city's vehicles and equipment; the one-time project costs for the perpetual licenses, implementation, and expenses are \$45,000, and the annual maintenance costs for the first five years total \$142,500. Staff is recommending awarding a contract to Faster Asset

Solutions in the amount of \$187,500 which includes the one-time project costs and the first five years of support.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-407 Report of Surplus Equipment Disposal FY 2021-2022

City Council is requested to acknowledge receipt of the report of sale of surplus equipment for FY 2022-2023.

Kevin Rogers, Fleet Services Director reported that the City of High Point Purchasing Policies and Procedures Manual required that fleet vehicles and other equipment sold via an online auction be reported to City Council on an annual basis; the sale of this equipment generated \$717,221.57 (FY 2021-2022) in proceeds for the City of High Point; and would go into the Fleet Services Budget. City Council is requested to acknowledge receipt of report.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-408 Contract - Piedmont Ford - Western Star 47X Tandem Dump Truck with Godwin Body & Snow Plow Equipment

Council is requested to award a contract in the amount of \$233,519 to Piedmont Ford for the purchase of one (1) Western Star 47X Tandem Dump Truck with Godwin Body and Snow Plow Equipment and declare the old truck as surplus and disposing through the online auction process.

Kevin Rogers Fleet Services Director reported that the Streets Division was currently utilizing a 2009 Sterling LT9500 that is in need of replacement based on age and overall condition using the NC Sheriff's Association Contract# 22-06-0426R, one (1) Western Star

47X tandem dump truck with Godwin Body is being recommended for council's approval. The Fleet Services Department is recommending purchasing one (1) Western Star 47X tandem dump truck with Godwin Body from Piedmont Ford in the amount of \$233,519.00; and the recommendation also included declaring the old truck as surplus and disposing through the online auction process.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-409 Contract - NC State Contract #070A - Capital Chevrolet - Five (5) 2023 Chevrolet 1500 Truck Purchase

City Council is requested to award a contract using the NC State Contract #070A to Capital Chevrolet in the amount of \$198,454.75 for the purchase of five (5) 2023 Chevrolet 1500 trucks.

Kevin Rogers, Fleet Services Director reported that several departments in the city were currently using pickup trucks that are in need of replacing based on mileage and condition or for new positions; the new Chevy 1500 trucks were similar to other trucks in the city and would meet current needs; and that the price of \$38,534.90 is for the vehicle and equipment package with DMV fees of \$1,156.05; total cost for five (5) is \$198,454.75; and the estimated delivery is 90-120 days. Staff is recommending purchasing the five (5) Chevy 1500 trucks from Capital Chevrolet in the amount of \$198,454.75.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-410 Ordinance - Budget - Fleet Services Technical Adjustment

City Council is requested to adopt a budget ordinance to transfer existing appropriations from departmental budgets and re-appropriate funds in the central services fund for

vehicle and other rolling stock replacement.

Stephen Hawryluk, Budget and Performance Manager reported that at the end of FY 2021-22, the Fleet Services Department had unspent budget for vehicle and other rolling stock replacement; this was due to ongoing global and domestic supply chain issues, preventing the department from securing purchase orders for several pieces of equipment on the replacement schedule; the proposed amendment appropriated \$301,215 in central services fund reserves to complete these replacement purchases in the new fiscal year; additionally, funding for several vehicle purchases in Public Services (\$30,000), Fire (\$45,000), and Police (\$35,000) was budgeted in the departmental operating budgets; these purchases would be funded out of the central services fund (Fleet Services); and that the proposed amendment transfers \$110,000 in existing appropriations to the central services fund. Staff is recommending the approval for said budget amendment.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-411 Agreement - Washington Street Bond Project - Railroad Agreement - City of High Point - North Carolina Railroad-Norfolk Southern - Electric Department

City Council is requested to adopt an agreement between the North Carolina Railroad, Norfolk Southern and The City of High Point in the amount of \$93,281.63 for the Electric Utilities department to have infrastructure that will occupy railroad right of way.

Tyler Berrier, Electric Services Director reported that the purpose of this agreement between the North Carolina Railroad, Norfolk Southern and The City of High Point was for the Electric Utilities department to have infrastructure that will occupy railroad right of way; and that the Washington Street project was currently in the utility relocation phase, and while the city is moving electric infrastructure away from the current railroad tracks, many poles and lines will remain within that right of way. Staff is recommending approval regarding the Wireline Agreement fee of \$93,281.63 to the railroad.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-412 Contract - #19144 State of North Carolina- Motorola Solutions, Inc. - Annual Radio Replacement-City of High Point

City Council is requested to award contract 19144 - 725G STATE OF NORTH CAROLINA in the amount of \$444,839.55 for the purchase of 69 portable radios and supporting materials and that the appropriate City Employee is authorized to execute all necessary documents.

Adam Ward, I.T. Assistant Director reported that the IT Services Department recommended that the City purchase 69 portable radios and supporting materials; this acquisition is part of the annual radio replacement cycle the radios purchased would be replacing radio equipment used by the Fire Department; the City would use existing funds in the FY 22-23 budget to purchase the radios from Motorola Solutions, Inc.; and that the purchase would occur under contract 19144 - 725G STATE OF NORTH CAROLINA. Staff is recommending approval for said contract in the amount of \$444,839.55.

Chairman Moore asked if the existing radios would be replaced. Mr. Ward replied, "yes".

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-413 Contract - Renewal Amendment - Paymentus - Customer Service - Electronic Payments

City Council is requested to award a contract amendment for renewal with Paymentus in the amount of \$485,721.51 for the City of High Point's electronic payment solution and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Jeremy Coble, Customer Services Director reported that the Customer Service Department and Permit Division have used Paymentus since May 21, 2018; Paymentus allowed utility customers to use the following payment channels to make payments: Online, IVR, Text, Email, and Auto-Pay; the city collected approximately \$74 million annually in utility payments through Paymentus; the Permit Division also accepted online payments through the Paymentus platform; the Police Department was also currently looking into this solution for parking tickets and other payments; the estimated cost is \$485,721.51 annually with an expected growth of 4.5% annual growth over a five (5) year period; and that the contract is estimated based on expected adoption rates. Staff

is recommending the approval of the contract with Paymentus in the amount of \$485,721.51; and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-414 Contract - Sole Source - United Systems - Itron 100W ERT'S City

Council is requested to award a sole source contract to United Systems in the amount of \$444,050.00 for the purchase of 4,000 Itron 100W ERT's (Encoder Receiver Transmitters) used to collect both electric and water meter readings for the Customer Service Department.

Jeremy Coble, Customer Services Director reported that the Customer Service Department used Itron software to collect both electric and water meter readings; Itron ERT's are a critical component in the City's utility billing process and future AMI project. Itron ERT's are the only encoder compatible with our meter reading software; and that United Systems is the only distributor for Itron in North Carolina. Staff is recommending approval the sole source purchase of 100W ERT's from United Systems in the amount of \$444,050.00.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-415 Agreement - Memorandum of Understanding (MOU) - City of High Point & Guilford County Board of Education - Student Transportation

City Council is requested to approve a Memorandum of Understanding (MOU) between the City of High Point and Guilford County Board of Education to allow high school students while traveling to and from school to access High Point Transit System during the 2022-2023 school year and authorize the City Manager to execute the Memorandum

of Understanding (MOU) with Guilford County Board of Education for student transportation.

Greg Venable, Transportation Director reported that Guilford County Schools (GCS) had requested the City to allow high school students to have access to the High Point Transit System regular service with a valid GCS issued "One Card"; this would allow students with the One Card traveling to and from school to access the system during the 2022-2023 school year; specific dates are spelled out in the MOU; High Point transit System would use existing routes and is not adding additional routes with this MOU; the City does agree to evaluate the potential for adding additional stops along existing routes if needed; and that Guilford County Schools had agreed to pay the City a fee of \$1.50 per student rider per school day; and noted that this year there were a total of 987 trips. Staff is recommending the authorizing the City Manager to execute the Memorandum of Understanding with Guilford County Board of Education for student transportation.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-416 Resolution - Grant Application - Federal American Rescue Plan Act (ARPA) & State Revolving Fund (SRF) - Stormwater

City Council is requested to adopt a resolution to allow Public Service Department to compete for grant funding for various funding opportunities through the Federal American Rescue Plan Act (ARPA) and the State Revolving Fund (SRF).

Derrick Boone, Public Services Assistant Director reported that Public Services would be competing for grant funding for various projects; submission for grant funding required City Council to adopt a resolution; the second round of submittals are due on September 30, 2022, which must contain a copy of the adopted resolution to be considered for funding; and that funding opportunities are through the Federal American Rescue Plan Act (ARPA) and State Revolving Fund (SRF) which is a separate allocation from the ARPA funding previously awarded to the City. Staff is recommending adopting this resolution to allow complete application submittal for various funding opportunities.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-417 Resolution - Grant Application - Compliance - Federal Lead & Copper Rule Revisions (LCRR) -

City Council is requested to adopt a resolution to allow Public Service Department to compete for grant funding to achieve compliance with the federal Lead and Copper Rule Revisions (LCRR). Funding opportunities are through the Federal American Rescue Plan Act (ARPA) and State Revolving Fund (SRF)

Robby Stone, Public Services Director Public Services reported that Public Service would be competing for grant funding for various projects; submission for grant funding requires City Council to adopt a resolution; the second round of submittals are due on September 30, 2022, which must contain a copy of the adopted resolution to be considered for funding; and that funding opportunities are through the Federal American Rescue Plan Act (ARPA) and State Revolving Fund (SRF) which is a separate allocation from the ARPA funding previously awarded to the City. Staff is recommending adopting this resolution to allow complete application submittal for various funding opportunities.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-418 Resolution - Grant Application - Federal American Rescue Plan Act (ARPA) & State Revolving Fund (SRF) - W. Green Drive - Stormwater

City Council is requested to adopt a resolution to allow Public Service Department to compete for grant funding for various funding opportunities through the Federal American Rescue Plan Act (ARPA) and the State Revolving Fund (SRF).

Robby Stone, Public Services Director reported that Public Services would be competing for grant funding to achieve compliance with the federal Lead and Copper Rule Revisions (LCRR). Submission for grant funding requires City Council to adopt a resolution. The submittals are due on September 30, 2022, which must contain a copy of the adopted resolution to be considered for funding. Funding opportunities are through the Federal American Rescue Plan Act (ARPA) and State Revolving Fund (SRF) which is a separate allocation from the ARPA funding previously awarded to the City. Staff is recommending

adopting this resolution to allow the submittal of the complete application for funding opportunities.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-419 Amendment - #1 - Development of the Public Services and Guidelines Handbook - McKim & Creed

City Council is requested to approve Amendment #1 in the amount of \$40,000 to modify the original agreement with McKim and Creed for the continued development of the Public Services and Guidelines Handbook and finalizing the project.

Derrick Boone, Public Services Assistant Director reported that this amendment modified the original agreement entered on April 28, 2020 (PO Number 102354) with McKim and Creed for the development of the Public Services and Guidelines Handbook. Amendment #1 was necessary to continue developing the handbook and finalizing the project. Staff is recommending approval of Amendment No. 1 to McKim and Creed for \$ 40,000.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-420 Contract - McAdams - Professional Engineering Services - Water Sewer Plant Maintenance Facility Expansion

City Council is requested to award a contract for professional engineering services to McAdams in the amount of \$263,750 to design the expansion of the Water and Sewer Plant Maintenance Facility.

Derrick Boone, Public Services Assistant Director reported that this request was to hire McAdams to design the expansion of the Water and Sewer Plant Maintenance Facility; the

existing Water and Sewer Plant Maintenance Facility is located on the property of the Ward Water Treatment Plant and was constructed in 1996; the W/S Plant Maintenance Division performs critical mechanical, electrical, and electronic maintenance and repairs to the City's water and wastewater treatment facilities and sewer lift stations; the W/S Plant Maintenance Division had outgrown the existing facility; and voiced the a need for additional offices, equipment storage, work areas, and employee training space. Staff is recommending approval to award the professional engineering services to McAdams in the amount of \$263,750.00.

Committee Member Holmes asked was the existing center going to be used. Mr. Boone replied, "yes".

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-421 Agreement - Washington Street Bond Project - Railroad Agreement - City of High Point - North Carolina Railroad-Norfolk Southern - Public Services Department - Pipeline Agreement

City Council is requested to adopt an agreement between the North Carolina Railroad, Norfolk Southern and The City of High Point in the amount of \$90,916.02 for Public Services department to have infrastructure that will occupy railroad right of way.

Derrick Boon, Public Services Assistant Director reported the purpose of this agreement between the North Carolina Railroad, Norfolk Southern and The City of High Point was for the Public Services Department to have infrastructure that would occupy railroad right of way; the Washington Street project was currently in the utility relocation phase, and while the city was moving water and sewer utility infrastructure away from the current railroad tracks, much of the utility lines would remain within that right of way; and that the Washington Street project is a bond project that was previously approved by City Council. Staff is recommending approval of the Pipeline Agreement fee of \$90,916.02 to the railroad.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

2022-423 Contract - Houston-Galveston Area Council (HGAC) Cooperative - Atlantic Emergency Solutions - 2023 Pierce Enforcer Pumper Truck

City Council is requested to award a Houston-Galveston Area Council (HGAC) cooperative contract to Atlantic Emergency Solutions in the amount of \$784,903.00 for the purchase of a 2023 Pierce Enforcer Pumper truck and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Tommy Reid, Fire Chief reported in accordance with National Fire Protection Association (NFPA) 1901, Standard Automotive Fire Apparatus, the City of High Point adopted a 15 year Fleet Replacement Plan for fire apparatus; the Fire Department was currently using one (1) 2008 Pierce Arrow XT Pumper as front line apparatus; this apparatus combined had well over 124,00 road miles and 11,000 pump/engine hours that was used daily for emergency response throughout the City and contracted service agreement areas; upon delivery of the new pumper the 2008 Pierce Arrow XT Pumper would be transferred to reserve status; and that the expected delivery could range from 18 to 24 months. Staff is recommending Using the Houston-Galveston Area Council (HGAC) cooperative contract for the purchase of a 2023 Pierce Enforcer Pumper from Atlantic Emergency Solutions in the amount of \$784,903.00 and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the September 19, 2022, City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Peters

PUBLIC HEARING

2022-424 Agreement - Performance Based Incentives - iHeartMedia + Entertainment, Inc.

City Council is requested to authorize performance-based incentives for the project in the amount of \$177,664 and authorize the City Manager to execute a performance agreement with the iHeartMedia + Entertainment, Inc. containing benchmarks for the company to achieve and a schedule for the repayment of such financial incentives.

Eric Olmedo, Assistant City Manager reported that the High Point City Council will be asked to consider a request from iHeart Media + Entertainment, Inc., to authorize performance-based incentives for an office project at The Bedrock (275 N. Elm St., 27262) in the amount of \$177,664.00 at the September 19, 2022 meeting of council; no action was needed today; and that the representatives would be present at the council meeting to do a presentation, and to address any questions.

Chairman Moore acknowledged said information.

ADJOURNMENT

The meeting was adjourned 4:26 upon motion by Chairman Moore and second by Committee Member Holmes.

Respectfully Submitted,

Britt W. Moore, Chairman
Finance Committee

Attest:

Mary S. Brooks, CMC
Interim City Clerk



COMMUNITY DEVELOPMENT COMMITTEE
Chaired by Mayor Pro Tem Chris Williams
Members: Williams, Hudson, Jefferson, and Johnson
September 13, 2022 – 4:00 p.m.

CALL TO ORDER

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

Present (4): Chairman Chris Williams, Committee Member Cyril Jefferson, and Committee Member Tyrone Johnson

Absent (1): Committee Member Wesley Hudson

Staff Present:

Tasha Logan Ford, City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Damon Dequenne, Assistant City Manager; Jeron Hollis, Managing Director; Meghan Maguire, Deputy City Attorney; Lori Loosemore, Code Enforcement Manager; Nena Wilson, Community Development Interim Director; Candance Edwards, Compliance Officer; and Mary S. Brooks, Interim City Clerk

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

1. *Handout-Homebuyer Assistance Program Policy.*
2. *Handout-Section 3 Plan.*
3. *Handout-Recapture and Resale Policy.*

PRESENTATION OF ITEMS**2022-399 Approval Request-Homebuyer Assistance Programs**

Staff will be providing an update regarding the homebuyer assistance provided through City Programs; and will be requesting a recommendation to city council for approval.

Nena Wilson, Community Development Interim Director gave an update regarding homebuyer's assistance provided through city programs; gave a brief history of the program; discussed the housing market trends; outlined the recommended revisions and changes to the program policies and underwriting guidelines as followed:

CURRENT POLICY	RECOMMENDED REVISION
Maximum assistance is \$5,000	Increase maximum assistance to \$7,500
No provision	Maximum seller contribution is 6% of the sales price to be used only toward closing costs
Front-end housing expense ratio is 31%	Increase front-end housing expense ratio to 33%
Maximum asset limit is \$10,000 for buyers at or below 80% AMI	Increase asset limit to \$20,000 for buyers at or below 80% AMI
No asset limit for buyers over 80% AMI	Impose asset limit of \$50,000 for buyers over 80% AMI
Loan repayment terms for buyers at or below 80% AMI: deferred for 3 years, then payments at 3% interest over 5 years	Loan repayment terms for buyers at or below 80% AMI: deferred loan, 0% interest over 5 years; balance forgiven at a prorated amount of 20% each year

Ms. Wilson continued discussion regarding the down payment assistance program process; said that this assistance was provided to eligible homebuyers through the Homebuyer Assistance Program and the Core City Homebuyer Incentive Program; spoke to the affordable housing challenges faced for homebuyers; to diversifying the core city; to the need for assistance and incentives; and requested the committee to approve the recommended revisions as a favorable recommendation to council for approval.

Chairman Williams asked when the recommended revisions would go into effect. Ms. Wilson responded that the recommended revisions would go into effect on October 1, 2022.

Committee Member Jefferson inquired on the program terms comparisons regarding the Home Buyer Assistance Program and the Core City Incentive Program. Ms. Wilson responded and spoke to community feedback that voiced the need of having equitable loan terms for both programs; and reiterated the need to diversify the core city.

Chairman Williams voiced the challenges faced regarding the housing market in the core city due to the bidding process compared to the housing market outside of the core city.

Committee Member Jefferson inquired about the current strategies used from the Community Development Department regarding the recommended revision for assistance with closing cost for homebuyers. Ms. Wilson replied and explained the how the down payment assistance program process; that the buyer would be responsible for their down payment assistance,

and the seller would be able to contribute to the closing cost; and added that part of the recommended revisions was to raise the sale price for homes in the core city from a maximum of \$200,000 to a maximum of \$300,000.

Chairman Williams moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Johnson made a second to the motion. Following a roll call vote by Chairman Williams, the motion carried by the following 3-0 unanimous vote:

Aye (3): Chairman Williams, Committee Member Johnson, and Committee Member Jefferson

Absent (1): Committee Member Hudson

2022-400 Approval Request-Section 3 Policy with Revisions

Staff will discuss the Section 3 Policy with Revisions; and will be requesting a recommendation to city council for approval.

Candace Edwards, Compliance Officer with the Community Development Department extended greetings; spoke to the Section 3 Policy with Revisions; said that effective November 30, 2020, HUD completed the new Section 3 final rule found at 24 CFR Part 75, designed to improve the focus on economic opportunity outcomes while simultaneously reducing the regulatory burden on those entities that received funds impacted by this requirement; these regulations were applicable to Section 3 projects for which assistance or funds were committed on or after July 1, 2021; the policy had been updated to reflect those changes and bring the City's policy in alignment with HUD's Section 3 final rule; the Section 3 program required that recipients of certain HUD financial assistance, to the greatest extent possible, provide training, employment, contracting and other economic opportunities to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provided economic opportunities to low- and very low-income persons; the city received funding through the Community Development and Housing Department, to include CDBG and HOME funds, that required the implementation of a Section 3 Plan; and gave an overview and explained the three following changes as followed:

- 1. Track and report labor hours.*
- 2. Removing qualified census tract from section 3 definition.*
- 3. Employed by section 3 business.*

Ms. Edwards noted that she was also the Section 3 Coordinator for the City of High Point as well as the Compliance Officer; and that as the Section 3 Coordinator she would be responsible for assuring that reporting labor hours were accurate and in align with said policy.

Chairman Williams moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Jefferson made a second to the motion. Following a roll call vote by Chairman Williams, the motion carried by the following 3-0 unanimous vote:

Aye (3): Chairman Williams, Committee Member Johnson, and Committee Member Jefferson

Absent (1): Committee Member Hudson

2022-401 Approval Request-Presumption of Affordability Provision

Staff will discuss the Presumption of Affordability Provision; and will be requesting a recommendation to city council for approval.

Nena Wilson, Community Development Interim Director reported that in order to comply with HOME regulations pertaining to continued affordability of HOME-assisted homebuyer properties, the Recapture and Resale Policy was being revised to include the Presumption of Affordability provision; section 215 of the HOME statute established specific requirements that all HOME-assisted homebuyer housing must meet to qualify as affordable housing; specifically, all HOME-assisted homebuyer housing must have an initial purchase price that does not exceed 95 percent of the median purchase price for the area, be the principal residence of an owner whose family qualified as low-income at the time of purchase, and be subject to either resale or recapture provisions; the HOME statute stated that resale provisions must limit subsequent purchase of the property to income-eligible families, provide the owner with a fair return on investment, including any improvements, and ensured that the housing would remain affordable to a reasonable range of low-income homebuyers; the HOME statute also specified that recaptured provisions must recapture the HOME investment from available net proceeds to assist other HOME-eligible families; and that each PJ must establish its resale and/or recapture provisions in writing and submit the provisions to HUD for approval.

Committee Member Jefferson inquired on deed restrictions. Ms. Wilson explained the different types of deed restrictions such as this provision would help track deeds on property that were sold, deeded to someone else, etc....

Chairman Williams moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Johnson made a second to the motion. Following a roll call vote by Chairman Williams, the motion carried by the following 3-0 unanimous vote:

Aye (3): Chairman Williams, Committee Member Johnson, and Committee Member Jefferson

Absent (1): Committee Member Hudson

2022-398 Update-Local Codes regarding Minimum Housing Cases

Staff will be giving an update regarding the local codes for Minimum Housing Cases.

Lori Loosemore, Code Enforcement Manger provided an update regarding the local codes for Minimum Housing Cases; provided a brief history from 2016 to 2022 for housing cases; said that there were 233 active minimum housing cases to date; gave a breakdown of the 233 cases; 39% repair demolish cases; 12 potential cases ready to come before council to date; and said that due to the number of cases decreasing that the Community Development Department would be reporting cases every other month moving forward.

Chairman Williams asked if staff could provide more information to citizens regarding how the demolition process worked; and if staff could provide the community a progress report from 2016 to date. Ms. Loosemore responded that staff would provide the community a progress report using possible videos as well as other forms.

Chairman Williams voiced appreciation and thanked staff for their hard work and efforts.

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 4:41 p.m.

Respectfully Submitted:

Christopher Williams, Chairman

Attest:

Mary S. Brooks, CMC
Interim City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Request to Initiate Zoning Map Amendments
(Jamestown Bypass Land Use Assessment Implementation)

From: Heidi Galanti, AICP
Planning Services Administrator

Meeting Date: November 7, 2022

Public Hearing: No

Advertising Date: Not Applicable

Attachments: Jamestown Bypass Land Use
Assessment zoning
recommendations

Advertised By: Not Applicable

PURPOSE:

This is a request by the Planning and Development Department to initiate zoning map amendments in accordance with the recommendations of the Jamestown Bypass Land Use Assessment (see attached map).

- Area 6A contains 4 parcels that total approximately 18 acres. The area has a mix of residential and industrial uses. The zoning is also a mix of Residential Single-family -5 (R-5), Heavy Industrial (HI), and Light Industrial (LI). This area was annexed into the city in the 1960's and has been zoned as it currently is since 1992. Due to the construction of the bypass which has isolated this small area of industrial, the recent development of the Wrenn Farm residential subdivision, and the proximity to other residential neighborhoods, this area may be best suited for residential. It is recommended that the City Council initiate a zoning change for this area to reserve it for future residential development. The R-5 zoning district is recommended for this area, which is consistent with the zoning applied to the existing residential areas to the north and south.
- Area 6B contains 9 parcels that total approximately 58 acres. The area is currently undeveloped except for one small parcel on S. Scientific Street next to the railroad tracks and an unopened right-of-way. Approximately 24 acres of this area is currently owned by the city for a potential future park. The area is constrained by lack of access, rough topography, and a perennial stream. This area has been zoned Light Industrial (LI) since 1959 and only one $\frac{3}{4}$ acre parcel was developed with a small office building in 1986. It is recommended that the City Council initiate a rezoning for this area due to its constraints and adjacency to existing residential uses to the south and east. The Residential Single-family-3 (R-3) zoning district is recommended for this area, which is consistent with the zoning applied to the existing residential area to the south and east.

BACKGROUND:

On May 19, 2021, the City Council adopted the Jamestown Bypass Land Use Assessment. The Assessment recommended that the City Council initiate zoning for two areas along the Norfolk Southern Railroad from industrial to residential as described and shown on the attachment.

In preparation for the initiation, staff sent letters to the four affected property owners describing the recommended zoning change and asked them to contact staff to discuss the recommendations. Three property owners, Mr. Kenneth Irvin, Mr. Bobby Glover, and Mr. Michael Toman responded to the letters.

- Mr. Irvin and Mr. Glover both own property in Area 6A and due to having existing businesses, they are not in favor of having their property rezoned.
- Mr. Glover also owns property in Area 6B but it is currently undeveloped, so he is not as concerned with the rezoning on the east side of the tracks.
- Mr. Toman owns a $\frac{3}{4}$ -acre parcel at 101 S. Scientific Street in Area 6B and staff met with him and he is generally not opposed to the rezoning.
- Staff has not heard from the fourth owner, but he is in the Glover family.

BUDGET IMPACT:

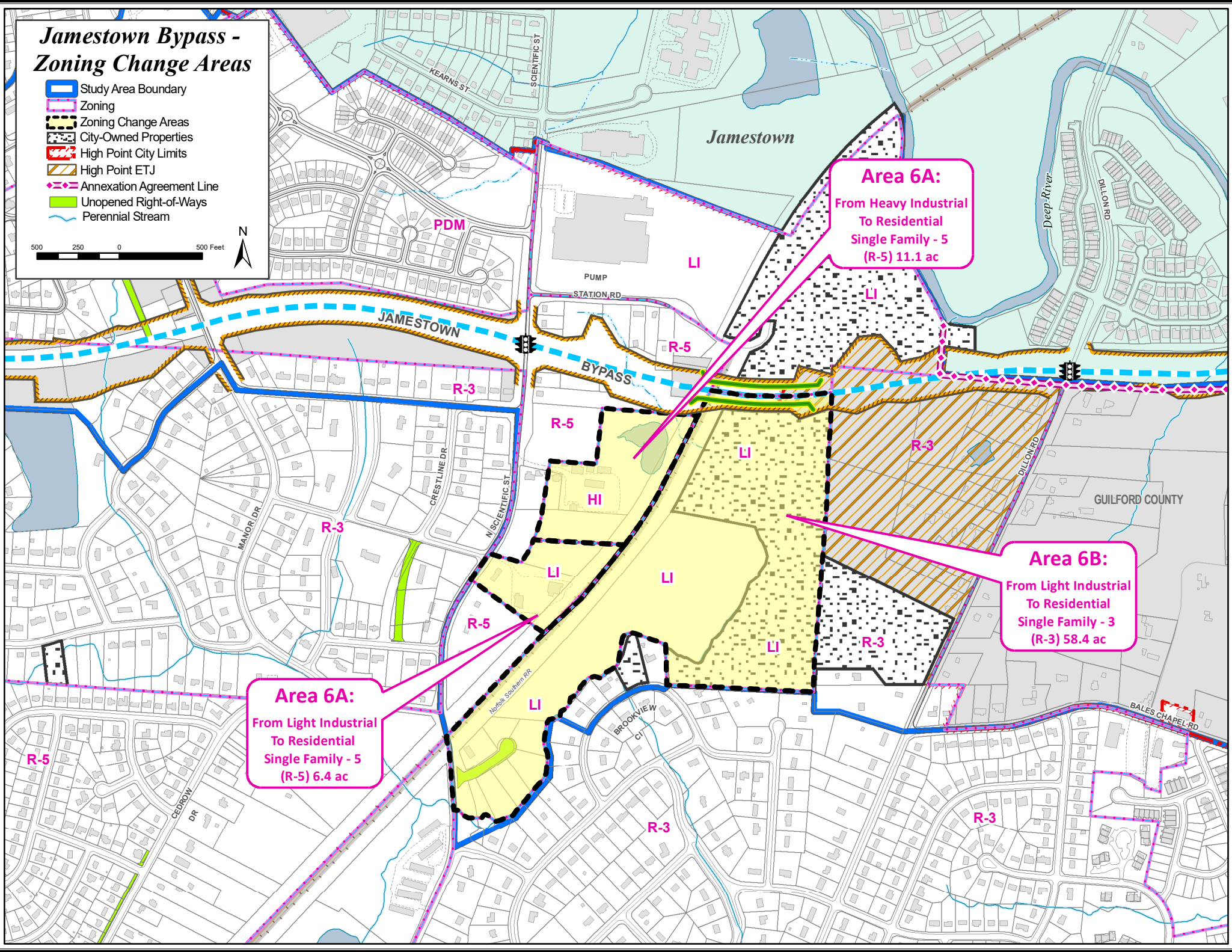
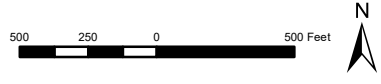
Funds are available in the department's FY 2022-2023 budget for public notices.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends initiation of the zoning map amendment process to allow for public comment and consideration at the Planning and Zoning Commission and the City Council public hearings, prior to making a final decision.

Jamestown Bypass - Zoning Change Areas

- Study Area Boundary
- Zoning
- Zoning Change Areas
- City-Owned Properties
- High Point City Limits
- High Point ETJ
- Annexation Agreement Line
- Unopened Right-of-Ways
- Perennial Stream



Area 6A:
From Heavy Industrial
To Residential
Single Family - 5
(R-5) 11.1 ac

Area 6B:
From Light Industrial
To Residential
Single Family - 3
(R-3) 58.4 ac

Area 6A:
From Light Industrial
To Residential
Single Family - 5
(R-5) 6.4 ac