City of High Point

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

Meeting Agenda

Monday, November 4, 2019

5:30 PM

Council Chambers

City Council

Jay W. Wagner, Mayor
Jason P. Ewing, Mayor Pro Tem
Jeffrey J. Golden, S. Wesley Hudson,
Victor A. Jones, Britt W. Moore,
Monica L. Peters, Donald A. Scarborough, Christopher Williams

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

RECOGNITIONS AND PRESENTATIONS

2019-465 Proclamation - International Day of Giving Thanks
Human Relations staff will be present to receive a proclamation recognizing the International Day of Giving Thanks during the month of November in the City of High Point.

Attachments: International Day of Giving Thanks Proclamation

2019-494 Proclamation - Wesleyan Christian Academy Soccer Team
Members of the Wesleyan Christian Academy soccer team will be present to receive a proclamation recognizing their NC Independent School Athletic Association 4A State Championship win.

Attachments: Wesleyan Christian Academy Men's Soccer Team Resolution

STRATEGIC PLAN UPDATE

2019-495 Strategic Plan Update
Council will receive an update on the Strategic Plan from Council Member Jeff Golden, Chair of the Community Housing, Neighborhood Development and Public Safety Committee.

PUBLIC COMMENT PERIOD

2019-496 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.

CONSENT AGENDA ITEMS

FINANCE COMMITTEE - Council Member Moore, Chair

2019-466 NC State Contract - Purchase of Police Vehicles
City Council is requested approve the purchase of six (6) 2020 Dodge Chargers from Ilderton Chrysler Dodge in the amount of $167,334.00 through the NC State Contract 070B.

Attachments: 1. HPPD DODGE CHARGERS - NC STATE CONTRACT PURCHASE

2019-467 Ordinance - Budget Amendment - HPPD Dodge Chargers
City Council is requested to approve a budget ordinance amendment to appropriate funds in the amount of $167,334.00 for the purchase of six (6) dodge charger vehicles for the HPPD.

Attachments: 12. HPPD VEHICLES -BUDGET AMENDMENT

2019-468 Contract - Lawmen's Police & Tactical Supply- HPPD Shotguns
City Council is requested to award a contract to Lawmen's Police & Tactical Supply in the amount of $94,340.00 for the purchase of 255 pre-owned shotguns for the High Point Police Dept.

Attachments: 2. LAWMEN'S SHOTGUN REPLACEMENT

2019-469 Contract - Warton & Smith - Ward Water Treatment Plant Upgrades - Change Order #001
City Council is requested to approve change order #001 in the amount of $154,124.00 for the following upgrades/repairs to the Ward Water Treatment Plant.

1. Remove and replace fitting valves at Greenleaf filters.
2. Electrical conduit conflict under the electrical building foundation.
3. Low voltage pump VFD output filters.
4. Electrical duct bank relocation. (Transformers new layout)

Attachments: 3. WARD WATER TREATMENT PLANT UPGRADES CHANGE ORDER #001

2019-470 Contract - Crowder Construction - Riverdale Pump Station Phase 1 Repairs - Change Order #1
City Council is requested to approve a change order with Crowder Construction Company in the amount of $248,884.00 for a change in pipe material from HDPE to ductile iron, the reinstallation of the existing pumps and the construction of concrete pressure hatches.

Attachments: 4. RIVERDALE PUMP STATION PHASE 1 REPAIRS-CROWDER CHANGE OF

2019-471 Contract - Hazen & Sawyer - Riverdale Pump Station Expansion-Amendment 1
City Council is requested to approve an amendment to a contract with Hazen & Sawyer in the amount of $171,100 for additional construction, administration and inspection services for the Riverdale Pump Station

Expansion.

Attachments: 5. RIVERDALE PUMP STATION EXPANSION - HAZEN & SAWYER - AMENDI

2019-472 Contract - In Water Services, Inc. - Riverdale Pump Station - Change Order #4

City Council is requested to approve a change order with In-Water Services, Inc. in the amount of $451,979.41 for additional work outside scope of the original contract for the emergency repairs to the wet well at the Riverdale Pump Station.

Attachments: 6. RIVERDALE PUMP STATION - IN-WATER SERVICES - CHANGE ORDER #

2019-473 Contract - Hazen & Sawyer - Catalyst Project Phase 2- Amendment 2

City Council is requested to approve an amendment to a contract with Hazen & Sawyer in the amount of $206,831.00 for construction management support to perform the water, sewer and stormwater improvements on Phase 2 of the Downtown Mixed Use - Catalyst Project.

Attachments: 7. DOWNTOWN MIXED USE - CATALYST PHASE 2 - AMENDMENT 2

2019-474 Contract - STV Engineering - Washington Street Relocation Engineering & Design Services

City Council is requested to award a contract to STV Engineering in the amount of $369,758.00 for engineering and design services associated with the proposed relocation of a portion of Washington Street adjacent to the railroad.

Attachments: 8. WASHINGTON STREET RELOCATION ENGINEERING & DESIGN SERVIC

2019-475 Fire Apparatus Purchase (Reserve Ladder Truck)

City Council is requested to acknowledge the transfer of contingency funds in the amount of $80,000 for the purchase of a reserve ladder truck apparatus.

Attachments: 9. FIRE APPARATUS PURCHASE - GENERAL FUND CONTINGENCY APPR(

2019-476 Ordinance - Budget Amendment - High Point Community Foundation

City Council is requested to approve a budget ordinance amendment to appropriate funds in the amount of $700,000.00 for a pass-through grant received from the High Point Community Foundation for the High Point Baseball Inc. for capital team expense.

Attachments: 10. HIGH POINT COMMUNITY FOUNDATION - BUDGET AMENDMENT

2019-477 Ordinance - Budget Amendment - Deep River Recreation Center & Park Playground Equipment

City Council is requested to approve a budget ordinance amendment to appropriate funds in the amount of $29,918 received from the Declan Donoghue Foundation for replacement of playground equipment at Deep River Recreations Center & Park.

Attachments: 11. DEEP RIVER RECREATION CENTER & PARK PLAYGROUND EQUIPMEI

2019-478 Ordinance - Budget Amendment - NCDOT Reimbursement N. Main Street & Lexington Avenue Intersection Improvements
City Council is requested to approve a budget ordinance amendment to appropriate funds for an expected reimbursement from North Carolina Department of Transportation (NCDOT) in the range amount of $275,000-$300,000 for improvements at the intersection of N. Main Street and Lexington Avenue.

Attachments: 13. NCDOT REIMBURSEMENT - N. MAIN & LEXINGTON INTERSECTION IMI

2019-479 Report of Surplus Equipment Disposal
Council is requested to acknowledge receipt of the report of sale of surplus equipment for FY 2018-2019.

Attachments: 14. REPORT OF SURPLUS EQUIPMENT DISPOSAL

2019-480 Procurement Manual - Update
City Council is requested to approve the revised November 2019 Procurement Manual.

Attachments: 15. PROCUREMENT MANUAL - UPDATE

2019 Procurement Manual

2019-497 Amendment - HP365 Incubator Agreement Extension
The agreement between the City of High Point and the High Point Chamber Foundation, Inc. that was approved in August 2018 had an end date of October 31, 2019. The HPU365 Incubator project is in process but has taken longer than originally planned. The amended agreement proposes to extend the date of the agreement to October 31, 2020.

Attachments: HP365 Agreement Extension

Amendment to Economic Development and Matching Funds Agreement

REGULAR AGENDA ITEMS

PUBLIC HEARING - Finance Committee

2019-481 Public Hearing - LLFlex, LLC - EDC Performance Based Incentives
Monday, November 4, 2019 at 5:30pm is the date and time established for the purpose of receiving public input on a funding request from LLFlex, LLC to locate at Gallimore Industrial Center 738 Gallimore Dairy Road. The High Point City Council will consider authorizing up to $45,000 in Performance based incentives for the LLFlex LLC location project; and also authorize the City Manager to execute a performance agreement containing benchmarks for the company to achieve and a schedule for the payment of such financial incentives.

Attachments: 11-04-2019 LLFlex LLC

PENDING ITEMS

2018-169 Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)
City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

Attachments: 7. Amendment to Lease Agreement - Crown Castle

COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT AND PUBLIC SAFETY COMMITTEE - Council Member Golden, Chair

2019-482 Contract - Housing Consultants Group (HCG)
City Council is requested to approve a contract amendment with Housing Consultants Group (HCG) in the amount of $34,800.00 for financial literacy training for potential homebuyers. The original contract was executed in 2017 and was renewable for up to two additional years. This amendment will be for the third year, which brings the total contract amount to $104,400.00.

Attachments: HCG Contract Amendment for IDA Program

2019-483 Ordinance - Demolition of Dwelling - 317 Fourth Street
Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 317 Fourth Street belonging to TLC Ministries, Inc.

Attachments: 317 Fourth St Council Packet 1

2019-484 Ordinance - Demolition of Dwelling - 716 Washington Street
Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 716 Washington Street belonging to Scottcares Foundation.

Attachments: 716 Washington Council Packet

2019-485 Ordinance - Demolition of Dwelling - 812 Worth Street
Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 812 Worth Street belonging to Heirs of Walter Lee Martin.

Attachments: 812 Worth St Council Packet

2019-486 Ordinance - Demolition of Dwelling - 902 Carter Street
Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 902 Carter Street belonging to Heirs of Coy & Pearl Super.

Attachments: 902 Carter St Council Packet

2019-487 Injunctive Relief - 809 Rosecrest Drive
City Council is requested to authorize the city attorney to seek injunctive relief and an order of abatement for 809 Rosecrest Drive.

Attachments: 809 Rosecrest

2019-493 Down Payment Assistance Forgiveness - 904 Norton Street
City Council is requested to forgive $4,000 in down payment assistance provided for purchase of the property at 904 Norton Street, and that the appropriate City official be authorized to execute all necessary documents.

Attachments: 904 Norton Short Sale

PLANNING & DEVELOPMENT COMMITTEE - Council Member Williams, Chair

2019-488 Resolution of Intent - Annexation 19-10
Approval of a Resolution of Intent to establish a public hearing date of Monday, November 18, 2019 at 5:30 p.m. to consider a voluntary continuous annexation of approximately 26.5 acres located along the west side of Barrow Road, approximately 500 feet south of Southwest School Road. The property is also known as Guilford County Tax Parcels 171240 and 171234.

Attachments: 1. RESOLUTION OF INTENT AN-19-10

2019-489 Resolution of Intent - Annexation 19-11
Approval of a Resolution of Intent to establish a public hearing date of Monday, November 18, 2019 at 5:30 p.m., to consider a voluntary continuous annexation of an approximate 18.3-acre parcel located south of Bales Chapel Road, north of Chatfield Drive and approximately 850 feet east of Warwick Drive. The property is also known as Guilford County Tax Parcel 160169.

Attachments: 2. RESOLUTION OF INTENT AN-19-11

2019-490 Right of Way Encroachment - RE-19-0020
A request by the City of High Point, for Elliott Sidewalk Communities, to permit a 728-square foot encroachment to install a four-foot high retaining wall within the Appling Way right-of-way.

Attachments: 3. STAFF REPORT (RE-19-0020)

PUBLIC HEARINGS - Planning & Development Committee

2019-491 City of High Point Economic Development Corporation - Text Amendment 19-05
A request by the Economic Development Corporation to amend Section 4.3.5.B “Industrial Uses - Manufacturing and Production” use standards of the Development Ordinance to modify the boundary of where Minor Manufacturing is allowed in the Mixed Use Downtown (MX-D) District.

Attachments: 4. TA 19-05 STAFF REPORT

GENERAL BUSINESS AGENDA

2019-498 Reappointment - Library Board of Trustees - Brenda Coates
Council Member Ewing is recommending the reappointment of Brenda Coates to the Library Board of Trustees. This reappointment is to be effective immediately and will expire on October 31, 2022.

Attachments: Brenda Coates (LBOT)

2019-492 Minutes To Be Approved
Finance Committee Meeting; Thursday, October 3rd @ 4:00 p.m.
Special Meeting; Monday, October 7th @ 3:30 p.m.
Regular Meeting; Monday, October 7th @ 5:30 p.m.
Community Housing, Neighborhood Dev. & Public Safety Committee; Tuesday, October 8th @ 10:00 a.m.
Prosperity & Livability Committee; Wednesday, October 9th @ 9:00 a.m.

Attachments:
1. October 3 2019 Finance Committee Minutes
2. October 7 2019 Special Meeting Minutes
3. October 7 2019 High Point City Council Minutes
4. October 8 2019 CH ND & PS Committee Minutes
5. October 9 2019 P & L Committee Minutes

ADJOURNMENT

CITY OF HIGH POINT
AGENDA ITEM

Title: Purchase of Pre-Owned Shotguns – Lawmen's

From: Chief Kenneth Shultz

Public Hearing: N/A

Attachments: Pictures
Quote

Meeting Date: November 4, 2019
Advertising Date: N/A
Advertised By: N/A

PURPOSE:
City Council is asked to approve the purchase from Lawmen's Police and Tactical Supply to purchase pre-owned shotguns to include pistol grip, slim hard shell carrying case, sling, extended magazine tube, ghost ring night sights for the Police Department in amount of $94,340.

BACKGROUND:
The High Point Police Department has a need for shotgun replacement. Lawmen's Police and Tactical Supply has offered the Police Department an opportunity to purchase pre-owned shotguns.

Lawmen's is allowing the High Point Police Department to trade in shot guns to realize significant savings. Currently equipment includes approximately 200 Remington 870 pump shotguns. They are in varying conditions and age ranges with some being over 20 years old. The trade in value for the newer Remington 870's (130 of these) is $150.00 per gun for a total of $19,500.00 of credit, our older model 870's (70 of these) will fetch a $115.00 per gun for a total of $8,050.00 for a grand total of $27,550.00.

- At regular price: 255 x $ 1,099.00 = $280,245 - $27,550 (trade in credit) = $252,695.00
- Lawmen's deal: 255 x $478.00 = $121,890 - $27,550 (trade in credit) = $94,340.00

This is a savings of $158,355.00 and upgrades all of our shotguns to a more modern platform.

BUDGET IMPACT:
Funding required for these shotguns was identified in salary savings and has been included in the current fiscal year budget for the Department.

RECOMMENDATION / ACTION REQUESTED:
The Police Department request Council approve the purchase of shotguns from Lawmen's Police and Tactical Supply in the amount of **$94,340.00**.

Beretta 1301 semi automatic shotgun:

Remington 870:

3319 Anvil Place
Raleigh, NC 27603

800 Clanton Road Suite T
Charlotte, NC 28217

4961 Broad River Rd. Suite B
Columbia, SC 29212

REMIT TO: 3319 Anvil Place, Raleigh, NC 27603

SALES QUOTE

SQ-311366	10/18/2019

Customer	Contact	Ship To
CITY OF HIGH POINT ATTN: ACCOUNTS PAYABLE PO BOX 230 HIGH POINT NC 27261 Tel: (336)883-3495 Fax: (336)883-8572		HIGH POINT PD FIRING RANGE JAMES PARVIN 6011 RIVERDALE ROAD HIGH POINT NC 27263

Account	Terms	Due Date	Account Rep	Schedule Date
HIGHPO	NET 30 Email Delivery	11/17/2019	Zachary Parke	10/18/2019

Quotation	PO #	Reference	Ship VIA	Page	Printed
SQ-311366		PARVIN	FedEx Ground	1	10/21/2019 8:33:46AM

L	Item / Model / Brand Description	Qty		Price UM	Discount %	Amount
1	PRODUCT NCHP BERETTA 1301 SHOTGUNS (TRADE-INS)	255		$478.00 EA	$0.00	$121,890.00

**PLEASE VERIFY THAT THE PART NUMBERS AND DESCRIPTIONS ARE CORRECT BEFORE SUBMITTING YOUR ORDER.

**RESTOCKING FEES MAY APPLY TO RETURNED ITEMS.

**FREIGHT WILL BE ADDED TO ALL INVOICES.

**PRICES QUOTED ARE BASED ON PAYMENT BY CHECK OR CASH.

**QUOTE IS GOOD FOR 30 DAYS.

Tax Details
NCCTY675 $8227.575

Taxable	$121,890.00
Total Tax	$8,227.58
Exempt	$0.00
Total	$130,117.58
Balance	$130,117.58

CITY OF HIGH POINT
AGENDA ITEM

Title: Budget Amendment for High Point Community Foundation Pass Through Grant

From: Laura Altizer,
Budget and Performance Manager

Meeting Date: November 4, 2019

Public Hearing: N/A

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

Attachments: Budget Ordinance

PURPOSE:
A Budget Amendment is needed to appropriate funds for a pass-through grant received from the High Point Community Foundation, which will be passed through to the High Point Baseball Inc. for capital team expense purposes.

BACKGROUND:
The City of High Point will receive a pass-through grant from the High Point Community Foundation in the amount of $700,000, which will be passed through to High Point Baseball Inc. for expenses related to capital team expenses.

BUDGET IMPACT:
There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:
The Budget Department recommends and asks the Council to approve the budget amendment and authorize the appropriate city officials to approve the transfer of funds.

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE HIGH POINT COMMUNITY FOUNDATION
PASS THROUGH GRANT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point will receive funds in the amount of $700,000 from the High Point Community Foundation and will distribute those funds to High Point Baseball Inc.

Section 2. The 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the Grant Fund of the City of High Point, is hereby amended as follows:

Local Grant Revenues	$700,000

(B) That the Grant Fund expenditures be amended as follows:

Pass Through Grant Expenditures	$700,000

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted November 4, 2019

CITY OF HIGH POINT
AGENDA ITEM

Title: HP365 Incubator Agreement Extension

From: Eric Olmedo, Assistant City Manager

Public Hearing: N/A

Attachments: Agreement

Meeting Date: November 4, 2019
Advertising Date: N/A
Advertised By: N/A

PURPOSE:
An agreement between the City of High Point and the High Point Chamber Foundation, Inc. was approved on August 20, 2018. This request is to extend the end date of the project to October 31, 2020.

BACKGROUND:
The agreement between the City of High Point and the High Point Chamber Foundation, Inc. that was approved in August, 2018 had an end date of October 31, 2019. The HPU365 Incubator project is in process but has taken longer than originally planned. The amended agreement proposes to extend the date of the agreement to October 31, 2020.

BUDGET IMPACT: None.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends that the City Council consider the extension of the agreement.

CITY OF HIGH POINT
AGENDA ITEM

Title: Budget Amendment for High Point Community Foundation Pass Through Grant

From: Eric Olmedo, Budget Director

Public Hearing: N/A

Attachments: Budget ordinance

Meeting Date: February 18, 2019
Advertising Date: N/A
Advertised By: N/A

PURPOSE:
A Budget Amendment is needed to appropriate funds for a pass-through grant received from the High Point Community Foundation, which will be passed through to the Nido and Mariana Qubein Children's Board for museum purposes.

BACKGROUND:
The City of High Point will receive a pass-through grant from the High Point Community Foundation in the amount of $100,000, which will be passed through to the Nido and Mariana Qubein Children's Board for expenses related to development of the proposed children's museum.

BUDGET IMPACT:
There is no budget impact. This is a pass through grant.

RECOMMENDATION / ACTION REQUESTED:
The Budget Department recommends and asks the Council to approve the budget amendment and authorize the appropriate city officials to approve the transfer of funds.

"AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF HIGH POINT, NORTH CAROLINA TO APPROPRIATE FUNDS FOR THE HIGH POINT COMMUNITY FOUNDATION PASS THROUGH GRANT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point will receive funds in the amount of $100,000 from the High Point Community Foundation and will distribute those funds to the Nido and Mariana Qubein Children's Board.

Section 2. The 2018-2019 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the Grant Fund of the City of High Point, is hereby amended as follows:

Local Grant Revenues	$100,000

(B) That the Grant Fund expenditures be amended as follows:

Pass Through Grant Expenditures	$ 100,000

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted February 18, 2019

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE OF THE CITY OF HIGH POINT, NORTH CAROLINA TO APPROPRIATE FUNDS FOR THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION REIMBURSEMENT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point will receive reimbursement of $240,000 from the North Carolina Department of Transportation for the North Main Street-Lexington Avenue intersection improvement project.

Section 2. The 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the General Bond Fund of the City of High Point, is hereby amended as follows:

State Grant Revenues	$240,000

(B) That the General Bond Fund expenditures be amended as follows:

North Main Street-Lexington Ave Intersection Improvements Project	$240,000

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted by Order of the High Point City Council
this the 4th day of November, 2019.

ATTEST:

Jay W. Wagner, Mayor

Lisa B. Vierling,
High Point City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Contract Award 2018-004 High Point Depot Platform Level Roof and Drainage Repair (Bid 25-121218)

From: Keith Pugh, Engineering Services

Public Hearing: N/A

Attachments: Photo
Formal Bid Recommendation

Meeting Date: February 18, 2019
Advertising Date: Oct 19/re-adv Nov 30, 2018
Advertised By: Purchasing Division

PURPOSE:
The High Point Department of Transportation and the Engineering Services Department ask City Council to award contract 2018-004 for High Point Depot Platform Level Roof and Drainage Repair to Truline, Inc.

BACKGROUND:
On December 12, 2018 the City of High Point received bids for Contract ENG-2018-004. Three responsive bids were received.

Truline, Inc.	$ 600,000.00
Dreambuilt Construction	$ 751,200.00
S and S Building and Development	$ 889,667.00

The availability date of this contract is immediately upon execution of the contract documents. The completion time for the contract work is 180 consecutive calendar days from contract execution.

The purpose of this contract is to repair existing water damage to the depot platform level roof and modify the existing roof structure to minimize future water damage. The City worked with Mark Wright Architecture to develop the solution. The work will include replacement of water damaged parts of the roof structure, new gutters with leaf guards and repainting. This work is being done through funding from NCDOT Rail ($320,000) with the remaining funds from the city. The contract includes a provision for anticipated railroad flagging costs needed to construct the project.

The architect's estimate for the work is $754,500.

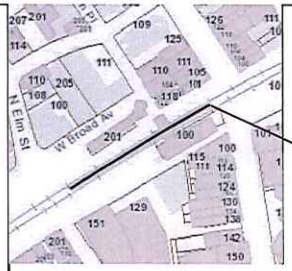
BUDGET IMPACT:
Funding is available in 2018-2019 Annual Budget.

RECOMMENDATION / ACTION REQUESTED:
City Council is requested to approve the contract to Truline, Inc. in the amount of $600,000.00 for this project.

CITY OF HIGH POINT

DEPOT PASSENGER PLATFORM
ROOF REPAIRS
PROJ # ENG 2015-008

BETWEEN HIGH AVENUE AND BROAD AVENUE



— VICINITY MAP —

CITY OF HIGH POINT PROJECT ENG 2015-008

HIGH POINT
NORTH CAROLINA'S INTERNATIONAL CITY™

PLANS PREPARED BY:

CITY OF HIGH POINT
ENGINEERING SERVICES DEPARTMENT
HIGH POINT, N.C. 27261

STANDARD SPECIFICATIONS:
CITY OF HIGH POINT, BUILDING CODES

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949

PRELIMINARY
NOT FOR
CONSTRUCTION

EROSION CONTROL LEGEND

- ROCK INLET SEDIMENT TRAP TYPE C, NCDOT 1632.03
- TEMPORARY SILT FENCE NCDOT 1605.01
- STONE OUTLET FOR SILT FENCE
- STRAW WATTLE WITH POLYACRYLAMIDE (ANIONIC PAM 705, APPROVED FOR USE BY DWQ)

NORTH CAROLINA'S INTERNATIONAL CITY™

FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: Engineering Services

COUNCIL AGENDA DATE: February 18, 2019

BID NO.: 25-121218 CONTRACT NO.: ENG2018-004 DATE OPENED: Dec 12, 2018

DESCRIPTION:

High Point Depot Platform Level Roof and Drainage Repairs.

PURPOSE:

Correct design issues with the original roof to better handle storm drainage and minimize water related problems. The contract work will replace existing water damaged wood, install a new guttering system with leaf guards and repaint.

COMMENTS:

The project is being built using NCDOT Rail Division ($320,000) and city funds.

RECOMMEND AWARD TO: Truline, Inc. AMOUNT: $600,000.00

JUSTIFICATION:

The project had to be re-bid due to lack of response on first attempt. During the re-bid the city received three bids ranging from the lowest responsive bid of $600,000.00 to the highest responsive bid of $889,667.00. The Architect's estimate is $754,500.00

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
301610	525101	301151291205	53110	$600,000
TOTAL BUDGETED AMOUNT				$600,000

DEPARTMENT HEAD: B. Keith Pugh, PE, PWLF Digitally signed by B. Keith Pugh, PE, PWLF Date: 2019.02.08 11:20:01 -05'00' DATE: Feb 8, 2019

The Purchasing Division concurs with recommendation submitted by the Engineering Services and recommends award to the lowest responsible, responsive bidder Truline, Inc. in the amount of $ 600,000.00.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US Date: 2019.02.08 12:52:28 -05'00' DATE: Feb 8, 2019

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Kelly Latham Digitally signed by Kelly Latham DN: cn=Kelly Latham, o, ou, email=kelly.latham@highpointnc.gov, c=US Date: 2019.02.08 14:39:50 -05'00' DATE: Feb 8, 2019

CITY MANAGER: Greg Demko Digitally signed by Greg Demko Date: 2019.02.08 14:47:09 -05'00' DATE: Feb 8, 2019

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish – 902 Carter St.**

From: Michael E. McNair, Director
Community Development & Housing

Meeting Date: 11/4/19

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 902 Carter St.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 7/31/19. No action occurred by the compliance date of 8/31/19. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

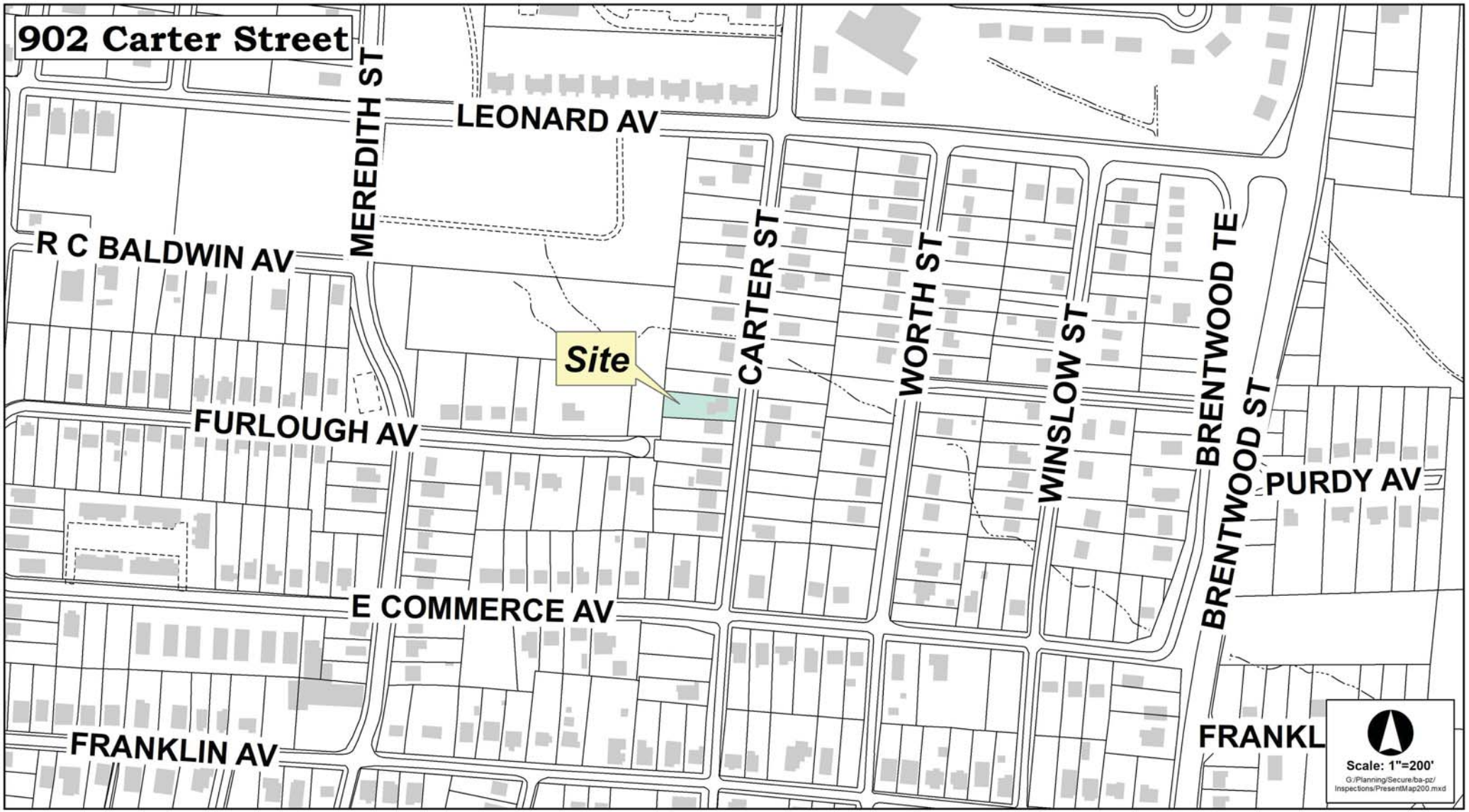
BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling and all outbuildings on the property.

PENDING ACTION:
The ordinance becomes effective 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:	902 Carter St.
OWNER:	Heirs of Coy & Pearl Super
REASON FOR INSPECTION:	Inspector observed condition of the house
FIRST INSPECTION: 5/22/19	Summary of Major Violations 1. Repair or replace roof and roof covering 2. Repair or replace weak & sagging flooring throughout 3. Repair or replace wall & ceiling material throughout 4. Repair or replace required plumbing fixtures 5. Repair or replace floor covering throughout
HEARING RESULTS: 7/29/19	No one appeared for the Hearing. It was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.
ORDER(S) ISSUED: 7/31/19	Order to Repair or Demolish Date of Compliance 8/31/19
APPEALS:	None
OWNER ACTIONS:	None
ADDITIONAL:	The inspector has not been contacted by anyone regarding this property.


902 Carter Street
MEREDITH ST
LEONARD AV
R C BALDWIN AV
CARTER ST
WORTH ST
WINSLOW ST
BRENTWOOD TE
BRENTWOOD ST
Site
FURLOUGH AV
PURDY AV
E COMMERCE AV
FRANKLIN AV
FRANKL
Scale: 1"=200'
G:/Planning/Secure/ba-pz/Inspections/PresentMap200.mxd

ORDINANCE

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)
902 Carter St.	Heirs of Coy & Pearl Super 902 Carter St. High Point, NC 27260

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 4th day of November, 2019

Lisa B. Vierling, City Clerk

902

City Clerk's Office

Mary Brooks
DEPUTY CITY CLERK

NORTH CAROLINA'S INTERNATIONAL CITY™

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

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on November 4, 2019 and upon approval by City Council will be recorded in Book 94 of the Official Minute Books and Ordinance Book XX, Ordinance No. 7570/19-87, page 198, Legislative File No. 2019-483 of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 5th day of November 2019.

Lisa B. Vierling, City Clerk

City of High Point North Carolina

ACKNOWLEDGEMENT

I, Mary S. Brooks, a Notary Public of said County and State, do hereby certify that Lisa B. Vierling, is known to me as City Clerk of the City of High Point; that this person personally appeared before me this date; and, upon authority duly given and as an act of said City, issued and executed the foregoing Certification.

WITNESS my hand and official Notarial Seal, this 5th day of November 2019.

MARY S BROOKS
NOTARY PUBLIC
GUILFORD COUNTY, NC
My Commission Expires 7-26-2023

Mary S. Brooks, Notary Public

Commission Expires: 7/26/2023

ORDINANCE

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)
317 Fourth St.	TLC Ministries Inc 512 Long St. Thomasville, NC 27360

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 January 31, 2020.

Adopted by City Council,
This the 4th day of November, 2019
Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: 904 Norton Street - Down payment Assistance Forgiveness

From: Michael E. McNair, Director

Public Hearing: N/A

Attachments: N/A

Meeting Date: November 4, 2019
Advertising Date N/A
Advertised By: N/A

PURPOSE:
The Community Development and Housing Department is requesting approval to forgive $4,000 in down payment assistance provided for purchase of the property at 904 Norton Street, High Point. The homeowner has requested that the City allow a short sale of the property.

BACKGROUND:
In October 2018, $5,000 was provided to LaShaunda McIntyre to purchase 904 Norton Street. At the time, Ms. McIntyre met the program qualification criteria and secured the necessary loan(s) to purchase the home. Since that time, the household income has been impacted due to loss of employment and the homeowner is no longer able to sustain the first lienholder's monthly mortgage payment. She considered all options to avoid foreclosure and has determined that a short sale would be the best choice. A qualified buyer is currently under contract to purchase the home and the closing is pending the City's approval.

Since federal funds through the HOME Program were used to provide the assistance, the City's Resale and Recapture Policy would apply. Based on the Policy, which was approved by Council June 3, 2013, the City would only seek repayment from the Net Proceeds in the event of a sale or foreclosure. In this case, Net Proceeds are insufficient to repay any portion of the loan.

As of October 19, 2019, $1,000 of the loan has been forgiven, leaving a balance of $4,000.

BUDGET IMPACT:
There will be no impact to the budget.

RECOMMENDATION / ACTION REQUESTED:
The Community Development and Housing Department recommends approval of forgiveness of the balance of the down payment assistance and that the appropriate City official and/or employee be authorized to execute all necessary documents.

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE HIGH POINT COMMUNITY FOUNDATION
PASS THROUGH GRANT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point will receive funds in the amount of $700,000 from the High Point Community Foundation and will distribute those funds to High Point Baseball Inc.

Section 2. The 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the Grant Fund of the City of High Point, is hereby amended as follows:

Local Grant Revenues	$700,000

(B) That the Grant Fund expenditures be amended as follows:

Pass Through Grant Expenditures	$700,000

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted by Order of the High Point City Council
this the 4th day of November, 2019.

ATTEST:

Lisa B. Vierling,
High Point City Clerk

Jay W. Wagner, Mayor

FINANCE COMMITTEE
Chaired by Council Member Moore
Members: Moore, Hudson, Ewing, and Jones
October 3, 2019 – 4:00 p.m.
3rd Floor Lobby Conference Room

Present: Chairman Britt Moore, Committee Member Jason Ewing, Committee Member Wesley Hudson, and Committee Member Victor Jones

Staff Present:

Randy McCaslin, Deputy City Manager; Eric Olmedo, Managing Director; Garey Edwards, Director of Electric Utilities; Roslyn McNeill, Budget Analyst; Bobby Fitzjohn, Director of Financial Services; Jeron Hollis, Director of Communications & Public Engagement; Lee Tillery, Director of Parks & Recreation; Tim McKinney, Director of Facility Services; Terry Houk, Director of Public Services; Allan Hicks, Engineering Services; Derrick Boone, Assistant Director of Public Services; Kim Thore, Right-of-Way Coordinator; Jelani Biggs, Human Relations Manager; Meghan Maguire, Assistant City Attorney; Mary Brooks, Deputy City Clerk; and Lisa Vierling, City Clerk

News Media Present:
Pat Kimbrough, *High Point Enterprise*

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

2019-425 **<u>Resolution - Sale of City Owned Property - 1018 E. Green Drive</u>**
City Council is requested to adopt a resolution accepting the offer of $2,300 and authorizing the sale of the surplus City owned property located at 1018 E. Green Drive.

Kim Thore, Right-of-Way Coordinator, advised this property was gifted to the city of High Point and the city has no use for it. She reported that the adjoining property owner made an offer of $2,300 to purchase the property through the upset bid process.

A motion was made by Chairman Moore, seconded by Committee Member Ewing, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-426 **Deed of Correction - 1422 - 1424 Johnson Street Properties**

City Attorney's office is requesting City Council approval to grant a correction deed to release ownership rights of City owned property located at 1424 Johnson Street.

Kim Thore, Right-of-Way Coordinator, needs to do a correction deed to release ownership rights for a piece of property on Johnson Street that was thought to have been sold; the city actually sold the wrong piece of property that was next door to the property that the city actually owned. Deputy City Manager Randy McCaslin advised that this dates back to the late 1920s and Ms. Thore added that it does seem the house was taxed since it was built in 1930. She further explained that the current property owner is in the process of trying to sell the property and the closing attorney noticed the discrepancy.

A motion was made by Chairman Moore, seconded by Committee Member Hudson, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-427 **Contract - Shealy Electrical - Pad Mount Transformers**

City Council is requested to award a contract to Shealy Electrical in the amount of $111,630 for the purchase of three (3) 2,500kVA pad mount transformers.

Garey Edwards, Director of Electric Utilities, advised that they normally keep three of these transformers in stock. One is to go back to stock, one is for an industrial facility, and one is for one of the new buildings at High Point University. The average life expectancy for these pad mount transformers is about 40 years.

A motion was made by Committee Member Ewing, seconded by Committee Member Jones, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-428 **Contract - Willard Dairy Road/Kendall Road - Water Main Extension**

City Council is requested to award a contract to Breece Enterprises Inc. in the amount of $630,948.00 for water main extensions to Willard Dairy Road/Kendall Road to improve water quality, fire protection and provide future services to residential and commercial development.

Terry Houk, Director of Public Services, reported that the bids came in under the engineering estimate. Staff estimates a loss of about $200,000 in water from the process of bleeding off the lines that is a requirement for water quality standard, and this will actually result in a savings to the city. Staff recommends the contract be awarded to Breece Enterprises, Inc. in the amount of $630,948.00 for water main extensions to Willard Dairy

Road/Kendall Road to improve water quality, fire protection and provide future services to residential and commercial development.

A motion was made by Committee Member Ewing, seconded by Committee MemberJones, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-429 **Contract - Johnson Controls Security System - Parks & Recreation**

City Council is requested to approve an amendment to a contract with Johnson Controls Security Solutions, LLC in the amount of $106,541.80 to provide security services at City Parks and Recreation facilities.

Lee Tillery, Director of Parks & Recreation, explained this is the second amendment to a 5-year contract with Johnson Controls Security Solutions, LLC in the amount of $106,541.80 to provide security services at the City Parks and Recreation facilities. This allows for remote surveillance, mainly for security systems, and it does include monitoring costs.

Committee Member Ewing inquired about security measures for city parks. Mr. Tillery replied there are not currently any security measures at city parks, but staff is looking at some remote camera systems int he areas where there are known issues.

A motion was made by Chairman Moore, seconded by Committee Member Ewing, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-430 **Resolution - High Point Theatre/International Market Center HVAC Lease Amendment**

Council is requested to adopt a resolution approving the Seventh Amendment to the original lease to standardize the HVAC expenses for the High Point Theatre to allow for consistent budgeting.

Meghan Maguire, Assistant City Attorney, advised this is the Seventh Amendment for the lease between IHFC and the city of High Point for HVAC services. The original agreement was approved in 1973. Othern than extending the term, all other stipulations remain the same.

Randy McCaslin, Deputy City Manager, explained this is extremely helpful for budgetary purposes.

A motion was made by Committee Member Hudson, seconded by Committee Member Ewing, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-431 **WSSU Football Program**

City Council is requested to approve funding in the amount of $5,000 to provide 2000 tickets for youth in High Point to attend a football game between Winston Salem State University and St. Augustine University being held Saturday, October 19th at the Simeon Stadium.

Eric Olmedo, Managing Director, advised the game between Winston Salem State University and St. Augustine University will be held in High Point on Saturday, October 19th at Simeon Stadium. Council Member Golden has requested that the city of High Point approve funding in the amount of $5,000 to provide 2000 tickets for High Point youth to attend the game and this would match a recent commitment made by the Guilford County Commissioners.

Committee Member Ewing asked if the city has engaged the Convention & Visitors Bureau for any dollars for the event and Mr. Olmedo stated he was unsure.

A motion was made by Chairman Moore, seconded by Committee Member Jones, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-432 **Budget Ordinance Amendment - High Point Community Foundation**

City Council is requested to approve a budget ordinance amendment to appropriate funds in the amount of $761,123 for a pass-through grant received from the High Point Community Foundation for the High Point Baseball Inc. for capital team expense.

Eric Olmedo, Managing Director, advised this is a pass-thru grant from the High Point Community Foundation for High Point Baseball Inc. for capital expenditures for Blessing Park and Slane playground.

A motion was made by Committee Member Ewing, seconded by Committee Member Hudson, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-445 **Contract- Samet Corporation- New High Point Police Headquarters/ Communications Center**

Council is requested to approve an early construction package to Samet Corporation in an amount not to exceed $5,017,482.00 for the construction renovations to the new High Point Police Headquarters and Communications Center. Approving this early package will allow for work to begin immediately on the building.

Randy McCaslin, Deputy City Manager, advised that bids will not be received until October 10th and staff is asking that Council go ahead and approve the early construction package to Samet Corporation in an amount not to exceed $5,149,827.00 for construction renovations to the new High Point Police Headquarters and Communications Center. This will provde a 20-day start and allow work to begin immediately.

A motion was made by Chairman Moore, seconded by Committee Member Jones, that this matter be recommended for approval and placed on the October 7, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

Aye (4): Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

PENDING ITEMS

2018-169 **Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)**

City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 4:15 p.m. upon motion duly made and seconded.

Respectfully submitted,

_____

Lisa B. Vierling, City Clerk

_____

Britt W. Moore, Chairman

DRAFT

STATE OF NORTH CAROLINA

COUNTY OF GUILFORD

AMENDED ECONOMIC DEVELOPMENT AND MATCHING FUNDS AGREEMENT

THIS AMENDED ECONOMIC DEVELOPMENT AND MATCHING FUNDS AGREEMENT ("Amendment") is made and entered into the ____ day of _____, 2019, between the **CITY OF HIGH POINT** ("City"), a North Carolina municipality, with a principal place of business located at 211 South Hamilton Street, High Point, North Carolina, and the **HIGH POINT CHAMBER FOUNDATION, INC.** ("Chamber Foundation"), a North Carolina non-profit corporation, with a principal place of business located at 1634 North Main Street, High Point, North Carolina, and the Chamber Foundation's wholly owned subsidiary, **HP 365, LLC** ("HP 365"), a North Carolina limited liability company, with a principal place of business also located at 1634 North Main Street, High Point, North Carolina, (collectively "Parties").

1. The purpose of this Amendment is to modify the terms set forth in the Economic Development and Matching Funds Agreement ("Agreement") entered into by the Parties on August 22, 2018.

2. The Parties agree to amend paragraph 2 as follows:

2. Anticipated Project Term.

The Project shall commence immediately upon execution of this Agreement and shall be completed no later than October 31, ~~2019~~ 2020 ("Completion Date"), unless terminated on an earlier date, under the terms of this Agreement or the Grant Agreement, or unless extended for an additional term to be provided in writing by the City.

3. The Parties agree to amend paragraph 12 as follows:

12. Notices.

All notices required or permitted to be delivered hereunder and all communications in respect hereof shall be in writing and shall be deemed given when personally delivered or when deposited in the United States mails, certified, return receipt requested, first class, postage prepaid and addressed as follows:

If to the City: Attn: **City of High Point**
~~Randy Hemann, Assistant City Manager~~
Eric Olmedo, Assistant City Manager
Administration Services
211 S. Hamilton, Room 320
High Point, NC 27260

If to HP 365: Attn: **HP 365, LLC**
Mark Norcross, Manager
PO Box 2086
High Point, NC 27261

If to the Chamber Foundation: Attn: **High Point Chamber Foundation, Inc.**
Patrick Chapin, President
1634 North Main Street
High Point, NC 27265

IN WITNESSETH WHEREOF, the Parties hereto have executed this Amendment as of the date first above written.

City of High Point, North Carolina

Signature: _____ [SEAL]

Printed Name: Jay W. Wagner

Title: Mayor

Date: _____

HP 365, LLC

Signature: _____ [SEAL]

Printed Name: Mark Norcross

Title: Manager

Date: _____

THE HIGH POINT CHAMBER FOUNDATION, INC.

Signature: _____ [SEAL]

Printed Name: Patrick Chapin

Title: President

Date: _____

Office of the Mayor
City of High Point
North Carolina

PROCLAMATION...

WHEREAS, International Day of Giving Thanks will highlight the City of High Point's International community. This event and this tradition will bring the community together; and,

WHEREAS, International Day of Giving Thanks will set an example for fellow friends and neighboring cities in the sense of gratitude, recognition, appreciation and togetherness amongst diverse citizens; and the International Day of Giving Thanks will be an annual tradition that demonstrates love, appreciation and gratitude amongst diverse communities; and,

WHEREAS, the observance of the International Day of Giving Thanks will be held every November; and,

WHEREAS, receiving and giving thanks is a universal custom and November is a month of celebrations and culminated by Thanksgiving; and,

WHEREAS, International Day of Giving Thanks will inspire and aspire individuals to be thankful and build a sense of love and affection towards each other and towards the community we live in; and,

WHEREAS, it is a great way to connect residents and strengthen the relationship between city leaders and the public, and, reflects the City of High Point's care and support for the international community; and,

WHEREAS, the purpose of the International Day of Giving Thanks is to share food from all over the world, build relationships and give individuals and families the chance to learn about different cultures and traditions.

NOW, THEREFORE, I, Jay W. Wagner, do hereby proclaim an annual International Day of Giving Thanks meal will be held every November in High Point, North Carolina and encourage our citizens to observe the day in ways appropriate to its importance and significance.

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 4th day of November 2019.

Jay W. Wagner, Mayor

CITY OF HIGH POINT
AGENDA ITEM

Title: Contract Amendment for Housing Consultants Group for IDA Program

From: Michael E. McNair, Director

Public Hearing: N/A

Attachments: N/A

Meeting Date: October 21, 2019
Advertising Date N/A
Advertised By: N/A

PURPOSE:

The Community Development and Housing Department executed a contract with Housing Consultants Group (HCG) in the amount of $34,800 to provide financial literacy classes for potential homebuyers who have been identified as requiring additional training in personal finance management. The original contract was executed in 2017 and was renewable for up to two additional years. This amendment will be for the third year, which brings the total contract amount to $104,400.

BACKGROUND:

HCG has provided financial literacy training as part of the Individual Development Account (IDA) Program for the City for the past 10 years. IDAs are part of an asset-building strategy that concentrates on building family security by improving long-term economic well-being and emphasizing beneficial behaviors rather than merely offering temporary assistance. The homebuyer makes regular, monthly contributions to their IDA account that is then matched by the City up to $2,000 with private and/or public resources. IDAs can be used to reward the monthly savings of working families who are building towards purchasing an asset (most commonly buying their first home), paying for post-secondary education, or starting a small business. The City's focus with the IDA program is on homeownership.

BUDGET IMPACT:

$34,800 will be committed from the Community Development and Housing Department 2019-2020 budget as approved by Council.

RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends approval of the contract amendment and that the appropriate City official and/or employee be authorized to execute all necessary documents.

CITY OF HIGH POINT
AGENDA ITEM

Title: **Text Amendment 19-05**
(City of High Point Economic Development Corporation)

From: Lee Burnette, Planning & Development Director

Meeting Date: November 4, 2019

Public Hearing: Yes

Advertising Date: October 23, 2019 and October 30, 2019

Advertised By: Planning & Development

Attachments:
A. Planning and Zoning Commission Recommendation
B. Staff Report
C. Text Amendment Ordinance

PURPOSE:
A request by the Economic Development Corporation to amend Section 4.3.5.B "Industrial Uses - Manufacturing and Production" use standards of the Development Ordinance to modify the boundary of where Minor Manufacturing is allowed in the Mixed Use Downtown (MX-D) District.

BACKGROUND:
The staff report and the Planning and Zoning Commission's recommendation are enclosed.

BUDGET IMPACT:
There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:
A. Staff recommended ***approval*** of this request as outlined in the attached staff report.

B. On October 22, 2019, a public hearing was held before the Planning and Zoning Commission regarding Text Amendment 19-05. The Planning and Zoning Commission recommended approval of this request, as outlined in the staff report and recommended by staff, by a vote of 8-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

City of High Point Economic Development Corporation Text Amendment 19-05

At its October 22, 2019 public hearing, the Planning and Zoning Commission reviewed a request to amend the City of High Point Development Ordinance to modify the boundary of where Minor Manufacturing is allowed in the Mixed Use Downtown (MX-D) District. All members of the Commission were present except for Jim Armstrong. Ms. Heidi Galanti, Planning Services Administrator, presented the text amendment and recommended approval as outlined in the staff report.

Speaking on the request:

Applicant, Sandy Dunbeck, Executive Vice President of the High Point Economic Development Corporation, spoke in favor of the request.

Planning and Zoning Commission Action

Text Amendment

The Commission recommended ***approval*** of Text Amendment 19-05, as recommended by staff, by a vote of 8-0.

Consistency & Reasonableness Statements

The Commission voted 8-0 to approve the following statement: That the Text Amendment is consistent because the Community Growth Vision Statement supports making downtown a vibrant, diverse mix of uses; the Land Use Plan supports revitalization of the City's older neighborhoods; the Core City Plan and the Washington Drive District Plan call for the reuse of existing buildings; and the Downtown Mixed-Use Area Plan calls for private investment in the area. Furthermore, the request is reasonable because the amendment expands the area within the MX-D District where small-scale manufacturing may be allowed, which includes areas that were previously zoned Light Industrial.

CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT

STAFF REPORT
TEXT AMENDMENT 19-05
October 22, 2019

Request	
Applicant: City of High Point Economic Development Corporation	**Affected Ordinance Section:** Section 4.3.5 Industrial Uses Manufacturing and Production Use Standards
Proposal: Amend the Development Ordinance to modify the boundary of where Minor Manufacturing is allowed in the Mixed Use Downtown (MX-D) District.	

Background

The Mixed-Use (MX) District was first established in 2008 on Washington Street (MX-W) as recommended by the Core City Plan. The purpose of the district is to establish compact, pedestrian-oriented, mixed-use development and redevelopment at key locations in the Core City. In 2017, the City Council adopted the Mixed-Use Downtown (MX-D) District as recommended by the Downtown Mixed-Use Area Plan to support the growth and redevelopment of the area in and around the proposed multi-use stadium. In August 2018, the City received a technical assistance grant from Smart Growth America to support local efforts to use small-scale manufacturing to create economic opportunity. The technical assistance team presented their recommendations on how to promote and integrate small-scale manufacturing spaces into urban redevelopment efforts to City Council and the public in July 2019. In August of this year, the Mayor appointed a Small-Scale Task Force to implement the recommendations of the report. The task force is currently in the beginning stages of organizing the implementation of the recommendations.

Small-scale manufacturing, which generally includes entrepreneurial, specialized, and boutique-style manufacturing operations, has emerged as a powerful way to tie opportunity to place, and to fill a key missing piece in today's local economic development and neighborhood revitalization toolbox. This economic trend is diversifying the manufacturing sector and encouraging more small-scale manufacturing in downtowns and neighborhood centers to create a more resilient and inclusive small business environment. Technological and economic changes have led to a surge in small-scale manufacturing and the growth of the maker economy.

Currently, this specific use is not a defined use in the Ordinance and the broader use type, minor manufacturing, is permitted in the MX-D District within an existing building and within a defined boundary. There has been interest in establishing minor manufacturing uses within existing buildings outside of the currently defined area.

Details of Proposal

The detailed text amendment is attached to this report. The following is a summary of the proposed text amendment:

- Section 1: Section 4.3.5.B. Manufacturing and Production – modify the boundary of where Minor Manufacturing is allowed within the Mixed-Use Downtown (MX-D) District.

In addition, an attached map illustrates the area of expansion.

Analysis

Prior to the establishment of the Mixed-Use Downtown (MX-D) District, a small portion of the MX-D area included a Light Industrial (LI) District that permitted minor manufacturing. Minor manufacturing is defined as:

> "Uses that involve indoor processing or assembly of finished or partially finished goods and do not require large stockpiles of raw material. Processing and storage activities take place within enclosed buildings, which limit the creation of noise, vibration, dust, glare, heat, odor, and smoke. Minor manufacturing examples include production or repair of small electronic parts and equipment; sewing or assembly of textiles into consumer products; computer and electronics assembly; furniture assembly; and the assembly of pre-fabricated parts."

Small-scale manufacturing is a specific type of minor manufacturing.

The text amendment expands the area within the MX-D District where minor manufacturing is allowed, including more of what used to be zoned Light Industrial and four additional blocks to the south and east towards the railroad tracks.

The text amendment proposes to continue to allow minor manufacturing in a limited fashion, through the requirement to reuse an existing building and by expanding the area in which minor manufacturing is allowed until staff is able to determine a better way of defining and allowing small-scale manufacturing in an urban setting.

Consistency with Adopted Policy Guidance:
Whether and the extent to which the proposed text amendment is consistent with the City's adopted policy guidance.

The Community Growth Vision Statement supports making downtown a vibrant, diverse mix of uses; the Land Use Plan supports revitalization of the City's older neighborhoods; the Core City Plan calls for the reuse of existing buildings; and the Downtown Mixed-Use Area Plan calls for private investment in the area.

Reasonableness/Public Interest:
Why a decision to approve, or to deny, the proposed text amendment is reasonable and in the public interest.

The amendment expands the area within the MX-D District where small-scale manufacturing may be allowed, which includes areas that were previously zoned Light Industrial.

Recommendation

Staff recommends approval.

Required Action

Planning and Zoning Commission:

The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Analysis section of this report or by adopting its own statement.

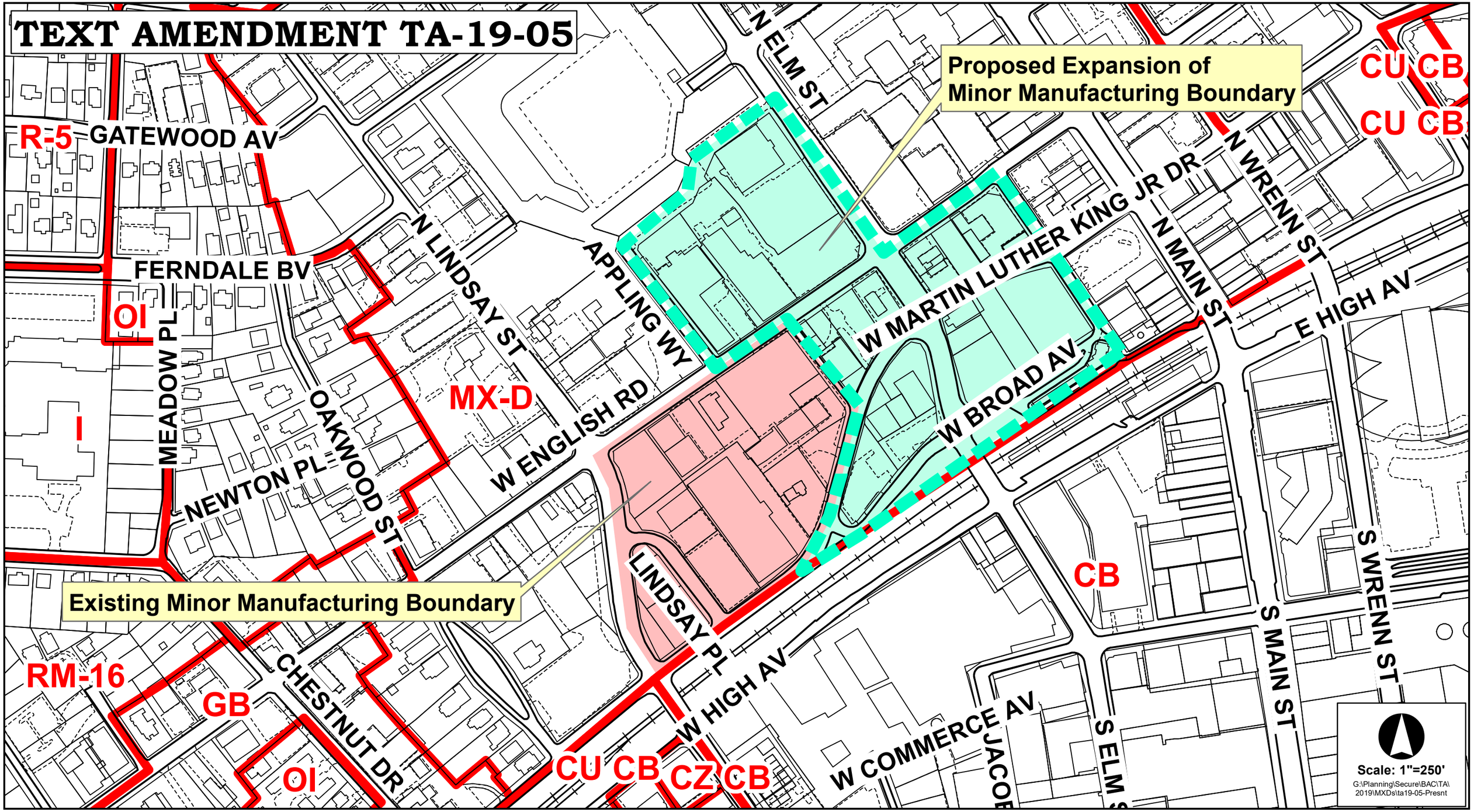
City Council:

The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may be accomplished by adopting the statements in the Analysis section of this report or by adopting its own statement.

Report Preparation

This report was prepared by Planning and Development Department staff member Heidi H. Galanti AICP, Planning Administrator and reviewed by Chris Andrews AICP, Development Administrator and G. Lee Burnette AICP, Director.

TEXT AMENDMENT TA-19-05



TEXT AMENDMENT: 19-05
Ordinance #XXXX/19-XX
APPLICANT: City of High Point

AN ORDINANCE AMENDING THE CITY OF HIGH POINT DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted the "City of High Point Development Ordinance" on May 16, 2016, with an effective date of January 1, 2017, and subsequently amended; and

WHEREAS, public hearings were held before the Planning and Zoning Commission on October 22, 2019 and before the City Council on November 4, 2019 regarding **Text Amendment 19-05;** and

WHEREAS, notice of the public hearings was published in the High Point Enterprise on October 9, 2019 for the Planning and Zoning Commission public hearing and on October 23, 2019 and October 30, 2019 for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina.

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

SECTION 1.
Amend Use Standards Section 4.3.5.B. Manufacturing and Production as follows:

2. Manufacturing, Minor
   In order to reuse existing buildings in the Core City in accordance with the City's adopted policy guidance, minor manufacturing uses are permitted in the MX district, subject to the following standards:
   (a) The new use must reuse an existing building or buildings;
   (b) In the MX-D district the building must be located in the area bounded by North Lindsay Street, Lindsay Place, West Martin Luther King Jr. Drive, ~~Virginia Place, and West English Road~~ **the north side of the railroad tracks, Hayden Place, West English Road, and Appling Way;**

SECTION 2.
Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 3.
All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4.
This ordinance shall become effective upon adoption.

Adopted by the City Council
City of High Point, North Carolina
The 4th day of November 2019

By: _____

Jay W. Wagner, Mayor

ATTEST:

_____

Lisa B. Vierling, City Clerk

November 1, 2019

To: Randy McCaslin, Deputy City Manager

From: Michael E. McNair, Director of Community Development & Housing

Subject: Code Enforcement Activity Report for October 2019

This report serves to summarize Code Enforcement activity for the month of October. During this period staff processed 27 new minimum housing complaints; 53 new public nuisance complaints and collected 123 signs. Additionally:

- Local Codes Enforcement Staff recorded 36 zoning complaints during the month.
- A total of 146 Public Nuisance cases were abated during the month (60 - City abated and 86 - owner abated).
- Inspectors worked on a Saturday during October:
  - collected 59 illegal signs from the City right of way
  - Issued 4 Notices of Violations for banners displayed without proper permits
- Demolition update:
  - No houses were demolished during the month of October.
  - 8 properties with ordinances passed for demolition have had asbestos abated and are awaiting demolition.
  - 6 houses have had ordinances passed for demolition are in process for asbestos abatement.
- There were 616 total active cases:
  - 295 active minimum housing cases
  - 140 active public nuisance cases
  - 181 active zoning cases

Please see the attachments containing a table summarizing detailed activity and sample pictures.

Local Codes Enforcement Montly Activity						
		Jun-19	Jul-19	Aug-19	Sep-19	Oct-19
1. Minimum Housing						
	a. Minimum Housing Complaints	30	38	29	24	27
	b. Active Minimum Housing Cases	314	321	323	289	295
	d. Cases Taken Before City Council					
	i. For Demolition	1	1	2	3	3
	e. City Demolished Houses	6	0	0	0	0
2. Public Nuisance						
	a. Public Nuisance Complaints (incl. unsecured dwellings)	140	149	129	144	53
	b. Active Public Nuisance Cases	115	230	172	171	140
	c. City abated PN Cases	73	56	64	41	60
	d. Owner abated PN Cases	161	113	134	93	86
3. Zoning						
	a. Zoning Complaints (Vehicles, Signs, Banners)	28	44	44	30	36
	b. Active Zoning Cases	106	203	162	164	181
	c. Signs collected	80	191	69	421	123
		TOTAL ACTIVE CASES - 616				

1013 Johnson Street

January 2013 – Fire occurred

September 2016 – Local Codes started a minimum housing case

October 2016 – Hearing was held, and an Order to Repair or Demolish was issued to the owner

November 2016 – Owner applied to Historic Preservation Commission for COA to demolish the dwelling

February 2017 – Certificate of Appropriateness was issued by HPC for the demolition of the house

August 2017 – Purchased by Mr. & Mrs. Richard Lewis

April 2018 – Owner applied to HPC for COA to repair house

June & July 2018 – Permits applied and issued for repairs

October 2019 – Permits and minimum housing case completed

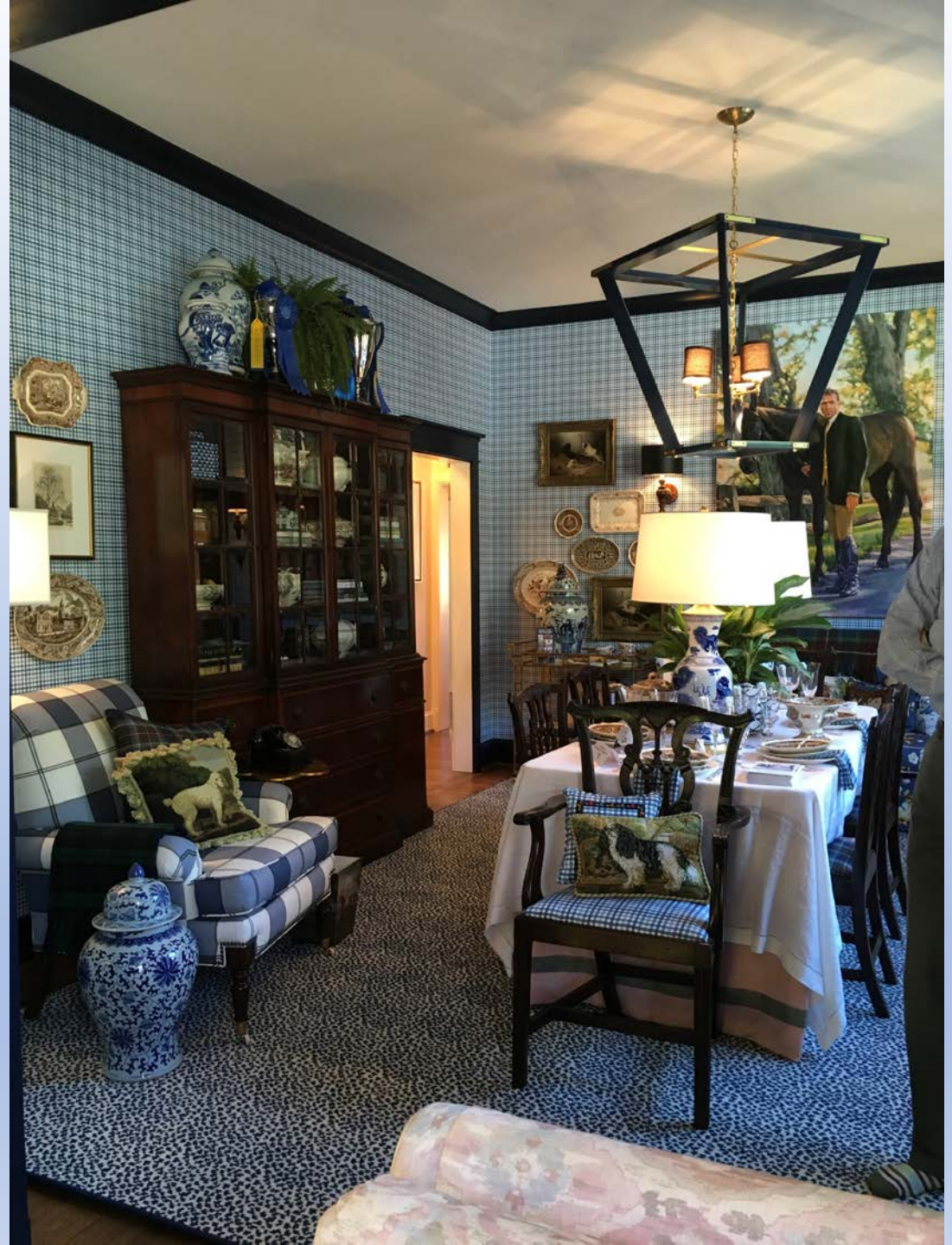
Pictures taken

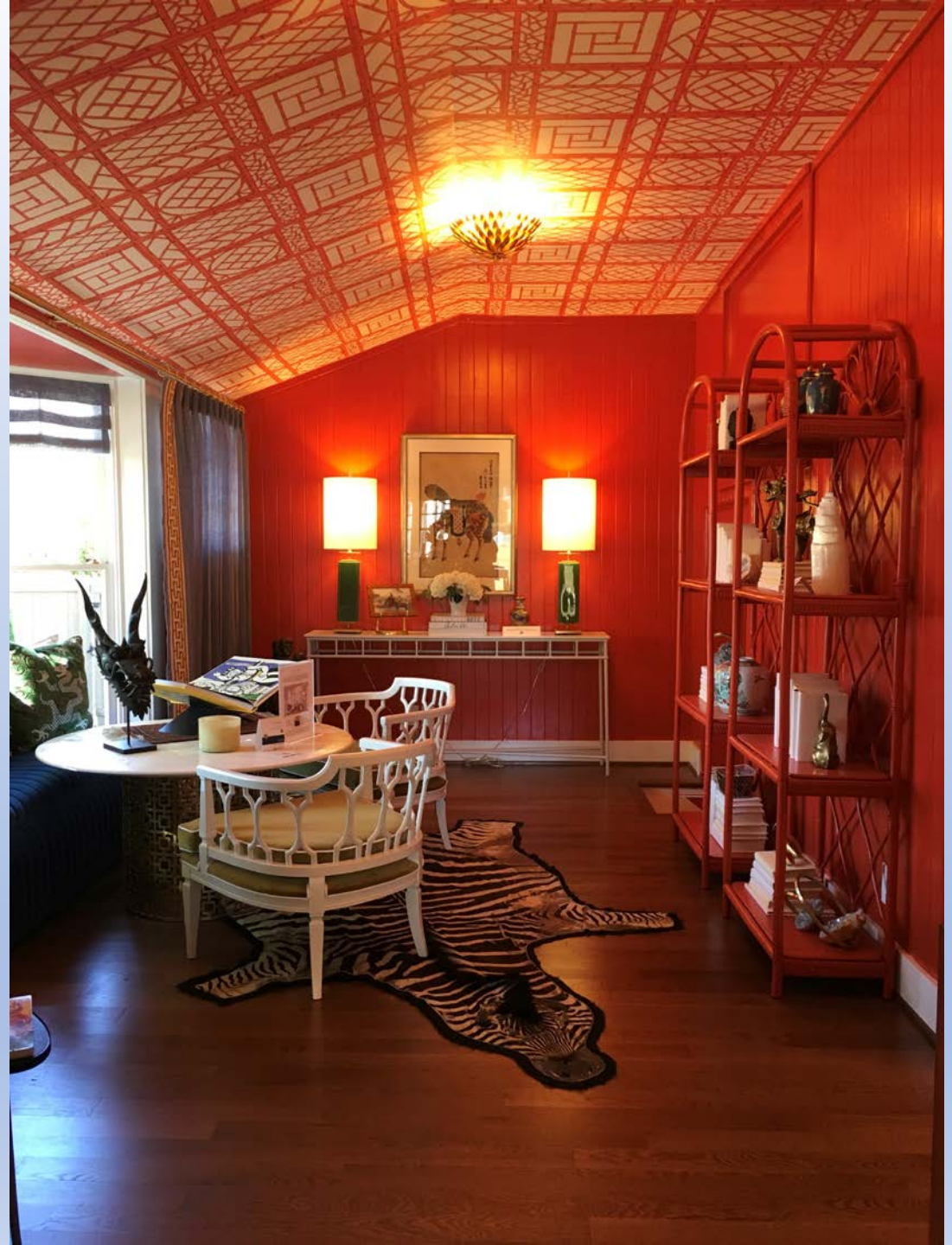
September 2016

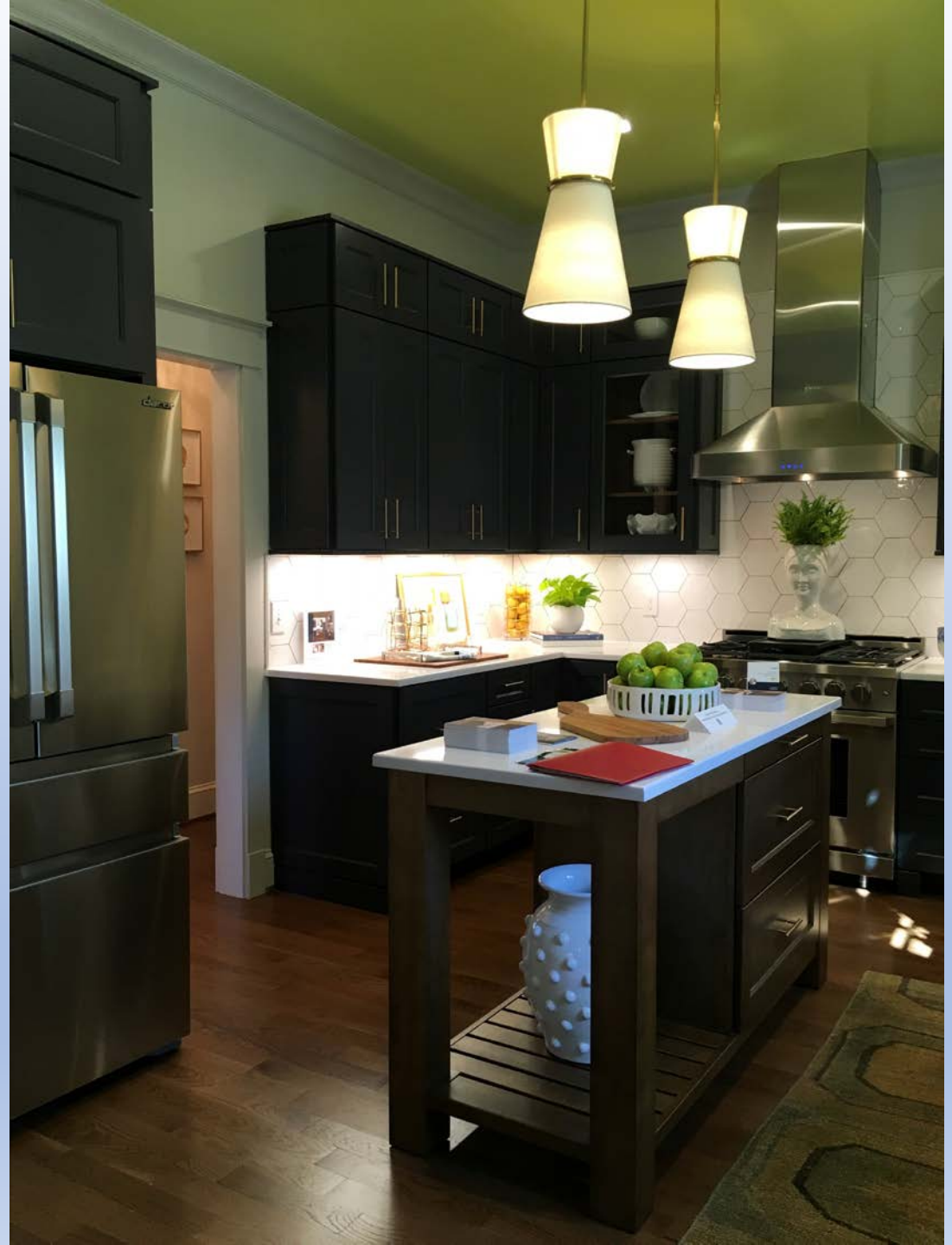
Pictures Taken

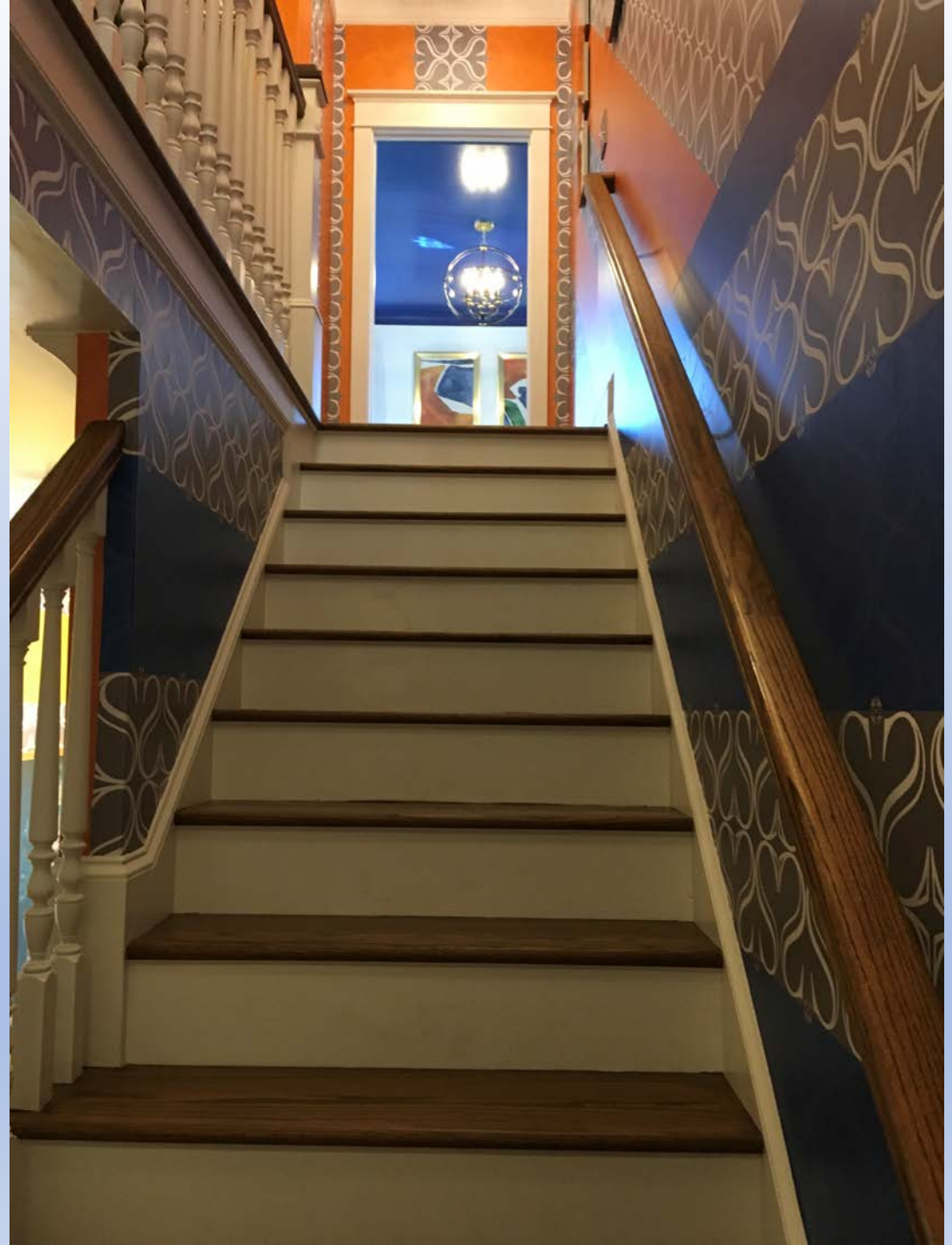
October 2019

FIRST BANK
STOP









DESIGN AND HOME
Sharing
is Caring

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish – 716 Washington St.**

From: Michael E. McNair, Director
Community Development & Housing

Meeting Date: 11/4/19

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 716 Washington St.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 6/25/19. No action occurred by the compliance date of 7/25/19. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

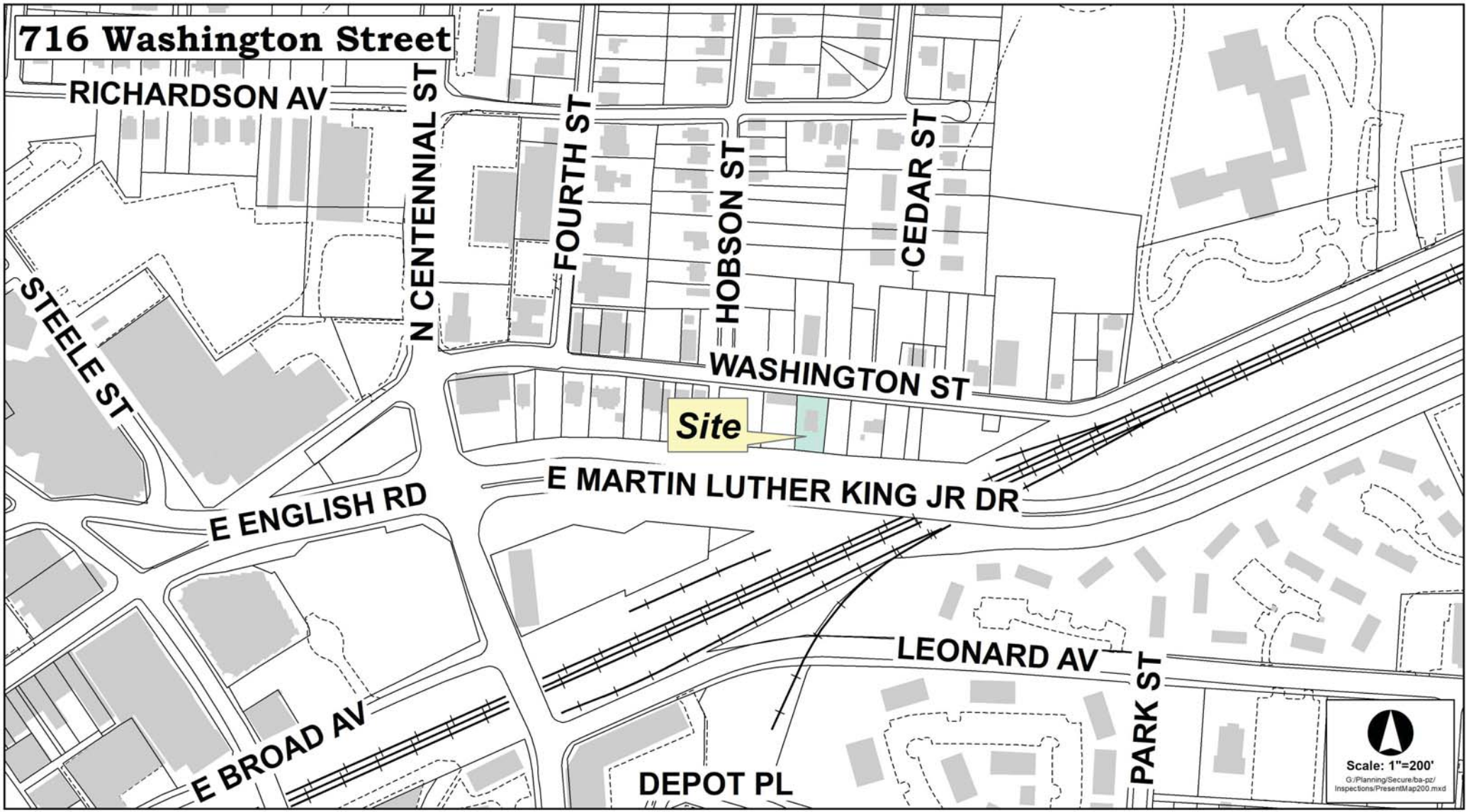
BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling and all outbuildings on the property.

PENDING ACTION:
The ordinance becomes effective 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:	716 Washington St.
OWNER:	Scottcares Foundation
REASON FOR INSPECTION:	Inspector observed condition of the house
FIRST INSPECTION: 5/9/19	Summary of Major Violations 1. Repair or replace roof sheathing, rafters & covering 2. Repair or replace rotten/broken band at first & second level 3. Repair or replace broken/rotten floor joists in kitchen 4. Replace required plumbing fixtures throughout 5. Repair or replace subfloor & floor covering throughout
HEARING RESULTS: 6/14/19	No one appeared for the Hearing. It was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.
ORDER(S) ISSUED: 6/25/19	Order to Repair or Demolish Date of Compliance 7/25/19
APPEALS:	None
OWNER ACTIONS:	None
ADDITIONAL:	The owner met Inspector Laster at the property on 5/29/19 and stated they plan to start work on the house with the porch and the back side of the house first. No permits have been applied for or repairs started. The inspector advised the owner on 10/11/19 that we will be taking the case to City Council, the owner stated he planned to demolish the house and rebuild on it later.


716 Washington Street
RICHARDSON AV
N CENTENNIAL ST
FOURTH ST
HOBSON ST
CEDAR ST
STEELE ST
WASHINGTON ST
Site
E MARTIN LUTHER KING JR DR
E ENGLISH RD
LEONARD AV
PARK ST
E BROAD AV
DEPOT PL
Scale: 1"=200'
G:/Planning/Secure/ba-pz/Inspections/PresentMap200.mxd

716

PRIVATE
PROPERTY

CITY OF HIGH POINT
AGENDA ITEM

Title: Procurement Manual Update

From: Bobby Fitzjohn, Financial Services Director
Erik Conti, Purchasing Manager

Meeting Date: November 4, 2019

Public Hearing: NA

Advertising Date / Advertised By: NA

Attachments: November 2019 Procurement Manual
2019-20 Threshold Chart

PURPOSE:
The procurement manual required revisions due to changes with City threshold limits, Uniform Guidance requirements and Transportation procurement processes. This revision will decrease restrictions on City departments providing more discretionary decision making on smaller departmental projects in the micro spending threshold level.

BACKGROUND:
The procurement manual had not been revised since 2015 and many changes have been made since that last edition to include a revision of threshold spending limits that were more restrictive than statutory requirements which were previously approved by council on May 6, 2019. Uniform Guidance procurement requirements were also added to the manual as required for Federal funded procurements. This is an ever-changing document and the purchasing office will continue to update and revise as required based on City Policy, procedural process and Statutory requirements.

BUDGET IMPACT:
NA

RECOMMENDATION / ACTION REQUESTED:
Council is requested to approve the revised November 2019 Procurement Manual as submitted in preparation for City-Wide distribution.

Appendix A

City of High Point
Quick Reference Guide
Thresholds & Procedures for Commodity Procurement

Apparatus, Supplies, Materials, or Equipment				
Threshold	**Approvals Required**	**Procedure**	**Form of Contract**	**Contract Signature Authority**
Up to $9,999	Department Director	**Department expected to seek best value/competition or use available state contract or cooperative purchasing entity** No quotes required Department purchases with P-Card (**up to p-card limit)** Backup documentation provided as necessary Department enters Requisition if p-card is not or cannot be used	Procurement Card Purchase Order	N/A
$10,000 to $29,999	Department Director Purchasing Manager	Department gets **minimum 3 quotes** on vendor letterhead or use available state contract or cooperative purchasing entity Quotes/Award decision/Backup documentation scanned to Supporting Documents file Department enters requisition and submits written specifications to the Purchasing Division Department recommendation received from Department Head Purchasing Manager awards bid	Purchase Order	N/A

$30,000 to $89,999 (Allow 2-3 Weeks Lead Time)	Department Director Purchasing Manager Financial Services Director	Department completes department bid information form, submits written specifications and one quote from vendor to the Purchasing Division for processing Purchasing Division required to obtain a minimum of **one (1) INFORMAL BIDS** Department Recommendation Form received from Department Head Financial Services Director awards bid	Purchase Order and/or City Standard Contract; with City Attorney Approval	City Manager, Deputy City Manager or Assistant City Mgr.
$90,000 and over (Allow 4-6 Weeks Lead Time)	Department Director Purchasing Manager Financial Services Director City Council	Department submits written specifications to the Purchasing Division for processing Purchasing Division required to obtain a minimum of **one (1) FORMAL BID** Department submits Council Recommendation Form to Purchasing Purchasing submits Council Recommendation Form to Financial Services Director Financial Services Director submits Council Recommendation form to City Manager or Assistant City Manager for presentation to City Council City Council awards bid Purchase Requisition entered by Department when Purchase of Apparatus, Supplies, Materials, or Equipment	Purchase Order and/or City Standard Contract; with City Attorney Approval	Mayor or City Manager (if authorized)

City of High Point
Quick Reference Guide
Thresholds & Procedures for Construction & Renovation Procurement

Construction & Renovation				
Threshold	**Approvals Required**	**Procedure**	**Form of Contract**	**Contract Signature Authority**
Up to $9,999	Department Director	**Department expected to seek best value/competition or use available state contract or cooperative purchasing entity** No quotes required Department purchases with P-Card **(up to p-card limit)** Backup documentation provided as necessary Department enters Requisition if p-card is not or cannot be used	Procurement Card Purchase Order	N/A
$10,000 to $29,999	Department Director Purchasing Manager	Department gets **minimum 3 quotes** on vendor letterhead or use available state contract or cooperative purchasing entity Quotes/Award decision/Backup documentation scanned to Supporting Documents file Department enters requisition and submits written specifications to the Purchasing Division Department recommendation received from Department Head Purchasing Manager awards bid	Purchase Order	N/A

$30,000 to $499,999 (Allow 2-3 Weeks Lead Time) Informal Range	Department Director Purchasing Manager Financial Services Director	Department completes department bid information form, submits written specifications and one quote from vendor to the Purchasing Division for processing Purchasing Division required to obtain a minimum of **one (1) INFORMAL BIDS** Department Recommendation Form received from Department Head Financial Services Director awards bid up to $89,999 City Council awards bid at $90,000 and above. Purchase Requisition entered by Financial Services Dept when Construction, Repair and/or Renovation at/or over the amount of $90,000	Purchase Order and/or City Standard Contract; with City Attorney Approval	City Manager, Deputy City Manager or Assistant City Mgr.
$500,000 and over (Allow 4-6 Weeks Lead Time) Formal Range	Department Director Purchasing Manager Financial Services Director City Council	Department submits written specifications to the Purchasing Division for processing Purchasing Division required to obtain a minimum of **<u>three (3) FORMAL BIDS</u>** Department submits Council Recommendation Form to Purchasing Purchasing submits Council Recommendation Form to Financial Services Director Financial Services Director submits Council Recommendation form to City Manager or Assistant City Manager for presentation to City Council City Council awards bid Purchase Requisition entered by Financial Services Dept when Construction, Repair and/or Renovation at/or over the amount of $90,000	Purchase Order and/or City Standard Contract; with City Attorney Approval	Mayor or City Manager (if authorized)

HIGH POINT CITY COUNCIL
SPECIAL MEETING
OCTOBER 7, 2019 – 3:30 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM

MINUTES

Present (8):
Mayor Jay Wagner, Mayor Pro Tem Jason Ewing (Ward 6), Council Member Don Scarborough (At Large); Council Member Wesley Hudson (Ward 4)**;** Council Member Jeffrey Golden (Ward 1); Council Member Chris Williams (Ward 2); Council Member Monica Peters (Ward 3); and Council Member Victor Jones (Ward 5)

Absent (1):
Council Member Britt Moore (At Large)

Staff Present:
Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Laura Altizer, Budget and Performance Manager; Roslyn McNeill, Budget Analyst; Loren Hill, Economic Development Director; Michael McNair, Community Development Director; Kenneth Shultz, Police Chief; Major Travis Stroud; Major James McNeill; Loren Hill, President- High Point Economic Development Corporation; Sandy Dunbeck, Executive Vice President- High Point Economic Development Corporation; Angela Kirkwood, Director of Human Resources; Jeron Hollis, Director of Communications & Public Engagement; Lee Tillery, Director of Parks & Recreation; Mark McDonald, Director of Transportation; Mary S. Brooks, Deputy City Clerk; and Lisa B. Vierling, City Clerk

Others Present:
Judy Stalder, TREBIC; Carlvena Foster, Guilford County Commissioner/Mayoral Candidate; Roslynn Dickey; Tammy Leach; Guin White, TRIO Programs/Upward Bound

News Media Present:
Tess Bargebuhr, Fox 8

Mayor Wagner called the meeting to order at 3:30 p.m.

PRESENTATION OF ITEMS

2019-453 **Presentation by the High Point Police Department on Criminal Activity in the Uptown Area**
High Point Police Department will give a presentation on the Criminal Activity in the Uptown Area

DRAFT

Note: A copy of the High Point Police Department PowerPoint presentation entitled "Uptown High Point" is hereby attached in Legistar as a permanent part of these proceedings.

Police Chief Kenneth Shultz reported this update is necessary due to some recent concerns/complaints about criminal activity in the Uptown area covering trespassing, drugs, disturbances, intoxication, etc.....). He turned the floor over to Major James McNeill, who is one of the assistant chiefs responsible for Field Operations North, who presented some findings as a result of some research the Police Department did to develop a plan for moving forward. In late spring of 2019, the High Point Police Department (HPPD) assigned two police officers to the downtown area. These officers have been in place since July 1, 2019 with a primary focus on the revitalization area, Market District and the Uptown area. For statistical purposes, the Uptown area includes the Ray/Farris/Lindsay/Hamilton areas.

Major McNeill shared some statistics for HPPD Calls for service in the Uptown Area for the period of July 1, 2019 to September 19th. The number one call for service in the Uptown area was trespassing, followed by traffic stops, disturbances, criminal processes, etc.... The HPPD identified three individuals, and possibly ten others, who seem to be driving most of the activity during this 80-day period of time; one of these individuals has been arrested 20 times and there have been 35 total arrests on the three individuals since January of this year for charges including trespassing, failure to appear, public consumption, intoxicated and disruptive, larceny, unlawful burning, etc.....

For trespassing, business owners can:

1. Post property with "No Trespassing" signs.
2. Sign a Trespass Letter and place it on file with the HPPD.

Major McNeill explained that when the property owner of a business has the property posted with "No Trespassing" signs and has signed a Trespass letter, it allows the police the authority to act on their behalf and take any appropriate action on the property that might be necessary, typically when the business is closed. As a side note, Major McNeill pointed out that a business can determine whether they want folks hanging out on their property. He explained that those arrested had to go before a magistrate's office for a bond hearing and get a written promise to appear, then they are released back into the community which can be the very next day. So, from a judicial aspect it may appear that the HPPD is not doing anything.

He reported that over the course of the last two weeks, the HPPD community engagement officers have visited businesses to inquire about issues that are occurring, asking them if the proper "No Trespassing" signage has been posted on their property, hand delivering trespass letters, and encouraging them to call the HPPD for service when these incidents occur. He advised they have tried to be proactive and have talked about the possibility of forming partnerships to do some outreach in the community. They have reached out to Open Door Ministries who offers programs such as homeless shelters, rapid rehab program, transitional housing for veterans, etc... Additionally, the HPPD also reached out to some mental health professionals in an effort to try to mitigate some of these concerns.

Council Member Golden asked if the HPPD distinguishes between trespassing on public property and private property and asked if they get trespassing calls for folks at the Library. Chief Shultz replied they do get calls but explained the homeless people cannot be banned from the Library or any public governmental building or public street without a legitimate reason for doing so such as intoxication, using drugs, other violations of the law, etc.....

Council Member Golden inquired as to if the HPPD has tried reaching out to other neighborhoods as well such as the Five Points area and if those business owners know about the trespass letter that is required to be on file. Chief Shultz elaborated and explained that trespassing can be charged at any time of the day or any time of the night when individuals are causing problems, but reiterated it is up to the owner of the business to let them know when an individual is not allowed on the premises. He stated that many of the businesses want the police to respond and remove individuals from trespassing or being on their property, but they are not willing to move forward and do the things that are required for prosecution.

Chief Shultz noted that officers are not trained to identify a customer from a trespasser and rely solely upon the businesses to notify them and let them know what is going on. All the documentation has been digitized and is available to the officers so they can check if a trespass letter is on file, etc....as the incident is unfolding.

Council Member Peters explained why the Uptown business owners asked for a meeting with the city as they had specific complaints. Council Member Jones felt it would be effective and beneficial if the city could possibly organize a seminar with the Chamber on the rights of business owners for trespassing and the procedures for enforcement. Council Member Peters alluded to complaints about criminal activity at the Mobile Station on N. Main and asked what could be done. Chief Shultz reiterated that it is entirely up to the business owner to ask the police to remove individuals from their store or parking lot and outside of that, they cannot regulate this without the authority to do so.

He mentioned incidents that were occurring on N. Main Street in the Walmart and Chick-fil-A area where they were getting multiple complaints about individuals begging and intimidating patrons for money and they were able to get with these business owners and come up with some guidance to help with a resolution. He explained part of the problem, too, is that some people feed and cater to the homeless and a certain group of people do not agree. He provided a prime example of the outreach that the First Presbyterian Church does in feeding and helping the homeless and this draws a lot of people to the area. Council Member Hudson asked if it might be possible for the city to partner with First Presbyterian to work towards a resolution.

Chief Shultz reiterated that the HPPD has very limited resources and that there are about 20 officers covering the entire city at nighttime, so it requires them to be very smart about the deployment of officers. In the meantime, they could continue with the partnerships and use some adaptive problem-solving techniques to determine the underlying causes in an effort to fix them.

[end of presentation]

DRAFT

2019-454 **Presentation-City Lake Master Plan**

Staff will provide a presentation on the City Lake Master Plan

Lee Tillery, Director of Parks & Recreation, provided an overview of the City Lake Master Plan that came about as a recommendation from the Parks & Recreation Comprehensive Master Plan that was completed in October 2018. He provided a brief history of the City Lake Park that started in 1928 and is one of the oldest and most used parks averaging about 250,000 visits each year. Mr. Tillery reported that is costs about $900,000 a year to run the park and the City Lake Park generates about $500,000 in revenues; about a 55%-57% recovery rate.

Mr. Tillery spoke to the reevaluation of the infrastructure at the park and the excessive maintenance needs. Staff worked with McAdams Corporation out of Durham to assist with the Comprehensive Master Plan and the City Lake Master Plan. As part of the process, they conducted a site inventory and did some community engagement by holding meetings and sent out some surveys to determine what the residents want.

The City Lake Park has accessibility and access issues and needs to be brought back into line with the ADA Act making those improvements so that everybody can enjoy the park. Another issue with the park is lack of adequate parking and the lack of good flow into and out of the park.

The Gymnasium was built in 1961, has no air conditioning in the building and has significant maintenance issues, so it is not utilized much anymore. The pool opened in 1935 and at that time it was the largest pool in the southeast United States. The pool has major issues with the mechanical system, entranceway, gutter system, etc... Some renovations were done in 1994; a new liner was installed in 2003 which needs to be replaced again. The cost for replacement of the liner for a pool of this size is estimated at $300,000-$500,000 and this does not take into account issues under the pool. Mr. Tillery spoke to how the user experience could be improved at the pool and spoke to how there are no chairs on the pool deck, so people must sit on the hot concrete. He explained this was due to safety concerns, space and storage issues.

Some of the following amenities that people enjoy were identified in the surveys:

- ✓ Playgrounds
- ✓ Train
- ✓ Lake Activities (kayak, paddle rentals, etc...)
- ✓ Picnic Shelter/Rentals
- ✓ Trails/Greenways
- ✓ More walkability
- ✓ More Outdoor Adventure (zip line, rope course, etc....)

The Concept Theme for the pool area took into consideration:

- ✓ Honoring the park's past
- ✓ Including architectural elements reminiscent of the rail era
- ✓ Retaining the footprint of the pool

- ✓ Repurposing the gymnasium
- ✓ Connecting to nature
- ✓ Improving accessibility throughout the park

The Recommendations for the pool are as follows:

- ✓ Replace mechanical systems for the pool and water slides
- ✓ Update and upgrade locker rooms, adding a family area
- ✓ Install new ADA accessible lift and update access in the pool
- ✓ Install shade on existing deck
- ✓ Create a new interactive splash pad
- ✓ Create new lazy river in existing pool
- ✓ Create a climbable play structure
- ✓ Install new interior liner for existing pool
- ✓ Update pool deck and drainage system
- ✓ Create new dual water slide complex

Mr. Tillery reported that the concession area is not as big as it needs to be to serve City Lake Park and noted it is important to people because many people come to the park for the entirety of the day. The City Lake Master Plan calls for centralizing the concession area near the picnic area.

Regarding the gymnasium area, the Master Plan calls for:

- ✓ Meeting and event space
- ✓ Access to the pool overlook from the event space
- ✓ Restrooms
- ✓ Kitchen for event use (86% response rate according to the survey)
- ✓ Storage
- ✓ Office space for park staff overlooking the lawn

Mr. Tillery pointed out another very important piece to the Master Plan is including a bridge across the lake to connect to the Piedmont Environmental Center. This would provide a Greenway system that connects to Armstrong Park, the Bicentennial Greenway, to City Lake Park and then to the Piedmont Environmental Center. He spoke to how accessibility via a trail across the lake connecting into the greenway system already in place would make it a regional attraction and make it easier for people to come into and out of the park as well.

These recommendations are proposed in two phases.

Phase 2 includes a “Depot” attraction which will consist of architecture inspired by the High Point Train Station, restrooms, concessions, picnic shelter, ticket office, etc….

The cost for Phase 1 is just over $12,240,607 and consists of:

- ✓ Pool renovation
- ✓ Renovated locker rooms and gymnasium
- ✓ Demolition work

DRAFT

- ✓ Earthwork
- ✓ Storm Sewer
- ✓ Bridge and paths
- ✓ Service road and parking lot at gymnasium
- ✓ Playground
- ✓ Pedestrian paving and ADA walks
- ✓ Service path to parking lot
- ✓ Landscaping and infrastructure
- ✓ Raised planters at Plaza and parking

Mr. Tillery reiterated that the main issue right now is the pool and making a consolidated decision on what needs to be done with the pool moving forward before entering the areas with the major maintenance issues that must be addressed.

Mayor Pro Tem Ewing inquired about the loss of shelters with the proposed changes. Mr. Tillery advised it calls for the elimination of the largest shelter, but it does add smaller shelters.

He advised that Phase 2 focuses more on the Camp Ann side of the park.

The estimated construction cost for Phase 2 is $9,520,064 and consists of:

- ✓ Demolition work
- ✓ Earthwork
- ✓ Terrain park (pump track and mountain bike trails)
- ✓ Adventure course and tree top trails
- ✓ Picnic shelters and restrooms
- ✓ The "Depot" (concessions, restrooms, ticket office, and picnic shelter)
- ✓ Pedestrian paving
- ✓ Maintenance building and shop yard
- ✓ Roadway and infrastructure
- ✓ Playground equipment
- ✓ Enhanced landscaping and rehabilitated landscape areas

Mr. Tillery stressed the huge need for mountain bike trails and pointed out the Hedgecock Park Mountain Bike Trail has been extremely popular. He spoke to how there are no mountain bike trails within the city's parks and recreation system and popularity for this amenity continues to grow.

He shared an illustrative drawing of an overview of what it could look like in the core park area and pointed out 150 additional parking spaces are proposed which would be extremely helpful. Mayor Pro Tem Ewing inquired about the maximum capacity for events such as "Day in the Park." Mr. Tillery replied on a good weekend, they will get about 3,5000 people in, but noted that it works out because everyone is coming and leaving at different times. He noted there are issues with parking during the big events where the people are coming and leaving at the same time. He spoke to how the enhancements to the pool would make it a regional destination.

Mayor Pro Tem Ewing asked about possible increases to the admission price. Mr. Tillery advised staff would need to collectively look at cost recovery and determine if there is a need to adjust some of the pricing taking into consideration the operational costs. Council Member Golden asked about the possibility of going to a system like the city had years ago where residents could get into the park at no charge and non-residents had to pay a $1 entry fee. Mr. Tillery replied spoke to how this used to be very common years ago, but it would be extremely difficult to track.

Mayor Wagner inquired about the amphitheater on the waterside. Mr. Tillery spoke to how they wanted to look at something to utilize this open space, but it is problematic because there is no easy way to get to this area due to poor traffic flow. He did point out that the amphitheater was part of one of the original designs of City Lake Park.

Deputy City Manager Randy McCaslin pointed out the Phase 1 and Phase 2 estimates do not match up with the bond package because the #1 priority was the Senior Center. He also noted that there is an item on tonight's General Business Agenda for Council to take action to accept the report.

2019-455 **Presentation-Complete Streets Proposed Plan**

Staff will provide a presentation and final overview on the proposed Complete Streets Plan.

Note: A copy of the PowerPoint presentation entitled "Complete Streets Manual" is hereby attached in Legistar as a permanent part of these proceedings.

Mark McDonald, Director of Transportation, provided a final overview of the proposed Complete Streets Plan that has been discussed over the past 18 months. JMT Engineering & Planning provided a detailed presentation before Council about 6-7 months ago. Since that presentation, a few minor changes have been made (i.e. tweaking of graphics and language, etc....). This matter is on tonight's Agenda for consideration by Council and staff is recommending that Council accept the Complete Streets Plan.

Complete streets are streets that would be designed with the intention of accommodating all types of users, ages, and abilities. Mr. McDonald explained that staff has been using some of the recommended regulations in the proposed plan for quite some time without having a policy in place to oversee it as far as designing and improving streets in the city. Staff's objective is to put the policy in writing to make it as useful for as many people as possible given the constraints whether it be environmental, right-of-way issues, etc.... The proposed plan offers safe, convenient, comfortable transportation for everyone.

Mr. McDonald explained that complete streets do not always look the same; they are all context sensitive and any improvements that would occur would be of the sort that would fit whatever a particular context is. Some of the benefits to complete streets and the principles that are behind it are to:

- ✓ Improve Safety
- ✓ Reduce emissions
- ✓ Increase livability

- ✓ Encourage biking and walking (ties into the city's sidewalk and bike lane system that would be tied into the recreational resources, greenways, trails, other park amenities, etc...)

Mr. McDonald shared a caricature of what a complete street might look like which is a conglomeration of a lot of different things. He stressed that not every particular feature would be used in every case, but it would provide a toolbox of things that could be used to create a street that is most suitable for the purpose that it needs to serve in the location that it is in.

The Complete Streets Plan is a guideline rather than a directive and continues to be flexible and adaptable based on what the situations demand.

Mayor Pro Tem Ewing asked how the Complete Streets Plan differs from the Multi-Modal Plan. Mr. McDonald explained that the Multi-Modal Plan was structured for a specific area, but it also incorporated many of the same principles and features contained in the Complete Streets Plan.

Mr. McDonald proceeded to share some cross sections and illustrations included in the Plan that show what some of the typical outcomes might be which could include a number of combinations in putting together varying combinations of traffic lanes, sidewalk, greenspace, bike lanes, etc.... whatever fits wherever the project might be.

The policy is consistent with the street design standards in other policies such as the Traffic Calming Policy and is intended to be user-friendly for staff, consultants, and developers. Some of the exceptions Mr. McDonald provided were:

1. The regulations would not apply wherever specific uses are prohibited by law (i.e. complete street measures would not be applied to an interstate project).
2. The complete street measures would not be applied anywhere that it might be contrary to public safety creating a more dangerous situation.

The measures do not apply to the performance of ordinance public works or utility maintenance /worker improvements.

Staff is looking to better utilize the space for vehicular traffic that may narrow down the travel lanes by adding a more conducive environment for people to walk or bike on outside of those travel lanes.

Following the presentation, Mr. McDonald entertained questions.

Council Member Hudson inquired about the future plans for the intersection at the High Point University entrance on Montlieu. Mr. McDonald reported that additional crosswalk work needs to be done and explained there is a corridor plan that has been looked at from the intersection at the HPU entrance on Montlieu back to Main Street.

[end of presentation]

DRAFT

2019-456 **Closed Session-Economic Development**

Council is requested to go into Closed Session pursuant to N.C.G.S. 143-318.11(a)(4) for Economic Development.

2019-457 **Closed Session-Attorney-Client Privilege**

Council is requested to go into Closed Session pursuant to N.C.G.S. 143-318.11(a)(3) for Attorney-Client privilege.

At 4:20 p.m. Mayor Pro Tem Ewing moved to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(4) for economic development; and N.C. General Statute 143-318.11(a)(3) to preserve the attorney-client privilege. Council Member Hudson made a second to the motion which carried by an 8-0 unanimous vote. [Council Member Moore was absent]

ADJOURNMENT

Upon reconvening into Open Session at 5:08 p.m., Mayor Wagner announced there would be no action taken as a result of the Closed Session.

The meeting adjourned at 5:08 p.m. upon motion duly made by Council Member Golden and second by Mayor Pro Tem Ewing.

Respectfully submitted,

_____

Jay W. Wagner, Mayor

Attest:

_____

Lisa B. Vierling, City Clerk

DRAFT

City Clerk's Office

Mary Brooks
DEPUTY CITY CLERK

NORTH CAROLINA'S INTERNATIONAL CITY™

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

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on November 4, 2019 and upon approval by City Council will be recorded in Book 94 of the Official Minute Books and Ordinance Book XX, Ordinance No. 7572/19-89, page 200, Legislative File No. 2019-485 of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 5th day of November 2019.

Lisa B. Vierling, City Clerk

City of High Point North Carolina

ACKNOWLEDGEMENT

I, Mary S. Brooks, a Notary Public of said County and State, do hereby certify that Lisa B. Vierling, is known to me as City Clerk of the City of High Point; that this person personally appeared before me this date; and, upon authority duly given and as an act of said City, issued and executed the foregoing Certification.

WITNESS my hand and official Notarial Seal, this 5th day of November 2019.

Mary S. Brooks, Notary Public

MARY S BROOKS
NOTARY PUBLIC
GUILFORD COUNTY, NC
My Commission Expires 7-26-2023

Commission Expires: 7/26/2023

ORDINANCE

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)
812 Worth St.	Heirs of Walter Lee Martin 410 N. Centennial St. High Point, NC 27262

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 4th day of November, 2019

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Appointment- Library Board of Trustees

From: City Clerk's Office

Meeting Date: November 4, 2019

Public Hearing: N/A

Advertising Date / Advertised By: N/A

Attachments: N/A

PURPOSE:
To confirm the appointment of Brenda Coates to the Library Board of Trustees as Mayor Pro Tem Jason Ewing's Ward 6 appointee. Appointment to be effective immediately and will expire October 31, 2022.

BACKGROUND:
Mayor Pro Tem Jason Ewing is recommending the appointment of Brenda Coates to the Library Board of Trustees as the Ward 6 appointee. Appointment to be effective immediately and will expire on October 31, 2022.

BUDGET IMPACT:
N/A

RECOMMENDATION / ACTION REQUESTED:
Council is requested to confirm the appointment of Brenda Coates to the Library Board of Trustees.

Profile

Brenda
First Name

Coates
Last Name

bcoates6@hotmail.com
Email Address

1040 Clinard Avenue
Street Address

Suite or Apt

High Point
City

NC
State

27265
Postal Code

Home: (336) 442-9561
Primary Phone

Home:
Alternate Phone

None
Employer

Which Boards would you like to apply for?

Library Board of Trustees: Submitted

Ward you reside in?

4

Interests & Experiences

Please list any work, volunteer, and/or educational experience that you would like us to consider in the review of your application.

I sat on Board for President of Univ of Southern Mississippi, (researched and developed - presented a proposal for Child Care on Campus to President and Board there), Member of Association of Office Professionals Mississippi, Member of National Associational of Female Executives Mississippi, Member of Civitan International (A Service Organization Club - Mississippi and High Point NC for 26 yrs of which I have served in various leadership and service roles on behalf of our communities locally, statewide and Internationally).

Upload a Resume

Have you participated in Leadership High Point?

○ Yes ○ No

If yes, please list the year in which you participated in Leadership High Point:

Gender

☑ Female

CITY OF HIGH POINT
AGENDA ITEM

Title:	**Right-Of-Way Encroachment RE-19-0020** (Elliott Sidewalk Communities)		
From:	Lee Burnette, Planning & Development Director	**Meeting Date:**	November 4, 2019
Public Hearing:	No	**Advertising Date:**	Not Applicable
Attachments:	A. Staff Report B. Site Location Map C. Easement Exhibit Map D. Agreement	**Advertised By:**	Not Applicable

PURPOSE:
A request by the City of High Point for Elliott Sidewalk Communities for a 728-square foot encroachment to install a four-foot high retaining wall within the Appling Way right-of-way.

BACKGROUND:
Staff report and recommendation is enclosed.

BUDGET IMPACT:
There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends ***approval*** of Right-Of-Way Encroachment RE-19-0020.

CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT

RIGHT-OF-WAY ENCROACHMENT
RE-19-0020
November 4, 2019

Request	
Applicant: City of High Point	**Proposal:** A request for a 728-square foot encroachment to install a four-foot high retaining wall within the Appling Way right-of-way.

Adjacent Streets		
Name:	**Classification:**	**R/W Width:**
Appling Way	Local	50 feet

Analysis

The applicant is requesting permission to allow the installation of a retaining wall, four-feet in height in a 728-square foot encroachment area within the Appling Way right-of-way. The split face concrete masonry unit (CMU) retaining wall with cap will have a decorative brick face on the stadium concourse side. The purpose of the retaining wall in the right-of-way is to accommodate an electric transformer and access to the building's loading dock which will be at a different grade than the abutting Appling Way street.

The Technical Review Committee (TRC) reviewed this request and determined that the proposed encroachment would not affect public safety or interfere with maintenance needs. The proposed wall will be located outside pedestrian and vehicular travel ways.

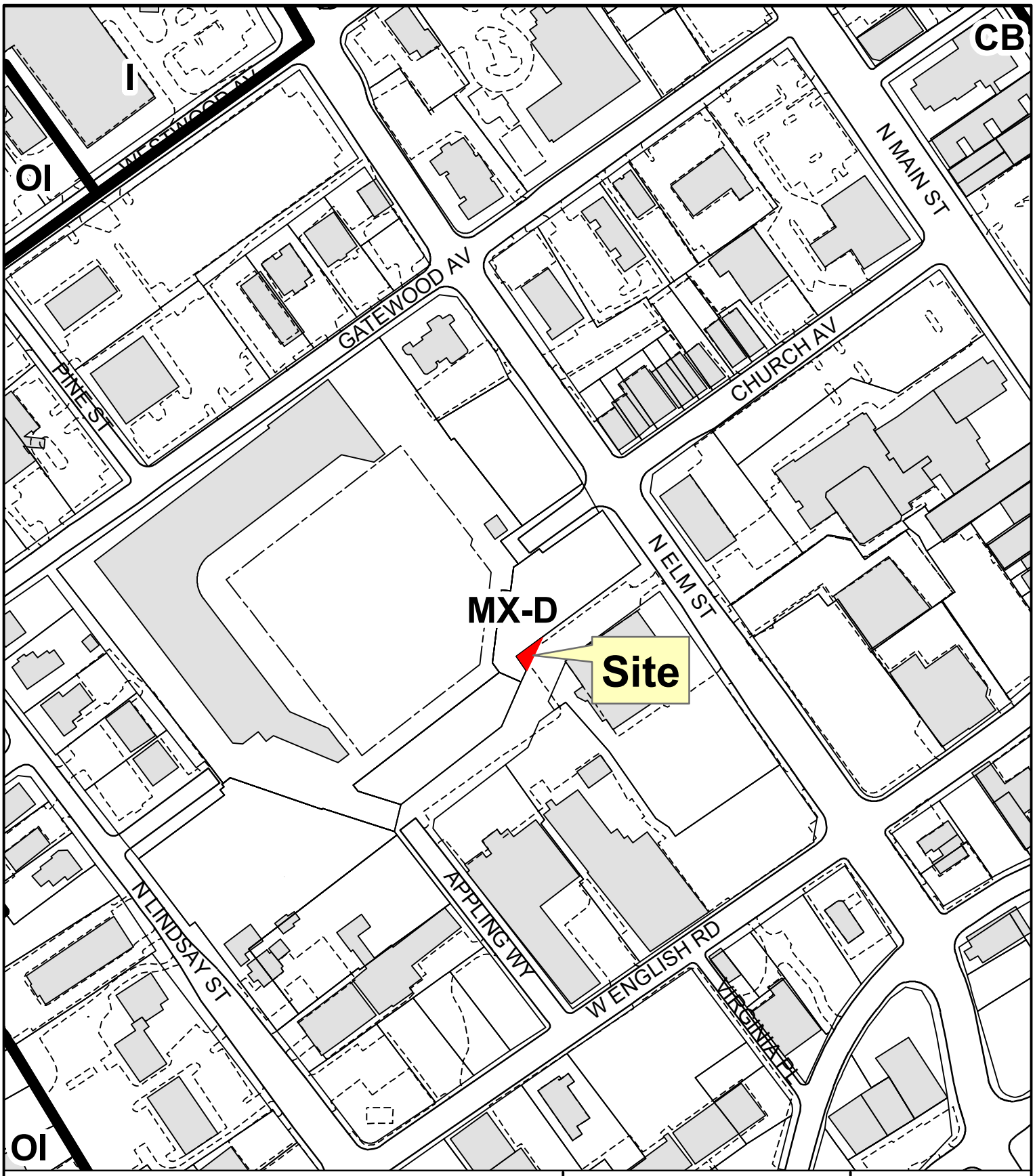
The easement exhibit map depicting the location of the proposed encroachments is attached. The right of way encroachment agreement includes underground wall footers that were approved by TRC, an overhead canopy previously approved by City Council and this retaining wall encroachment.

Recommendation

The proposed location of the retaining wall and underground wall footers will not affect public safety or interfere with street or utility maintenance. Staff recommends approval of this requested right-of-way encroachment as depicted on the easement exhibit drawings.

Report Preparation

This report was prepared by Planning and Development Department staff member Samuel G. Hinnant, CZO, CFM and was reviewed by Christopher Andrews, AICP and G. Lee Burnette, AICP.



RIGHT-OF-WAY ENCROACHMENT: RE-19-0020

City of High Point
275 N Elm Street

Existing Zoning Boundary
Subject Property Boundary

Planning & Development Department

City of High Point

N

Scale: 1"=200'

G:/Planning/Secure/BAC/RWE/2019/MXD/re19-0020

TEXT AMENDMENT: 19-05
Ordinance #XXXX/19-XX
APPLICANT: City of High Point

AN ORDINANCE AMENDING THE CITY OF HIGH POINT DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of the City of High Point adopted the "City of High Point Development Ordinance" on May 16, 2016, with an effective date of January 1, 2017, and subsequently amended; and

WHEREAS, public hearings were held before the Planning and Zoning Commission on October 22, 2019 and before the City Council on November 4, 2019 regarding **Text Amendment 19-05;** and

WHEREAS, notice of the public hearings was published in the High Point Enterprise on October 9, 2019 for the Planning and Zoning Commission public hearing and on October 23, 2019 and October 30, 2019 for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina.

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

SECTION 1.
Amend Use Standards Section 4.3.5.B. Manufacturing and Production as follows:

2. Manufacturing, Minor
   In order to reuse existing buildings in the Core City in accordance with the City's adopted policy guidance, minor manufacturing uses are permitted in the MX district, subject to the following standards:
   (a) The new use must reuse an existing building or buildings;
   (b) In the MX-D district the building must be located in the area bounded by North Lindsay Street, Lindsay Place, West Martin Luther King Jr. Drive, ~~Virginia Place, and West English Road~~ **the north side of the railroad tracks, Hayden Place, West English Road, and Appling Way;**

SECTION 2.
Should any section or provision of this ordinance be declared invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 3.
All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4.
This ordinance shall become effective upon adoption.

Adopted by the City Council
City of High Point, North Carolina
The 4th day of November 2019

By: _____

Jay W. Wagner, Mayor

ATTEST:

_____

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Budget Amendment for NCDOT Reimbursement for North Main Street/Lexington Avenue Intersection Improvements

From: Laura Mason Altizer,
Budget and Performance Manager

Meeting Date: November 4, 2019

Public Hearing: N/A

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

Attachments: Budget Ordinance

PURPOSE:
A Budget Amendment is needed to appropriate funds for expected reimbursement from North Carolina Department of Transportation (NCDOT) for improvements at the intersection of North Main Street and Lexington Avenue. A supplemental agreement for this reimbursement has been previously approved by Council.

BACKGROUND:
In 2011, the City entered into a Municipal Agreement with NCDOT that secured $140,000 in State funds for traffic signal and pedestrian improvements at this intersection. Over time this project has evolved into a more complex and comprehensive effort, with the scope of work now including the replacement of century-old water and sanitary sewer lines running through the intersection, and the construction of an underground duct bank to be used for the future relocation of aerial electric and communication lines. A Supplemental Agreement approved on February 4, 2019 increases State funding to a total of $240,000 and sets April 30, 2020 as the new project completion date.

BUDGET IMPACT:
Current cost estimates for the intersection improvements are anticipated to be in the range of $275,000 to $300,000. The City is responsible for all construction costs exceeding the $240,000 award, as well as costs associated with necessary easements and utility adjustments. Funding for these expenses are available from funds set aside for improvements to N. Main Street.

RECOMMENDATION / ACTION REQUESTED:
The Budget Department recommends and asks the Council to approve the budget amendment.

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE OF THE CITY OF HIGH POINT, NORTH CAROLINA TO APPROPRIATE FUNDS FOR THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION REIMBURSEMENT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point will receive reimbursement of $240,000 from the North Carolina Department of Transportation for the North Main Street-Lexington Avenue intersection improvement project.

Section 2. The 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the General Bond Fund of the City of High Point, is hereby amended as follows:

State Grant Revenues	$240,000

(B) That the General Bond Fund expenditures be amended as follows:

North Main Street-Lexington Ave Intersection Improvements Project	$240,000

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted November 4, 2019

City Clerk's Office

Mary Brooks
DEPUTY CITY CLERK

NORTH CAROLINA'S INTERNATIONAL CITY™

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

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on November 4, 2019 and upon approval by City Council will be recorded in Book 94 of the Official Minute Books and Ordinance Book XX, Ordinance No. 7573/19-90, page 201, Legislative File No. 2019-486 of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 5th day of November 2019.

Lisa B. Vierling, City Clerk

City of High Point North Carolina

ACKNOWLEDGEMENT

I, Mary S. Brooks, a Notary Public of said County and State, do hereby certify that Lisa B. Vierling, is known to me as City Clerk of the City of High Point; that this person personally appeared before me this date; and, upon authority duly given and as an act of said City, issued and executed the foregoing Certification.

WITNESS my hand and official Notarial Seal, this 5th day of November 2019.

Mary S. Brooks, Notary Public

MARY S BROOKS
NOTARY PUBLIC
GUILFORD COUNTY, NC
My Commission Expires 7-26-2023

Commission Expires: 7/26/2023

ORDINANCE

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)
902 Carter St.	Heirs of Coy & Pearl Super 902 Carter St. High Point, NC 27260

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 4th day of November, 2019

Lisa B. Vierling, City Clerk

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE PURCHASE OF SIX POLICE VEHICLES

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. Funding is needed for the City of High Point to purchase six police fleet vehicles.

Section 2. In order to appropriate these funds, the 2019-2020 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the Internal Services Fund revenues of the City of High Point is hereby amended as follows:

Appropriated Fund Balance	$167,334

(B) That the Internal Services Fund expenditures of the City of High Point be amended as follows:

Capital Vehicles	$167,334

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted by Order of the High Point City Council
this the 4th day of November, 2019.

ATTEST:

Lisa B. Vierling,
High Point City Clerk

Jay W. Wagner, Mayor

City Clerk's Office

Mary Brooks
DEPUTY CITY CLERK

NORTH CAROLINA'S INTERNATIONAL CITY™

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

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on November 4, 2019 and upon approval by City Council will be recorded in Book 94 of the Official Minute Books and Ordinance Book XX, Ordinance No. 7571/19-88, page 199, Legislative File No. 2019-484 of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 5th day of November 2019.

Lisa B. Vierling

Lisa B. Vierling, City Clerk

City of High Point North Carolina

ACKNOWLEDGEMENT

I, Mary S. Brooks, a Notary Public of said County and State, do hereby certify that Lisa B. Vierling, is known to me as City Clerk of the City of High Point; that this person personally appeared before me this date; and, upon authority duly given and as an act of said City, issued and executed the foregoing Certification.

WITNESS my hand and official Notarial Seal, this 5th day of November 2019.

Mary S Brooks

Mary S. Brooks, Notary Public

MARY S BROOKS
NOTARY PUBLIC
GUILFORD COUNTY, NC
My Commission Expires 7-26-2023

Commission Expires: 7/26/2023

ORDINANCE

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)
716 Washington St.	Scottcares Foundation 4610 Baylor St. Greensboro, NC 27455

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 4th day of November, 2019

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Downtown Mixed-Use Project – Phase 2
Hazen and Sawyer
Catalyst Project

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

Meeting Date: November 4, 2019

Public Hearing: N/A

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

Attachments: Attachment A – Amendment

PURPOSE:
To approve Amendment 2 to the Hazen and Sawyer contract for the water, sewer and stormwater improvements on Phase 2 of the Catalyst project.

BACKGROUND:
On February 5, 2018, City Council award a contract to Garney Company, Inc. as the Construction Manager at Risk (CMAR) to provide support to the Public Service Department in upgrading and/or replacing infrastructure that would be impacted by the Catalyst Project.

The Public Services Department is now requesting approval of Amendment 2 for Construction Management support to perform the water, sewer and storm water improvements on Phase 2 overseeing and coordinating with Garney.

BUDGET IMPACT:
Funds for this change order are available in the FY 2019- 2020 budget.

RECOMMENDATION / ACTION REQUESTED:
Public Services is recommending that Council approve Amendment 2 to Hazen and Sawyer in the amount of $206,831.00 for infrastructure improvements impacted by the Catalyst Project.

Hazen and Sawyer
629 Green Valley Road, Suite 200
Greensboro, NC 27408

October 27, 2019

Terry Houk
Public Services Director
City of High Point
211 S. Hamilton Street
High Point, NC 27261

Re: Amendment to the Scope and Fee Proposal for the Construction Management of the Mixed Use Development - Utility Improvements Project Phase 2

City of High Point PO# 97339
Hazen Job No. – 32140-012

Dear Mr. Houk:

Hazen and Sawyer appreciates the opportunity to submit the enclosed amendment to complete the Construction Management and Resident Project Representatives as described below for the remaining phases of the Mixed Use Development Utility Improvements Project. (the "Project")

Contract Fee Summary

Original Contract:	**$214,329.00**
Amendment 1:	**$206,831.00**
Revised Contract Total:	**$421,160.00**

Contract Scope: The scope of the Project includes the replacement, upgrade, and abandonment of the water, sanitary sewer and storm sewer on Lindsay Street, Lindsay Place, English Road and Pine Street.

The project will be delivered in the Construction Manager at Risk (CMAR) method by Garney Construction.

Hazen will work as the Contract Administrator for the City, working with the CMAR and the City of High Point to provide a quality product meeting or exceeding the City of High Point's standards.

Tasks: The following major tasks are anticipated as part of this project:

1. Construction Field Services
2. Construction Office Services

1. Construction Field Services

Inspection Services: Hazen will provide full-time inspection services for the installation of all four utilities. The Resident's Project Representative's responsibilities will include inspecting the work

Job no

performed by the CMAR and their subcontractor's, record, photograph and report their findings back to the construction team.

Field Inspection Services will be billed by the hour at a negotiated rate with a not to exceed ceiling.

- The Resident Project Engineer (RPR) will be a full- time employee on the project and will work with the City, Contractor Team and consultants as necessary to complete the project.
- The RPR Not to Exceed (NTE) assumes time spent to date and future months at a 40 hour work week work as necessary to complete the project.

- Phase 2 of this work is scheduled to complete in January 2020

2. Construction Office Services

Construction Phase services will include everything in the original agreement. The effort for submittal review has been reduced for Phase 2 of this project since most materials used in Phase 2 were also used in Phase 1.

Please find Table 1 below summarizing the total effort for this project. Lump Sum and Not to Exceed items have been noted.

Summarized Fee for the MUD Utility Improvements – Amendment 1		
Task	**Fee**	**Type**
Construction Services – Field	**$281,160**	**Cost Ceiling - Not to Exceed**
Original PO (Phase 1)	$121,000	
Amendment 1 (Phase 2)	$160,160	
Construction Services - Office	**$140,000**	**Lump Sum**
Original PO (Phase 1)	$93,329	
Amendment 1 (Phase 2)	$46,671	
Total Contract Value	**$421,160.00**	
Amendment 1 Total	**$206,831.00**	

Table 2 – Categorical Billing Rates	
Task	**Fee per hour**
Resident Project Representative	$110

Please feel free to contact us at any time if you have any questions or would like to meet to discuss the items enclosed. Thank you again for the opportunity and we look forward to continuing to work for the City of High Point.

Best Regards,

Aaron D. Babson, PE
Senior Associate

cc: Alan L. Stone, PE

HIGH POINT CITY COUNCIL
REGULAR MEETING
OCTOBER 7, 2019 – 5:30 P.M.
COUNCIL CHAMBERS – HIGH POINT MUNICIPAL BUILDING

ROLL CALL, PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Wagner called the meeting to order at 5:30 p.m. The Pledge of Allegiance followed with a Moment of Silence.

Upon call of the roll, the following Council Members were ***Present (9):***

Mayor Jay W. Wagner, Mayor Pro Tem Jason P. Ewing (Ward 6); Council Member Britt Moore (At Large), Council Member Donald A. Scarborough (At Large), Council Member Jeffrey J. Golden (Ward 1), Council Member Christopher Williams (Ward 2); Council Member Monica L. Peters (Ward 3), Council Member S. Wesley Hudson (Ward 4), and Council Member Victor A. Jones (Ward 5)

Mayor Wagner extended condolences to the family of former Mayor of High Point, Arnold Koonce Jr. who passed away this morning.

RECOGNITIONS AND PRESENTATIONS

2019-424 **Proclamation - National Domestic Violence Awareness Month**

Representatives from the Family Justice Center will be in attendance to receive a proclamation recognizing the month of October as *"National Domestic Violence Awareness Month"* in the City of High Point.

Mayor Wagner read the proclamation into the minutes proclaiming the month of October as "National Domestic Violence Awareness Month" in the City of High Point; and recognized the Family Justice Center's partners in attendance.

Kenneth Shultz, Chief of Police, spoke to the effectiveness with the partnership with Guilford County; to different organizations and various groups coming together; to having one location with various services; and to the process of obtaining assistance for victims.

Catherine Johnson, Family Justice Center Director; extended greetings; commended Council Member Williams for serving on the committee; recognized partners in attendance; spoke to serving thousands of citizens of High Point; to the one year anniversary for the FJC on October 23, 2019; to shared success and impact the center had; thanked her staff; and to making collaboration successful.

[applause, photo opportunity]

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STRATEGIC PLAN UPDATE

2019-446 **Strategic Plan Update**

Council will receive an update on the Strategic Plan from Council Member Jeff Golden, Chair of the Community Housing, Neighborhood Development and Public Safety Committee.

Council Member Golden, Chair of the Community Housing, Neighborhood Development & Public Safety Committee provided an update on some numbers as they relate to the Code Enforcement. He then shared numbers for the September 2019 activities as follows:

- *Minimum Housing Complaints-24*
- *Active Minimum Housing Cases-289*
- *City Demolished Houses-0*
- *Public Nuisance Complaints-144*
- *Active Public Nuisance Cases-171*
- *City Abated Public Nuisance Cases-134*
- *Zoning Complaints (vehicles, signs, etc…)-30*
- *Active Zoning Cases-164*
- *Signs Collected-421*
- *Active cases (total)-624*

Lori Loosemore, Local Codes Enforcement Supervisor, shared some photos taken and some success stories of cases that staff has been working on.

PUBLIC COMMENT PERIOD

2019-447 **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.

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Mayor Wagner opened the Public Comment Period. The following individual addressed Council during the Public Comment Period.

***Julie Bullard**, 3801 Gilmore Dr., Greensboro, stated she was here on behalf of TCC Holdings, the owner of the property located at 1213 Leonard Avenue in High Point; said she had communicated with Detective Mullins regarding demolition; spoke to understanding the reasoning for the order to demolish said property; spoke to other homes in the neighborhood that were up for demolishment; and advised the neighborhood needed support and hope. Ms. Bullard continued stating the former owner of said property was involved in a city rehab program in the amount of $47,586; three years later the loan was either repaid, forgiven or combination of the two; stated she did not know if this was taken into consideration when demolition was decided. Ms. Bullard asked for an extension of the demolition order to repair the property; said the owner was actively making repairs to the home; and provided a list of work that had begun since the last city council meeting. Ms. Bullard then asked for a meeting with Council Member Golden to discuss how to save said property.*

Mayor Wagner asked if there was anyone else present who would like to comment. There being no one else to speak, the Public Comment Period was closed.

FINANCE COMMITTEE - *Council Member Moore, Chair*
Committee Members Moore, Ewing, Hudson, and Jones

CONSENT AGENDA ITEMS

Chairman Moore reported that the Finance Committee did meet as scheduled on Thursday, October 3, 2019 and placed all the Finance-related matters on the Consent Agenda with a favorable recommendation for approval.

Council Member Moore moved to approve all finance-related items on the Consent Agenda. Council Member Ewing made a second to the motion, which carried by an 9-0 unanimous vote.

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.

2019-425 **Resolution - Sale of City Owned Property - 1018 E. Green Drive**

City Council is requested to adopt a resolution accepting the offer of $2,300 and authorizing the sale of the surplus City owned property located at 1018 E. Green Drive.

Adopted a Resolution accepting the offer of $2,300 and authorized the sale of surplus City owned property located at 1018 E. Green Drive.

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A motion was made by Council Member Moore, seconded by Mayor Pro Tem Ewing, that this resolution be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

Resolution No. 1902/19-58
Resolution Book Volume XX, Page 131

2019-426 **Deed of Correction - 1422 - 1424 Johnson Street Properties**

City Attorney's office is requesting City Council approval to grant a correction deed to release ownership rights of City owned property located at 1424 Johnson Street.

Approved a Deed of Correction for 1422 and 1424 Johnson Street Properties.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Ewing, that this Deed of Correction be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

2019-427 **Contract - Shealy Electrical - Pad Mount Transformers**

City Council is requested to award a contract to Shealy Electrical in the amount of $111,630 for the purchase of three (3) 2,500kVA pad mount transformers.

Awarded a contract to Shealy Electrical in the amount of $111,630 for the purchase of three 2,500kVA pad mount transformers.

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

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

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2019-428 **Contract - Willard Dairy Road/Kendall Road - Water Main Extension**

City Council is requested to award a contract to Breece Enterprises Inc. in the amount of $630,948.00 for water main extensions to Willard Dairy Road/Kendall Road to improve water quality, fire protection and provide future services to residential and commercial development.

Awarded a contract to Breece Enterprises Inc. in the amount of $630,948 for water main extensions to Willard Dairy Road/Kendall Road to improve water quality, fire protection and provide future services to residential and commercial development.

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

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

2019-429 **Contract - Johnson Controls Security System - Parks & Recreation**

City Council is requested to approve an amendment to a contract with Johnson Controls Security Solutions, LLC in the amount of $106,541.80 to provide security services at City Parks and Recreation facilities.

Approved and amendment to a contract with Johnson Controls Security Solutions, LLC in the amount of $106,541.80 to provide security services at City Parks and Recreation facilities.

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

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

2019-430 **Resolution - High Point Theatre/International Market Center HVAC Lease Amendment**

Council is requested to adopt a resolution approving the Seventh Amendment to the original lease to standardize the HVAC expenses for the High Point Theatre to allow for consistent budgeting.

Adopted a Resolution approving the Seventh Amendment to the original lease to standardize the HVAC expenses for the High Point Theatre to allow for consistent budgeting.

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A motion was made by Council Member Moore, seconded by Mayor Pro Tem Ewing, that this resolution be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

Resolution No. 1903/19-59
Resolution Book Volume XX, Page 132

2019-431 **WSSU Football Program**

City Council is requested to approve funding in the amount of $5,000 to provide 2000 tickets for youth in High Point to attend a football game between Winston Salem State University and St. Augustine University being held Saturday, October 19th at the Simeon Stadium.

Approved funding in the amount of $5,000 to provide tickets for youth in High Point to attend a football game on October 19th at the Simeon Stadium.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Ewing, that this request be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

2019-432 **Budget Ordinance Amendment - High Point Community Foundation**

City Council is requested to approve a budget ordinance amendment to appropriate funds in the amount of $761,123 for a pass-through grant received from the High Point Community Foundation for the High Point Baseball Inc. for capital team expense.

Adopted a budget ordinance amendment to appropriate funds in the amount of $761,123 received from the High Point Community Foundation for the High Point Baseball Inc. for capital team expense.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Ewing, that this ordinance be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

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Ordinance No. 7565/19-82
Ordinance Book Volume XX, Page 194

2019-445 **Contract - Samet Corporation - New High Point Police Headquarters/Communications Center**

Council is requested to approve an early construction package to Samet Corporation in an amount not to exceed $5,017,482.00 for the construction renovations to the new High Point Police Headquarters and Communications Center. Approving this early package will allow for work to begin immediately on the building.

Approved an early construction package to Samet Corporation in an amount not to exceed $5,017,482 for construction renovations to the new High Point Police Headquarters and Communications Center.

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

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

PENDING ITEMS

2018-169 **Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)**

City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

Note: This matter was initially heard by City Council on May 21, 2018, at which time action was taken to refer it to the Finance Committee at the suggestion of City Attorney JoAnne Carlyle due to necessary clean-up on the contract in general as the company has changed hands and names.

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REGULAR AGENDA ITEMS

COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT AND PUBLIC SAFETY COMMITTEE - *Council Member Golden, Chair*
Committee Members: Golden, Peters, Scarborough, and Williams

2019-433 **Ordinance - Demolition of Dwelling - 1201 Pearson Place**

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 1201 Pearson Place belonging to Brionna Wright.

Lori Loosemore, Local Codes Enforcement Manager, provided the following information on the housing case for the 1201 Pearson Place.

- *First Inspection: January 23, 2019*
- *Hearing: February 6, 2019*
- *Order to Repair of Demolish issued February 6, 2019 with a compliance date of March 6, 2019*
- *Additional: Lis Pendens recorded for property on March 18, 2019*

Ms. Loosemore advised that Ms. Wright, from Pennsylvania, purchased the property; and was contacted by an inspector on September25, 2019; and had not provided a definitive answer on what steps she planned to take.

Neither the property owner nor the property owner's representative appeared to speak on behalf of the property.

Adopted an Ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 1201 Pearson Place.

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

Aye (9): Mayor Wagner, Council Member Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Mayor Pro Tem Ewing

Ordinance No. 7562/19-79
Ordinance Book Volume XX, Page 191

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2019-435 **Ordinance - Demolition of Dwelling - 201 N. Downing Street**

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 201 N. Downing Street belonging to Heirs of Norman Saunders.

Lori Loosemore, Local Codes Enforcement Manager, provided the following information on the housing case for the 201 N. Downing Street.

- *First Inspection: January 9, 2019*
- *Hearing: April 11, 2019*
- *Order to Repair of Demolish issued on May 9, 2019 with a compliance date of June 10, 2019*
- *Additional: Guilford County property taxes are delinquent ($14,315.33)*

Ms. Loosemore advised that the property was an heir property; and therefore, was advertised in the newspaper.

Neither the property owner nor the property owner's representative appeared to speak on behalf of the property.

Adopted an Ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 201 N. Downing Street.

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

Aye (9): Mayor Wagner, Council Member Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Mayor Pro Tem Ewing

Ordinance No. 7563/19-80
Ordinance Book Volume XX, Page 192

2019-436 **Ordinance - Demolition of Dwelling - 1222 Redding Drive**

Adoption of an ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 1222 Redding Drive belonging to Heirs of Jean Wallace.

Lori Loosemore, Local Codes Enforcement Manager, provided the following information on the housing case for the 1222 Redding Drive.

- *First Inspection: November 13, 2018*
- *Hearing: November 28, 2018*
- *Order to Repair of Demolish: January 9, 2019*

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- *Additional: Guilford County property taxes are delinquent ($9,727.47) from 2009-2019*

Ms. Loosemore advised that the main structure of the property was demolished by the owner in 2015; and the building ordered for demolition was an out building.

Neither the property owner nor the property owner's representative appeared to speak on behalf of the property.

Adopted an Ordinance ordering the building inspector to effectuate the demolition of a dwelling located at 1222 Redding Drive.

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

Aye (9): Mayor Wagner, Council Member Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Mayor Pro Tem Ewing

Ordinance No. 7564/19-81
Ordinance Book Volume XX, Page 193

PLANNING & DEVELOPMENT COMMITTEE - *Council Member Williams, Chair*
Committee Members: Williams, Scarborough, Moore, and Jones

2019-437 **City Council Initiation of a Zoning Map Amendment Application**

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

Herb Shannon, Senior Planner for the Planning and Development Department; advised that the request was a part of the Comprehensive Zoning Map Amendment project; spoke to the project's purpose; to the goal of removing obsolete zonings that would act as barriers to the development or redevelopment of property; said this was a multiyear project that started in 2017; the next group of properties would be retail center and multifamily zoned areas; and if initiated; staff would begin communicating with owners; and would have public hearings in the spring of 2020.

Approved the initiation of zoning map amendments for a third group of properties as part of the Comprehensive Zoning Map Amendment project.

A motion was made by Council Member Williams, seconded by Mayor Pro Tem Ewing, that this matter be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Council Member Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Mayor Pro Tem Ewing

2019-438 **Resolution of Intent - Street Abandonment 19-02**

Approval of a Resolution of Intent establishing a public hearing date of November 18, 2019, to consider a request by High Point University and Georgia Tassopoulos, by Pinnacle Bank as power-of-attorney by Nancy B. Dameron, to abandon all the Guilford Avenue, McCain Place, Fifth Street and E. Farriss Avenue (northern portion) rights-of-way, lying east of N. Centennial Street and south of E. Lexington Avenue.

Herb Shannon, Senior Planner for the Planning and Development Department; advised that the resolution of intent was to request a public hearing date of November 18, 2019; it was to consider a request by High Point University and Georgia Tassopoulos, by Pinnacle Bank to abandon all the Guilford Avenue, McCain Place, Fifth Street and E. Farriss Avenue (northern portion) rights-of-way, lying east of N. Centennial Street and south of E. Lexington Avenue.

Adopted a Resolution of Intent establishing a public hearing date of November 18, 2019, to consider a request by High Point University and Georgia Tassopoulos, by Pinnacle Bank as power-of-attorney by Nancy B. Dameron, to abandon all the Guilford Avenue, McCain Place, Fifth Street and E. Farriss Avenue (northern portion) rights-of-way, lying east of N. Centennial Street and south of E. Lexington Avenue.

A motion was made by Council Member Williams, seconded by Council Member Moore, that this resolution of intent be adopted to establish a public hearing date of November 18, 2019 of intent be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

Resolution No. 1902/19-58
Resolution Book Volume XX, Page 131

2019-464 **Encroachments-Elliott Sidewalk Communities**

Council is requested to approve encroachments for Sidewalks and Air Rights above Sidewalks for a Building proposed for construction by Elliott Sidewalk Communities

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Council Member Williams moved to suspend the rules to add this matter to the agenda for consideration. Council Member Moore made a second to the motion, which carried by a 9-0 unanimous vote.

Randy McCaslin, Deputy City Manager; presented a request from Elliott Sidewalk Communities; advised they were in process of finalizing financing for their first building located at 275 Elm Street; council would have to approve the encroachment for Air Rights above sidewalks; and if approved, staff would provide the documents, to be completed, granting the encroachment agreement after the meeting of council.

Mayor Wagner inquired on the size of the encroachment. Mr. McCaslin replied the encroachment measured two feet.

A motion was made by Mayor Pro Tem Ewing, seconded by Council Member Williams, to authorize staff to draft the necessary documents for this encroachment. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

PUBLIC HEARINGS - Planning & Development Committee
Chaired by Council Member Williams

2019-439 **Ordinance - Matthew Rogers - Text Amendment 19-04**

A request to amend various sections of the Development Ordinance pertaining to the Eating Establishment Use Category. This request proposes to: a)Amend Table 4.1.9 (Principal Use Table) to establish a Major & Minor bar or nightclub use type, to allow the Minor bar or night club use type in the LB District and to allow Major & Minor bar or night club use type in the GB, RC, CB, LI, HI MS and MX Districts; b)Amend Table 4.2.6 (Commercial Use Classification) to describe the Major & Minor Bar or night club use types; and c)Amend Section 4.3.4.C to establish use standards for the Major & Minor Bar or night club use types.

Chris Andrews; Development Administrator with the Planning and Development Department, advised that the request was to amend the ordinance to add Bar or nightclub, Major or Minor as a use, and the addition of Bar or nightclub, minor, as permitted use in the Limited Business district; proposed changes would allow more consistent set of allowable principal uses for the LB District; the applicant owns a retail smoke shop located at 2209 North Centennial Street; the property is within the Limited Business (LB) zoning district, currently, the development ordinance does not allow the operation of a bar or nightclub with the LB District; however retail sales of alcohol for consumption off site are allowed; and the

applicant desires to be able to sell alcohol for on-site consumption in conjunction with the retail smoke shop use. Staff recommended approval of this request as outlined in the attached staff report which is considered a part of these minutes. Mr. Andrews also provided a brief overview of the staff report for Text Amendment 19-04, which is hereby attached in Legistar as a permanent part of these proceedings.

Council Member Golden inquired on why the amendment was requested. Mr. Andrews replied that the applicant would respond to that inquiry.

Mayor Pro Tem Ewing inquired on the impact the amendment would have in the districts that would be affected. Mr. Andrew replied the text amendment would limit size of establishments where uses are considered major and minor.

Following the presentation of the staff report, Chairman Williams opened the public hearing and asked if there was anyone present to comment in support of or against this request.

***Matthew Rodgers**, 4307 Oak Hollow Drive; provided a brief history of his business; spoke to the amenities his business offered; to being able to serve alcoholic beverages; said the impact of the text amendment would help real-estate; and help stimulate the economy in High Point; and to how his vision of this change was much bigger than him.*

Mayor Wagner asked Mr. Andrews to provide a map with the Limited Business (LB) District showing the locations of properties that would be affected by the text amendment.

Mr. Andrews provided a map of the LB District; said the parcels were spread out through the city.

Council Member Moore asked if staff discussed the impacts the amendment would have throughout the city. Mr. Andrews replied yes; spoke to the establishment that already sold alcohol; and explained when having a non-restaurant, that did not sell food, was not able to sell alcohol.

There being no further comments, the public hearing was closed.

Adopted Ordinance approving Text Amendment 19-04 amending various sections of the Development Ordinance pertaining to the Eating Establishment Use Category to add bar or nightclub, major or minor as use, and the addition of bar or nightclub, minor, as a permitted use in the Limited Business District because the request is neither consistent or inconsistent with adopted policy guidance and the text amendment is reasonable in that it provides a more consistent set of allowable principal uses for the LB District.

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

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

Ordinance No. 7554/19-71
Ordinance Book Volume XX, Page 183

2019-440 **Ordinance - Maryfield, Inc. - Zoning Map Amendment 19-17**

A request by Maryfield Inc. to rezone approximately 72 acres from a Conditional Use Planned Development Residential (CU-PDR) District to a Planned Development Periphery (PDP) District. The site is located north of Greensboro Road, west of Penny Road and east of Manor Drive.

Herb Shannon; Senior Planner with Planning and Development Department; advised that Maryfield Inc. requested to rezone approximately 72 acres from a Conditional Use Planned Development Residential (CU-PDR) District to a Planned Development Periphery (PDP) District. The site is located north of Greensboro Road, west of Penny Road and east of Manor Drive; they propose expansion of existing Pennybyrn retirement facility; to include construction of a new building and expansion of the land area of their campus; the requested PD-P District proposed to bring the existing and the proposed expansion area under the standards of the newly adopted Development Ordinance; the request did not change the established continuing retirement use.

Mr. Shannon provided a brief overview of the staff report for Zoning Map Amendment 19-17, which are hereby attached in Legistar as a permanent part of these proceedings. A public hearing was held on September 24, 2019 with Planning and Zoning Commission; and staff recommended approval by a 6-0 vote.

Following the presentation of the staff report, Chairman Williams opened the public hearing and asked if there was anyone present to comment in support of or against this request.

***Ellis Martin**, attorney, Fox Rothschild LLP, Greensboro, advised he was representing Maryfield, Inc., and filling in for his colleague, Tom Terrell; asked council to grant the rezone request to expand the services it provided; spoke to Maryfield Inc. as a pillar of community for decades; to the positive impact on the community; to the excellent care provided; and to being a truly good asset.*

***Sister Lucy**, Mission Leader and Board Chair of Pennybyrn; shared her history of serving since 1947; stated they currently have 350 residents they serve everyday; the core of mission was the nursing home that served 125 residents on daily basis;*

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spoke to the rehab center to assist in recovery from hospital stay or acute episode; to adding 42 additional apartments to serve seniors in High Point; to the valued relationship with High Point; to impacting the community in new way; to supporting the quality of life; to community supporters; to serving the growing senior population; and stated when project is completed it would be a greater asset to High Point.

Alex Toye, *architect, Kansas City MO, spoke to the work he completed 15 years ago on the design concept of the household model; voiced appreciation when asked to continue designs for the current campus; to having supportive staff; and thanked everyone for their consideration.*

There being no further comments, the public hearing was closed.

Council Member Moore voiced appreciation to having Pennybyrn; said it was an asset to the community; and that Sister Lucy had done a tremendous job.

Adopted Ordinance approving Zoning Map Amendment 19-17 to rezone approximately 72 acres from a Conditional Use Planned Development Residential (CU-PDR) District to a Planned Development Periphery (PDP) District. The site is located north of Greensboro Road, west of Penny Road and east of Manor Drive; the request is consistent because the development is designated Institutional by the Land Use Plan, which is reflective of the existing Continuing Care Retirement Community; the request is reasonable because expansion of the retirement community is mitigated by the proposed development standards.

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

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

Ordinance No. 7560/19-77
Ordinance Book Volume XX, Page 189

2019-441 **<u>Ordinance - Charis Companies, LLC - Zoning Map Amendment 19-18</u>**

A request by Charis Companies, LLC to rezone approximately 8.14 acres from a Conditional Use General Business (CU-GB) District, Transitional Office (TO) District and the Residential Single Family - 5 (R-5) District to a Conditional Zoning General Business (CZ-GB) District. The site is located along the south side of Eastchester Drive, between Futrelle Drive and Cook Street.

Herb Shannon, Senior Planner with the Planning and Development Department, advised that the zoning map amendment proposed to do the following:

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1. *Update the current automotive dealerships CU zoning to a CZ zoning*
2. *Add the daycare and single-family parcels, along Cook Street, into the zoning site*
3. *Remove previously adopted zoning conditions that have been met or will become invalid with the proposed land expansion*
4. *Adjust the minimum fencing height from 8 feet to 6 feet to address maintenance problems; and*
5. *Update landscaping and access conditions to address the new land configuration of the site*

Mr. Shannon provided an overview of the staff reports for Zoning Map Amendment 19-18, which are hereby attached in Legistar as a permanent part of these proceedings. A public hearing was held on September 24, 2019 with Planning and Zoning Commission; and staff recommended approval by a 6-0 vote.

Following the presentation of the staff report, Chairman Williams opened the public hearing and asked if there was anyone present to comment in support of or against this request.

***Judy Stalder**; 665 North Main St., Representative, spoke in favor of the request; provided an overview of the proposal of adding the adjacent parcels; and spoke to how the request by the applicant would continue to protect adjacent residential property owners.*

There being no further comments, the public hearing was closed.

Adopted Ordinance approving Zoning Map Amendment 19-18 to rezone approximately 8.14 acres from a Conditional Use General Business (CU-GB) District, Transitional Office (TO) District and the Residential Single Family-5 (R-5) District to a Conditional Zoning General Business (CZ-GB) District; the Zoning Map Amendment is consistent because the property is designated Community/Regional Commercial by the Land Use Plan, and as conditioned development will be consistent with the Eastchester Corridor Plan; the request will provide a uniform zoning and land use pattern along this segment of the Eastchester Gateway Corridor while maintaining zoning conditions that mitigates impacts to adjacent property owners.

A motion was made by Council Member Williams, seconded by Mayor Pro Tem Ewing, that this ordinance be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

Ordinance No. 7561/19-78
Ordinance Book Volume XX, Page 190

DRAFT

GENERAL BUSINESS AGENDA

2019-442 **Human Relations - 2019 July-December Work Plan**

City Council is requested to approve the July-December 2019 Work Plan for the Human Relations Commission.

Jeron Hollis, Communication and Public Engagement Director, extended greetings, recognized Council Member Jones as the liaison for the Human Relations Commission; and introduced the new Human Relations Manager, Jelani Biggs. Mr. Hollis presented the 2019 July-December workplan; spoke to the success of the previous work plan; spoke to the youth service project through the Interfaith Committee; and to benefitting the community.

Council Member Golden inquired on the timeframe in handling housing issues. Mr. Hollis replied they are partnered with Raleigh to assure housing issues are handled efficiently without a significant impact on residents; spoke to the years of experience Mr. Biggs had as an investigator with the City of Winston-Salem; and recognized Erica Talley for her assistance as well.

Approved the July-December 2019 Work Plan for the Human Relations Commission.

A motion was made by Mayor Wagner, seconded by Council Member Peters, that the July-December 2019 Work Plan for the Human Relations Commission be approved. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

2019-443 **Parks & Recreation - High Point City Lake Master Plan**

City Council is requested to adopt the High Point City Lake Master Plan as approved by the Parks and Recreation Commission at the August 19th meeting.

Mayor Wagner noted that council was briefed at the special meeting held earlier today.

Adopted the High Point City Lake Master Plan.

A motion was made by Mayor Wagner, seconded by Mayor Pro Tem Ewing, that the High Point City Lake Master Plan be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

DRAFT

2019-452 **Transportation - High Point Complete Streets Policy**

City Council is requested to adopt the High Point Complete Streets Plan to be used for guidance in the design process for a comprehensive transportation network.

Mayor Wagner noted that council was briefed at the special meeting held earlier today.

Adopted the High Point Complete Street Plan.

A motion was made by Mayor Wagner, seconded by Mayor Pro Tem Ewing, that the High Point Complete Streets Plan be adopted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

2019-448 **Resolution - Interlocal Agreement - HPPD Involuntary Commitment Transportation**

City Council is requested to adopt a Resolution approving an Involuntary Commitment Transportation Interlocal Agreement between the City of Greensboro, Guilford County, Gibsonville and the City of High Point in order to comply with North Carolina General Statute §122C-251 (Session Law 2018-33). This law requires that a city or county shall adopt a plan for the transportation of respondents in involuntary commitment proceedings.

Kenneth Shultz, Chief of Police, spoke to the responsibility of all municipalities for the transportation of respondents in involuntary commitment proceedings; and advised the request was to adopt a resolution approving an involuntary commitment transportation interlocal agreement between the City of Greensboro, Guilford County, Gibsonville and the City of High Point.

Adopted a Resolution approving the Interlocal Agreement between the City of Greensboro, Guilford County, Gibsonville and the City of High Point.

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

Aye (9): Mayor Wagner, Mayor Pro Tem Ewing, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Williams, Council Member Peters, Council Member Hudson, and Council Member Jones

Resolution No. 1904/19-60
Resolution Book Volume XX, Page 133

DRAFT

2019-444 **Minutes To Be Approved**

Finance Committee Meeting; Thursday, September 12th @ 4:00 p.m.
Special Meeting; Monday, September 16th @ 3:30 p.m.
Regular Council Meeting; Monday, September 16th @ 5:30 p.m.

Approved the preceding minutes as submitted.

A motion was made by Mayor Pro Tem Ewing, seconded by Council Member Moore, that the preceding minutes be approved as submitted. The motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Wagner, Council Member Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Hudson, Council Member Jones, and Mayor Pro Tem Ewing

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 6:43 p.m. upon motion duly made by Mayor Pro Tem Ewing and second by Council Member Hudson.

Respectfully submitted,

_____
Jay W. Wagner, Mayor

Attest:

_____
Mary S. Brooks, Deputy City Clerk

DRAFT

PUBLISH ONCE: Thursday, November 7, 2019

RESOLUTION TO ESTABLISH A PUBLIC HEARING DATE FOR VOLUNTARY CONTIGUOUS ANNEXATION

AN-19-11)

WHEREAS, the City Council has been petitioned to annex the property of Tim Richardson and Beverly Richardson Graham, on behalf of the Estate of Margaret Richardson. The proposed annexation site consists of an approximate 18.3-acre parcel located south of Bales Chapel Road, north of Chatfield Drive and approximately 850 feet east of Warwick Drive. The property is also known as Guilford County Tax Parcel 160169.

WHEREAS, the City Clerk is in receipt of said petition and has determined its sufficiency in accordance with G.S. 160A-31;

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes Monday, November 18, 2019, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

Any interested party will be permitted to be heard at the public hearing. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need special accommodations, please call (336) 883-3328 or 711 for the Telecommunications Relay Service.

Following the public hearing, the City Council shall have authority to adopt an ordinance annexing the territory described in the petition. The City Council shall have authority to make the annexing ordinance effective immediately or on any specified date within six (6) months from date of passage of ordinance.

Further information pertaining to this request is available for public inspection upon request at the Planning and Development Department in the Municipal Office Building, 211 South Hamilton Street, Room 316, High Point, North Carolina, (336) 883-3328 or FAX (336) 8833056.

By order of the City Council, This the 4th day of November, 2019

Lisa B. Vierling, City Clerk

City of High Point North Carolina

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish – 317 Fourth St.**

From: Michael E. McNair, Director
Community Development & Housing

Meeting Date: 11/4/19

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 317 Fourth St.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 1/24/19. No action occurred by the compliance date of 2/25/19. 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 and all outbuildings on the property.

PENDING ACTION:
The ordinance becomes effective 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:	317 Fourth St.
OWNER:	TLC Ministries, Inc.
REASON FOR INSPECTION:	Case from previous Software
FIRST INSPECTION: 4/28/17	Summary of Major Violations 1. Repair or replace exposed wiring 2. Replace required plumbing fixtures 3. Repair holes in ceiling, walls and floors 4. Repair or replace rotten fascia 5. Repair or replace siding
HEARING RESULTS: 5/31/17	Mr. Don Hunter appeared for the Hearing. The repairs were discussed and Mr. Hunter stated the first thing he would be fixing would be the holes in the floors throughout the house. It was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.
ORDER(S) ISSUED: 1/24/19	Order to Repair or Demolish Date of Compliance 2/25/19
APPEALS:	Mr. Hunter came into the office on 3/20/19 and met with Adam LeBeau and Lori Loosemore. After discussion with Mr. Hunter he stated he had a licensed contractor to oversee the repairs and an electrician, he gave an estimated completion date (turn key ready) of 5/31/19 and stated that money was not an issue in getting repairs completed. Mr. Hunter stated they will have permits issued by the end of March and begin repairs first of April 2019. They would start with repairing the roof and flooring/load bearing wall that has termite

damage. He was to also turn in a time frame of repairs to the inspector by 3/22/19. We agreed to an extension to 5/31/19 for the repairs to be completed. No permits were applied for and no timeline of repairs was submitted.

On 4/17/19 I spoke with Mr. Hunter, I inquired about the house and repairs. He stated he did not want to provide a timeline of repairs because things change and he couldn't promise they would stick to a timeline. Mr. Hunter stated the contractor couldn't begin work yet but they are buying materials for the repairs. He then reiterated that the house would be completed by 5/31/19 as agreed.

On 9/25/19 Mr. Hunter and Ms. Nakita Morgan met with Lori Loosemore, Michael McNair and Randy McCaslin. They stated they had a buyer for the property and the sale was imminent and requested additional time. They submitted a Purchase and Sale Agreement dated September 25, 2019. They felt taking the property to Council would deter the purchaser. Local Codes requested the following on September 26, 2019 in order to grant additional time:

1. A schedule or timeline of repairs (from current owner or purchaser) by end of the business day on October 4, 2019.
2. Obtain appropriate permits to address violations and have at least 50% of the required repairs completed and passed inspection by November 1, 2019.
3. Payment of back taxes be either current or new owner.

As of 10/21/19 TLC Ministries is still the owner, no timeline for repairs has been submitted, no permit has been issued, no repairs have begun and property taxes have not been paid.

OWNER ACTIONS: None

ADDITIONAL: Guilford County property taxes are due in the amount of $9,319.67 for 2005 through 2012 and 2017. The County has begun In Rem Foreclosure on this property.

ORDINANCE

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)
317 Fourth St.	TLC Ministries Inc 512 Long St. Thomasville, NC 27360

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 4th day of November, 2019
Lisa B. Vierling, City Clerk

317 Fourth Street
MINT AV
MINT AV
FORREST ST
DENNY ST
VINE ST
N CENTENNIAL ST
FOURTH ST
Site
HOBSON ST
CEDAR ST
RICHARDSON AV
STEELE ST
Scale: 1"=200'
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PROPERTY
NO TRESPASSING

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish – 812 Worth St**

From: Michael E. McNair, Director
Community Development & Housing

Meeting Date: 11/4/19

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 812 Worth St.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 2/13/19. No action occurred by the compliance date of 3/13/19. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

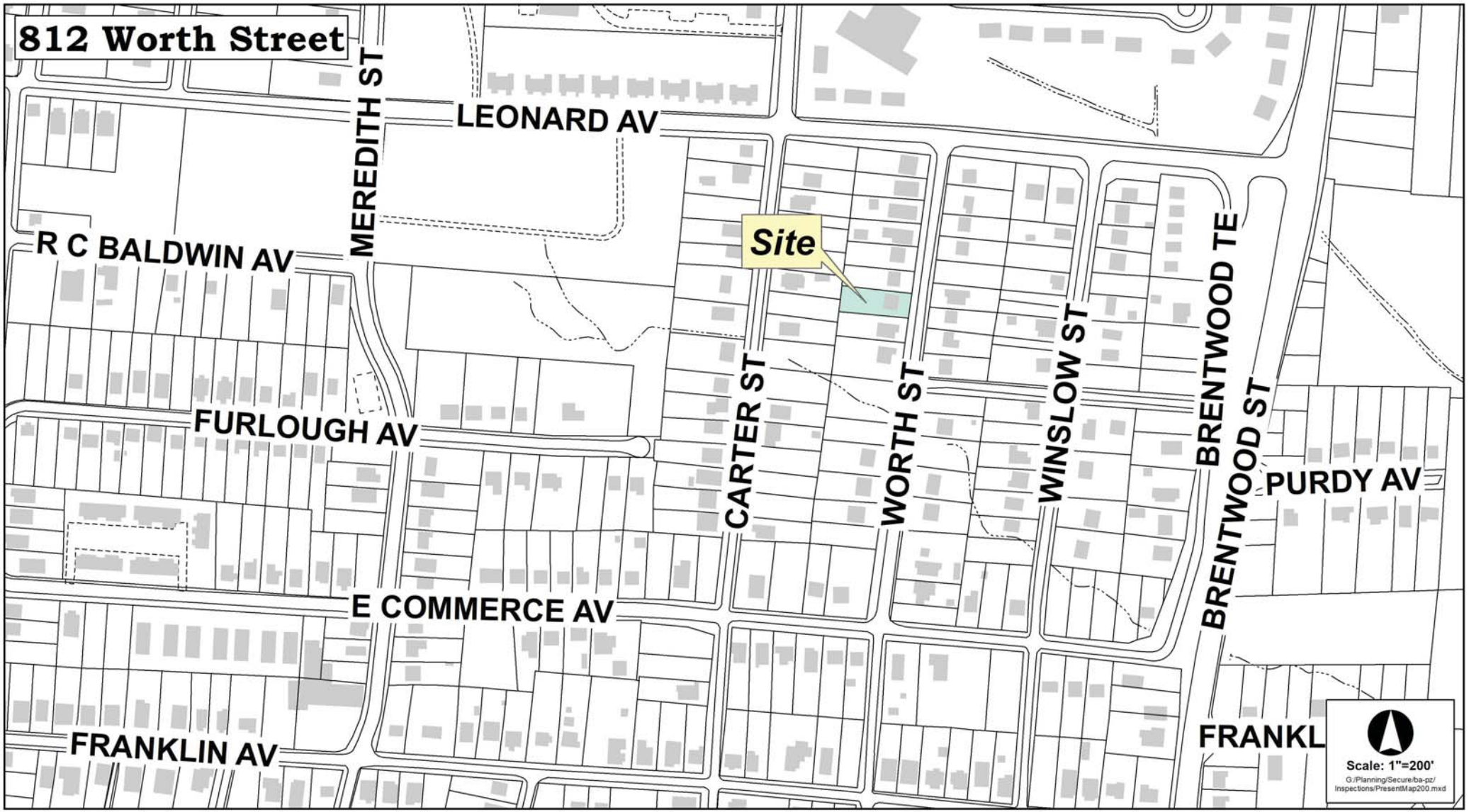
BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling and all outbuildings on the property.

PENDING ACTION:
The ordinance becomes effective 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:	812 Worth St.
OWNER:	Heirs of Walter Lee Martin
REASON FOR INSPECTION:	Inspector observed condition of the house
FIRST INSPECTION: 1/29/19	Summary of Major Violations 1. Repair or replace rotten roof sheathing & covering 2. Repair or replace floor system throughout 3. Repair or replace floor covering throughout 4. Repair or replace water heater 5. Repair or replace ceiling throughout
HEARING RESULTS: 2/13/19	No one appeared for the Hearing. It was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.
ORDER(S) ISSUED: 2/13/19	Order to Repair or Demolish Date of Compliance 3/13/19
APPEALS:	None
OWNER ACTIONS:	None
ADDITIONAL:	Guilford County property taxes are due in the amount of $522.30 for 2017, 2018 and 2019.


812 Worth Street
MEREDITH ST
LEONARD AV
R C BALDWIN AV
Site
CARTER ST
WORTH ST
WINSLOW ST
BRENTWOOD TE
BRENTWOOD ST
PURDY AV
FURLOUGH AV
E COMMERCE AV
FRANKLIN AV
FRANKL
Scale: 1"=200'
G:/Planning/Secure/ba-pz/Inspections/PresentMap200.mxd

ORDINANCE

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)
812 Worth St.	Heirs of Walter Lee Martin 410 N. Centennial St. High Point, NC 27262

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 4th day of November, 2019

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Public hearing for LLFlex LLC project

From: High Point EDC President Loren Hill
Executive Vice President Sandy Dunbeck

Meeting Date: November 4, 2019

Public hearing: yes

Advertising Date: October 25, 2019

Attachments: legal notice

Advertised by: High Point EDC

PURPOSE:
The High Point City Council has received a request from LLFlex LLC, to authorize up to $45,000 in performance-based incentives for the company to open an operation in Gallimore Industrial Center at 738 Gallimore Dairy Road.

BACKGROUND:
LLFlex LLC. – of 1225 West Burnett Ave, in Louisville, Kentucky – manufactures laminated metal, paper, and film products for the consumer, tobacco and health care products industries. The company has further expanded into providing construction, wire, cable, and other industrial products.

- LLFlex is considering leasing space in the building at 738 Gallimore Dairy Road for a manufacturing facility.
- The company would create up to 50 jobs.
  - These positions include production workers, maintenance staff, team leaders, and managers.
  - The average salary of the positions would be $45,765.
- The company would increase the High Point tax base by $5.5 million in personal property. The landlord would also make capital improvements to accommodate this project.
- In addition to considering High Point for this facility, the company is also looking at locations in Kentucky and in South Carolina.

BUDGET IMPACT:
If the company meets the benchmarks outlined in its performance agreement, it could receive up to $45,000 in total, paid in installments. The source of that funding would be the City's Economic Development Incentive Fund, which is funded by general and electric revenues.

RECOMMENDATION / ACTION REQUESTED:
The High Point EDC staff recommends that the City Council:

- authorize up to $45,000 in performance-based incentives for the LLFlex LLC location project; and
- authorize the City Manager to execute a performance agreement with the company containing benchmarks for the company to achieve and a schedule for the payment of such financial incentives.

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ward Water Treatment Plant Upgrades**

From: Terry Houk – Public Services Director
Derrick Boone – Asst. Public Services Director
Nawfal Shujaa- Projects Engineer

Meeting Date: November 4, 2019

Public Hearing: No

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

Attachments: Figures (1-3) & Attachment "A"

PURPOSE:
The Public Services Department recommends that the City Council approve the change order for the works listed below and further explained in attachment "A"

1. Remove and replace fitting valves at Greenleaf filters.
2. Electrical conduit conflict under the electrical building foundation.
3. Low voltage pump VFD output filters.
4. Electrical duct bank relocation. (Transformers new layout)

BACKGROUND:
The Ward Water Treatment Plant has been approved for electrical and HVAC upgrades to meet current industry standards and long-term functionality. The contract was awarded to Warton & Smith Inc. in 09/18/2018, and the work started in Winter 2018. The items listed in the change order were required to assure the continuity of the project and the quality of works,

BUDGET IMPACT:
Funds for this are available in the FY 2019-2020 budget.

RECOMMENDATION / ACTION REQUESTED:
The Public Services Department recommends the approval of the repairs/ works to the Ward Water Treatment Plant and to accept a change order in the amount of $ 154,124.00.

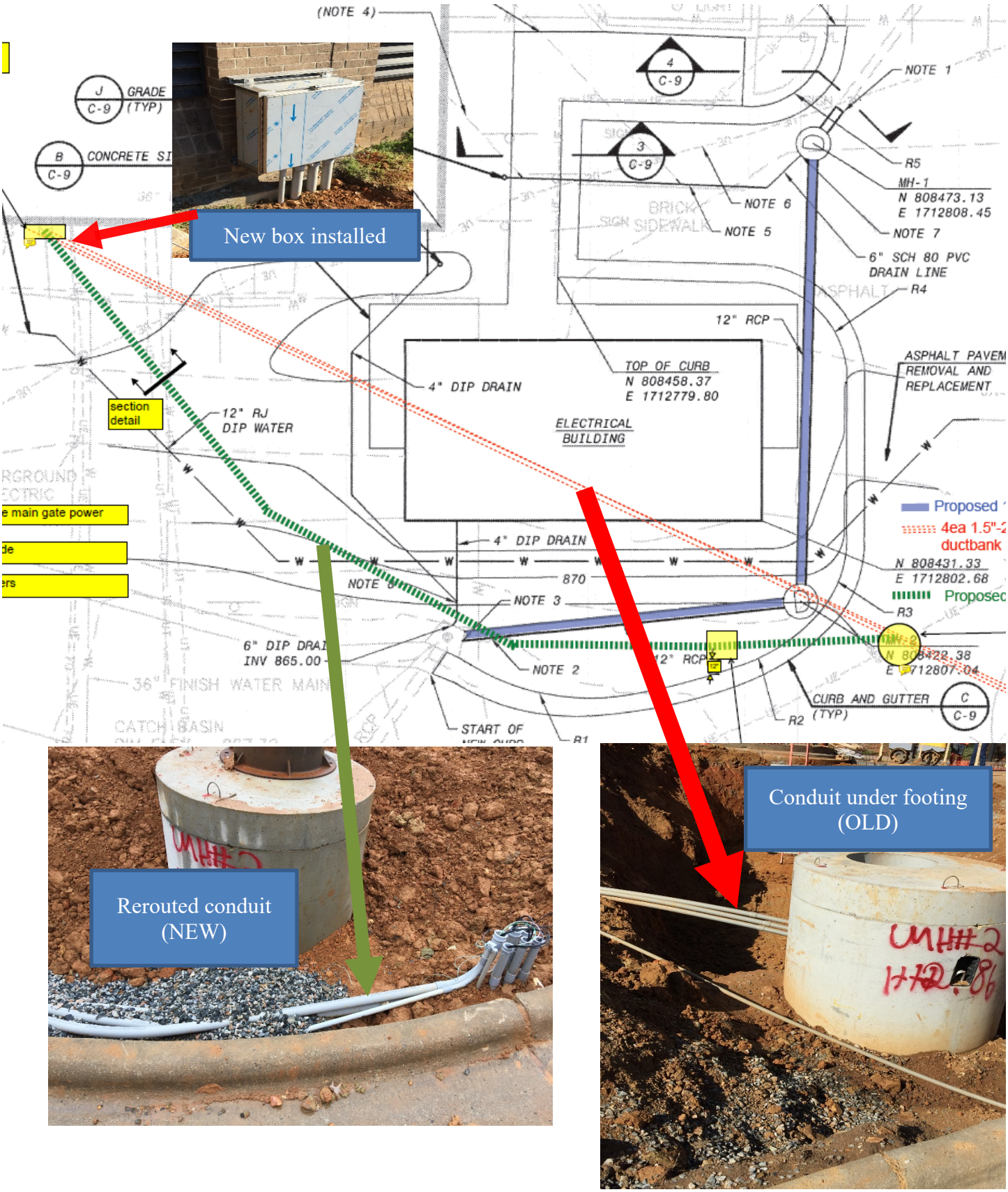

New box installed
Rerouted conduit (NEW)
Conduit under footing (OLD)
(NOTE 4)
NOTE 1
GRADE (TYP)
CONCRETE SI
R5
MH-1
N 808473.13
E 1712808.45
NOTE 6
NOTE 5
NOTE 7
6" SCH 80 PVC DRAIN LINE
R4
12" RCP
TOP OF CURB
N 808458.37
E 1712779.80
4" DIP DRAIN
ELECTRICAL BUILDING
ASPHALT PAVEM REMOVAL AND REPLACEMENT
section detail
12" RJ DIP WATER
e main gate power
4" DIP DRAIN
870
NOTE 3
Proposed
4ea 1.5"-2 ductbank
N 808431.33
E 1712802.68
Proposed
R3
6" DIP DRAI INV 865.00
NOTE 2
12" RCP
CURB AND GUTTER (TYP)
R2
START OF
36" FINISH WATER MAIN
CATCH BASIN

Figure (1)

Figure (2)

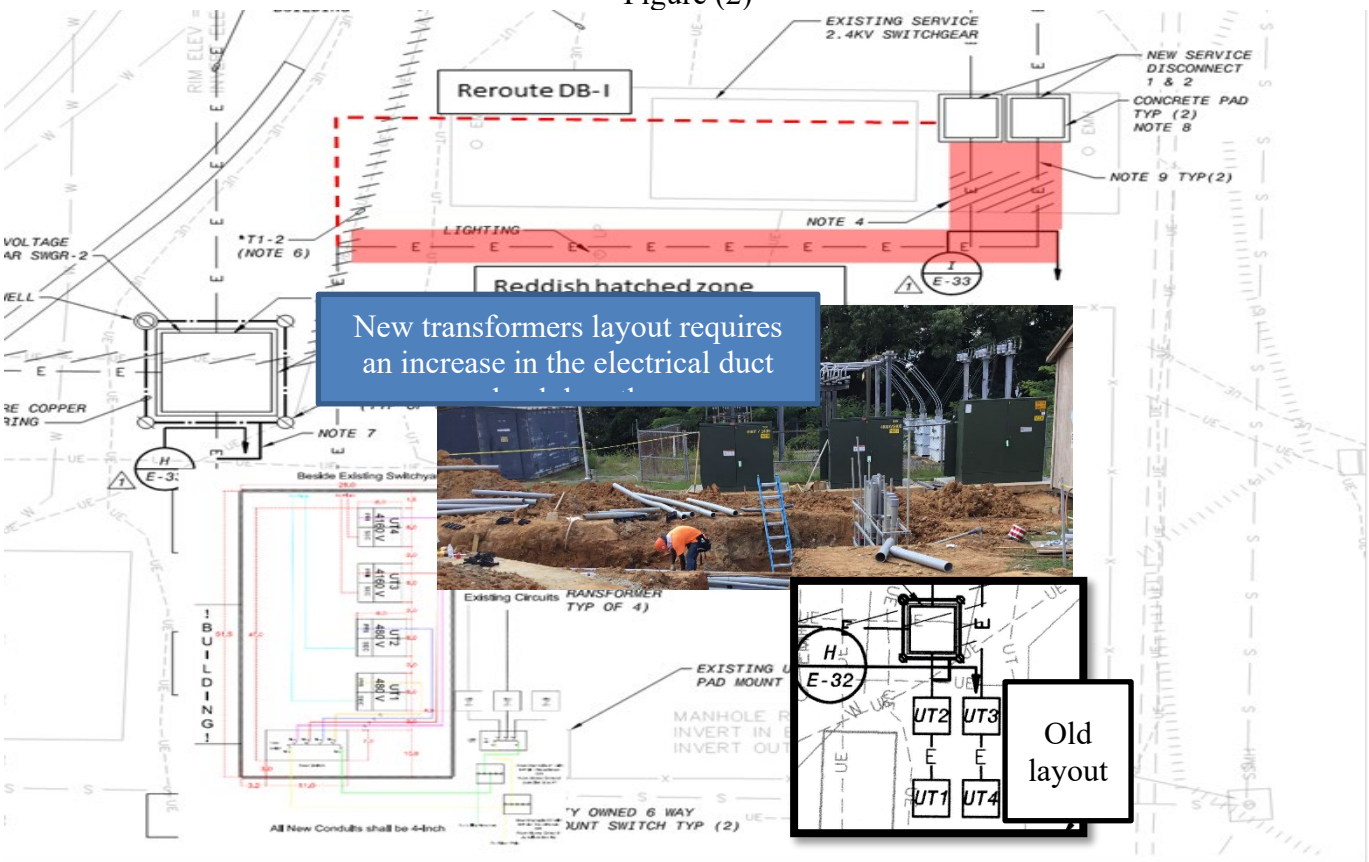


Figure (3)

Change Order No. 001

Date of Issuance: 18-OCT-2019 Effective Date: 18-OCT-2019

Project: Ward WTP Upgrades	Owner: The City of High Point	Owner's Contract No.: Bid #56-082218
Contract: Ward Water Plant Upgrades		Date of Contract: 18-SEP-2018
Contractor: Wharton Smith Inc.		Engineer's Project No.: 190221

ATTACHMENT A

Item #1 – Replacement of Butterfly Valves at the existing Cluster Filter Gallery for an additional cost of $38,483.00 and a time extension of 7 calendar days.

Per a request for proposal issued by the Engineer to the Contractor in representation of the City of High Point (CHP), the scope of additional work associated to this item of the change order includes the removal and reinstallation of designated Ductile Iron Pipe (DIP) sections located inside the Cluster Filter Pipe Gallery. The intent of such removal and reinstallation was to accommodate a visual inspection by maintenance personnel from the City of High Point to evaluate the extent of deterioration and leakage of (4) existing 16" Butterfly Valves, as well as the installation of new Owner furnished Butterfly Valves if needed. This additional task performed by the Contractor also included the installation of cribbing/rigging to secure and support the existing piping network inside the Pipe Gallery during disassembly/reassembly, as well as the use of temporary blind flanges and hardware, copper piping/fittings, PVC piping/fittings, hydraulic jacks, and dewatering pumps to safely secure the area during the performance of the work.

Item #2 – Repairs to existing Vent Stack Rain Cap located inside on the laboratories at Operations Building at no additional cost or time adjustment.

In accord to a request formulated by the City of High Point to the Contractor during the Monthly Progress Meeting on February 21st, 2019, the Contractor was inquired to address a roof infiltration through an existing rain cap located at one of the vent stacks that provides ventilation provisions to one of the laboratories inside the Operations Building. The scope of repairs associated to this item of the change order included modifying the existing flashing components of the rain cap at the roof level, which also involved the installation of additional stainless-steel sheet metal components with required anchorage and sealing details.

Throughout a mutually agreed negotiation between the City of High Point and the Contractor, the costs associated with this additional work were equitably exchanged by the credit associated with Item #7 below.

Item #3 – Relocation of existing underground duct bank located within footprint of new Electrical Building for an additional cost of $62,024.00 and a time extension of 7 calendar days.

During the excavation works associated with the shallow foundation for the new Electrical Building, the Contractor discovered an existing underground duct bank, which provided power provisions to the existing Access Gate of the Water Treatment Plant. This existing underground utility was not shown on the As-Built Drawing of the facility or the project design drawings conforming the Contract Documents. The scope of additional work associated to this item of the change order includes rerouting approximately 160 linear feet of duct bank outside the footprint of the new Electrical Building, which consists of (3) 2" and (1) 1" PVC conduits, and its associated wiring conductors. The additional construction also required the installation of a new hinged NEMA 4X junction box mounted onto

the south wall of the existing Operations Building, the installation of a new FRP handhole at the southeaster corner of the new Electrical Building, and all necessary rewiring and terminations per RFI 005 response.

Item #4 – Elimination of (1) 3" diameter and (1) 6" diameter roof drain lines from the Operations Building for a credit of $3,271.00 and no time adjustment.

The scope of work for this project includes the relocation of two existing drain lines from the Operations Building, 3" and 6" in diameter respectively, to accommodate the construction of the new Electrical Building. During the course of construction, the Contractor investigated the actual routing of both drain lines within the adjacent premises of the building's water fountain and identified that: (a) the existing 3" drain line was a closed piping system within the existing water fountain, which in turn was interconnected to an recycling pump located at the basement of the Operations Building, and (b) that the existing 6" drain line was already interconnected to an existing 12" stormwater pipeline at MH-1, which in turn drained through MH-2 into an existing stormwater catch basin.

Considering the as-built conditions of these drain lines did not affected the construction of the new Electrical Building, the associated scope to reroute these existing drain lines as required in the Contract Documents was found to be unnecessary and were therefore eliminated from the project scope.

Item #5 – Installation of (1) dV/dT Output Filter at the new Low Voltage Variable Frequency Drive associated to the Transfer Pumps for an additional cost of $4,834.00 and a time extension of 2 calendar days.

The project scope includes the procurement and installation of (2) modulated-type Adjustable Frequency Drives (AFD) to control the operation of the existing Transfer Pumps #2 and #3. During review of the equipment submittal, a recommendation was made to add one dV/dT Output Filter per each AFD to provide additional protection to the exiting motors, which are not AFD rated type motors, with the purpose of maximizing their electrical protection against power harmonic spikes as well as to extend their respective service live.

Item #6 – Installation of additional underground duct bank from new Switchgear #2 to the new Low and Medium Voltage Transformers due to Switchyard modification by the City of High Point Utility for an additional cost of $76,752.00 and a time extension of 13 calendar days.

During the course of construction, the City of High Point Utility (CHP Utility) provided notice the all project related parties about a rearrangement of the switchyard layout housing the new 4160V/480V transformers (4 transformers total). Per the requirements of the Contract Documents, these 4 transformers are to be furnished and installed by the CHP Utility. These modifications required by the CHP Utility altered the original design layout depicted in Drawing E-4 "*Enlarged Site Plan 1*", requiring from the Contractor to extend further the underground Duct Banks "H" coming from Switchgear #2 to the new transformers, as well as Duct Bank "I" coming from the new transformers to the new Service Disconnects #1 and #2, respectively.

The scope of work associated to this item of the change order included additional trench excavation, the installation of new 5" and 4" Schedule 40 PVC conduits with associated fittings and high-impact spacers and support systems, the wiring of #500, #350 and #4/0 XHHW CU stranded wire conductors, and the placement of 3,000 psi concrete encasement to protect the extended underground duct bank, as well as the required additional backfilling, detectable tape and soil stabilization to finish grade.

Item #7 –Modifications to the new 12" DI Water Line adjacent to the new Electrical Building at no additional cost or time adjustment.

The project scope includes the relocation of an existing 12" Water Pipeline to accommodate the construction of the new Electrical Building, in accordance with Drawing C-4 "*Site Plan – Enlarged Partial Plan*". During the course of construction, the Contractor uncovered the referenced water utility line, and upon further investigation it was

found to be 6" in diameter, which differs from the prescribed pipe size within the Contract Documents. Because of the difference in pipe size, the Contractor was instructed to install a 6" RJ Ductile Iron Pipe in lieu of the 12" pipeline as specified in the original design, and to make any necessary adjustments to the pipe's alignment and grade so as to fit actual field conditions.

Considering the recommended modifications resulted in an equitable cost saving to the City of High Point due to the reduction in pipe size, throughout a mutually agreed negotiation between the City of High Point and the Contractor, the credit associated with this item of the change order were exchanged by the additional cost correlated with Item #2 above.

Item #8 – Elimination of (2) new Motor Started associated to (2) existing Rapid Mixers located within the Sedimentation Basins for a credit of 749.00 and no time adjustment.

The scope of work for this project includes the procurement and installation of (2) separately enclosed Size 1 Motor Starters, and associated conduits and wiring provisions, to control the power source for two existing Rapid Mixers located at the Sedimentation Basins, RM-1 and RM-2. Such installation was required to be conducted in accordance to Drawings E-26 "*Miscellaneous One-Line Diagram*".

Per a request formulated by the City of High Point to the Contractor during the Monthly Progress Meeting on Tuesday, June 11th, 2019, the two rapid mixers are no longer required as part of the operational scheme of the water treatment facility, and therefore has been reassigned for demolition and disposal. Therefore, the scope of additional work associated to this item of the change order includes demolishing and disposing two rapid mixers (RM-1 & RM-2), including motor, mixer equipment, associated wiring and conduit provisions from MCC-3 to the referenced equipment, the start-stop control station and associate cable and conduits. Upon completion of the required demolition, the Contractor is also required to provide (1) 3/8" galvanized diamond plate per each rapid mixer, which shall be bolted to the existing grating with a minimum four (4) 304 SS bolts with lock washers, so as to close the equipment base opening upon removal.

CITY OF HIGH POINT
AGENDA ITEM

Title: General Fund Contingency Appropriation for Fire Apparatus Purchase

From: Laura Mason Altizer,
Budget and Performance Manager

Meeting Date: November 4, 2019

Public Hearing: N/A

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

Attachments: N/A

PURPOSE:
City of High Point fiscal policy requires when funds are appropriated from the General Fund Contingency, Council must be notified. An appropriation of $80,000 is needed to fund the purchase of a reserve ladder truck apparatus.

BACKGROUND:
In September 2019 the reserve ladder apparatus was in an accident and deemed a total loss. The City will not receive insurance proceeds and because of the age and damage to the apparatus there is not much residual value. The department has located a used ladder truck apparatus and negotiated a price of $80,000 for this purchase. Funding for the purchase is recommended to come from the General Fund Contingency.

BUDGET IMPACT:
Funds are available in the General Fund Contingency.

RECOMMENDATION / ACTION REQUESTED:
The Budget Department recommends and asks the Council to approve this appropriation.

P.O. 230, 211 South Hamilton Street, High Point, NC 27261 USA
Fax: 336.822-7065 Phone: 336.883.3018 TDD: 336.883.8517

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR PLAYGROUND DONATION

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point Parks Department has received a donation to replace a playground at Deep River Recreation Center and Park.

Section 2. The 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the General Capital Projects Fund revenues be amended as follows:

Donation Revenue	$ 29,918

(B) That the General Capital Projects Fund expenditures be amended as follows:

Parks Expenditures	$29,918

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted by Order of the High Point City Council
this the 4th day of November, 2019.

ATTEST:

Lisa B. Vierling,
High Point City Clerk

Jay W. Wagner, Mayor

CITY OF HIGH POINT
AGENDA ITEM

Title: **Resolution of Intent for a Voluntary Contiguous Annexation**
Annexation 19-11 *(Tim Richardson and Beverly Richardson Graham)*

From: Lee Burnette, Planning & Development Director

Meeting Date: November 4, 2019

Public Hearing: No

Advertising Date: Not applicable

Advertised By: Not applicable

Attachments:
A. Resolution of Intent for Annexation 19-11
B. Map of property proposed to be annexed

PURPOSE:
Approval of a Resolution of Intent that establishes a public hearing date to consider a voluntary contiguous annexation request.

BACKGROUND:
Resolution of Intent for Annexation 19-11 is enclosed.

BUDGET IMPACT:
With the exception of water and sewer, municipal services will be available upon the effective date of annexation. Water and sewer will be available in accordance with City policy.

RECOMMENDATION / ACTION REQUESTED:
Staff requests City Council set a public hearing date of Monday, November 18, 2019, for this request.

PUBLISH ONCE: Thursday, November 7, 2019

RESOLUTION TO ESTABLISH A PUBLIC HEARING DATE FOR VOLUNTARY CONTIGUOUS ANNEXATION (AN-19-11)

WHEREAS, the City Council has been petitioned to annex the property of Tim Richardson and Beverly Richardson Graham, on behalf of the Estate of Margaret Richardson. The proposed annexation site consists of an approximate 18.3-acre parcel located south of Bales Chapel Road, north of Chatfield Drive and approximately 850 feet east of Warwick Drive. The property is also known as Guilford County Tax Parcel 160169.

WHEREAS, the City Clerk is in receipt of said petition and has determined its sufficiency in accordance with G.S. 160A-31;

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes Monday, November 18, 2019, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

Any interested party will be permitted to be heard at the public hearing. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need special accommodations, please call (336) 883-3328 or 711 for the Telecommunications Relay Service.

Following the public hearing, the City Council shall have authority to adopt an ordinance annexing the territory described in the petition. The City Council shall have authority to make the annexing ordinance effective immediately or on any specified date within six (6) months from date of passage of ordinance.

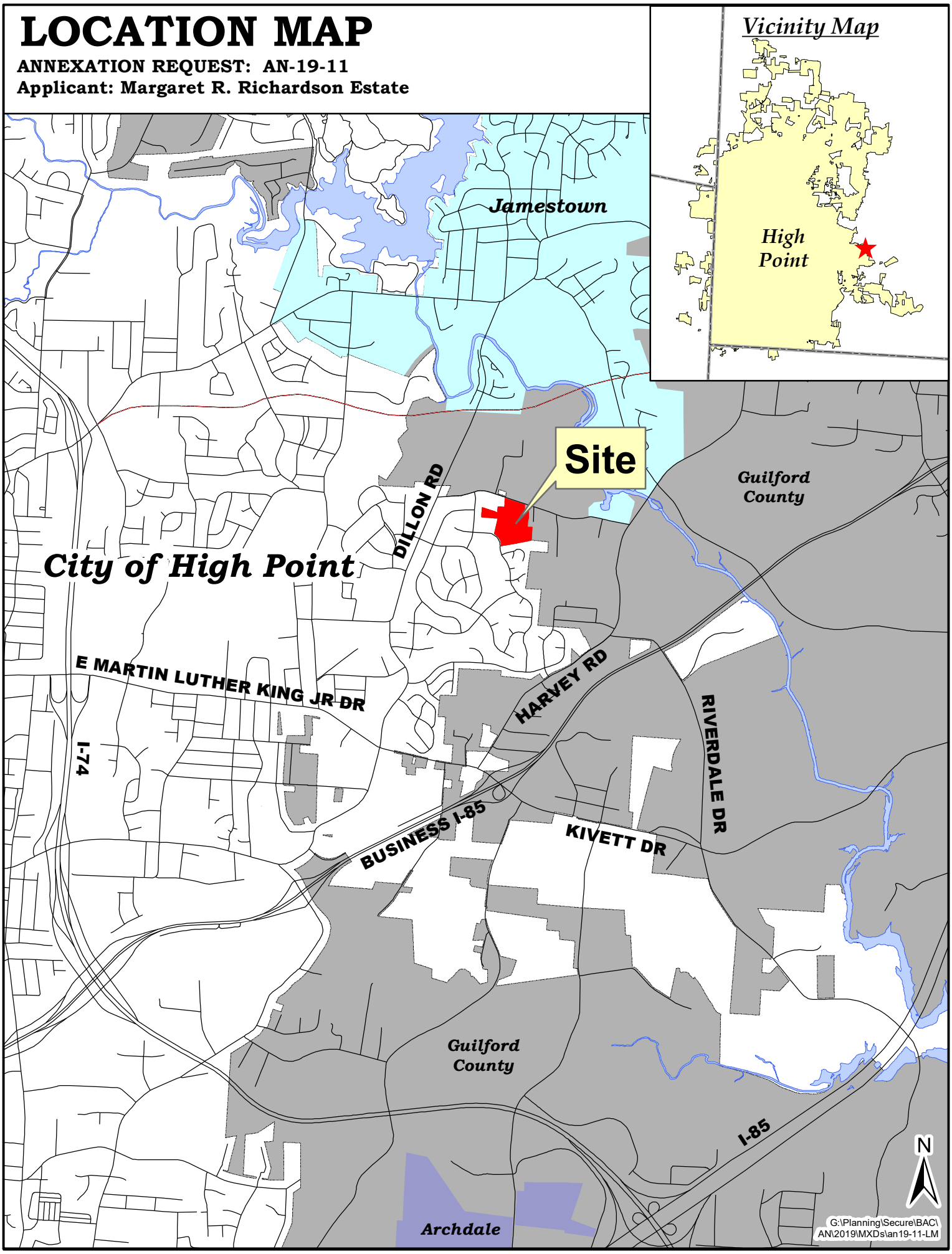
Further information pertaining to this request is available for public inspection upon request at the Planning and Development Department in the Municipal Office Building, 211 South Hamilton Street, Room 316, High Point, North Carolina, (336) 883-3328 or FAX (336) 883-3056.

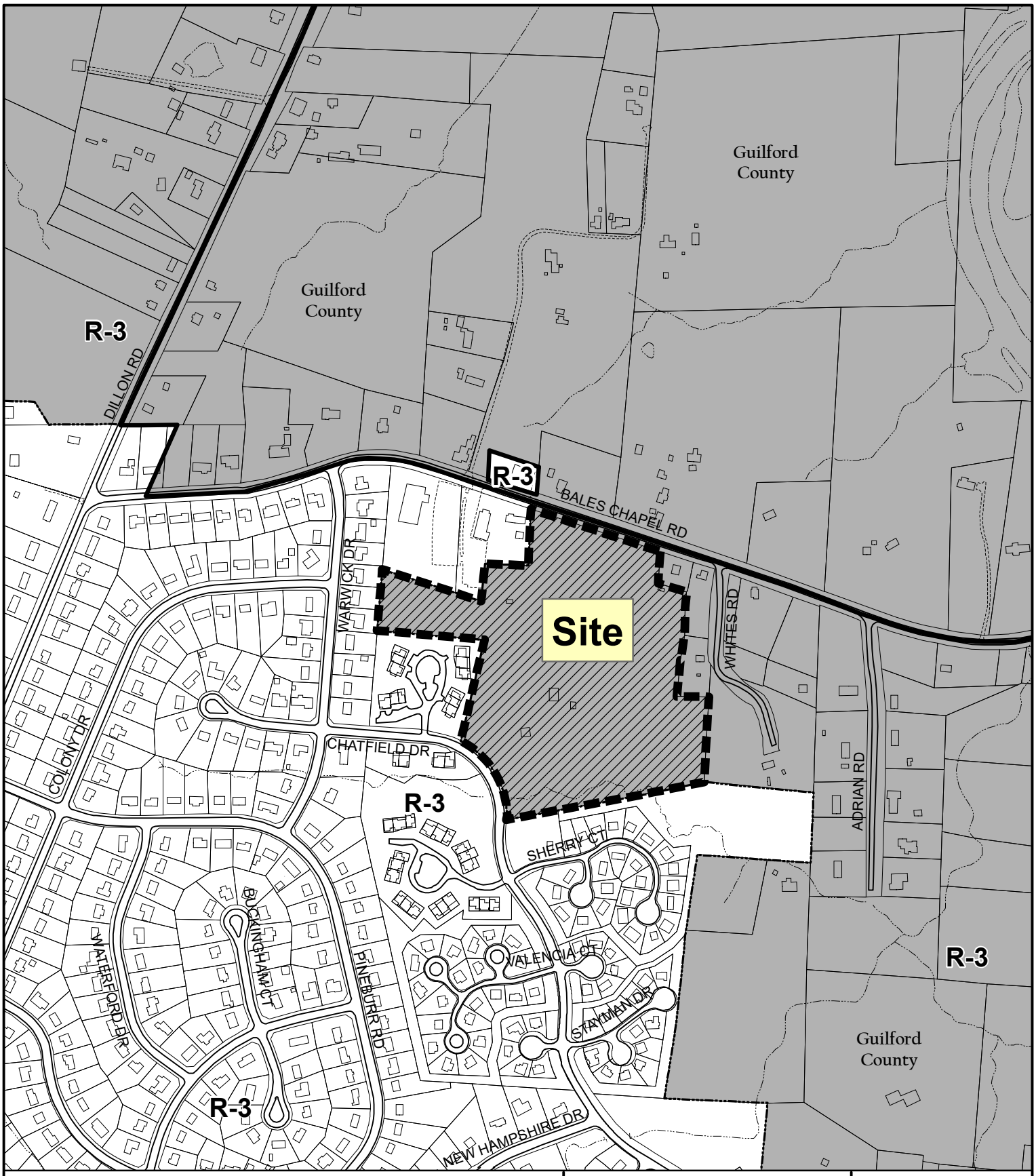
By order of the City Council,
This the 4th day of November, 2019

Lisa B. Vierling, City Clerk

LOCATION MAP

ANNEXATION REQUEST: AN-19-11
Applicant: Margaret R. Richardson Estate





ANNEXATION REQUEST: AN-19-11

Applicant: Margaret R. Richardson Estate
Area: 18.3 acres

Existing Zoning Boundary
Subject Property Boundary

Planning & Development Department

City of High Point

N

Scale: 1"=500'

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Community Housing, Neighborhood Development and Public Safety Committee
Chaired by Council Member Golden
Committee Members: Golden, Peters, Scarborough, and Williams

October 8, 2019 – 10:00 a.m.

3rd Floor Lobby Conference Room

MINUTES

Present:
Chairman Jeff Golden, Committee Member Don Scarborough, Committee Member Monica Peters, and Committee Member Chris Williams

Staff Present:
Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Michael McNair, Director of Community Development and Housing; Thanena Wilson, Assistant Director of Community Development and Housing; Michelle McNair, Community Resource Manager; Alisha Doulen, Community Resource Specialist; Arisbett Adame Smith, Administrative Specialist II; Lori Loosemore, Code Enforcement Manager; Jeron Hollis, Community and Public Engagement Director; Laura Altizer, Budget and Performance Manager; Roslyn McNeill, Budget Analyst; Jelani Biggs, Human Relations Manager; Lisa Vierling, City Clerk; Mary S. Brooks, Deputy City Clerk

Others Present:
Patrick Harman, Hayden-Harman Foundation, At Large Candidate

Media Present:
Pat Kimbrough, *High Point Enterprise*

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Note: The following handouts were distributed during the meeting and are hereby attached as a permanent part of these proceedings.

- High Point Community Needs Survey
- 2018-2019 Consolidated Annual Performance Evaluation Report (CAPER)
- Community Development & Housing Department Project Updates

Chairman Golden called the meeting to order at 10:02 a.m.

Presentation- Patrick Harman on Building Resilience in High Point

Patrick Harman, Hayden-Harman Foundation, extended greetings; explained how the Foundation worked with the community experiencing toxic stress; spoke to adverse childhood experiences and its impact on families; to supporting families; to addressing issues; referenced a documentary film called "Resilience" which focused on adverse childhood experiences; spoke to discussions with organizations and the community on how to build resilience in High Point; voiced the need for the assessment survey; and said community feedback would provide what services and resources were needed. Mr. Harman continued discussion regarding how the survey would be conducted; said the University of North Carolina at Greensboro (UNCG) center for Housing and Community Studies would be assisting; provided a handout of the survey; said it would be completed at the end of October; and the results would be available in November. Mr. Harman spoke to collaborating and building relationships with organizations; and having quarterly meetings and providing training for staff.

Chairman Golden asked was the referenced documentary film "Resilience" on YouTube; and inquired if there was a referral system in place to assist families. Mr. Harman replied yes, the film "Resilience" was on YouTube; and said the Foundation did have the capacity for a referral system.

Committee Member Williams spoke to how the Food Alliance App provided information on food pantry locations; and as well as dates and times when meals would be served.

Michelle McNair, Community Resource Manager, spoke to the United Way of Greater Greensboro working with agencies located in High Point to provide resources and services through a referral process.

Jelani Biggs, Human Relations Manager, spoke to having round table discussions regarding collaborating and comparing notes with different agencies.

Committee Member Peters inquired if the community resilience model could help deter violence. Mr. Harmon replied yes; voiced the need for the survey; invited everyone to take the survey; and to attend the Urban Fall Festival tomorrow at 6:30 p.m. at White Oak.

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Presentation of the 2018-2019 CAPER

Michael McNair, Director of Community Development and Housing, extended greetings; made a PowerPoint Presentation (PPP) on the 2018-2019 Consolidated Annual Performance Evaluation Report (CAPER); provided a website to view the draft report: https://www.highpointnc.gov/DocumentCenter/View/13248/2018-1019-Draft-CAPER; spoke to the requirements of the report; and included summarized and evaluated activities for the past fiscal year funded through the following federal grants:

- Community Development Block Grant (CDBG)
- HOME Investment Partnership Program (HOME)
- Neighborhood Stabilization Program (NSP)
- HUD Section 108 Program
- Volunteer Income Tax Assistance (VITA)

Mr. McNair mentioned an Housing NC Award received in 2018 for the Southside neighborhood housing development; provided a detailed list of Funding Sources received last year and how they were distributed; spoke to the 1-Year Strategic Plan which included the Goal, Goal Outcome Indicator, Performance Outcome, and Performance Measurement; spoke to the VITA Program; said they had been assisting citizens the way it was designed to for 13 years; highlighted the Budget Summary 2018-2019; spoke to the budget total ($3,966,569) versus the Actual Expended ($2,956,106); and to ongoing projects included in the budget. Mr. McNair continued discussing regarding the Affirmatively Furthering Fair Housing Choice (AFFH) program; provided a list of actions taken; and said the CAPER schedule had a 15-day public review and comment period from September 6-10, 2019; and was submitted to HUD on September 28, 2019.

Chairman Golden inquired on the Infill Housing Development actual budgeted amount. Mr. McNair replied nonfederal funds were allocated to complete other projects.

Committee Member Peters inquired on redefining the definition of food desert with Affordable Housing in locations in the city that did not meet the requirements. Mr. McNair replied it was a state issue; and spoke to the process and requirements with the state to be considered a grocery store.

Committee Member Williams spoke to meeting with the state regarding making changes to the definition; and to doing a program with local markets to help establish them to fit into the definition according to the state.

Chairman Golden inquired on going through the NC League of Municipalities (League); and having all municipalities come together to do a joint plea to change the guidelines through the state.

JoAnne Carlyle, City Attorney, recommended discussing key points to be presented to the League. Committee Member Williams replied he would meet with the Food Alliance for further discussion.

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Consolidated Plan Update

Michael McNair, Director of Community Development and Housing, provided an update to the Consolidated Plan; said four out of the eight firms who submitted proposals were interviewed; and the Urban Design Ventures, LLC firm based out of Pennsylvania was chosen; the firm has 17 years of experience; said there would be a series of focus groups; and it would be a six to eight month process.

Chairman Golden asked if any local firms from North Carolina applied. Mr. McNair replied yes; two consultants applied; spoke to the competitiveness of the applicants; and said the lowest bidder was chosen.

Project Updates

Michael McNair, Director of Community Development and Housing, made a PowerPoint presentation on Project Updates; spoke to the Avondale Trace Apartments; said the monthly rents ranged from $255 to $725; provided a market rate versus Avondale rent comparison; provided an update on the Multi-Family Activity with a projected completion date for the summer of 2020; spoke to the next steps that would be taken with the Cedrow Subdivision Project; said engineers were working on the designs for the street; and the projected bids would start in 2020.

There being no further business to discuss, the meeting adjourned at 10:38 a.m. upon motion duly made and seconded.

Respectfully submitted,

_____

Mary S. Brooks, Deputy City Clerk

_____

Jeff Golden, Chairman

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CITY OF HIGH POINT
AGENDA ITEM

Title: **Injunctive Relief – 809 Rosecrest Drive**

From: JoAnne Carlyle, City Attorney

Meeting Date: Monday, November 4, 2019

Public Hearing: No

Advertising Date: NA
Advertised By: NA

Attachments: None

PURPOSE/BACKGROUND:
The property located at 809 Rosecrest Drive has been in violation of the Development Ordinance regarding the regulation of parking, storage and use of vehicles. Code enforcement has properly noticed the property owner. However, the owner has failed/refused to take corrective action. The City Attorney is requesting Council approval to pursue judicial action for enforcement and such action requires City Council's authorization. If approved, the City will seek injunctive relief and an order of abatement. This means the City will ask the judge to order the property owner to correct the violation immediately and if the owner fails to do so, the City will abate the situation itself and the owner will be responsible for any costs incurred.

BUDGET IMPACT:
No impact.

RECOMMENDATION / ACTION REQUESTED:
The City Attorney's Office recommends Council approve to seek injunctive relieve and an order of abatement for 809 Rosecrest Drive.

CITY OF HIGH POINT
AGENDA ITEM

Title: Riverdale Pump Station Expansion Amendment 1 - Hazen

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

Meeting Date: November 4, 2019

Public Hearing: N/A

Advertising Date: N/A
Advertised By: On-Call

Attachments: Amendment to Contract

PURPOSE:
To expand the capacity of the Riverdale Lift Station while an emergency bypass is in place to repair the station from flooding that occurred during Hurricane Florence.

BACKGROUND:
The City of High Point transfers wastewater flow to the Eastside WWTP via the Riverdale Pump Station from areas located on the north side of the city. This is the City's largest pump station. During Hurricane Florence, the pump station flooded resulting in damage to three (3) pumps. While still under the emergency bypass, the Public Services is expanding the Riverdale Lift Station. The expansion will will include a 10 MGD submersible pump and a second force main that will discharge to the Eastside Wastewater Treatment Plant. Hazen/DMP will have the following: Gravity design, coordination between new force and connection to gravity system, interconnection between submersible and existing force main, structural modifications, odor control, construction and administration and inspection services.

BUDGET IMPACT:
Funds for this project are available in the FY 2019-2020 Budget.

RECOMMENDATION / ACTION REQUESTED:
The Public Services Department recommends approval and asks for the Council to approve Amendment 1 to Hazen and Sawyer for additional Construction, Administration and Inspection services in the amount of $171,100.00.

Hazen and Sawyer
629 Green Valley Road, Suite 200
Greensboro, NC 27408

October 27, 2019

Mr. Terry Houk
Public Services Director
211 S. Hamilton Street
High Point, NC 27261

Re: PO# - 98765 Riverdale Pump Station Expansion Project
Amendment 1

Dear Mr. Houk:

Thank you for the opportunity to submit the enclosed request for an amendment to the Riverdale Pump Station Expansion Project, Purchase Order No. 98765 to provide additional services.

Due to the extended construction schedule and working hours, additional inspection time will be required to complete the project. The construction schedule is expected to last through the end of December 2019. Through the end of September 2019, Hazen field staff have spent 514.5 hours and approximately $10,000 of reimbursable lodging expenses through 3 months. The Contractor is planning to work an average of 250 hours per month to complete this project. We are requesting an extension of $150,000 to the not to exceed amount for Hazen RPR services and $20,000 of reimbursable expenses.

In addition, Hazen/DMP was requested to account for additional scope required to survey and design an additional gravity section to tie into the Register's Creek Force Main. Lidar data/mapping from Spatial Data has a cost of $1,100 and is requested as an amendment to this contract to account for this area. Design of the additional gravity section is not currently included in this amendment pending final route selection by the Register's Creek FM Design Consultant. Hazen will provide this cost a pass through to DMP without markup.

The total amendment request is $171,100.00 to PO No. 98765.

Job no

Summary of Amendment 1:

Task	Billing Type	Original PO	Amendment
Hazen	Lump Sum	$84,400	
	Not to Exceed	$222,870	$150,000
DMP	Lump Sum	$61,550	$1,100
	Not to Exceed	$163,150	
Reimbursable Expenses		$3,000	$20,000
Sub-Total		$534,970	**$171,100**
Total			**$706,070**

Please feel free to call me should you have any questions regarding the amendment request.

Best Regards,

Aaron D. Babson, PE
Senior Associate

Enclosure

cc: Alan Stone

Prosperity & Livability Committee Meeting

Chaired by Mayor Pro Tem Ewing
Committee Members: Ewing, Hudson, Peters, and Golden

October 9, 2019 – 9:00 a.m.
3rd Floor Lobby Conference Room

MINUTES

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Present:
Committee Members Jeff Golden, Wesley Hudson, and Monica Peters

Absent:
Chairman Jason Ewing [serves as Council liaison to the PART Board; conflict with PART meeting in Greensboro]

Staff Present:
Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Eric Olmedo, Managing Director; Laura Altizer, Budget and Performance Manager; Roslyn McNeill, Budget Analyst; Mary Sizemore, Library Director; Jeron Hollis, Director of Communications & Public Engagement [joined meeting at 9:16 a.m.]; Greg Venable, Transportation Planning Administrator; Scott Dingus, Engineering Services; Chris Bingham, Engineering Services; Chris Andrews, Development Administrator; Mary S. Brooks, Deputy City Clerk; and Lisa B. Vierling, City Clerk

Others Present:
David Wall, Treasurer, High Point Library Foundation
Steve Ilderton, High Point Rotary Club
Mark Pierce, High Point Rotary Club

News Media Present:
Pat Kimbrough, *High Point Enterprise*

Committee Member Golden chaired the meeting in the absence of Chairman Ewing.

Interim Chairman Golden called the meeting to order at 9:03 a.m.

1. Presentation- Proposed "Sensory" Garden at Library

Note: The following handouts were distributed during the meeting and will be attached in Legistar as a permanent part of these proceedings.

- ✓ PowerPoint Presentation- A Sensory Garden for High Point
- ✓ Sensory Garden Concept Proposal (dated July 12, 2018)

Mary Sizemore, Library Director, introduced guests: Steve Ilderton and Mark Pierce who are present representing the High Point Rotary Club, and David Wall, who is the Treasurer of the High Point Library Foundation.

Ray Gibbs, Executive Director of Forward High Point, is assisting the city in coming up with a concept design for a proposed "Sensory Garden" to be located at the corner of Main Street and Sunset at the Library. He provided an overview of the proposed project and is estimating that the total project will come in about $350,000 although there is no final design at this point. The project will be a partnership between the city of High Point, the Library, the High Point Rotary Club, and Forward High Point. They plan on incorporating the existing Clock Tower into the concept design for the "Sensory Garden." The proposed timeline for the project is as follows:

- ✓ *Project Announcement: November 2019*
- ✓ *Grand Opening planned for November 2021*

The "Sensory Garden" is designed to stimulate the various senses, looking closely at feel, touch, sound, visual, color, sun, shade, texture, tastes, etc…. and is a great tool for teaching children with autism and is also used for seniors. The site for the proposed garden is the corner of Main Street and Sunset and contains about 7,000 sq. ft.

Some components of the "Sensory Garden" are:

- ✓ *Raised garden beds for wheelchair accessibility*
- ✓ *Herb planting wall*
- ✓ *Sensory wall*
- ✓ *Conversation/Welcome area*
- ✓ *Sensory panels*
- ✓ *Texture changing pathway*
- ✓ *Moving water*
- ✓ *Reflection/Garden area*

Mr. Gibbs advised they are not asking Council for any budgetary funds at this time other than simply providing staff support to assist in the project.

Steve Ilderton, President of the High Point Rotary Club, reported that fundraising efforts are already underway and advised that the Rotary Club plans to pledge $100,000 towards the project. The High Point Library Foundation will hold the money and since

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they are a 501(c)3, they will be able to accept donations and apply for grants, etc…. Mark Pierce, with the High Point Rotary Club, mentioned the significance of the proximity to the Nido and Mariana Qubein Children's Museum proposed for the corner of Lexington/Hamilton. He advised that Dr. Qubein sees the "Sensory Garden" as a means to complement the museum.

Committee Member Golden moved to accept the "Sensory Garden" concept proposal and forward it to the City Council with a favorable recommendation with special reference to the clock tower. Committee Member Peters made a second to the motion, which carried by a unanimous 3-0 vote of the Committee. [Chairman Ewing was absent]

2. Presentation- Proposed Cassell Street Greenway (Southwest Greenway)

Note: The following handouts were distributed during the meeting and will be attached in Legistar as a permanent part of these proceedings.

- ✓ PowerPoint Presentation- Southwest Greenway (from Vail Avenue to West Ward Street)

Scott Dingus with Engineering Services provided an overview of the conceptual plan for the Southwest Greenway. Staff is recommending using existing infrastructure (Cassell Street) to utilize an underutilized road, which will result in a big cost savings. The concept includes components such as bike lanes, walking path, etc… Some interest has been expressed to have the community paint the streets so that residents could take ownership and make it more attractive. From a safety perspective, bollards, pavement markings, painted walkways, vegetation, etc… could be used. A brief discussion ensued regarding the roundabout and the possibility of putting something in the middle of the roundabout to make it more attractive. Some suggestions were: artwork, low growing plantings, etc….). Staff is estimating a cost of $75-$80,000 to put in thermoplastic, concrete, and striping for 1,200 feet; bollards and paint would be an additional cost.

Greg Venable, Transportation Planning Administrator, pointed out there is no funding currently dedicated or available for this project.

Committee Member Golden moved to accept the Southwest Greenway conceptual plan for the Cassell Street area and forward it to the City Council for funding consideration. Committee Member Peters made a second to the motion. The motion carried by a unanimous 3-0 vote of the Committee. [Chairman Ewing was absent]

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ADJOURNMENT

There being no further business for discussion by the Committee, the meeting adjourned at 9:36 a.m. upon motion duly made and seconded

Respectfully submitted,

_____

Lisa B. Vierling, City Clerk

_____

Jeff Golden, Interim Chairman

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CITY OF HIGH POINT
AGENDA ITEM

Title: **Resolution of Intent for a Voluntary Contiguous Annexation**
Annexation 19-10 *(Williard Farms LLC)*

From: Lee Burnette, Planning & Development Director

Meeting Date: November 4, 2019

Public Hearing: No

Advertising Date: Not applicable

Advertised By: Not applicable

Attachments:
A. Resolution of Intent for Annexation 19-10
B. Map of property proposed to be annexed

PURPOSE:
Approval of a Resolution of Intent that establishes a public hearing date to consider a voluntary contiguous annexation request.

BACKGROUND:
Resolution of Intent for Annexation 19-10 is enclosed.

BUDGET IMPACT:
With the exception of water and sewer, municipal services will be available upon the effective date of annexation. Water and sewer will be available in accordance with City policy.

RECOMMENDATION / ACTION REQUESTED:
Staff requests City Council set a public hearing date of Monday, November 18, 2019, for this request.

PUBLISH ONCE: Thursday, November 7, 2019

RESOLUTION TO ESTABLISH A PUBLIC HEARING DATE FOR VOLUNTARY CONTIGUOUS ANNEXATION (AN-19-10)

WHEREAS, the City Council has been petitioned to annex the property of Williard Farms LLC. The proposed annexation site consists of approximate 26.5 acres located along the west side of Barrow Road, approximately 500 feet south of Southwest School Road. The property is also known as Guilford County Tax Parcels 171240 and 171234.

WHEREAS, the City Clerk is in receipt of said petition and has determined its sufficiency in accordance with G.S. 160A-31;

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes Monday, November 18, 2019, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

Any interested party will be permitted to be heard at the public hearing. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need special accommodations, please call (336) 883-3328 or 711 for the Telecommunications Relay Service.

Following the public hearing, the City Council shall have authority to adopt an ordinance annexing the territory described in the petition. The City Council shall have authority to make the annexing ordinance effective immediately or on any specified date within six (6) months from date of passage of ordinance.

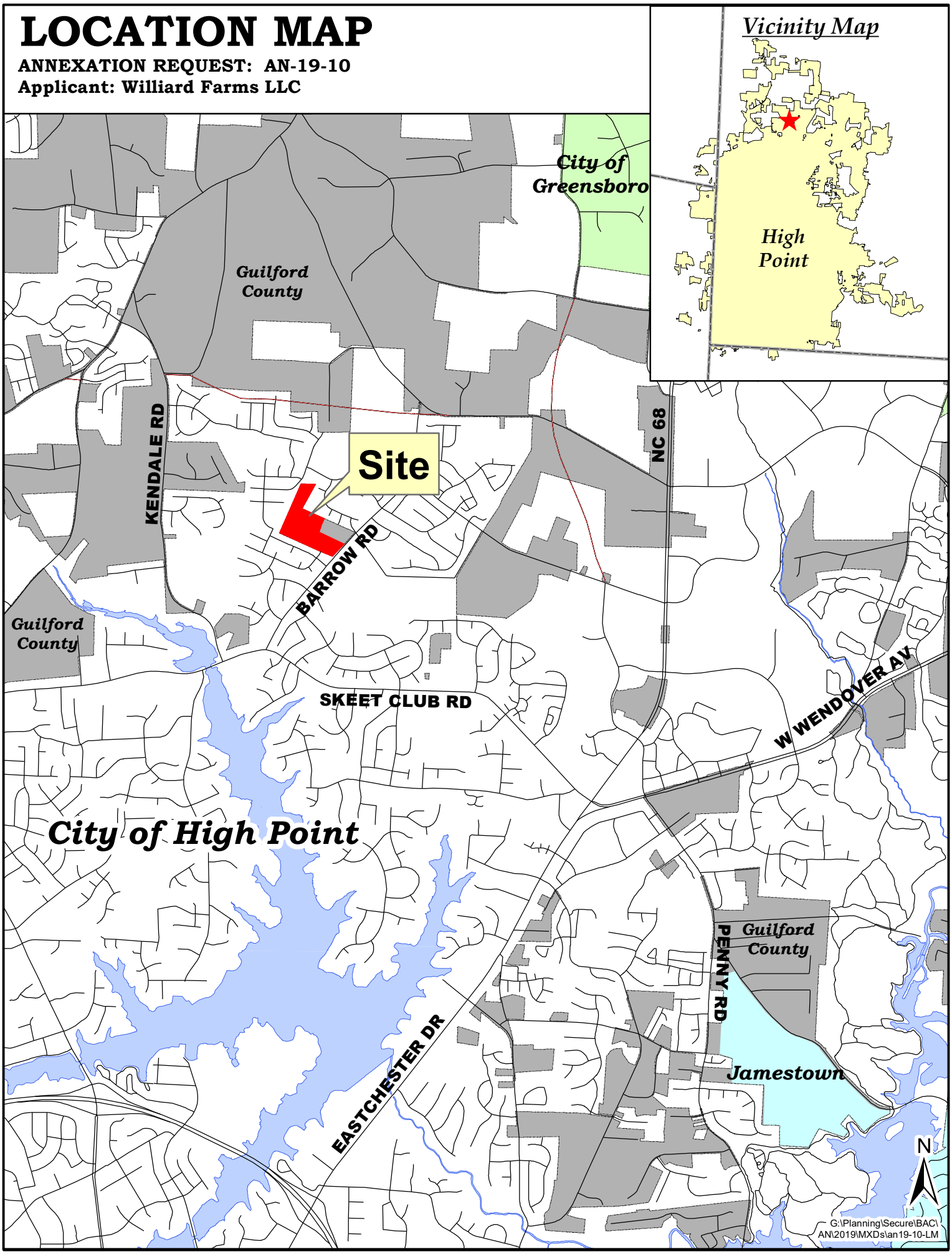
Further information pertaining to this request is available for public inspection upon request at the Planning and Development Department in the Municipal Office Building, 211 South Hamilton Street, Room 316, High Point, North Carolina, (336) 883-3328 or FAX (336) 883-3056.

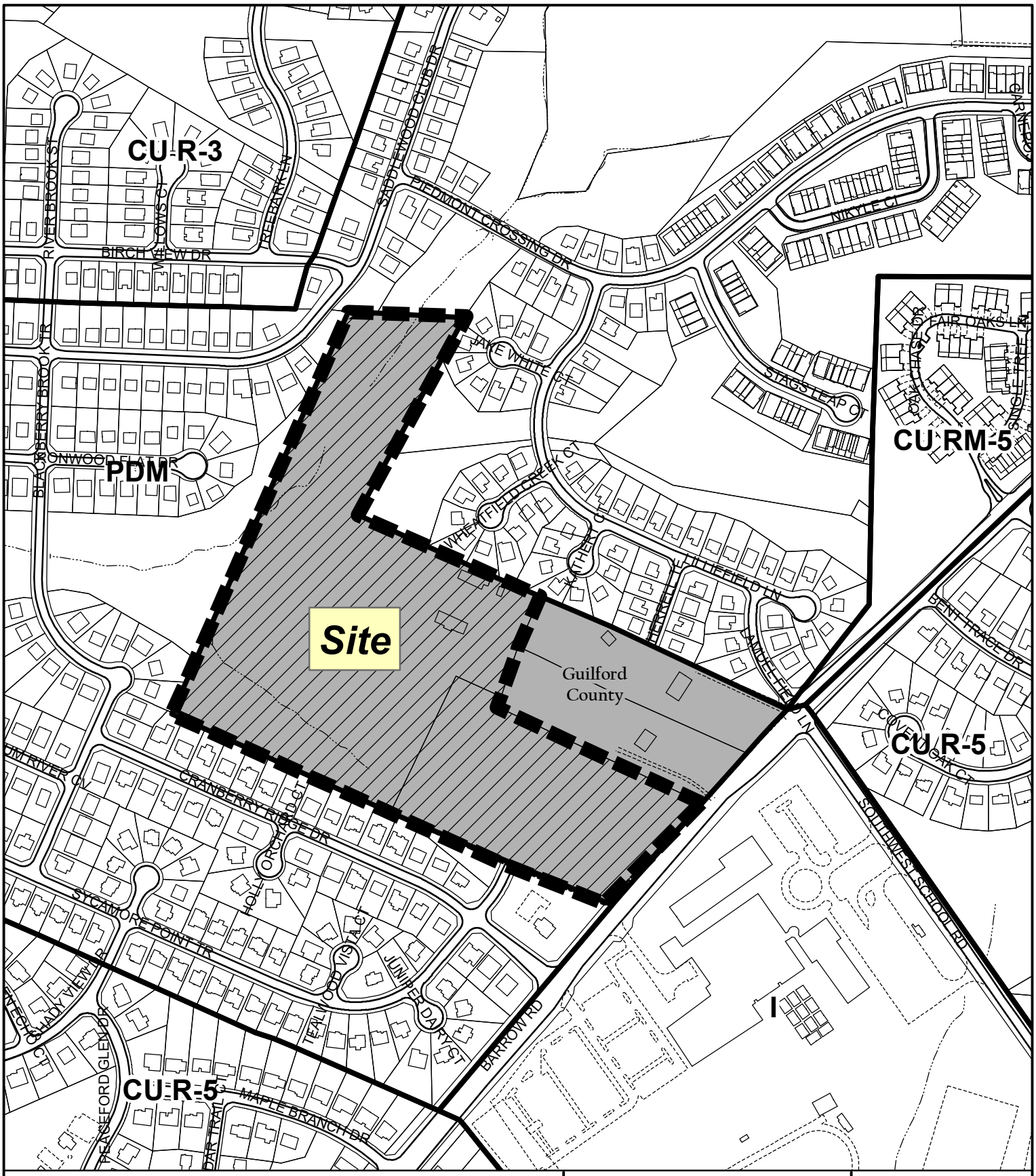
By order of the City Council,
This the 4th day of November, 2019

Lisa B. Vierling, City Clerk

LOCATION MAP

ANNEXATION REQUEST: AN-19-10
Applicant: Williard Farms LLC





ANNEXATION REQUEST: AN-19-10

Applicant: Williard Farms, LLC
Area: 26.5 acres

Existing Zoning Boundary
Subject Property Boundary

Planning & Development Department

City of High Point

N

Scale: 1"=400'

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CITY OF HIGH POINT
AGENDA ITEM

Title: **Contract Award for Washington Street Relocation Engineering and Design Services**

From: **Mark McDonald, Transportation Director**

Meeting Date: Monday November 4, 2019

Public Hearing: **No**

Advertising Date: NA
Advertised By: NA

Attachments: Project Scope of Work and Fee Estimate

PURPOSE:

Consideration of a contract with STV Engineering for professional engineering and design services associated with the proposed relocation of a portion of Washington Street adjacent to the railroad.

BACKGROUND:

Washington Street is a city-maintained street that runs along the north side of the rail corridor owned by the North Carolina Railroad (NCRR), between N. Centennial Street and Hoskins Street. The proposed project focuses on the relocation of a portion of Washington Street away from the crest of the railroad cut slope. Over many years, this slope has experienced substantial erosion that has encroached to the southern edge of the road and is threatening to undermine the subgrade. This could render it unsafe and impassable. In addition to being a hazard, a failure could disrupt east-west traffic flow and access to residential neighborhoods, local businesses, public institutions, and recreational facilities. It would also require detouring emergency responders, school buses, and city transit service, and could restrict or prohibit Norfolk Southern and Amtrak rail activity through the Triad region for an extended period.

Improvements to Washington Street have been a Transportation Department priority for several years. A base plan for the relocation has been developed, and it is recommended that a consulting firm be retained to complete the design and prepare contract documents for its reconstruction. The proposed realignment would shift the centerline of the road northward 15 to 20 feet (away from the rail cut), with new curb and gutter along both sides of Washington Street. The sidewalk on the north side will also be reconstructed and brought up to current standards for accessibility.

Construction costs for the street relocation are estimated at $3,500,000, funded entirely by the City. NCRR has allocated an additional $3,000,000 to engineer and construct retaining walls and other stabilization measures to prevent slope failure. This work will be performed after the City's street relocation project is completed.

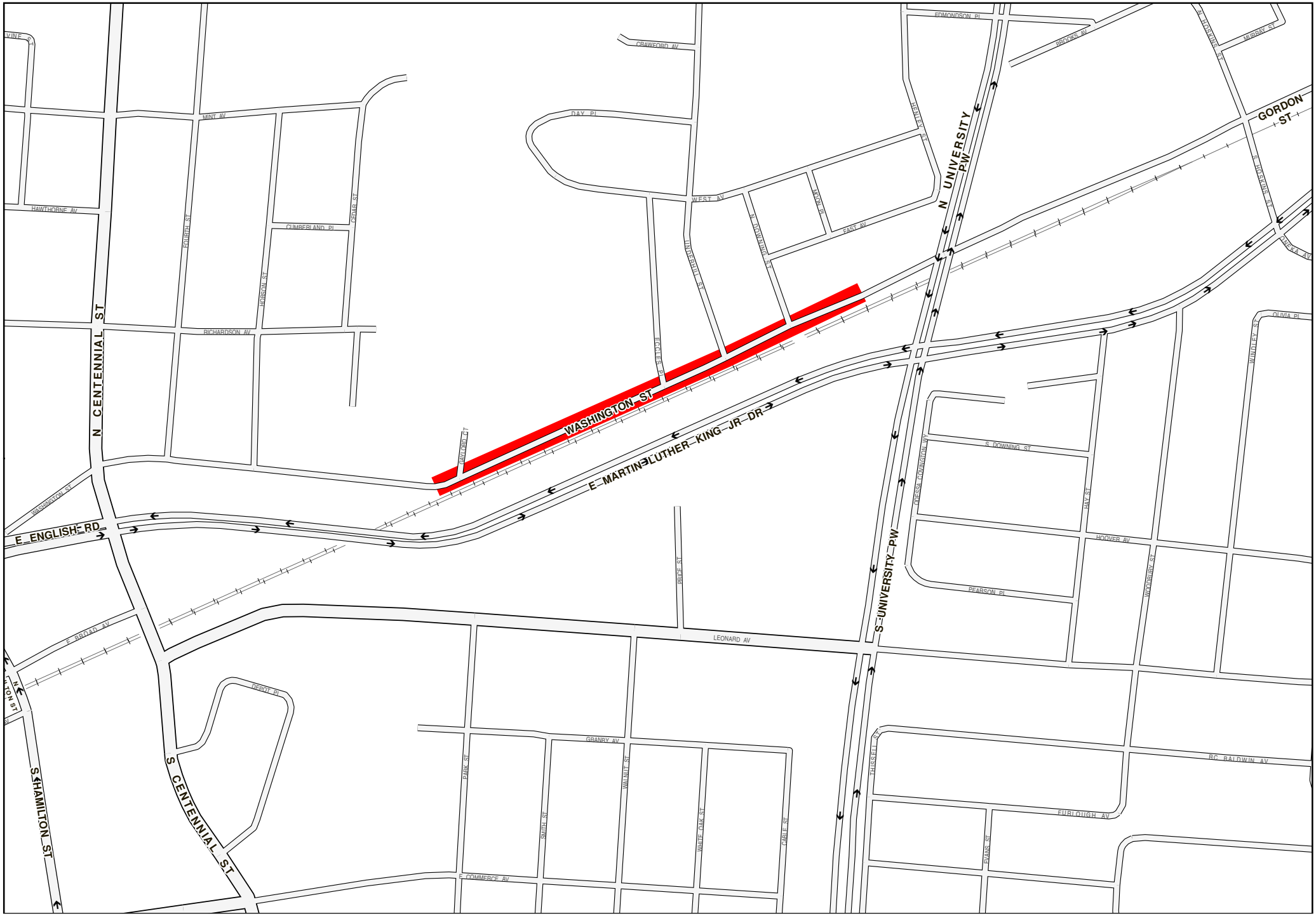
Transportation has worked with the consultant to prepare a comprehensive scope of work for the project. This will include a screening of potential environmental impacts and the preparation of construction contract documents.

BUDGET IMPACT:

Funding is available in the current FY 2019/2020 budget.

RECOMMENDATION / ACTION REQUESTED:

STV Engineering is an approved on-call professional transportation planning and engineering services consultant for the City of High Point. The Transportation Department requests City Council's consideration and award of a contract with STV Engineering in the amount of $369,758 for the proposed project.



WASHINGTON STREET

HIGH POINT
NORTH CAROLINA'S INTERNATIONAL CITY

N

MAP PREPARED BY
High Point MPO
211 South Hamilton Street
High Point, North Carolina 27260
May 2019

DISCLAIMER: This map is provided as a public information resource and every reasonable effort has been made to assure the quality of the map. This data, information, and related graphics are not legal documents and are not intended to be used as such. The High Point MPO makes no warranty, expressed or implied, as to the accuracy, reliability, utility, or completeness of this information. The High Point MPO assumes no liability either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.

City of High Point
E. Washington Street Relocation
Alignment Refinement and Final Design
September 2019

Project Understanding

The City of High Point (City) plans to relocate an approximate 2,000 ft. portion of E. Washington Street from its current location to the north to create better separation from the North Carolina/Norfolk Southern (NS) Railroad tracks and top of bank. E. Washington Street (City maintained facility) is located at the top of the slope of the railroad and is currently being undermined due to erosion of the slope bank. The goal is to realign the road to the north away from the tracks so that adequate separation occurs between the edge of pavement and the ultimate railroad top of slope. The road is currently within the railroad right of way (ROW) and is anticipated to remain in the ROW after the relocation.

Currently E. Washington Street is a two-lane undivided roadway with public street intersections, private driveways, and dedicated pedestrian crossings that provide access over the rail line. The proposed project limits stretch from just west of Gaylord Court eastward to a point east of N. Downing Street. This multimodal roadway provides access to neighborhoods, schools, and parks. Project objectives include but are not limited to:

1. Relocate E. Washington Street to the north so that proper separation of the edge of pavement occurs with the future railroad top of slope
2. Stay within existing railroad ROW
3. Investigate need for a WB right turn lane at Penn-Griffin School for the Arts main driveway
4. Accommodate pedestrian amenities

Any relocation of the roadway in this area will require the existing pedestrian connections to be redesigned and/or relocated. Descriptions of existing pedestrian railroad overpasses are included below.

1. The primary pedestrian crossing is a dedicated structure (across the street from Penn-Griffin School for the Arts) that spans the rail lines and terminates in the open space between the railroad and E. Dr. ML King Jr. Drive. This crossing provides a valuable connection between schools and neighborhoods to the north with a recreation center and neighborhoods to the south.
2. A secondary pedestrian crossing utilizes the old Downing Street overpass that once served vehicles. This bridge is in disrepair and pedestrians are discouraged from using it as a primary crossing. This crossing spans the rail lines and terminates in the open space between the railroad and E. Dr. ML King Jr. Drive.

The project is 100% City funded and anticipated to be contained in railroad ROW.

1.0 Project Management/ Administration and Coordination

STV Engineers, Inc. (STV) will provide project administration and general coordination for the assignment duration of the project, estimated at 12 months. This work will include the following tasks:

1.1 Project Management/Administration

- Develop work plan and coordinate project work with the City Project Manager
- Revise and maintain project schedule
- Conduct/participate in internal project team meetings (Bi weekly)
- Maintain project budgeting through course of the project
- Provide monthly invoices and status reports to the City

1.2 Project Coordination

- Attend general consulting meetings with the City Project Manager (up to 3)
- Coordinate via telephone and e-mail with sub consultants, the City to address and discuss project issues
- Attend up to four (4) miscellaneous meetings with the City, City Council, local planners, etc. (2 staff X 4 meetings)

Deliverables: *Coordination meeting minutes/records of conversations*
Monthly invoices, status reports and progress reports

2.0 Stakeholder Coordination

STV will coordinate with key stakeholder groups to understand future plans for improving the corridor along E. Washington Street. STV will review local area plans and transportation projects to determine project consistency.

Anticipated stakeholders:

- North Carolina Railroad
- Norfolk Southern
- City of High Point
    - Housing Authority
    - Community Development
    - Planning
    - Parks and Recreation
    - Local historian Glen Chavis
    - Neighborhood Representatives for:
        - Washington Street
        - Daniel Brooks Housing
        - Washington Terrace

Assumptions:

Coordination will include correspondence (phone, email) and two field meetings.

Information gathered from this meeting will guide STV in understanding future project timelines and design criteria associated with improving slopes within the rail corridor.

3.0 Alignment Feasibility

STV will obtain existing design files and survey data (horizontal and vertical) from the City for the purposes of reviewing and further refining the proposed alignment and roadway cross sections. These cross sections will be used to ensure the roadway is located an appropriate distance from the proposed top of slope of the railroad corridor and enable NC Railroad an adequate distance to construct slope stability.

STV will visit project corridor, mark any missing elements missing on survey and provide a marked roll plot to the City if additional surveys are required.

STV will prepare a centerline conceptual alignment, profile and critical cross-sections and meet with the City to review and receive comments. Once comments are received and incorporated STV will develop a conceptual cost estimate. It is understood that the Railroad will make improvements at the bottom of the slope, between the RR tracks/RR ditch and the roadway/top of the slope. The goal to accomplish during this phase of work is establishing the centerline alignment (approximately one lane to the north of the existing roadway and determining where a 2:1 slope would fall. This will establish heights of walls that that the Railroad will design and install under separate contract. It is anticipated that the grading limits for re-aligned Washington Street will tie at the top of the exiting slope and the railroad will grade and construct walls at the toe of the slope as they deem appropriate to protect their facilities.

Information gathered from this feasibility analysis will aid in determining the E. Washington Street alignment and adjacent property and utility impacts.

The City has indicated that the existing waterline between the roadway and Railroad is not to be impacted.

Assumptions:

The City will provide previously developed conceptual files
Surveys will be performed by the City and will include locations of exiting utilities and property lines/owner information.

Deliverables:
Design Criteria/Assumptions
Typical Section for Washington Street
Centerline roll plot
Conceptual Cost Estimate

4.0 Roadway Design

The City plans to relocate an approximate 2,000 ft. portion of E. Washington Street from its current location to the north to create better separation from the North Carolina/Norfolk Southern (NS) Railroad tracks and top of bank. The project limits begin just east of Mt Zion Baptist Church and terminate 500' +/- east of the intersection with Downing Street. STV will prepare roadway plans in accordance with City of High Point standard practices and NCDOT Roadway Design Manual; and the plans will conform to NCDOT 2018 Standard Specifications, the City of High Point Standard Drawings, and AASHTO's A Policy on Geometric Design of Highways and Streets (Green Book - 2011). All drawings will be prepared using Microstation V8i utilizing geopak and Corridor Modeling.

Improvements will include:

- Intersection improvements of E. Washington Street at
  - Pen-Griffin School for the Arts entrance
    - Pedestrian and roadway improvements, to include a right turn lane
  - Eccles Place
    - Pedestrian and roadway improvements
  - Underhill Street
    - Pedestrian and roadway improvements
  - N. Downing Street
    - Pedestrian and roadway improvements

These improvements will include updating ramps to current standards by referencing NCDOT standard drawings. Roadway improvements other than the right turn lane consists of proper ties to the new mainline alignment and ensuring proper sight distance.

4.1 Roadway Plans

STV will prepare and submit design criteria and general typical sections for The City approval. STV will review for possible design exceptions and will provide a design exception checklist. Should a design exception be required, STV will prepare a design exception letter prior to proceeding with Right-of-Way plans and provide to the city for review and distribution. STV will prepare Roadway Plans at a scale of 1" = 50' horizontal and 1" = 10' vertical. The following Roadway Submittals include:

- 25% Plans
- 65% Plans
- Right-of-Way Plans
- 90 % Plans
- Final Plans

STV will submit plans to the City for review and comment at each phase and will include the appropriate review checklist. The City will compile all comments and provide to STV within four weeks of the submittal. Once comments are addressed at each submittal, STV will prepare quantities and provide cost estimates. The Final Construction Estimate will be provided in .csv format.

Assumptions/Exclusions: *All special details will be provided by the City. Any special details requiring design will be provided under a supplemental agreement.*
Noise and retaining walls are not included in the roadway scope. Should noise or retaining walls be required and a layout is required, this work would occur under a supplemental agreement.
Lighting design, landscaping plans and utility design is not included in this scope of services.
Bid phase services such as CE&I and record drawings are not included in this phase of work.

Meetings, Site Visits, or specific coordination items:
General Coordination Meetings/conference calls

25% Plans Review Meeting (1 staff x 1 meeting)
90% Plans Review meeting (1 staff x 1 meeting)

25% Review Plans – 1 full size plans, 1 half size plans, 1 half size sets of cross sections, and PDF's of each; quantities, and cost estimate with prices.
Right-of-Way Plans – 4 full size plans with 4 half size cross sections, and PDF's of each
90% Review Plans - 1 full size plans, 1 half size plans, 1 half size sets of cross sections, and PDF's of each; quantities and final estimate in .csv format
Final Plan Set – 1 full size original and a PDF of the final plan set to include sealed sheets for all disciplines.
City forces to complete plats and legal descriptions.

5.0 Railroad Approvals and Coordination

- The City will coordinate with North Carolina Rail Road (NCRR) to prepare and submit a Preliminary Engineering Agreement to the Railroad. This engineering agreement, which includes the advance payment fee for any anticipated Railroad engineering and review costs, will determine the tasks and payment schedule for the process that Railroad will follow in order for The City to obtain approved construction plans. The City is responsible for the Railroad engineering and review costs for these tasks. These costs will allow the Railroad to proceed with plan review and engineering effort required to allow the Project to move into the Construction Phase.
- STV will provide NCRR with preliminary and final roadway plans for coordination with the Railroad. The City will obtain the Construction Agreement with the Railroad.

Assumptions/Exclusions:

STV will attend one meeting at the NCRR office in Raleigh, NC to discuss aspects relating to railroad coordination. Up to two staff members will attend the scheduled meeting with NS and NCRR

The existing horizontal and vertical track alignment will be retained.

The City will provide the NCRR and NS Preliminary Engineering Agreement and is responsible for the Railroad engineering and review costs.

The City will obtain right of entry from Rail Road in order to provide geotechnical investigation and field surveys.

6.0 Hydraulics

- Field Work and Supplemental Surveys
  i. Conduct field visit to review the conditions and constraints of the entire project area. Validate survey data for existing pipe sizes, material, and condition; and assess drainage features which appear to impact the project. Note any existing drainage issues such as erosion.
  ii. Perform simple level survey to determine existing outfall sections and drainage patterns.
  iii. Take photographs of the site.
  iv. Conduct follow up site visit once design is near complete.

- Hydrologic & Hydraulic Design
  i. Pre-Design Review and Data Collection such as aerial photography, land use maps, and soil classification maps. Pre-design meeting with City Storm Water Staff to review conceptual drainage design.
  ii. Provide design calculations for closed pipe systems using the City Storm Drainage Design Manual.
  iii. Pre-Design Meeting – Includes meeting at the City with Storm Water review staff STV to provide conceptual drainage design, design criteria, and meeting minutes.
  iv. Storm system will be designed using Micro Station V8i and Geopak Drainage. Design will include peak discharge determination using Rational Formula, gutter spread calculations, inlet capacity and pipe design. Add inlets where appropriate to relocated roadway to meet spread requirements.

- Final Plan Development
  i. Prepare a Drainage Summary Sheet using Standard City format.
  ii. Show storm drainage on roadway profile sheets.

- Review, Rework, and Coordination
  i. STV will revise Drainage Plans and provide a response to review comments for all minor City comments (up to (4) reviews).
  ii. Comments which require alignment changes to the concept drainage design presented at the pre-design meeting may require a supplemental agreement.
  iii. Changes to an owner's public or private utilities that cause a drainage design change after right-of-way plans are complete may require a supplemental agreement. Changes to the drainage design due to utilities not surveyed during the design phase and/or field changes during construction will require a supplemental agreement. (IE any horizontal/vertical or cross section changes).
  iv. Attend two meetings at the City.

Assumptions/Exclusions:

No special drainage structure designs are included.
No CLOMRs or LOMRs are anticipated. If Conditional Letters of Map Revision (CLOMRs) or Letters of Map Revision (LOMRs) are necessary, they will be negotiated as a supplemental.
No detention design or water quality BMP design is anticipated or included.
No downstream improvements design is anticipated or included.
No ditch design is anticipated or included.
No special drainage design deviating from City of High Point Design criteria for Railroad Encroachment agreement.

Meetings, Site Visits, or specific coordination items:

Up to (3) general coordination conference calls.
Storm drainage pre-design meeting at City of High Point (with 2 STV staff members attending).
Up to (2) additional meetings at City of High Point (with 2 STV staff members attending).
Up to (2) site visits.

Deliverables:

One (1) paper copy and one (1) electronic copy of the drainage design shown on the roadway plans and supporting calculations will be provided to City of High Point for review (anticipate four reviews coinciding with each roadway plan submittal). Supporting calculations include: Geopak Drainage inlet capacity,

Manning's and HGL calculations output, Pre vs. Post Outfall Analysis, Site Photos, and Drainage Area Maps.
Supporting storm drainage documentation for Railroad Encroachment Agreement.
Storm drainage quantities included with Engineer's Estimate.

7.0 Utility Coordination

7.1 Utility Analysis and Preliminary Routing Report (UAPR)

STV will prepare a UAPR report based on the preliminary plans.

Assumptions/Exclusions: *STV will identify utility conflicts and mitigate conflicts found with the utility owners.*
The City Will provide SUE (level A and B)

Meetings, Site Visits, or specific coordination items:
One (1) utility coordinator will attend three (3) design review meetings.
Site visits and meetings, as needed, with the utility owners, including a kick-off meeting with the utility owners

Deliverables: *UAPR*
Utility relocation (per NCDOT Standards) cost estimate
Monthly update of utility progress, via email.

7.2 Utility Authorizations

STV will receive Utility Relocation Packages from the Utility Owners and review packages before submittal to The City for approval. STV will then notify Utility owners when relocations can begin.

Assumptions/Exclusions: *Utility design will be provided by the utility owners*

Meetings, Site Visits, or specific coordination items:
Notification to the Utility Owner to begin relocations
Up to ten (10) site visits to coordinate and verify utility relocations

Deliverables: *Utility Relocation Agreements and/or Encroachment Agreements, as needed*

7.3 Utility by Others

STV will prepare Utility by Others Plans, Special Provisions, and Estimates.

Assumptions/Exclusions: *Utility design will be provided by the utility owners*
STV will handle any water and sewer design under a supplemental scope of services.

Deliverables: *Utility by Others Plans*

Utility by Others Special Provisions
Monthly update of utility progress, via email.

8.0 Traffic Control

STV will prepare a Traffic Management Concept (TMC) in accordance with the guidelines for Transportation Management Plan Development. The TMC will indicate the Engineer's proposed phasing for the construction of the project. This TMC will be provided along with Roadway's Preliminary Design Plans (25%). The City plans to utilize an offsite detour during summer recess so the intersection can be shut down for construction. Any modifications to the TMC shall be incorporated into the Pre-Final (90%) Transportation Management Plan in accordance with the guidelines for Transportation Management Plan Development. This will be provided along with the Roadway 90% Plans. All traffic control submittals will be reviewed by the City.

STV will prepare Final Transportation Management Plans for roadway construction in conformance with the following:

- Manual of Uniform Traffic Control Devices for Streets and Highways (MUTCD) - The MUTCD shall be the edition current as of the date Final Traffic Control plans are begun as prepared by the National Advisory Committee on Uniform Traffic Control Devices, including subsequent revision,
- The most recent edition of the "North Carolina Supplement to the MUTCD, Part VI; NCDOT,
- "The State Policy and Procedure for Traffic Control Through Construction Work Zones", and
- The 2018 edition of the "Highway Design Branch Roadway Design Standards", with all subsequent revisions.
- Guidelines for Transportation Management Plan Development
- NCDOT January 2018 Roadway Standard Drawings
- NCDOT January 2018 Standard Specifications for Roads and Structures

STV will provide quantity estimates with the 90% and Final Transportation Management Plan submittals. Temporary shoring design and special detour sign design is not covered under this scope of work.

Deliverables: *Preliminary (25%) Traffic Management Concept*
Pre-Final (90%) Transportation Management Plans
Final Transportation Management Plans
Quantities (2 submittals)

9.0 Pavement Marking and Signing Plans

STV will develop final pavement marking and signing plans in conformance with the Manual of Uniform Traffic Control Devices for Streets and Highways (MUTCD) as prepared by the National Advisory Committee on Uniform Traffic Control Devices, including subsequent revisions. The MUTCD shall be the edition current during the life of this Contract.

The STV Engineer shall prepare final pavement marking and signing plans at a scale of 1" = 50' or as specified by the city. The final pavement marking and signing plans shall detail traffic channelization, ground mounted regulatory signs, lane marking, other transverse markings, symbols and legends, and other

intersection details. STV will include a tabulation of material quantities required for implementation. The final pavement marking and signing plans shall be in a format meeting the requirements of the City.

Assumptions/Exclusions: No special sign design is covered under this scope of services.

Deliverables: *Final Pavement Marking Plans*
Final Signing Plans
Pavement Marking Quantities
Signing Quantities

10.0 Erosion Control

STV will prepare erosion control plans in accordance with NCDEQ's guidelines and standards. We will utilize City of High Point Erosion Control Standards where applicable. We anticipate preparing a two-phase erosion control plan: Clearing/Grubbing Phase and Final Phase. Erosion Control detail sheets and notes sheets will be included. Final Phase Erosion Control Plans will include 2' interval proposed contours. Erosion Control submittal to NCDEQ will include supporting storm water calculations, erosion control special provisions, quantities, permit application and checklist.

Assumptions/Exclusions:
Anticipate 3 submittals with 2 reviews with comments from NCDEQ. Additional submittals will require a supplemental agreement.
Skimmer sediment basins are not anticipated due to site characteristics. Skimmer basin design is not included.

Deliverables: *Erosion Control Plans with Clearing/Grubbing Phase and Final Phase.*
Erosion Control Quantities.
Erosion Control Special Provisions.
Erosion Control Permit Package Supporting Documents.

Meetings or specific coordination items:
Up to (2) general coordination conference calls.
Erosion Control pre-design meeting at NCDEQ office (with 2 STV staff members attending).
Up to (1) additional meetings at City of High Point (with 2 STV staff members attending).

11.0 Environmental Screening

11.1 Natural Systems

STV will conduct a field review to determine the presence of jurisdictional waters of the US. The findings of this field review will be presented in a memo prepared by STV that will also discuss recommendations for future actions. Based on a preliminary literature review, waters of the U.S are not anticipated to be present.

11.2 Environmental Constraints and Demographics

STV will conduct a desktop review to identify the human and natural environmental resources and constraints within the project area, including but not limited to water resources, historic properties, community resources, park and recreation facilities and hazardous material sites. This task will also include a demographic assessment to determine presence of environmental justice populations (low-income and minority) as well as limited English-speaking populations, which will aid in targeted outreach to ensure

equitable participation. The findings of this review/screening will be presented in a memo, including a map and a screening matrix prepared by STV.

Assumptions/Exclusions:

NEPA/SEPA is not anticipated nor is a planning document or screening for cultural resources

Phase I investigations are not included in these scope of services

Deliverables: *Environmental Screening Memo*

Constraints Map

Constraints Matrix

12.0 Geotechnical Coordination and Investigations

Geotechnical borings are not included in the scope of work. STV will engage the City's geotechnical sub-consultant to review the site and discuss potential issues and recommendations (based on field observations) in regard to the off-set needed from toe-of-slope for long term stability. STV will assist in determining bore hole locations for the City. These recommendations will be further refined based on actual borings and analysis in the next phase of work.

Assumptions/Exclusions:

The City will provide all geotechnical services including roadway and foundation recommendations for walls and pavement design for overlay and full depth.

13.0 Pedestrian Study

STV will coordinate the collection of pedestrian counts and pedestrian crash data at E. Washington Street and S. College Drive pedestrian bridge locations and review pedestrian crash statistics along the E. Washington Street and S. College Drive corridors. ADA related deficiencies will also be noted. The data will be summarized in written/graphical form. The project team (2 staff) will meet with City staff to review the information. Meeting goals will include:

- Review summary of collected data
  - Existing Conditions – Pedestrian Movements
  - Crash Data
    - High Point Police Department Provided
- Evaluate keeping/removing/relocating existing pedestrian overpasses along:
  - E. Washington Street
  - S. College Drive
- ADA related deficiencies
- Determine preferred alternatives
- Graphic indicating potential improvements

Deliverables: *Meeting minutes summarizing discussions and decisions made*

Recommendations requiring design revisions or additions will require a supplemental agreement

14.0 Community Engagement

STV will schedule, prepare for and conduct a public input workshop in order to present project information and obtain input from the community on pedestrian use and activity within the area and along the two existing pedestrian crossings. Two STV representatives will attend (2 employees x 1 meeting). STV will prepare the following for the input meeting:

- Sign-in sheets, comment forms, project handout, meeting signage
- Two presentation boards/maps

After the meeting, STV will evaluate comments and discuss any potential changes to the plans.

Assumptions/Exclusions:

The City is responsible for advertising the public meetings as well as securing a meeting space as well as any associated fees
It is anticipated these will be drop in style public meetings and no formal presentation will be conducted

Deliverables:

Directional Signs, comment cards sign in forms
Meeting Summary Memo
Presentation Maps

15.0 Bid Phase Services

(a) Bid Document Preparation – The City will provide the upfront provisions and legal forms for the bid document; STV will compile along with Project Special Provisions.
(b) Attend pre-bid meeting at the City of High Point – 2 staff
(c) Answer Requests for Information (RFI)
(d) Review contractor bids and report apparent low bidder
(e) Attend pre-construction conference at the City of High Point – 2 staff

16.0 Items to be provided by The City:

- Real estate services (assumption that City will be responsible for ROW negotiations or relocations including any necessary historic property coordination)
- Provide assistance to STV for community outreach
  - Workshop Location
  - Advertisement and mailings
- Geotechnical recommendations (Roadway, Structure, Pavement design)
- Design, property, and utility surveys (including level A and B)
- Crash Data

Supplemental Service:
Construction Engineering and Inspection

The City has not requested CEI services at this time. However, STV can provide inspection and testing services during construction for the roadway and/or pedestrian bridge should the City determine a need for it. In addition, STV can provide on-site coordination with the railroad and its contractor if desired. These services are not included in the original scope of work but will be added as a supplement if directed by the City.

STV

ESTIMATE OF PROFESSIONAL SERVICES
SUMMARY PAGE

STV Proposal or Job Number: 0065268 **Client Job Number:** TBD

Project Description/Location: Washington Street Realignment

Client: City of High Point **Client Project Manager:** Justin Carroll

Item	wksht	Hours	Budgeted Effort	Other Dir. Costs	Subconsult.	Grand Total
Project Management	A	135	$ 20,813.55	$ 690.00	$ -	$ 21,503.55
Stakeholder Coordination	B	68	9,097.20	-	-	9,097.20
Alignment Feasibility	C	206	29,070.00	-	-	29,070.00
Roadway Design	D	818	107,388.00	807.50	-	108,195.50
Railroad Approvals & Coordination	E	30	4,275.00	201.25	-	4,476.25
Hydraulics	F	310	39,586.50	1,032.00	-	40,618.50
Utility Coordination	G	208	27,132.00	1,395.00	-	28,527.00
Traffic Control	H	206	26,505.00	-	-	26,505.00
Pavement Marking and Signing Plans	I	32	3,762.00	-	-	3,762.00
Erosion Control	J	152	18,753.00	-	-	18,753.00
Environmental Screening	K	128	14,506.50	382.00	-	14,888.50
Geotechnical Coordination and Investigations	L	20	3,135.00	-	-	3,135.00
Pedestrian Study	M	116	12,312.00	182.50	2,500.00	14,994.50
Community Engagement	N	130	15,190.50	-	-	15,190.50
Bid Phase Services	0	158	28,901.50	2,140.00	-	31,041.50
GRAND TOTALS >		2,717	$ 360,427.75	$ 6,830.25	$ 2,500.00	$ 369,758.00

Justin S. Carroll
Project Manager, STV Engineers, Inc.

CITY OF HIGH POINT
AGENDA ITEM

Title: Police Package Dodge Chargers

From: Gary Smith, Fleet Director

Public Hearing: N/A

Attachments: Formal Bid Recommendation

Meeting Date: November 4, 2019
Advertising Date / N/A
Advertised By: N/A

PURPOSE:
The Fleet Services Department needs to place an order for six police package Dodge Chargers due to a shortage of vehicles projected in 2020. Using NC State Contract 070B, the current production 2020 Dodge Charger has been identified for City Council approval.

BACKGROUND:
Chrysler announced that they are making changes to the 2021 police package Dodge Charger and due to increased sales will run out of 2020 year model vehicles soon. Production on the 2021 Dodge Charger will not begin until November 2020 resulting in delivery delays. The six vehicles being requested now will provide enough vehicles for us until production resumes. The price of $27,077 includes the vehicle and equipment package with DMV fees of $812 each. Total cost for six is $167,334. Estimated delivery is July 2020.

BUDGET IMPACT:
Funds are available in the Fleet Services fund reserve.

RECOMMENDATION / ACTION REQUESTED:
The Fleet Services Department recommends purchasing the six (6) 2020 Dodge Chargers from Ilderton Chrysler Dodge in the amount of $167,334.

HIGH POINT
NORTH CAROLINA'S INTERNATIONAL CITY™

FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: Fleet Services

COUNCIL AGENDA DATE: November 4, 2019

BID NO.: NC State CONTRACT NO.: 070B DATE OPENED:

DESCRIPTION:

Six 2020 Police Dodge Chargers

PURPOSE:

Chrysler announced that they are making changes to the 2021 police package Dodge Charger and due to increased sales will run out of 2020 year model vehicles soon. Production on the 2021 Dodge Charger will not begin until November, 2020 resulting in delivery delays.

COMMENTS:

The price of $27,077 includes the vehicle and equipment package with DMV fees of $812 each. Total cost for six is $167,334. Estimated delivery is July, 2020.

RECOMMEND AWARD TO: Ilderton Chrysler Dodge AMOUNT: $167,334

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501271	532401			$ 167,334
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Gary L. Smith Digitally signed by Gary L. Smith Date: 2019.10.17 13:42:39 -04'00' DATE: October 17, 2019

The Purchasing Division concurs with recommendation submitted by the Fleet Services **and recommends award to the lowest responsible, responsive bidder** Ilderton Chrysler/Dod **in the amount of $** 167,334.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti Date: 2019.10.17 15:07:58 -04'00' DATE: 10-17-2019

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn Date: 2019.10.17 15:16:40 -04'00' DATE: 10-17-2019

CITY MANAGER: Greg Demko Digitally signed by Greg Demko Date: 2019.10.18 11:41:59 -04'00' DATE: 10-17-2019

CITY OF HIGH POINT
AGENDA ITEM

Title: Report of Surplus Equipment Disposal

From: Gary Smith, Fleet Director

Public Hearing: N/A

Attachments: Report of Vehicles/Equipment Sold

Meeting Date: November 4, 2019
Advertising Date: N/A
Advertised By: N/A

PURPOSE:
To report the sale of surplus equipment in fiscal year 2018-2019 as required by the City of High Point Purchasing Policies and Procedures Manual.

BACKGROUND:
The City of High Point Purchasing Policies and Procedures Manual requires that fleet vehicles and other equipment sold via an online auction be reported to the City Council on an annual basis. A listing of items sold with descriptions, date sold, sale amount, and the net proceeds of the sale is included with this item.

BUDGET IMPACT:
The sale of this equipment generated $838,332.94 in proceeds for the City of High Point.

RECOMMENDATION / ACTION REQUESTED:
Acknowledge receipt of report.

City of High Point
Vehicles/Equipment sold on Govdeals
FY 2018-2019

Item Description	Equip #	Date Sold	Sale Amount	Total Deposited
2017 Dodge Charger Police-Total Loss	121	6/3/2018	$ 5,315.00	$ 5,315.00
Lot of Automotive Vent Visors	-	6/15/2018	$ 15.00	$ 15.00
Two Sets of 2018 Tahoe Second Row Seats	-	6/26/2018	$ 60.00	$ 60.00
1997 Texas Bragg Model 20BP Trailer	1205	7/9/2018	$ 2,115.00	$ 2,115.00
2010 Ford Crown Victoria Police Interceptor	128	7/20/2018	$ 2,515.00	$ 2,515.00
2000 Toyota Sienna LE 4-Door	5	7/20/2018	$ 715.00	$ 715.00
2009 Dodge Charger SE	32	7/23/2018	$ 3,804.00	$ 3,804.00
2009 Ford F750 with Terex 4045 Digger Derrick	2099	7/26/2018	$ 22,237.00	$ 22,237.00
2010 Ford Crown Victoria Police Interceptor	130	7/27/2018	$ 2,000.00	$ 2,000.00
2009 Ford Crown Victoria Police Interceptor	53	7/27/2018	$ 3,015.00	$ 3,015.00
Lot of Motorola Radios	-	7/30/2018	$ 35,000.00	$ 35,000.00
2009 Dodge Charger SE	35	7/31/2018	$ 3,705.00	$ 3,705.00
2005 Chevrolet Tahoe 2WD	26	7/31/2018	$ 2,770.00	$ 2,770.00
2010 Ford Crown Victoria Police Interceptor	68	8/3/2018	$ 2,215.00	$ 2,215.00
2006 Ford Crown Victoria Police Interceptor	384	8/3/2018	$ 2,500.00	$ 2,500.00
Lot of Misc Street Repair Signs	-	8/3/2018	$ 505.00	$ 505.00
Lot of Dell Computers	-	8/3/2018	$ 85.00	$ 85.00
2010 Ford Crown Victoria Police Interceptor	70	8/10/2018	$ 2,643.00	$ 2,643.00
2012 Toro 3280 Mower with 60" Deck	802	8/22/2018	$ 2,219.99	$ 2,219.99
Eagle Food Warmer	-	8/22/2018	$ 50.00	$ 50.00
2006 Sterling LT7500 with Effer Model 400 Crane	2114	8/27/2018	$ 32,615.00	$ 32,615.00
Lot of Motorola Smartzone Trunking Equipment	-	8/30/2018	$ 2,292.77	$ 2,292.77
2009 Old Dominion Brush SCL800 Leaf Vac Dump Trailer	937	8/31/2018	$ 15,040.00	$ 15,040.00
2007 Chevrolet Impala LS	107	9/4/2018	$ 3,615.00	$ 3,615.00
2005 Chevrolet Silverado 1500 Work Truck 2WD	624	9/4/2018	$ 4,142.07	$ 4,142.07
2007 Ford Econoline E-Series 15 Passenger Van	1342	9/4/2018	$ 10,995.00	$ 10,995.00
Lot of Seven Setina Vehicle Partitions	-	9/6/2018	$ 10.00	$ 10.00
2009 Old Dominion Brush SCL800 Leaf Vac Dump Trailer	934	9/10/2018	$ 15,415.00	$ 15,415.00
2007 Freightliner FC80 with Johnston Model VT650 Sweeper	995	9/14/2018	$ 34,935.00	$ 34,935.00
Set of Four Stertil KONI 16,000 lbs Lifts	-	9/20/2018	$ 16,000.00	$ 16,000.00
Dell Latitude Model E6420 Laptop	-	9/25/2018	$ 20.00	$ 20.00
2011 Freightliner M2 106 with Petersen Knuckleboom Loader	975	9/27/2018	$ 59,315.00	$ 59,315.00
2010 Autocar with Labrie 31 Yard Side Loader	692	10/1/2018	$ 43,765.00	$ 43,765.00
2008 International DuraStar 4300 with Tymco Sweeper	998	10/1/2018	$ 34,815.00	$ 34,815.00
Haulmark 5' x 10' Enclosed Trailer	-	10/1/2018	$ 1,117.00	$ 1,117.00
2006 Caterpillar 963C Track Loader	1011	10/4/2018	$ 58,001.00	$ 58,001.00
2005 Chevrolet Uplander	570	10/4/2018	$ 3,215.00	$ 3,215.00
2005 Kaufman 22' Tandem Axle Equipment Trailer	1140	10/9/2018	$ 1,945.00	$ 1,945.00
2010 Dodge Grand Caravan SE	1903	10/11/2018	$ 4,138.00	$ 4,138.00
2005 JCB 215E Backhoe Loader 4x4	724	10/11/2018	$ 20,348.00	$ 20,348.00

2010 Old Dominion Brush SCL800 Leaf Vac Dump Trailer	938	10/12/2018	$	14,015.00	$	14,015.00
2009 GMC Yukon SLT 4WD SUV	309	10/15/2018	$	6,545.00	$	6,545.00
2004 Cadillac SRX SUV	108	10/15/2018	$	4,616.00	$	4,616.00
2010 Ford Crown Victoria Police Interceptor	139	10/17/2018	$	2,915.00	$	2,915.00
1987 Ford F150 Regular Cab 2WD	6	10/22/2018	$	2,371.00	$	2,371.00
Lot of Two Sun Dolphin Paddle Boats	-	10/26/2018	$	245.00	$	245.00
Sail Boat with Trailer # 1	-	10/26/2018	$	82.00	$	82.00
Sail Boat with Trailer # 2	-	10/26/2018	$	85.00	$	85.00
2004 Chevrolet Venture Minivan	527	10/29/2018	$	4,015.00	$	4,015.00
2017 Ford F250 Tailgate and Bumper	-	10/29/2018	$	500.00	$	500.00
2009 Honda Accord EX-L	25	10/29/2018	$	7,215.00	$	7,215.00
2009 Toyota Prius	721	11/1/2018	$	8,515.00	$	8,515.00
Bobcat T190 Loader	2056	11/5/2018	$	16,265.00	$	16,265.00
Toro Workman 2110 Utility Vehicle	1373	11/6/2018	$	765.01	$	765.01
Bobcat 709 Backhoe Attachment	-	11/6/2018	$	3,565.00	$	3,565.00
2008 Ford F250 SD XL 2WD	1404	11/7/2018	$	6,021.06	$	6,021.06
Lot of Extruded Sign Brackets	-	11/7/2018	$	210.00	$	210.00
Lot of Misc Street Signs (#1)	-	11/7/2018	$	330.00	$	330.00
Royal Sovereign Wide Format Laminator	-	11/7/2018	$	2,715.00	$	2,715.00
Lot of Misc Street Signs (#2)	-	11/7/2018	$	331.00	$	331.00
2010 Dodge Charger	156	11/20/2018	$	4,815.00	$	4,815.00
2008 Ford Escape XLT 4WD V6	1642	11/26/2018	$	4,717.00	$	4,717.00
2008 Chevrolet Impala LS	775	11/27/2018	$	4,068.00	$	4,068.00
2005 Ford Escape Hybrid 4WD	402	12/3/2018	$	4,315.00	$	4,315.00
2008 Chevrolet Impala LT	1962	12/4/2018	$	4,455.00	$	4,455.00
2008 Ford F250 Super Duty XL 2WD with Reading Utility Body	2055	12/11/2018	$	12,016.00	$	12,016.00
2008 Ford Escape XLT 4WD V6	1633	12/11/2018	$	6,016.00	$	6,016.00
2005 Chevrolet Silverado 1500 Work Long Bed 2WD	1640	12/11/2018	$	6,065.01	$	6,065.01
2008 Ford Escape XLT 4WD V6	941	12/18/2018	$	4,065.00	$	4,065.00
2011 Chevrolet Tahoe Police	257	12/20/2018	$	6,415.00	$	6,415.00
2008 Ford Escape XLT 4WD V6	1612	1/3/2019	$	5,615.00	$	5,615.00
2012 Dodge Durango Crew AWD SUV-VICE	15	1/3/2019	$	8,615.00	$	8,615.00
2011 Chrysler Town & Country Touring Van-VICE	3	1/3/2019	$	6,246.00	$	6,246.00
2008 Ford Econoline E350 Eleven Passenger Van	1377	1/4/2019	$	9,780.00	$	9,780.00
2002 Express Cargo 10' x 6' Trailer	73	1/4/2019	$	1,292.00	$	1,292.00
2008 Ford Escape XLT 4WD V6	1619	1/10/2019	$	5,840.00	$	5,840.00
2013 Dodge Charger Police	163	1/10/2019	$	1,515.00	$	1,515.00
2004 Chevrolet Colorado LS Crew Cab 2WD	84	1/10/2019	$	5,415.00	$	5,415.00
2000 MPH Radar Trailer	74	1/14/2019	$	245.00	$	245.00
1996 Smart Radar Trailer	16	1/17/2019	$	455.55	$	455.55
2010 Chevrolet Tahoe LS 2WD	256	1/21/2019	$	5,615.00	$	5,615.00
Lot of Office Supplies-Chair, Printer, TV, Video Camera	-	1/24/2019	$	25.00	$	25.00
2019 Ford F450 4x4 Truck Bed	-	2/4/2019	$	760.00	$	760.00
Scat 482H Compost Turner	-	2/11/2019	$	2,015.00	$	2,015.00
Lot of Assorted NEW Light Fixtures	-	2/20/2019	$	1,865.00	$	1,865.00
2011 Ford Escape XLT FWD	2020	2/21/2019	$	4,517.99	$	4,517.99
2011 Clark CMP45 Forklift	516	2/25/2019	$	9,015.00	$	9,015.00
2010 Chevrolet Impala LS	98	2/28/2019	$	4,489.00	$	4,489.00

2010 Ford Crown Victoria Police Interceptor	61	3/6/2019	$	2,310.71	$	2,310.71
Used Mutoh ValueJet Model VJ-1304 Inkjet Printer/Plotter	-	3/6/2019	$	999.00	$	999.00
2008 Ford F250 SD 4X4 Crew Cab	1258	3/7/2019	$	13,015.00	$	13,015.00
Lot of Three Library Rolling Carts	-	3/7/2019	$	106.00	$	106.00
Used Jabra Hands Free Headset	-	3/12/2019	$	20.00	$	20.00
2012 Dodge Charger Police	103	3/18/2019	$	6,015.00	$	6,015.00
Butler 16' x 22' Metal Building	-	3/18/2019	$	1,911.00	$	1,911.00
2008 Ford Escape XLT 4WD I4	1643	3/20/2019	$	6,015.00	$	6,015.00
Scat Compost Turner, Conveyor, Scrap Metal Lot	-	3/20/2019	$	2,656.01	$	2,656.01
2004 Chevrolet Work Truck 2WD With Utility Body	445	3/21/2019	$	5,547.00	$	5,547.00
2004 Chevrolet Silverado 1500 Work Truck Short Bed 4WD	1391	3/25/2019	$	5,240.00	$	5,240.00
2008 Ford F250 XL 4WD With Utility Body	2103	3/28/2019	$	9,015.00	$	9,015.00
Lot of Three Office Chairs	-	4/4/2019	$	35.00	$	35.00
Lot of (20) Black Wheel Lug Nuts	-	4/4/2019	$	22.77	$	22.77
Lot of ICOP In Car Camera Equipment, Trimble Mobile GPS	-	4/4/2019	$	70.00	$	70.00
Lot of Assorted NEW Light Fixtures	-	4/9/2019	$	161.00	$	161.00
2008 Ford F350 SD Crew Cab, DRW, 2WD with Utility Body	1845	4/11/2019	$	13,015.00	$	13,015.00
2012 Dodge Charger Police	101	4/16/2019	$	5,015.00	$	5,015.00
2010 Ford Crown Victoria Police Interceptor	58	4/18/2019	$	2,223.00	$	2,223.00
2010 Ford Crown Victoria Police Interceptor	62	5/1/2019	$	2,000.00	$	2,000.00
1994 Scat 482B Compost Turner / Scrap Metal	-	5/7/2019	$	587.00	$	587.00
2010 Autocar with Labrie 31 Yard Side Loader	696	5/10/2019	$	27,019.00	$	27,019.00
2010 Ford Crown Victoria Police Interceptor	127	5/13/2019	$	1,220.00	$	1,220.00
2005 Sterling LT7500 with Heil 5000 25 yard Rear Loader	681	5/23/2019	$	13,353.00	$	13,353.00
2013 Dodge Charger Police	162	5/23/2019	$	6,815.00	$	6,815.00
2005 Chevrolet Silverado 2500HD with Utility Body 4WD	447	5/23/2019	$	11,365.00	$	11,365.00
Lot of Twelve Setina Vehicle Partitions	-	5/24/2019	$	35.00	$	35.00
Set of 2018 Tahoe Second Row Seats	-	5/24/2019	$	25.00	$	25.00
Set of 2017 Ford Explorer Third Row Seats	-	5/24/2019	$	20.00	$	20.00
2004 Daimler Chrysler SLF 28 Passenger Transit Bus	731	5/24/2019	$	4,115.00	$	4,115.00
2012 Nissan Altima-VICE	0109	5/30/2019	$	4,315.00	$	4,315.00
Lot of Four (4) 25 Meter Pool Lane Dividers	-	5/30/2019	$	335.00	$	335.00
1963 Delta 9,000 Gallon Tanker Trailer	1680	5/30/2019	$	2,310.00	$	2,310.00
Lot of ICOP In Car Camera Equipment, Trimble Mobile GPS	-	5/31/2019	$	105.00	$	105.00
2008 Ford F250 SD XL with Utility Body 2WD	1393	6/4/2019	$	12,011.00	$	12,011.00
2010 Dodge Charger Police	155	6/6/2019	$	3,965.00	$	3,965.00
2012 Dodge Charger Police	0307	6/12/2019	$	4,815.00	$	4,815.00
HP DesignJet 130	-	6/13/2019	$	80.00	$	80.00
Lot of ICOP In Car Camera Equipment, Trimble Mobile GPS	-	6/14/2019	$	25.00	$	25.00
2010 Dodge Charger Police	154	6/18/2019	$	3,615.00	$	3,615.00
Total			**$**	**838,332.94**	**$**	**838,332.94**

CITY OF HIGH POINT
AGENDA ITEM

Title: Budget Amendment for Police Package Dodge Chargers

From: Laura Mason Altizer,
Budget and Performance Manager

Meeting Date: November 4, 2019

Public Hearing: N/A

Advertising Date / Advertised By: N/A

Attachments: Budget Ordinance

PURPOSE:
A budget amendment is needed to appropriate funds for the purchase of six police vehicles. The Fleet Services Department needs to place an order for six police package Dodge Chargers because of a projected shortage of vehicles in 2020. Using NC State Contract 070B, the current production 2020 Dodge Charger has been identified for the purchase.

BACKGROUND:
Chrysler announced that they are making changes to the 2021 police package Dodge Charger and because of increased sales will run out of 2020 year model vehicles soon. Production on the 2021 Dodge Charger will not begin until November, 2020 resulting in delivery delays. The six vehicles being requested will provide enough vehicles for the City until production resumes. The price of $27,077 includes the vehicle and equipment package with DMV fees of $812 each. Total cost for six vehicles is $167,334. Estimated delivery is July, 2020.

BUDGET IMPACT:
Funds are available in the Fleet Services fund reserve.

RECOMMENDATION / ACTION REQUESTED:
The Budget Department recommends and asks the Council to approve the budget amendment.

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE PURCHASE OF SIX POLICE VEHICLES

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. Funding is needed for the City of High Point to purchase six police fleet vehicles.

Section 2. In order to appropriate these funds, the 2019-2020 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the Internal Services Fund revenues of the City of High Point is hereby amended as follows:

Appropriated Fund Balance	$167,334

(B) That the Internal Services Fund expenditures of the City of High Point be amended as follows:

Capital Vehicles	$167,334

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted November 4, 2019

CITY OF HIGH POINT
AGENDA ITEM

Title: **Riverdale Pump Station- Wet Well Repairs**
In-Water Services, Inc
Change Order Number 4

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director **Meeting Date:** November 4, 2019

Public Hearing: N/A **Advertising Date:** N/A
Advertised By: N/A

Attachments: Attachment A – Change Order Document

PURPOSE:
To approve Change Order Number 4 to In-water Services Inc. for additional work outside of the scope of the original contract (time and materials).

BACKGROUND:
On December 17, 2018, City Council awarded a contract to In-water Services Inc. for $821,006.00 to perform emergency repair work to address the newly discovered deterioration in the wet well of the Riverdale Pump Station. The repairs to the wet well included the following:

- Replace the damaged incoming main sluice gate;
- Remove existing ladder and isolation gates from the pump intakes;
- Design / install valving that will give the ability to isolate the pump intakes (dry well) from the wet well; and
- Perform concrete repairs to the wet well walls and re-coat the walls and install new ladders.

Change order Number 4 includes numerous work items that were performed by In-Water Services that were outside of the scope of the original contract for the emergency repairs at the Riverdale Pump Station.

BUDGET IMPACT:
Funds for this change order are available in the FY 2019-20 budget.

RECOMMENDATION / ACTION REQUESTED:
Public Services is recommending that Council approve Change Order Number 4 to In-water Services Inc. in the amount of $451.979.41.

Knife gate valves installed in the wet well

Connection for the new submersible pump

New wet well coating, ladder, and shafts for the knife valves

Hazen and Sawyer
629 Green Valley Road, Suite 200 • Greensboro, NC 27408

October 27, 2019

Mr. Terry Houk
Public Services Director
City of High Point
211 S. Hamilton Street
High Point, NC 27261

Re: Change Order #004
Riverdale Pump Station – Emergency Repairs
City of High Point, North Carolina
CHP PO# 97526 – In-Water Services Contract to Repair Riverdale Sewer Lift Station
Hazen No.: 31408-004

Dear Mr. Houk:

The referenced work in the attached documents is outside of the scope of the previous contracts under Purchase Order No. 97526. Please find the enclosed documentation to be considered Change Order No. 4 as requested by In-Water Services amending the referenced contract to aid in the expansion of the Riverdale Pump Station.

PO# 97526 Original Contract Value:	$60,000.00
Change Order No. 1:	$12,100.00
Change Order No. 2:	$821,006.00
Change Order No. 3:	$89,000.00
Change Order No. 4:	**$451,979.41**
Total Contract Value:	**$1,434,085.41**

Please let me know if there are any questions or concerns.

Best Regards,

Aaron D. Babson, PE
Senior Associate

Enclosure:
In-Water Services Backup

cc:

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 4

Date of Issuance:	October 27, 2019	Effective Date:	
Owner:	City of High Point, NC	Owner's Contract No.:	WS-0301 (PO 97526)
Contractor:	In-Water Services Co., Inc.	Contractor's Project No.:	2018-2337
Engineer:	Hazen and Sawyer	Engineer's Project No.:	31408-004
Project:	Riverdale Pump Station Emergency Repairs	Contract Name:	Riverdale Pump Station

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

Description: The Contractor was asked to provide work related to the expansion of Riverdale Pump Station and was out of the original scope of work.

Attachments: *Engineer's Determination on Contractor's Proposed Change Orders*
Contractor's support Data

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: $ 60,000.00	Original Contract Times: Substantial Completion: NA Ready for Final Payment: NA days or dates
Increase from previously approved Change Orders No. 1, 2 and 3 : $ 922,106.00	Increase from previously approved Change Order No. 1, 2 and 3 : Substantial Completion: NA Ready for Final Payment: NA
Contract Price prior to this Change Order: $ 982,106.00	Contract Times prior to this Change Order: Substantial Completion: NA Ready for Final Payment: NA
Increase of this Change Order: $ 451,979.41	Increase of this Change Order: Substantial Completion: NA Ready for Final Payment: NA days or dates
Contract Price incorporating this Change Order: $ 1,434,085.41	Contract Times with all approved Change Orders: Substantial Completion: NA Ready for Final Payment: NA

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: [signature]	By:	By: [signature]
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: SENIOR ASSOCIATE	Title	Title President
Date: 10/28/19	Date	Date 10-28-19

Approved by Funding Agency (if applicable)

By: Date:

Title:

CITY OF HIGH POINT
AGENDA ITEM

Title: Budget Amendment for Playground Donation

From: Laura Mason Altizer,
Budget and Performance Manager

Meeting Date: November 4, 2019

Public Hearing: N/A

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

Attachments: Budget Ordinance

PURPOSE:
A budget amendment is needed to appropriate funds received by the City from the Declan Donoghue Foundation for replacement of playground equipment at Deep River Recreation Center and Park.

BACKGROUND:
The Declan Donoghue Foundation has donated $29,918 to the City of High Point to help pay for replacement of playground equipment at Deep River Recreation Center and Park. The Declan Donoghue Foundation seeks to carry on the memory of Declan and the spirit of play by helping to fund and build places for play in North Carolina's Piedmont Triad area. The City of High Point is honored to be the recipient of these funds in memory of Declan.

BUDGET IMPACT:
The total cost to replace the playground equipment is $62,419. A donation was received from the Declan Donoghue Foundation for $29,918, and the remaining $32,501 will come from funds budgeted for playground replacement in the Capital Improvement Program.

RECOMMENDATION / ACTION REQUESTED:
The Budget Department recommends and asks the Council to approve the budget amendment.

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR PLAYGROUND DONATION

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point Parks Department has received a donation to replace a playground at Deep River Recreation Center and Park.

Section 2. The 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the General Capital Projects Fund revenues be amended as follows:

Donation Revenue	$ 29,918

(B) That the General Capital Projects Fund expenditures be amended as follows:

Parks Expenditures	$29,918

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted November 4, 2019

Office of the Mayor
City of High Point
North Carolina

RESOLUTION...

WHEREAS, on Saturday, October 26, 2019 at Wesleyan Christian Academy in High Point North Carolina, the Wesleyan Christian Academy men's soccer team from High Point ended a spectacular season by capturing the North Carolina Independent School Athletic Association 4A State Championship by defeating Rabun Gap School 3-0 in the championship game; and,

WHEREAS, this is the seventeenth overall state championship for the Trojans and third in a row; and,

WHEREAS, this excellent record of 17 wins was made possible under the leadership of head coach Scott Reitnour and assistant coaches Harry Sherwood and Reynaldo Martinez and,

WHEREAS, the Trojans finished 14-7 for the season to prove they are truly one of the best in the state; and,

WHEREAS, the Wesleyan Christian Academy men's soccer team members have rightfully earned the respect of their classmates and their competitors, and through their accomplishments have brought great honor and prestige to Wesleyan Christian Academy men's soccer and the High Point community.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of High Point that we wish to express our heartfelt congratulations to the 2019-2020 Wesleyan Christian Academy men's soccer team members for their outstanding athletic abilities and sportsmanship and commend them for their outstanding talent and commitment to the High Point community.

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 4th day of November 2019.

Jay W. Wagner, Mayor

PUBLISH ONCE: Thursday, November 7, 2019

RESOLUTION TO ESTABLISH A PUBLIC HEARING DATE FOR VOLUNTARY CONTIGUOUS ANNEXATION

(AN-19-10)

WHEREAS, the City Council has been petitioned to annex the property of Williard Farms LLC. The proposed annexation site consists of approximate 26.5 acres located along the west side of Barrow Road, approximately 500 feet south of Southwest School Road. The property is also known as Guilford County Tax Parcels 171240 and 171234.

WHEREAS, the City Clerk is in receipt of said petition and has determined its sufficiency in accordance with G.S. 160A-31;

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes Monday, November 18, 2019, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

Any interested party will be permitted to be heard at the public hearing. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need special accommodations, please call (336) 883-3328 or 711 for the Telecommunications Relay Service.

Following the public hearing, the City Council shall have authority to adopt an ordinance annexing the territory described in the petition. The City Council shall have authority to make the annexing ordinance effective immediately or on any specified date within six (6) months from date of passage of ordinance.

Further information pertaining to this request is available for public inspection upon request at the Planning and Development Department in the Municipal Office Building, 211 South Hamilton Street, Room 316, High Point, North Carolina, (336) 883-3328 or FAX (336) 8833056.

By order of the City Council, This the 4th day of November, 2019

Lisa B. Vierling, City Clerk

City of High Point North Carolina

Rev. Frank Thomas

November 14, 2019

Joint Resolution in support of children of Guilford County Schools

WHEREAS, the due process clause of the 14th Amendment of the United States Constitution says that states may not "deprive any person of life, liberty, or property, without due process of law."

AND WHEREAS, the Supreme Court of the United States has ruled that students have a "legitimate entitlement to a public education as a property right." That right may not be taken away without first providing due process protections.

AND WHEREAS, Guilford County Schools' policy covering involuntary suspensions does not currently allow for students to appeal short-term suspensions (10 days or less) given by school-based administrators.

AND WHEREAS, the Board of Education's Policy Committee has forwarded to the Board of Education for consideration, a proposed change to the district's discipline policy:

- Requests for an appeal of a short-term suspension (10 days or fewer) would start with the principal, if the suspension was given by an assistant principal.
- If the school is too small to have an assistant principal, the review would be conducted by the principal supervisor.
- The final step, if parents/guardian wish to appeal the decision of the principal supervisor, would be the superintendent's designee, who would act on behalf of and with the delighted authority of the superintendent.
- Only long-term suspensions (10 days or more) are appealable to the Board of Education in formal hearing.

AND WHEREAS, while a parent/guardian may request that the student stay in school during the appeal of a suspension, a student determined by the principal to be a danger to others or who is highly likely to be so destructive or disruptive that the education of other students cannot continue in a safe and orderly manner will not be allowed to attend school during the appeal process.

AND WHEREAS, North Carolina law gives local school boards the authority to provide an informal review or appeal for short-term suspensions

BE IT THEREFORE RESOLVED, that we support the Policy Committee's recommendation to the Board of Education to change the district's student discipline policy to provide students the right to appeal short-term suspensions (10 days or less) given by school-based administrators.

For:

By:

Nov. 4, 2019

Proposed Changes to Policy JD: Student Discipline

Overview

The Board of Education's Policy Committee has forwarded to the Board of Education for consideration a proposed change to the district's student discipline policy. The proposed change would allow an appeal of short-term suspensions of 10 or fewer days by a school or district administrator.

- Requests for an appeal of a short-term suspension (10 days or fewer) would start with the principal, if the suspension was given by an assistant principal.
- If the school is too small to have an assistant principal, the review would be conducted by the principal supervisor.
- The final step, if parents/guardians wish to appeal the decision of the principal supervisor, would be the superintendent's designee, who would act on behalf of and with the delegated authority of the superintendent.
- Only long-term suspensions of more than 10 days are appealable to the Board of Education in a formal hearing.

Questions & Answers

Q. On what grounds can a student or parent/guardian appeal a suspension?

A. A short-term suspension is subject to appeal if:

- The suspension was issued to a student in error (e.g. a student who was absent from school on the day and during the time the alleged misbehavior occurred in a classroom);
- The suspension was issued based on unsubstantiated allegations or a personal conclusion rather than facts;
- The suspension was issued in violation of the student's rights under IDEA (Individuals with Disabilities Education Act); or,
- The suspension was issued in violation of, or is inconsistent with, the Board of Education's Code of Conduct.

Q. If a short-term suspension is appealed, will the student remain at school, in class, and in after-school activities?

A. While a parent/guardian may request that the student stay in school during the appeal of a suspension, a student determined by the principal to be a danger to others or who is highly likely to be so destructive or disruptive that the education of other students cannot continue in a safe and orderly manner will not be allowed to attend school during the appeal process.

Q. What's the point of an appeal if students begin suspensions immediately?

A. The U.S. Supreme Court on January 22, 1975, ruled that, under the Fourteenth Amendment's due process clause, public-school students facing suspensions are entitled to notice and a hearing. As with appeals of long-term suspensions, if a review determines that a short-term suspension was given in error, the suspension will not be included in the student's permanent record.

Q. Why is this important?

A. 1) Due process is a fundamental, Constitutional right, and many states and school systems nationwide already provide a review or appeal process for short-term suspensions. 2) The military and the common application for state colleges and universities all seek information about student disciplinary records and many specifically ask whether a student has been suspended. 3) Students who attend schools on a block schedule and are suspended for up to 10 days experience a loss of instructional time that is equivalent to nearly double the class periods. For example, a student at Dudley High School who is suspended for 10 days would miss 900 minutes of math, while a student at Page High School who is suspended for 10 days would miss 540 minutes of math.

Q. What's behind the proposed changes?

A. The purpose of the proposed changes is to ensure our students greater due process and to give our parents the opportunity to ask questions and understand why their children were suspended. A review by another administrator simply acts as a safeguard to ensure that the facts are clear, board policy regarding student conduct was applied appropriately, and that the correct process and protocols were followed.

Guilford County Schools respects the rights of students and parents to ask questions and express concerns. Guilford County Schools has confidence in its professional staff, and desires to support parent/school mediation and communication so that school actions are more readily understood by all parties involved.

Q. Do the proposed changes affect the Student Code of Conduct?

A. No. The Code of Conduct for students and the consequences for any violations (JD-P) is not changing and has not been revised since 2014. The policy (JD Student Discipline) has not been changed since 2011.

Q. Will this proposal increase violence in our schools?

A. Absolutely not. The Board of Education's Code of Conduct for students is not changing. The proposed change simply affords greater due process to students who are suspended for 10 or fewer days. Many school districts and entire states allow for an appeal of short-term suspensions and have not reported an increase in school violence as a result. Suspensions of more than 10 days may already be appealed to the Board of Education.

Q. Do the proposed changes take away principals' authority?

A. Principals and assistant principals retain the legal authority to suspend students in adherence with the Board of Education's Student Code of Conduct. A principal's disciplinary decisions will not be reviewed unless there is a specific parent request for an appeal based upon a perceived violation of the Board of Education's disciplinary policy and Code of Conduct.

Q. Is this an effort to reduce district suspension rates?

A. The purpose of this policy change is to improve parent-school communication regarding disciplinary actions and afford greater due process to students who are suspended from school 10 or fewer days.

Q. Are the proposed changes in compliance with North Carolina law governing public schools?

A. Yes. North Carolina law gives local school boards the authority to provide an informal review or appeal for short-term suspensions. The Supreme Court has already determined that long-term suspensions of more than 10 days are appealable. Appeals of long-term suspensions are heard by the Board of Education.

Resources:
Policy JD: Student Discipline: Current Policy
Procedure JD-P: Code of Conduct
Proposed Revision: Proposed Policy Revision

CITY OF HIGH POINT
AGENDA ITEM

Title: **Riverdale Pump Station Phase 1 Repairs**
Crowder Construction Company
Change Order 1

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director **Meeting Date:** November 4, 2019

Public Hearing: N/A **Advertising Date:** N/A
Advertised By: N/A

Attachments: Attachment A – Change Order Document

PURPOSE:
To approve Change Order No. 1 to Crowder Construction Company for additional construction materials and work outside of the scope of the original contract.

BACKGROUND:
On July 15, 2019, City Council awarded a contract to Crowder Construction Company for $3,726,504.00. to construct Phase 1 of the expansion of the Riverdale Lift Station. Phase 1 includes the installation of a 10 MGD submersible pump, construction of additional piping to connect to the existing force main, and the connection of a new generator/electrical equipment to increase the capacity of the station to 30 MGD. This project was declared a pressing need. Change order No. 1 includes the change in pipe material from HDPE to ductile iron, the re-installation of the existing pumps, and the construction of concrete pressure hatches.

BUDGET IMPACT:
Funds for this change order are available in the FY 2019-20 budget.

RECOMMENDATION / ACTION REQUESTED:
Public Services is recommending that Council approve Change Order 1 to Crowder Construction Company in the amount of $248,884.00.

Hazen and Sawyer
629 Green Valley Road, Suite 200 • Greensboro, NC 27408

October 28, 2019

Mr. Terry Houk
Public Services Director
City of High Point
211 S. Hamilton Street
High Point, NC 27261

Re: Change Order #001
Riverdale Sewer Lift Station Expansion
City of High Point, North Carolina
Contractor: Crowder Construction Company
CHP PO# :
Hazen No.: 31408-006

Dear Mr. Houk:

The referenced work in the attached documents is outside of the scope of the original contract and warrants additional costs. Please find the enclosed documentation to be considered Change Order No. 1 amending the referenced contract to aid in the expansion of the Riverdale Sewer Lift Station.

Original Contract Value:	$3,726,503.00	Completion Date: M1: August 22, 2019 Final: October 21, 2019
Change Order No. 1:	**$248,884.00**	
PCO #01-Change in Pipe Material:	$135,488.00	8 days to Final
PCO #02-Existing Pump Installation Support:	$86,601.00	5 days to Milestone 1 and Final
PCO #03-Concrete for Pressure Hatches:	$26,795.00	3 days to Milestone 1 and Final
Total Contract Value:	**$3,975,387.00**	**M1: August 30, 2019** **Final: Nov. 06, 2019**

Hazen

Please let me know if there are any questions or concerns.

Best Regards,

Aaron D. Babson, PE
Senior Associate

Enclosure:
Contractor Backup Information

cc:

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 1

Date of Issuance:	October 28, 2019	Effective Date:	
Owner:	City of High Point, NC	Owner's Contract No.:	
Contractor:	Crowder Construction Company	Contractor's Project No.:	51267
Engineer:	Hazen and Sawyer	Engineer's Project No.:	31408-006
Project:	Riverdale Sewer Lift Station Expansion	Contract Name:	Riverdale SLS

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

Description: The Contractor was requested to provide a change of scope to the original contract documents as follows and described in the attached documents.

Attachments: *PCO #01: Change in Pipe Material, PCO #02: Existing Pump Installation and Startup, PCO #03: Concrete Repair at the Pressure Hatches*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price: $ 3,726,503.00	Original Contract Times: Milestone 1 Completion: August 22, 2019 Milestone 2 Completion: October 21, 2019 days or dates
Increase from previously approved Change Orders No. _: $ 0.00	Increase from previously approved Change Order No. __: Substantial Completion: NA Ready for Final Payment: NA
Contract Price prior to this Change Order: $ 3,726,503.00	Contract Times prior to this Change Order: Substantial Completion: August 22, 2019 Ready for Final Payment: October 21, 2019
Increase of this Change Order: $ 248,884.00	Increase of this Change Order: Substantial Completion: 8 days Ready for Final Payment: 16 days days or dates
Contract Price incorporating this Change Order: $ 3,975,387.00	Contract Times with all approved Change Orders: Substantial Completion: August 30, 2019 Ready for Final Payment: November 6, 2019

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: [signature]	By:	By:
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: SENIOR ASSOCIATE	Title	Title
Date: 10/28/19	Date	Date

Approved by Funding Agency (if applicable)

By: _____ Date:

Title: _____

WORK CHANGE DIRECTIVE

WORK CHANGE DIRECTIVE NO.: 001 DATE: August 04, 2019

Project: Riverdale Sewer Lift Station Expansion

Contractor: Crowder Construction Company

Engineer/Architect: Hazen and Sawyer (31408-004)

You are directed to proceed promptly with the following change (s):

Description: Change in pipe material from HDPE to Ductile Iron Pipe

Purpose of Work Change Directive: To approve the lump sum cost proposal to provide DIP vs. HDPE pipe

Attachments (List documents supporting change): Crowder T&M PCO-01 proposal and Engineer's determination on time

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If a claim is made that the above change(s) have affected the Contract Sum or Price or the Contract Time or Times, any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method in determining change in Contract:

Sum or Price:

- [ ] Unit Price (s)
- [x] Lump Sum
- [ ] Other:

Time or Times:

- [ ] Contractor's records
- [ ] Engineer's records
- [x] Other: See attached determination

Estimated increase/(decrease) in Contract Price:

$ 135,488.00

Estimated increase/(decrease) in Contract Time:

Final Completion: 8 days;

If the change involves an increase from estimated prices and times included herein work shall not proceed without further authorization.

Work Change Directive will paid from:

- [ ] General Contingency Allowance (Refer to attached GCA Summary Sheet)
- [x] Summary Change Order (Executed at a later date acceptable to both the Owner and Contractor)

RECOMMENDED:	**APPROVED:**	**ACCEPTED:**
By:	By:	By:
Engineer/Architect	Owner	Contractor
Date: 08/04/19	Date:	Date:

Hazen and Sawyer
629 Green Valley Road, Suite 200
Greensboro, NC 27408

August 04, 2019

Aaron Watson
Project Manager
Crowder Construction Company
1111 Burma Drive
Apex, NC 27539

Re: PCO #01 Engineer's Determination
Riverdale Sewer Lift Station Expansion Project
City of High Point, NC
Hazen Project No. 31408-004

Dear Mr. Watson:

On July 19, 2019, Crowder Construction Company submitted a change order request, noted as PCO #01, for the lump sum price proposal of $135,488.00, the addition of 28 calendar days to Milestone #2/Final Completion and the removal of Milestone #1 from the contract.

A request from the Owner was made at the value engineering meeting on July 11th, 2019 to change from the HDPE value engineering proposal to a mechanical joint ductile iron pipe as long MJ DIP had a similar lead time to the HDPE. Crowder assured the project team the MJ DIP was available and would not unduly extend the contract due to lead time based on a call to the supplier. Based on the results of this meeting and factoring the arrival of the pipe onsite this past week inside the time frame of the HDPE lead time, the engineer determines the 28 day time extension is not warranted.

However, the engineer recognizes the 8 days of additional labor required to install the MJ DIP and does recommend an extension to Milestone #2 of 8 calendar days.

Regarding the omission of Milestone #1, the engineer determines the installation of the discharge pipeline is not included in Milestone #1 and therefore should have no bearing on Milestone #1. Milestone #1 should remain unchanged as a result of this change order.

Please do not hesitate to call if you have any questions regarding this determination.

Best Regards,

Aaron D. Babson, PE
Senior Associate

Job no

Enclosure

1990 New Cut Road
Spartanburg, SC 29303
(770) 761-5578 Fax (770) 761-5971

CROWDER

www.crowderusa.com

July 19, 2019

Mr. Terry Houk
City of High Point
211 South Hamilton St.
High Point, NC 27261

Re: City of High Point Riverdale Sewer Lift Station Expansion
Proposed Change Order (PCO) #01 – Ductile Iron Pipe

Dear Terry,

Crowder proposes to provide ductile iron pipe per the submittal sent this week for the Riverdale Pump Station. We propose to make this change for the **Lump Sum price of $135,488.00**. This change will require a time extension for the Milestone #2 date of 28 calendar days. We will continue to expedite the delivery of the ductile pipe with the goal of improving on the project schedule.

In addition we are requesting that Milestone #1 be deleted from the contract as there is a substantial amount of concurrent work in the pump station that was not considered in our original proposal. This work will impact the completion of the work in the wet-well. Crowder stands ready to assist on this work.

Due to the potential impact of the ductile iron pipe on the Milestone Schedule we request approval of this change within 3 business days. In addition, we would like to begin exploratory digging for this excavation in order to finalize the shoring plans for the pipe installation as well as identifying the exact tie-in location downstream. Please confirm the date that erosion control and excavation work can begin onsite.

Should you have any questions, please contact me on my mobile phone (630.750.1610).

Sincerely,

Aaron Watson
Senior Project Manager

Cc: Aaron Babson – Hazen and Sawyer
Dion Dreher – Crowder Industrial Construction
Mike Reisinger – Crowder Industrial Construction
File

ESTIMATE SUMMARY

JOB NAME: High Point Riverdale Pump Station PCO #01
CONTACT: Terry Houk, Aaron Babson
SITE: Riverdale Pump Station
DATE: 7/19/2019
QUOTE NUMBER: PCO #01

Crew @ 60 hrs/Wk
(1) Pipe Foremen
(3) Journeymen
(2) Operators

DESCRIPTION OF WORK: Provide ductile iron pipe for all underground pipe in lieu of HDPE pipe. All fittings will be compact MJ fittings with mega-lugs. No thrust blocks are included in this proposal. The lead time on this pipe is 4 to 6 weeks. Estimate assumes that the pipe crew will spend approximately 8 days additional on Ductile Iron Pipe with megalugs and polywrap.

1. MATERIAL COST

Permanent Material (non-taxable)		$ 59419
Misc. Matl's/Consumables (taxable)		$ 3260
Crowder Markup	15%	$ 9402
Sales Tax on Misc. Matl's Above	6.75%	$ 220
TOTAL MATERIAL COST		$ 72301

2. LABOR COST:

Field Labor	ST Rate	ST Hrs	OT Rate	OT Hrs			
							$ 0
							$ 0
Journeyman (pipe)	$51.07	180	$72.52	40			$ 12093
							$ 0
							$ 0
							$ 0
Equipment Operator	$53.45	60	$75.90	20			$ 4725
							$ 0
							$ 0
							$ 0
Pipe Foreman	$61.97	60	$90.60	20			$ 5530
							$ 0
							$ 0
TOTAL DIRECT LABOR		300		80		0	$ 22349

Supervision	Trade Code	ST Rate	ST Hrs					
Sr Project Manager		$121.94	10					$ 1219
Project Engineer		$77.84	15					$ 1168
Safety Engineer		$76.00	96					$ 7296
QC Engineer		$76.00						$ 0
Superintendent		$88.86	80					$ 7109
Receptionist / Clerk		$40.84	18					$ 735
								$ 0
TOTAL INDIRECT LABOR COST			219		0		0	$ 17527

3. CONSTRUCTION EQUIPMENT

Crowder Rental Equipment				$ 16300
Trucks (2 each): @ $285/week/truck		4	wks	$ 1140
3rd Party Rental Equipment				$ 460
Crowder Markup	15%			$ 69
Sales Tax on above Rental Eq	7.00%			$ 32
TOTAL EQUIPMENT COST				$ 18,001

5. SUB - CONTRACTORS

Sub Contractors Work		$
Crowder Markup	15%	$ 0
Cowder Fabrication Shop		$
Crowder Markup	15%	$ 0
TOTAL SUBCONTRACTOR COST		$ 0

6. Lodging / Per Diem

	Rate	MH	
Mechanics/Helpers	8.00	300	$ 2400
Foreman	9.00	80	$ 720
Supervision	10.00	219	$ 2190
TOTAL LODGING COST			$ 5310

TOTAL QUOTED PRICE $ **135,488**

WORK CHANGE DIRECTIVE

WORK CHANGE DIRECTIVE NO.: 002 DATE: August 04, 2019

Project: Riverdale Sewer Lift Station Expansion

Contractor: Crowder Construction Company

Engineer/Architect: Hazen and Sawyer (31408-004)

You are directed to proceed promptly with the following change (s):

Description: Services to assist the City in the install of the existing pumps

Purpose of Work Change Directive: To approve the T&M scope and not to exceed for the services to install the pumps

Attachments (List documents supporting change): Crowder T&M PCO-02 proposal.

If a claim is made that the above change(s) have affected the Contract Sum or Price or the Contract Time or Times, any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method in determining change in Contract:

Sum or Price:

	Unit Price (s)
	Lump Sum
X	Other: T&M

Time or Times:

	Contractor's records
	Engineer's records
X	Other: Based on Actual Impact Milestone #1

Estimated increase/(decrease) in Contract Price:

$ 86,601.00

Estimated increase/(decrease) in Contract Time:

Milestone #1 and Final Completion: TBD days;

If the change involves an increase from estimated prices and times included herein work shall not proceed without further authorization.

Work Change Directive will paid from:

	General Contingency Allowance (Refer to attached GCA Summary Sheet)
X	Summary Change Order (Executed at a later date acceptable to both the Owner and Contractor)

RECOMMENDED:	APPROVED:	ACCEPTED:
By:	By:	By:
Engineer/Architect	Owner	Contractor
Date: 08/04/19	Date:	Date:

1990 New Cut Road
Spartanburg, SC 29303
(770) 761-5578 Fax (770) 761-5971

CROWDER

www.crowderusa.com

July 19, 2019

Mr. Terry Houk
City of High Point
211 South Hamilton St.
High Point, NC 27261

Re: City of High Point Riverdale Sewer Lift Station Expansion
Proposed Change Order (PCO) #2 – Existing Pump Installation Support

Dear Terry,

Crowder proposes to re-install the three existing pump systems in the Riverdale Pump Station on a Time and Material basis. We propose to provide a millwright foremen and craft to complete this work. We reviewed the installation with the City during our visit to the site last week. We propose the purchase order be issued in the initial amount of **$86,601.00** based on the attached estimate worksheet. Labor, materials, equipment and subcontract costs would be **billed on a T&M basis** and the final change order amount would be based on actual quantities.

We anticipate this work will take 3 to 6 weeks depending upon the material availability and fit-up of the material in the wetwell. These pumps will need to be online in order to complete Milestone #1 and this additional work will require the extension of Milestone #1 to a date beyond completion of this change order work. Should you have any questions, please contact me on my mobile phone (630.750.1610).

Sincerely,

Aaron Watson
Senior Project Manager

Cc: Aaron Babson – Hazen and Sawyer
Dion Dreher – Crowder Industrial Construction
Mike Reisinger – Crowder Industrial Construction
File

T&M ESTIMATE SUMMARY

JOB NAME: High Point Riverdale Pump Station PCO #02
CONTACT: Terry Houk, Aaron Babson
SITE: Riverdale Pump Station
DATE: 7/19/2019
QUOTE NUMBER: PCO #02

Crew @ 60 hrs/Wk
(1) Millwright Foremen
(2) Journeymen
(1) Operator

DESCRIPTION OF WORK: Re-install three existing pumps in Pump Station. Original budget is a four man crew for four weeks working 60 hours / week. Estimate assumes $1000 in misc material purchases and $1500 in misc equipment rentals.

1. MATERIAL COST

Permanent Material (non-taxable)		$
Misc. Matl's/Consumables (taxable)		$ 1000
Crowder Markup	15%	$ 150
Sales Tax on Misc. Matl's Above	6.75%	$ 68
TOTAL MATERIAL COST		$ 1218

2. LABOR COST:

Field Labor	ST Rate	ST Hrs	OT Rate	OT Hrs			
							$ 0
							$ 0
Millwright Journeyman	$51.07	320	$72.52	160			$ 27946
							$ 0
							$ 0
							$ 0
Equipment Operator	$53.45	160	$75.90	80			$ 14624
							$ 0
							$ 0
							$ 0
Foreman (Millwright)	$61.97	160	$90.60	80			$ 17163
							$ 0
							$ 0
TOTAL DIRECT LABOR		640		320		0	$ 59733

Supervision	ST Rate	ST Hrs	OT Rate	Ot Hrs			
Sr Project Manager	$121.94	15					$ 1829
Project Engineer	$77.84	25					$ 1946
Safety Engineer	$76.00	45					$ 3420
QC Engineer	$76.00						$ 0
Superintendent	$88.86	45					$ 3999
Receptionist / Clerk	$40.84	25					$ 1021
TOTAL INDIRECT LABOR COST		155		0		0	$ 12215

3. CONSTRUCTION EQUIPMENT

Crowder Rental Equipment			$ 1500
Trucks (1 each): @ $285/week/truck	4	wks	$ 1140
3rd Party Rental Equipment			$ 460
Crowder Markup	15%		$ 69
Sales Tax on above Rental Eq	7.00%		$ 32
TOTAL EQUIPMENT COST			$ 3,201

5. SUB - CONTRACTORS

Sub Contractors Work		$
Crowder Markup	15%	$ 0
Cowder Fabrication Shop		$
Crowder Markup	15%	$ 0
TOTAL SUBCONTRACTOR COST		$ 0

6. Lodging / Per Diem

	Rate	MH	
Mechanics/Helpers	8.00	720	$ 5760
Foreman	9.00	265	$ 2385
Supervision	10.00	155	$ 1550
TOTAL LODGING COST			$ 9695

TOTAL QUOTED PRICE $ **86,061**

CROWDER CONSTRUCTION COMPANY

PCO #2 TIME AND MATERIAL AGREEMENT

Under the terms of this Agreement between Crowder Construction and Owner, Crowder proposes to manage the project and assemble work crews to properly and expeditiously pursue the work to be performed. This includes selection and management of qualified subcontractors and/or engineering disciplines as would be required. This Agreement shall define costs and markups as follows:

Definition of Costs

- **Material** – Total material cost shall include actual invoice cost, sales tax and delivery charges. Materials shall include all permanent materials, incidentals, and consumables. **Markup on total Material cost – 15%**

- **Labor** – Labor shall be billed at hourly rates per the Labor Billing Rate attachment.

- **Premium Time Billing Rates** apply to time worked over 40 hours.

- **Subcontractor** - Subcontractor cost shall be in accordance with the actual subcontractor invoice including labor, material, sales tax, freight and construction equipment. **Markup on Subcontractor invoice – 15%.**

- **Construction Equipment – Third Party Rental** - Equipment costs will be based on actual invoice and shall include rental cost, sales tax, transportation charges, fuel and maintenance to the extent of the Contractor's responsibility as defined by the third party rental agreement. **Markup on Third Party Equipment Rental – 15%**

- **Construction Equipment – Crowder Owned** – Equipment shall be charged at **95%** of the current **Associated Equipment Distributor's** handbook rates. Equipment will be charged for entire time on the job including the time held in a state of readiness. Equipment operation expenses will be billed as material cost.

- **Transportation Charges** – Equipment and fabricated material hauling to and from the project on contractor's trucks shall be billed at **$3.00** per mile each way. Invoices from third party haulers shall be billed as subcontractor invoices as defined above.

- **Worker Subsistence** - Worker subsistence is paid in strict accordance with Crowder Construction's Policy. Crowder's effort will be to provide craft workers on projects with available local employees. However, subsistence shall be paid to Crowder employees living outside a 50-mile radius of the project. Subsistence payment shall be based on the following:

  Craft Worker - $80.00 per day.

  Foreman, Lead Men, Site Admin - $90.00 per day.

  Field Supervision - $100.00 per day.

Management Travel – Actual Cost.

- **Small tools** - Small tools shall be defined as tools having an individual value of less than $500.00. Any tools having a value greater than $500.00 shall either be rented to the project at 95% AED rates or purchased as materials.

- **Home Office Overhead and Profit** - Labor billing rates includes Home Office overhead and profit only. Field overhead costs such as project management, clerical, field engineering and field office expense shall be reimbursed as defined above.

- **Project Duration** - These rates are valid for work performed during the original project duration, however Crowder reserves the right to review every 3 months from date of issue. These rates do not include costs applicable to work that extend the original project duration.

Billing

Each Crowder invoice will include all cost and appropriate fees. Billing will be bi-monthly. Owner will pay all Crowder Construction's invoices within 30 calendar days, with no retainage withheld.

Back-Up Accounting

Each Crowder invoice will be complete with the following back-up documentation.

1. Labor billing data shall include individual workmen's name, crew code, hours worked and billing rate of pay from Labor Billing Rate attachment.

2. Copies of invoices for material, hauling, third-party rentals, and subcontracts.

3. Copies of daily equipment rental sheets (these will be available to Owner on a daily basis).

4. Additionally, the project superintendent maintains daily documentation of labor time sheets, purchase orders and receiving reports for all materials and other incidental cost documentation -- all of which are subject to Owner's review. Copies of this documentation can be provided upon request.

5. Such other documentation as is necessary to establish cost of work.

CROWDER CONSTRUCTION COMPANY

LABOR AND BILLING RATES

Labor Classification	Straight Time	Premium Time
Civil		
Superintendent	$67.73	$96.18
General Foreman	$64.73	$91.91
Foreman	$58.29	$82.78
Leadperson	$53.70	$76.25
Carpenter	$51.61	$73.29
Carpenter Helper	$38.75	$55.03
Laborer	$28.25	$40.11
Piping		
Superintendent	$74.16	$105.31
General Foreman	$64.73	$91.91
Foreman	$63.81	$90.60
Leadperson	$57.38	$81.47
Pipe Fitter/Welder	$53.45	$75.90
Pipe Fitter Helper	$38.75	$55.03
Tubing Technician	$60.80	$86.34
Equipment / Steel Erection		
Superintendent	$77.84	$110.53
General Foreman	$64.73	$91.91
Foreman	$61.97	$88.00
Leadperson	$56.46	$80.17
Millwright / Iron Worker	$53.45	$75.90
Welder	$53.45	$75.90
Helper	$38.75	$55.03
Electrical		
Superintendent	$74.16	$105.31
General Foreman	$64.73	$91.91
Foreman	$62.89	$89.30

CROWDER CONSTRUCTION COMPANY

Leadperson	$55.54	$78.86
Electrician	$51.61	$73.29
Electrician Helper	$38.75	$55.03
Equipment Operator		
Equipment Operator	$53.45	$75.90
Crane Operator	$58.96	$83.73
Supervision		
Project Manager	$121.94	$173.15
Project Engineer	$77.84	$110.53
Safety Engineer	$76.00	$107.92
QC Engineer	$76.00	$107.92
Project Controls	$98.05	$139.23
Site Superintendent	$88.86	$126.18
Field Clerk	$40.84	$57.99

DETERMINATION OF DAYS IMPACTED UPON BASE SCOPE
FROM PERFORMING T&M SCOPE ON PCO #02 - Install Existing Pump Support

JOB NAME: High Point Riverdale Sewer Lift Station
QUOTE NUMBER: PCO #002 / WCD #002
COST CODE: 51267-990001

DESCRIPTION OF WORK PERFORMED:

Assembly and installation of existing pumps and drive shafts.Offloaded and assisted scaffold installation in the drywell for drive shaft bracing inspection/work access at direction of Hazen and Sawyer Construction Manager. Scaffolding materials provided by Crowder's scafollding subcontractor (Sunbelt). See daily timesheets descriptions for more information on activities performed.

Manhours Worked on PCO #02 - Install Existing Pump Support

		Date and Hours of Work Performed															
Name	**Description**	8/1	8/2	8/3	8/10	8/12	8/13	8/14	8/15	8/16	8/19	8/20	8/23	8/24	8/26	8/27	8/28
Brandon Johnson	Foreman (Millwright)	10	5	6	3	6	10	10	9	10	10	8					
Corey Davis	Millwright Journeyman	10	5	6	3	6	10	10	10	10	10	8					
Jamie Hanks	Pipe Fitter Helper	10	5	6	1	6	10	10	10	10	10	8					
Jacob Steen	Foreman (Mechanical/Piping)														2	4	4
Rafael Montalvo	Carpenter															4	4
Jaime Hernandez	Carpenter															4	4
Avery Lewis	Carpenter Leadperson								4				5	3			
James Lowery	Foreman (Civil)								4	1							
Harold Wheeler	Carpenter Leadperson								3								
	Subtotal Hours PCO#02	30	15	18	7	18	30	30	40	31	30	24	5	3	2	12	12
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
																	Cumulative Days Worked

Manhours Worked On Base Scope (corresponding days)

		Date and Hours of Work Performed															
Name	**Description**	8/1	8/2	8/3	8/10	8/12	8/13	8/14	8/15	8/16	8/19	8/20	8/23	8/24	8/26	8/27	8/28
James Lowery	Foreman (Civil)	10	10		8.5	10.5	10.5	10.5	6.5	10.5	0	10.5	10		0	0	
Avery Lewis	Carpenter Leadperson	10	10		8	10	10	6	6	10	8	0	5	5	10	10	8
Rafael Montalvo	Carpenter	10	10		8	10	10	10	10	10	10	10	10	8	10	6	6
Jaime Hernandez	Carpenter	10	10		5	10	10	10	10	10	10	10	10	8	10	6	6
harold wheeler	Carpenter Leadperson	10	10		8	10	10	10	7	8	10	10		8		10	10
jamie hanks	Pipe Fitter Helper			2	7	4	0	0	0	0	0	0	8				
corey davis	Millwright Journeyman			2	5	4	0	0	0	0	0	0	8				
brandon johnson	Foreman (Millwright)			2	5	4	0	0	1	0	0	0	8				
Kent Keith	Iron Worker				8					5							
Jose Ortiz	Iron Worker				8					5							
Jacob Steen	Foreman (Mechanical/Piping)					10	10	10	10	10	10	10			8	10	10
John Birston	General Foreman (Civil)										10	10	10	8	10	10	
	Subtotal Hours on Base Scope	50	50	6	70.5	72.5	60.5	56.5	50.5	68.5	58	60.5	69	37	48	52	40

Ratio Hours Spent on PCO#02 vs Base Scope

Total Combined Hours for Day	80	65	24	77.5	90.5	90.5	86.5	90.5	99.5	88	84.5	74	40	50	64	52
Fraction of Day	0.38	0.23	0.75	0.09	0.2	0.33	0.35	0.44	0.31	0.34	0.28	0.07	0.08	0.04	0.19	0.23
															Subtotal Days	4.30

Note: Days impacted are rounded up to account for inefficiency of fractional days on base scope.

Days Impacted 5

WORK CHANGE DIRECTIVE

WORK CHANGE DIRECTIVE NO.: 003 DATE: August 04, 2019

Project: Riverdale Sewer Lift Station Expansion

Contractor: Crowder Construction Company

Engineer/Architect: Hazen and Sawyer (31408-004)

You are directed to proceed promptly with the following change (s):

Description: To assist in the completion of the pressure hatch installation, placing concrete

Purpose of Work Change Directive: To approve the T&M scope and not to exceed for the placement of concrete around the new pressure hatch (provided by others)

Attachments (List documents supporting change): Crowder T&M PCO-03 proposal.

If a claim is made that the above change(s) have affected the Contract Sum or Price or the Contract Time or Times, any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method in determining change in Contract:

Sum or Price:

- [ ] Unit Price (s)
- [ ] Lump Sum
- [X] Other: T&M

Time or Times:

- [ ] Contractor's records
- [ ] Engineer's records
- [X] Other: Agreed upon extension

Estimated increase/(decrease) in Contract Price:

$ 26,795.00

Estimated increase/(decrease) in Contract Time:

Milestone #1 and Final Completion: 3 days;

If the change involves an increase from estimated prices and times included herein work shall not proceed without further authorization.

Work Change Directive will paid from:

- [ ] General Contingency Allowance (Refer to attached GCA Summary Sheet)
- [X] Summary Change Order (Executed at a later date acceptable to both the Owner and Contractor)

RECOMMENDED:	**APPROVED:**	**ACCEPTED:**
By:	By:	By:
Engineer/Architect	Owner	Contractor
Date: 08/04/19	Date:	Date:

1990 New Cut Road
Spartanburg, SC 29303
(770) 761-5578 Fax (770) 761-5971

CROWDER

www.crowderusa.com

July 26, 2019

Mr. Terry Houk
City of High Point
211 South Hamilton St.
High Point, NC 27261

Re: City of High Point Riverdale Sewer Lift Station Expansion
Proposed Change Order (PCO) #3 – Supply, Place, Finish Pressure Hatch Concrete

Dear Terry,

Crowder proposes to supply, place, and finish the three (3) pressure hatch concrete areas in the Riverdale Pump Station on a **Time and Material** basis. We propose to provide a Civil Foremen and craft to complete this work. We reviewed the installation with the City and the existing Contractor on site. As stated in the proposal, we will work together with the existing contractor to make the placements. Scope as defined in the description of PCO #03. We propose the purchase order be issued in the initial amount of **$26,795.00** based on the attached estimate worksheet. Labor, materials, equipment and subcontract costs would be billed on a T&M basis and the final change order amount would be based on actual quantities.

We anticipate this work will take one (1) week depending upon the material availability, access and assumes no weather delays.

This work occurs concurrently with our base scope. For manpower resources, it makes the most economical sense to utilize the crew currently on-site; rather than mobilize/demobilize a separate crew. Thus, part of our crew will be spending productive hours on this additional scope in lieu of base scope. We request an additional three (3) days extension to Milestone #1 as part of this PCO #3.

Please approve this PCO #03 by Monday, July 29, 2019 to facilitate the possibility of the first placement to occur on Tuesday, July 30, 2019.

Concrete Supplier will be Chandler Concrete. Submittals are included with this PCO.

Should you have any questions, please contact me on my mobile phone (630.750.1610).

Sincerely,

Aaron Watson
Senior Project Manager

Cc: Aaron Babson – Hazen and Sawyer
Dion Dreher – Crowder Industrial Construction
Mike Reisinger – Crowder Industrial Construction
File

T&M ESTIMATE SUMMARY

JOB NAME: High Point Riverdale Pump Station PCO #03
CONTACT: Terry Houk, Aaron Babson
SITE: Riverdale Pump Station
DATE: 7/26/2019
QUOTE NUMBER: PCO #03

Crew @ 50 hrs/Wk
(1) Civil Foreman
(3) Carpenter

DESCRIPTION OF WORK: Supply concrete, curing agent, equipment, and labor to place concrete in the three (3) pressure hatches of the dry well per RFP #02 and Access Hatch Detail drawing in accordance with contract documents. This proposal assumes working jointly with Contractor "In-Water" - who is responsible to provide labor and materials for applying the epoxy bonding agent. Crowder and In-Water will work together as needed for the placements. Crowder is placing, finishing, and curing the concrete. Concrete to be supplied by Chandler - Mix Design S45AF. Curing compound is WR Meadows 1600-White Series. See attachments. Testing is by OTHERS.

1. MATERIAL COST

Permanent Material (non-taxable)		$ 2000
Misc. Matl's/Consumables (taxable)		$ 550
Crowder Markup	15%	$ 383
Sales Tax on Misc. Matl's Above	6.75%	$ 37
TOTAL MATERIAL COST		$ 2970

2. LABOR COST:

Field Labor	ST Rate	ST Hrs	OT Rate	OT Hrs			
							$ 0
							$ 0
Foreman (Civil)	$58.29	40	$82.78	10			$ 3159
							$ 0
							$ 0
							$ 0
Carpenter	$51.61	120	$73.29	30			$ 8392
							$ 0
							$ 0
							$ 0
							$ 0
TOTAL DIRECT LABOR		160		40		0	$ 11551

Supervision	ST Rate	ST Hrs	OT Rate	Ot Hrs			
Sr Project Manager	$121.94	10	$173.15				$ 1219
Project Engineer	$77.84	20	$110.53				$ 1557
Safety Engineer	$76.00	20	$107.92				$ 1520
QC Engineer	$76.00		$107.92				$ 0
Superintendent	$88.86	40	$126.18				$ 3554
Receptionist / Clerk	$40.84	5	$57.99				$ 204
TOTAL INDIRECT LABOR COST		95		0		0	$ 8055

3. CONSTRUCTION EQUIPMENT

Crowder Rental Equipment			$ 150
Trucks (1 each): @ $285/week/truck	1	wks	$ 285
3rd Party Rental Equipment			$ 975
Crowder Markup	15%		$ 146
Sales Tax on above Rental Eq	7.00%		$ 68
TOTAL EQUIPMENT COST			$ 1,625

5. SUB - CONTRACTORS

Sub Contractors Work		$
Crowder Markup	15%	$ 0
Cowder Fabrication Shop		$
Crowder Markup	15%	$ 0
TOTAL SUBCONTRACTOR COST		$ 0

6. Lodging / Per Diem

	Rate	MH	
Mechanics/Helpers	8.00	200	$ 1600
Foreman	9.00	5	$ 45
Supervision	10.00	95	$ 950
TOTAL LODGING COST			$ 2595

TOTAL QUOTED PRICE $ **26,795**

CROWDER CONSTRUCTION COMPANY

Riverdale Sewer Lift Station

TIME AND MATERIAL AGREEMENT

Under the terms of this Agreement between Crowder Construction and Owner, Crowder proposes to manage the project and assemble work crews to properly and expeditiously pursue the work to be performed. This includes selection and management of qualified subcontractors and/or engineering disciplines as would be required. This Agreement shall define costs and markups as follows:

Definition of Costs

- **Material** – Total material cost shall include actual invoice cost, sales tax and delivery charges. Materials shall include all permanent materials, incidentals, and consumables. **Markup on total Material cost – 15%**

- **Labor** – Labor shall be billed at hourly rates per the Labor Billing Rate attachment.

- **Premium Time Billing Rates** apply to time worked over 40 hours.

- **Subcontractor** - Subcontractor cost shall be in accordance with the actual subcontractor invoice including labor, material, sales tax, freight and construction equipment. **Markup on Subcontractor invoice – 15%.**

- **Construction Equipment – Third Party Rental** - Equipment costs will be based on actual invoice and shall include rental cost, sales tax, transportation charges, fuel and maintenance to the extent of the Contractor's responsibility as defined by the third party rental agreement. **Markup on Third Party Equipment Rental – 15%**

- **Construction Equipment – Crowder Owned** – Equipment shall be charged at **95%** of the current **Associated Equipment Distributor's** handbook rates. Equipment will be charged for entire time on the job including the time held in a state of readiness. Equipment operation expenses will be billed as material cost.

- **Transportation Charges** – Equipment and fabricated material hauling to and from the project on contractor's trucks shall be billed at **$3.00** per mile each way. Invoices from third party haulers shall be billed as subcontractor invoices as defined above.

- **Worker Subsistence** - Worker subsistence is paid in strict accordance with Crowder Construction's Policy. Crowder's effort will be to provide craft workers on projects with available local employees. However, subsistence shall be paid to Crowder employees living outside a 50-mile radius of the project. Subsistence payment shall be based on the following:

  Craft Worker - $80.00 per day.

  Foreman, Lead Men, Site Admin - $90.00 per day.

  Field Supervision - $100.00 per day.

Management Travel – Actual Cost.

- **Small tools** - Small tools shall be defined as tools having an individual value of less than $500.00. Any tools having a value greater than $500.00 shall either be rented to the project at 95% AED rates or purchased as materials.

- **Home Office Overhead and Profit** - Labor billing rates includes Home Office overhead and profit only. Field overhead costs such as project management, clerical, field engineering and field office expense shall be reimbursed as defined above.

- **Project Duration** - These rates are valid for work performed during the original project duration, however Crowder reserves the right to review every 3 months from date of issue. These rates do not include costs applicable to work that extend the original project duration.

Billing

Each Crowder invoice will include all cost and appropriate fees. Billing will be bi-monthly. Owner will pay all Crowder Construction's invoices within 30 calendar days, with no retainage withheld.

Back-Up Accounting

Each Crowder invoice will be complete with the following back-up documentation.

1. Labor billing data shall include individual workmen's name, crew code, hours worked and billing rate of pay from Labor Billing Rate attachment.

2. Copies of invoices for material, hauling, third-party rentals, and subcontracts.

3. Copies of daily equipment rental sheets (these will be available to Owner on a daily basis).

4. Additionally, the project superintendent maintains daily documentation of labor time sheets, purchase orders and receiving reports for all materials and other incidental cost documentation -- all of which are subject to Owner's review. Copies of this documentation can be provided upon request.

5. Such other documentation as is necessary to establish cost of work.

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LABOR AND BILLING RATES

Labor Classification	Straight Time	Premium Time
Civil		
Superintendent	$67.73	$96.18
General Foreman	$64.73	$91.91
Foreman	$58.29	$82.78
Leadperson	$53.70	$76.25
Carpenter	$51.61	$73.29
Carpenter Helper	$38.75	$55.03
Laborer	$28.25	$40.11
Piping		
Superintendent	$74.16	$105.31
General Foreman	$64.73	$91.91
Foreman	$63.81	$90.60
Leadperson	$57.38	$81.47
Pipe Fitter/Welder	$53.45	$75.90
Pipe Fitter Helper	$38.75	$55.03
Tubing Technician	$60.80	$86.34
Equipment / Steel Erection		
Superintendent	$77.84	$110.53
General Foreman	$64.73	$91.91
Foreman	$61.97	$88.00
Leadperson	$56.46	$80.17
Millwright / Iron Worker	$53.45	$75.90
Welder	$53.45	$75.90
Helper	$38.75	$55.03
Electrical		
Superintendent	$74.16	$105.31
General Foreman	$64.73	$91.91
Foreman	$62.89	$89.30

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Leadperson	$55.54	$78.86
Electrician	$51.61	$73.29
Electrician Helper	$38.75	$55.03
Equipment Operator		
Equipment Operator	$53.45	$75.90
Crane Operator	$58.96	$83.73
Supervision		
Project Manager	$121.94	$173.15
Project Engineer	$77.84	$110.53
Safety Engineer	$76.00	$107.92
QC Engineer	$76.00	$107.92
Project Controls	$98.05	$139.23
Site Superintendent	$88.86	$126.18
Field Clerk	$40.84	$57.99

CITY OF HIGH POINT
AGENDA ITEM

Title: Budget Amendment for High Point Depot Platform Level Roof and Drainage Repair

From: Eric Olmedo, Budget Director

Public Hearing: N/A

Attachments: Budget ordinance

Meeting Date: February 18, 2019
Advertising Date: N/A
Advertised By: N/A

PURPOSE:
A Budget Amendment is needed to appropriate additional funds for High Point Depot Platform Level Roof and Drainage Repair.

BACKGROUND:
On December 12, 2018 the City of High Point received bids for Contract ENG-2018-004. We received three responsive bids:

Truline, Inc.	$ 600,000.00
Dreambuilt Construction	$ 751,200.00
S and S Building and Development	$ 889,667.00

The availability date of this contract is immediately upon execution of the contract documents. The completion time for the contract work is 180 consecutive calendar days from contract execution.

The purpose of this contract is to repair existing water damage to the depot platform level roof and modify the existing roof structure to minimize future water damage. The City worked with Mark Wright Architecture to develop the solution. The work will include replacement of water damaged parts of the roof structure, new gutters with leaf guards and repainting. This work is being done through funding from NCDOT Rail ($320,000) with the remaining funds from the city. The contract includes a provision for anticipated railroad flagging costs needed to construct the project.

BUDGET IMPACT:
Funding in the amount of $391,680 is available in the Special Grants Fund.

A budget amendment in the amount of $208,320 is needed for the contract. The funds are recommended to be transferred from General Capital Projects pay as you go project reserves.

RECOMMENDATION / ACTION REQUESTED:
The Budget Department recommends and asks the Council to approve the budget amendment.

"AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE OF THE CITY OF HIGH POINT, NORTH CAROLINA TO APPROPRIATE FUNDS FOR THE HIGH POINT DEPOT PLATFORM LEVEL ROOF AND DRAINAGE REPAIR PROJECT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point received a grant through the NCDOT Rail Division. Additional funds are needed to fully fund the project.

Section 2. In order to appropriate these funds, the 2018-2019 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That Special Grants Fund – Transfer from General Capital Projects Fund revenues be amended as follows:

Transfer In	$208,320

(B) That Special Grants Fund – Expenditures be amended as follows:

High Point Depot Roof Repair project	$208,320

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted February 18, 2019