

# City of High Point

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



## Meeting Agenda

**Monday, October 7, 2013**

**4:45 PM**

**Council Chambers**

### **City Council**

*Bernita Sims, Mayor  
Britt W. Moore, Mayor Pro Tem  
James C. Davis, Foster L. Douglas  
Jason P. Ewing, Jeffrey J. Golden,  
Judith P. Mendenhall, Rebecca R. Smothers,  
Jay W. Wagner*

**ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE****REGULAR MEETING ITEMS****FINANCE COMMITTEE - Mayor Pro Tem Moore, Chair**

- [130263](#) Contract - Bid No. 15 - Concrete Foundations for Penny Road 100kV Transmission Project  
Approval of award of contract for Bid No. 15 for concrete foundations for the Penny Road 100kV transmission project. Purchasing and the Electric Department recommends that contract be awarded to Graves Construction Services in the amount of \$785,258.00 which is the lowest responsive and responsible bidder meeting specifications.
- [130264](#) Contract - Telephone & Radio Recording System for 911 Center  
Approval of contract purchase of Telephone and Radio Recording System for the 911 Center. Purchasing and the Information Technology Department recommends that contract be awarded to Carolina Recording System, Inc. in the amount of \$155,904.25 which is the lowest responsive and responsible bidder meeting specifications.
- [130265](#) Contract - Sole Source Authorization - Trojan Ultraviolet Disinfection System  
Council requested to approve an exception to the bid laws under the "sole source qualification" for the purchase of Trojan UV equipment for the Public Services Department; and approve the acquisition of the equipment from EW2 Environmental in the amount of \$74,256.00.
- [130266](#) Budget Ordinance Amendment - N. Centennial/Montlieu Intersection Improvements  
Adoption of a budget ordinance amending the 2013-2014 Budget Ordinance to appropriate funds in the amount of \$185,000.00 for the Centennial/Montlieu intersection improvements.
- [130267](#) Resolution - Governor's Highway Safety Program - Bike Safe Program  
Council is requested to adopt a Resolution for the North Carolina Governor's Highway Safety Program requesting \$97,000.00 for the Bike Safe High Point Police Department.

**Pending Items**

- [130256](#) Ordinance Amendment - Concealed Carry Restrictions - Parks & Recreation Facilities  
Council is requested to adopt an amendment to the City of High Point Code of Ordinance Sec. 12-1-5 to follow new revisions to the Concealed Carry restrictions included in State Law (H.937, S.2013-369). These restrictions regulate where concealed weapons can legally be carried in Parks and Recreation Facilities.
- [130230](#) Review of Health Insurance Coverage for City Council Members

At the request of Council Member Mendenhall, Council is being asked to review the current council-established policy regarding health insurance coverage and costs associated with the same.

### **COMMUNITY HOUSING & NEIGHBORHOOD DEVELOPMENT COMMITTEE -**

#### **Council Member Douglas, Chair**

[130268](#)

Kilby Hotel - Appeal Hearing - Demolition and Removal Order  
Monday, October 7, 2013 at 4:45 p.m. is the date and time set for an appeal hearing before the High Point City Council on the demolition and removal order for the Kilby Hotel located at 625 E. Washington Drive, High Point, NC.

### **COMPREHENSIVE PLANNING COMMITTEE - Council Member Smothers,**

#### **Chair**

#### **Pending Items**

[130251](#)

Resolution - Street Abandonment Case 13-12 - City of High Point  
A request by the Technical Review Committee to abandon an unimproved right-of-way, lying approximately 300 feet west of Francis Street, running in a north to south direction between Model Farm Road and Jay Place.

### **PUBLIC COMMENT PERIOD - 5:15 P.M.**

### **APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS**

[130269](#)

Approval of the following Minutes  
Finance Committee meeting held Monday, September 16th @ 4:00 p.m.  
High Point City Council Regular Meeting held Tuesday, September 16th @ 4:45/5:30 p.m.

### **BOARDS AND COMMISSIONS APPOINTMENTS AND VACANCY REPORT**

[130270](#)

Boards and Commissions - Vacancy Report  
Attached is the current list of vacancies for all Boards and Commissions.

### **ADJOURNMENT**

**FINANCE COMMITTEE  
SEPTEMBER 16, 2013 – 4:00 P.M  
CITY MANAGER’S CONFERENCE ROOM**

**MINUTES**

**PRESENT:**

Chairman Moore, Council Members Wagner, Davis, and Sims

**OTHERS PRESENT:**

Council Members Smothers, Mendenhall, Douglas, Ewing, and Golden

**STAFF PRESENT:**

Strib Boynton, City Manager; Pat Pate, Assistant City Manager; Randy McCaslin, Assistant City Manager; Jeron Hollis, Public Information; Jeff Moore, Director of Finance; Eric Olmedo, Budget Officer; Chris Thompson, Director of Public Services; Terry Houk, Assistant Director of Public Services; Garey Edwards, Director of Electric Utilities; Lee Burnette, Director of Planning Department; Ed Brown, Inspections Administrator; Garey Smith, Director of Fleet Services; Bob Martin, Director of Customer Services; Allen Oliver, Director of Parks & Recreation; JoAnne Carlyle, City Attorney; Lisa Vierling, City Clerk, Dawn Sparks, Deputy City Clerk

**MEDIA PRESENT:**

Pat Kimbrough, *High Point Enterprise*

**OTHERS PRESENT:**

Cynthia Davis, Planning & Zoning Commission

**Finance Items**

**130239      Ordinance – Budget Ordinance – Continuum of Care Funds**

Council is requested to adopt a budget ordinance amending the 2013-2014 Budget Ordinance to appropriate funds in the amount of \$42,552.00 received from a grand award of Continuum of Care Funds from HUD through Open Door Ministries.

*Mike McNair stated that the federal government requires that Open Door Ministries have a local government partner to facilitate the grant. The City will be the entity who will actually right the checks, and then they will be reimbursed.*

***A motion was made by Mayor Sims, seconded by Council Member Wagner, to forward this matter to council with a favorable recommendation of approval. Motion passed unanimously.***

**130240      Contract – Bid No. 11 – Pad Mount Switches**

Approval of award of contract for Bid No. 11 for the purchase of eight (8) pad mount switches for use by the Electric Department. Purchasing and the Electric Department recommends that contract be awarded to Trayer Engineering in the amount of \$324,430.00, which is the lowest responsive and responsible bidder meeting specifications.

*Garey Edwards explained that the switches have a twenty year life expectancy and the department is in the process of changing some out in the downtown area.*

***A motion was made by Council Member Moore, seconded by Council Member Davis that this matter be forwarded to council with a favorable recommendation for approval. Motion passed unanimously.***

**130241      Contract – Bid No. 13 – Electric Distribution Crews**

Approval of contract awarding Bid No. 13 for Electric Distribution Crews. Purchasing and the Electric Department recommends that contract be awarded to Pike Electric in the amount of \$2,152,544.64, which is the lowest responsive and responsible bidder meeting specifications.

*Garey Edwards stated that he recommends awarding the bid to Pike because they have the most crews available and are also the least expensive. Pike also has a very good safety record.*

*Council Member Davis asked why they do not use City workers for this. Mr. Edwards stated that most of these guys work on capital projects and are temporary.*

*Mayor Sims stated she has always been concerned with minority participation with contracts of this size. Mr. Edwards stated that Pike does meet the federal requirements and have hired eleven minorities in the past couple of years.*

***A motion was made by Mayor Sims, seconded by Council Member Wagner to forward this matter to Council with a favorable recommendation of approval. Motion passed unanimously.***

**130242      Contract – Kubota Mini Excavator**

Approval of contract for the purchase of a new Kubota Mini Excavator for use by the Water Sewer Mains Department. Purchasing and Fleet Services recommends that contract be awarded to Kubota Tractor at the NJPA contract price of \$113,562.81.

*Garey Smith stated this equipment will be replacing a Case Brand wheel loader that Water & Sewer Maintenance is currently using. The loader needed engine repairs in excess of \$15,000.00 and the local servicing dealer went out of business about three years ago.*

***A motion was made by Council Member Moore, seconded by Council Member Wagner to forward this matter to Council with a favorable recommendation of approval. Motion passed unanimously.***

**130243      Contract – Tandem Axle Dump Trucks**

Approval of contract for the purchase of two (2) new tandem axle dump trucks to be used at the Landfill and Water and Sewer Plant. Purchasing and Fleet Services recommends that these trucks be purchased from Piedmont Truck Center at the contract price of \$122,224.00 each for a total contract of \$224,448.00.

*Garey Smith stated that the truck at the landfill currently is a 2002 model with 153,000 miles on it and at its last service they noticed numerous problems with the engine. The truck at the Water and Sewer Plant was brought in a couple of months ago for its state inspection. It is a 1996 model with 112,000 miles and it would not pass the N.C. Inspection and needed several emission related parts. Mr. Smith stated he has looked for used trucks on the market and have not found anything available.*

***A motion was made by Mayor Sims, seconded by Council Member Wagner to forward this matter to Council with a favorable recommendation of approval. Motion passed unanimously.***

**130244      Contract Extension – Sewer Line Chemical Root Control**

Consideration of approval of extension of contract to Municipal Sales, Inc. for Sewer Line Chemical Root Control in the amount of \$110,450.00

*Terry Houk explained that annually the City chemically treats the collection system that has areas of concern for roots in the system. They will be treating up to about 99,000 feet of pipe.*

***A motion was made by Mayor Sims, seconded by Council Member Wagner to forward this matter to Council with a favorable recommendation of approval. Motion passed unanimously.***

**130245      Purchase of Property – Future Westchester Park – 190 Burton Road Council**

Council is requested to authorize the City Attorney's office to proceed with the purchase of property located at 910 Burton Road belonging to Billy Hardy and R. Diane Farm in the amount of \$26,000.00. This property is being purchased for the Parks and Recreation Department for the development of the proposed Westchester Park.

*Allen Oliver advised that this property is on Burton Road at the corner of Miller Street. More than likely Miller Street will be the primary entrance into the park. Pat Pate stated there is a house on the property that he would recommend demolishing fairly quickly.*

***A motion was made by Mayor Sims, seconded by Council Member Moore to forward this matter to Council with a favorable recommendation of approval. Motion passed unanimously.***

**130256      Ordinance Amendment – Concealed Carry Restrictions – Parks & Recreation Facilities**

Council is requested to adopt an amendment to the City of High Point Code of Ordinance Sec. 12-1-5 to follow new revisions to the Concealed Carry Restrictions included in State Law (H-937, S-2013-369). These restrictions regulate where concealed weapons can legally be carried in Parks and Recreation Facilities.

*JoAnne Carlyle advised that they are not prepared to act on this matter tonight and recommended that Council place this matter into committee.*

***A motion was made by Mayor Sims, seconded by Council Member Wagner to place this item in committee. Motion passed unanimously.***

**OTHER ITEMS**

Customer Service Issues: *Mayor Sims stated that she has been getting a lot of calls about customer service, and asked if they could get an update on in how they are dealing with the problems. Pat Pate advised that a major problem is a lack of personnel. They had one employee to pass away and there are a couple other vacancies. At best they are at about 70% staffed. They are recruiting now to get those positions filled. The Cayenta System is in and working. There are more people calling into the system which is creating longer wait times, and there have also been a couple of electric outages over the last couple of weeks that have created additional calls. Anyone that had an automatic bank draft, the two numbers on the electric bill were*

*changed. The account number and the pin number were reversed, and this has caused some problems.*

*Mr. Pate advised that it will probably take at least four to six weeks before they are operating at full capacity.*

*Planning Staff Pending:* Strib Boynton asked if Council had any questions about the residential building permit change as well as the hiring of additional personnel. Council Member Smothers stated that some of the comments that were generated about the change in the plan review process for residential did address some of the commercial development issues. Council Member Smothers felt they would go ahead if Council is agreeable, and adopt the Comprehensive Planning Committee item that deals with residential permits and refer some of the issues about commercial building permits to committee.

*Council Member Smothers stated that she is prepared to support the hiring of another employee because she feels it is taking too long for commercial building permits.*

*Council Member Davis asked if they have looked at a higher rate to fast track commercial permits. Mr. Burnette stated they have looked at it, but he felt they did not have the amount of resources to support it.*

*Council Member Smothers stated that if the permit cost is sufficient to cover overtime to fast track the permits, there may be the willingness on some part of the staff to work overtime to have that additional money. Mr. Burnette that these employees are not eligible for overtime but they do give them comp time.*

*Strib Boynton advised that bottom line is the department cannot keep up with the current volume of permits with the staff they have.*

*Council Member Moore stated he has no objection to pulling this item out of pending and move it forward.*

***Council Member Davis made a motion, seconded by Mayor Sims to pull item 130217 Budget Ordinance Amendment for Planning & Inspection Staff out of pending. Motion passed unanimously.***

*Mayor Smothers advised staff to come back in three months with the progress on the inspection process.*

**ADJOURNMENT**

The meeting adjourned at 4:30 p.m. on a motion duly made and seconded.

Respectfully Submitted,

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Dawn J. Sparks, CMC  
Deputy City Clerk

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Council Member Britt Moore











**HIGH POINT CITY COUNCIL  
REGULAR MEETING  
COUNCIL CHAMBERS, HIGH POINT MUNICIPAL BUILDING  
SEPTEMBER 16, 2013 – 4:45/5:30 P.M.**

**ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE**

*Upon call of the roll, the following Council Members were present. Mayor Sims offered the invocation; the Pledge of Allegiance followed.*

Mayor Bernita Sims, Mayor Pro Tem Britt Moore (At-Large), Council Member Rebecca Smothers (At-Large), Council Member Jeffrey Golden (Ward 1), Council Member Foster Douglas (Ward 2), Council Member Judy Mendenhall (Ward 3), Council Member Jay Wagner (Ward 4), Council Member James Davis (Ward 5), and Council Member Jason Ewing (Ward 6)

**SPECIAL PRESENTATIONS/RECOGNITIONS**

**PROCLAMATION: Alcohol & Drug Addiction Recovery Month**

*Mayor Sims read the Proclamation into the record proclaiming the month of September 2013 as Alcohol and Drug Addiction Recovery Month. Al Heggins, Director of the High Point Human Relations Department was present to accept the Proclamation on behalf of Jason Yates (Caring Services) who could not be present.*

**PROCLAMATION: National Welcoming Week**

*Mayor Sims read the Proclamation into the record proclaiming the week of September 15, 2013 as "Welcoming Week in High Point." Al Heggins, Director of the High Point Human Relations Department was present to accept the Proclamation on behalf of Michelle Matthews, Chairwoman of the Human Relations Commission, who could not be present due to sickness.*

**Kids, Cans and Cash Program**

*Mark Bacon with Republic Waste presented a check to the High Point Beautiful staff to be used for the city's Kids, Cans, and Cash Program. On hand to accept the check were Melanie Bruton, Richard McMillan and Rebecca Coplin. Ms. Coplin shared some details as to how a decision is made for this award. The new program will kick off on October 28th and they will start collecting cans from November 1, 2013 through November 15, 2013.*

**ACHIEVEMENT OF EAGLE SCOUT STATUS**

*Mayor Sims recognized and congratulated Austin Garmer for achieving the status of Eagle Scout. Mr. Garmer is with Troop #26 which is sponsored by Immaculate Heart of Mary Catholic Church. His Court of Honor will be October 5th at IMC Catholic Church. Mr. Garmer shared some details about his project which involved video interviews he facilitated for veterans. He informed Council that his project has been submitted to the Library of Congress.*

**REGULAR MEETING ITEMS****FINANCE COMMITTEE** - Mayor Pro Tem Moore, Chair

Members: Wagner, Davis and Sims

(all were present)

**130239      Ordinance - Budget Ordinance - Continuum of Care Funds**

Council is requested to adopt a budget ordinance amending the 2013-2014 Budget Ordinance to appropriate funds in the amount of \$42,552.00 received from a grant award of Continuum of Care Funds from HUD through Open Door Ministries of High Point.

*This matter was discussed during a Finance Committee meeting held at 4:00 p.m. prior to this meeting. The Committee recommended approval.*

Adopted Budget Ordinance amending the 2013-2014 Budget Ordinance appropriating funds in the amount of \$42,552.00 received from a grant award of Continuum of Care Funds from HUD through Open Door Ministries of High Point.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, that this Budget Ordinance Amendment be adopted. The motion PASSED by a 9-0 unanimous vote.**

**Ordinance No. 7007/13-39**

**Introduced 9/16/2013; Adopted 9/16/2013**

**Ordinance Book Volume XVIII, Page 39**

**130240      Contract - Bid No. 11 - Pad Mount Switches**

Approval of award of contract for Bid No. 11 for the purchase of eight (8) pad mount switches for use by the Electric Department. Purchasing and the Electric Department recommends that contract be awarded to Trayer Engineering in the amount of \$324,430.00 which is the lowest responsive and responsible bidder meeting specifications.

*This matter was discussed during a Finance Committee meeting held at 4:00 p.m. prior to this meeting. The Committee recommended approval.*

Approved contract with Trayer Engineering in the amount of \$324,430.00 which is the lowest responsive and responsible bidder meeting specifications.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.**

**130241      Contract - Bid No. 13- Electric Distribution Crews**

Approval of contract awarding Bid No. 13 for Electric Distribution Crews. Purchasing and the Electric Department recommends that contract be awarded to Pike Electric in the amount of \$2,152,544.64 which is the lowest responsive and responsible bidder meeting specifications.

*This matter was discussed during a Finance Committee meeting held at 4:00 p.m. prior to this meeting. The Committee recommended approval.*

Approved contract with Pike Electric in the amount of \$2,152,544.64 which is the lowest responsive and responsible bidder meeting specifications.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.**

**130242      Contract - Kubota Mini Excavator**

Approval of contract for the purchase of a new Kubota Mini excavator for use by the Water Sewer Mains Department. Purchasing and Fleet Services recommends that contract be awarded to Kubota Tractor at the NJPA contract price of \$113,562.81.

*This matter was discussed during a Finance Committee meeting held at 4:00 p.m. prior to this meeting. The Committee recommended approval.*

Approved contract with Kubota Tractor at the NJPA contract price of \$113,562.81 for the purchase of a new Kubota Mini excavator.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.**

**130243      Contract - Tandem Axle Dump Trucks**

Approval of contract for the purchase of two (2) new tandem axle dump trucks to be used at the Landfill and Water and Sewer Plant. Purchasing and Fleet Services recommends that these trucks be purchased from Piedmont Truck Center at the contract price of \$122,224.00 each for a total contract of \$224,448.00.

*This matter was discussed during a Finance Committee meeting held at 4:00 p.m. prior to this meeting. The Committee recommended approval.*

Approved contract with Piedmont Truck Center at the contract price of \$122,224.00 each for a total contract of \$224,448.00 for the purchase of two (2) new tandem axle dump trucks.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.**

**130244      Contract Extension - Sewer Line Chemical Root Control**

Consideration of approval of extension of contract to Municipal Sales, Inc. for Sewer Line Chemical Root Control in the amount of \$110,450.00.

*This matter was discussed during a Finance Committee held at 4:00 p.m. prior to this meeting. The Committee recommended approval.*

Approved an extension to the contract with Municipal Sales, Inc. in the amount of \$110,450.00.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.**

**130245      Purchase of Property - Future Westchester Park - 910 Burton Road**

Council is requested to authorize the City Attorney's office to proceed with the purchase of property located at 910 Burton Road belonging to Billy Hardy and R. Diane Fann in the amount of \$26,000.00. This property is being purchased for the Parks and Recreation Department for the development of the proposed Westchester Park.

*This matter was discussed during a Finance Committee meeting held at 4:00 p.m. prior to this meeting. The Committee recommended approval.*

Authorized the City Attorney's office to proceed with the purchase of property located at 910 Burton Road belonging to Billy Hardy and R. Diane Fann in the amount of \$26,000.00 for development of the proposed Westchester Park.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, to authorize the City Attorney's office to proceed with the purchase of the property located at 910 Burton Road. The motion PASSED by a 9-0 unanimous vote.**

**130256****Ordinance Amendment - Concealed Carry Restrictions - Parks & Recreation Facilities**

Council is requested to adopt an amendment to the City of High Point Code of Ordinance Sec. 12-1-5 to follow new revisions to the Concealed Carry restrictions included in State Law (H.937, S.2013-369). These restrictions regulate where concealed weapons can legally be carried in Parks and Recreation Facilities.

*This matter was discussed during a Finance Committee meeting held at 4:00 p.m. prior to this meeting. During the Finance Committee meeting, City Attorney JoAnne Carlyle advised that they are not prepared to act on this matter at today's meeting and recommended that it be referred back to the Finance Committee.*

Referred matter to the Finance Committee. Matter will remain on the Pending List until it is brought out for action.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, that this matter be referred to the Finance Committee. The motion PASSED by a 9-0 unanimous vote.**

Pending Items

**130230      Review of Health Insurance Coverage for City Council Members**

At the request of Council Member Mendenhall, Council is being asked to review the current council-established policy regarding health insurance coverage and costs associated with the same.

Note: At the High Point City Council Meeting held on August 19, 2013, this matter was referred to the Finance Committee for further discussion.

**130217      Budget Ordinance Amendment - Planning and Development Inspections Staff**

Adoption of an ordinance amending the 2013-2014 Budget Ordinance to appropriate funds in the amount of \$88,000.00 for additional Planning and Development Inspections Staff.

*This matter was initially heard and discussed by the City Council on August 19, 2013. At that time, Council took action to refer it to the Finance Committee for further discussion. The Finance Committee discussed it further during a meeting held at 4:00 p.m. prior to this meeting and recommended it be removed from the Pending List and also recommended approval of the Budget Ordinance Amendment to include the minor revision regarding changing the funding revenue source from the hold harmless funds to the general fund as discussed in committee.*

*Finance Committee Chair Britt Moore asked if there were any comments or further discussion. Council Member Smothers suggested that the Budget Ordinance Amendment should identify the correct revenue source [General Fund- appropriated fund balance, not the Hold Harmless Reimbursement funds] and also pointed out the sections in the Ordinance need to be renumbered because there are two Section 2s. Council Member Smothers felt the record should also reflect that the hiring of these two people would hopefully enhance the ability of the city to process commercial permits for construction and that is the primary reason for these additional staff persons. City Manager Strib Boynton explained it may have a minor impact on it, but pointed out the residential plan reviewers will still be reviewing residential plans. He pointed out that this recommendation is the result of staff's professional opinion stemming from concerns that have been expressed to staff and the Council from the business community about delays in plan reviews. He further stated that staff is trying to be attentive and responsive to these concerns and clearly understands the importance of timely plan review and inspections albeit commercial or residential. Council Member Mendenhall asked the City Clerk to forward a revised copy of the Budget Ordinance Amendment to the City Council.*

Adopted the Budget Ordinance Amendment appropriating funds in the amount of \$88,000.00 for additional Planning and Development Inspections staff to include the revisions as discussed in this meeting.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Golden, that this Budget Ordinance Amendment be adopted. The motion carried by the following 8-1 vote:**

Aye (8): Mayor Sims, Mayor Pro Tem Moore, Council Member Davis, Council Member Douglas, Council Member Ewing, Council Member Golden, Council Member Mendenhall, and Council Member Smothers  
Nay (1): Council Member Wagner

**Ordinance No. 7008/13-40  
Introduced 9/16/2013; Adopted 9/16/2013  
Ordinance Book, Volume XVIII, Page 40**

COMPREHENSIVE PLANNING COMMITTEE - Council Member Smothers, Chair

**130246      Resolution of Intent - Street Abandonment Case 13-14 - City of High Point**

Approval of a Resolution of Intent that establishes a public hearing date of Monday, October 21, 2013 at 5:30 p.m. to consider a request by the Technical Review Committee to abandon a partially improved portion of the Davidson Avenue right-of-way, lying approximately 290 feet south of S. College Drive and east of Surrett Drive.

Adopted a Resolution of Intent establishing a public hearing date of Monday, October 21, 2013 at 5:30 p.m. to consider a request by the Technical Review Committee to abandon partially improved portion of the Davidson Avenue right-of-way, lying approximately 290 feet south of S. College Drive and east of Surrett Drive.

**A motion was made by Council Member Smothers, seconded by Council Member Mendenhall, that this Resolution of Intent be adopted. The motion PASSED by a 9-0 unanimous vote.**

**Resolution No. 1330/13-53  
Introduced 9/16/2013; Adopted 9/16/2013  
Resolution Book, Volume XVIII, Page 53**

**130247      Resolution of Intent - Street Abandonment Case 13-15 - City of High Point**

Approval of a Resolution of Intent that establishes a public hearing date of Monday, October 21, 2013 at 5:30 p.m. to consider a request by the Technical Review Committee to abandon an unimproved portion of the W. Springfield Road right-of-way lying west of Robbins Street.

Adopted a Resolution of Intent establishing a public hearing date of Monday, October 21, 2013 at 5:30 p.m. to consider a request by the Technical Review Committee to abandon an unimproved portion of the W. Springfield Road right-of-way lying west of Robbins Street.

**A motion was made by Council Member Smothers, seconded by Council Member Mendenhall, that this Resolution of Intent be adopted. The motion PASSED by a 9-0 unanimous vote.**

**Resolution No. 1331/13-54**  
**Introduced 9/16/2013; Adopted 9/16/2013**  
**Resolution Book, Volume XVIII, Page 54**

**130255      Resolution - Residential Building Permit Process**

Council is requested to adopt a Resolution directing the establishment of a residential building permit process for NC Licensed General Contractors.

*Chairwoman Smothers explained this matter has come to Council as a result of multiple past conversations and prompted a desire for action after forms that were being used by another city were brought to Council's attention by Council Member Wagner. She felt it would work with the proper safeguards and provisions and pointed out Council Member Davis has been very helpful in sharing things that could help streamline the process. Chairwoman Smothers thanked staff for the willingness to try it. Council Member Wagner noted there may be a couple of changes on the resolution that may warrant some discussion before adoption.*

*Council Member Wagner explained there were a couple of changes. One was eliminating a portion of Section 7 after the comma "for a six-month period" and another was to eliminate Section 5 as well, and direct staff to report back to Council after six months as to how the new process was working. He shared that he has talked with several builders regarding the proposed Residential Building Permit Process and all have been enthusiastically in favor of this change with one contractor requesting it to be voluntary. Lee Burnette, Director of Planning and Development explained this would pose a problem because staff does not have a way to track the process, so it would be helpful for all general contractors to follow the same process. Council Member Wagner stated he had no problems with it and recommended moving forward with adoption with the inclusion of the previously suggested changes.*

*Chairwoman Smothers asked if it could be reflected in Section 5 that that the process would be monitored with "periodic reports back from staff to Council" because she felt it would be helpful. City Manager Strib Boynton suggested that staff could report to Council on a quarterly basis on how well the new process and any issues that may arise. Council Member Wagner commented that he did not want a situation where Council might be at odds with staff over what would have or would not have been caught in plan review and agreed that it might be easier just for staff to come back with a report to Council on how things are going.*

Adopted the **RESOLUTION DIRECTING THE ESTABLISHMENT OF A RESIDENTIAL BUILDING PERMIT PROCESS FOR NC LICENSED GENERAL CONTRACTORS** with revisions to Section 5 to state "That staff shall measure the effectiveness of this application process and shall report to City Council on a periodic basis as needed and that Section 7 be revised to state "That the process begins October 1, 2013".

**A motion was made by Council Member Wagner, seconded by Council Member Mendenhall, to adopt the RESOLUTION DIRECTING THE ESTABLISHMENT OF A RESIDENTIAL BUILDING PERMIT PROCESS FOR NC LICENSED GENERAL CONTRACTORS with the revisions to Section 5 and Section 7 as discussed. The motion PASSED by a 9-0 unanimous vote.**

**PUBLIC HEARINGS - 5:30 P.M.**

**FINANCE COMMITTEE** - Mayor Pro Tem Moore, Chair

Members: Wagner, Davis and Sims

(all were present)

**130248      Public Hearing - EDC Incentives - Buzzispace - 1200 Redding Drive**

Monday, September 16, 2013 at 5:30 p.m. is the date and time established to receive public input on a respective funding request by a company that expects to expand at 1200 Redding Drive, High Point, NC.

[Economic Dev Incentive Public Hearing September 16 2013](#)

Attachments:

[Note: Mr. Hill's written remarks will be attached in Legistar as a permanent part of these proceedings]

\_\_\_\_\_Transcript of Public Hearing\_\_\_\_\_

Chairman Moore: We'll open the public hearing at this time and entertain Item **130248 Economic Development Corporation incentives for BuzziSpace at 1200 Redding Drive**. Mr. Loren Hill is here with us to fill us all in on the details.

**Loren Hill:** *I'm happy to be here with you this evening. I'm Loren Hill, President of the High Point Economic Development Corporation. I'm here tonight with our Senior Vice President Sandy Dunbeck and we're very pleased to bring this project to you. It's excited many people in our community. Our office would be happy if we were with you tonight just to bring you a furniture manufacturing project. It would be gratifying to our office if we were bringing you just 113 jobs for you to consider. If we brought you a company expanding in South High Point, that would get your attention. And if we had a project where we were bringing to you the possibility of revitalizing a 100-year old empty building and its neighborhood, that alone would be an important day in High Point. As you've heard, all four of those aspects are part of the project we have before you tonight. BuzziSpace is a Belgian company which designs and manufactures furniture and acoustical treatments. I'm not going to explain what all that means. We have someone from the company that will explain that and show you some of the products in a few minutes. They make the products for a collaborative work environment-an open space work environment and they pride themselves on being a green company. It's very important for them to use recycled and recyclable materials. They are considering the empty 105,000 square foot building at 1200 Redding Drive at the corner of Redding and Triumph. That approximately 100-year-old*

building in southwest High Point is best known as the former Pickett Cotton Mill, which most recently was home to Claude Gable Company. The facility fits in perfectly with a company that is green-focused by, in fact, recycling an older unused Mill. Sandy selected a host of buildings for them to look at when they were first coming to High Point and they saw the buildings and considered them carefully. But when they toured the Pickett Cotton Mill, their interest immediately heightened. They told us that they did not want to wait until the neighborhood begins to revitalize before considering this location. Instead they want their company to lead the way in turning around the neighborhood and bringing life back to that magnificent old building. You can bet that got our attention. If the company picks High Point for this expansion, 113 full-time jobs will be added in High Point over the next five years. The average wage of those new jobs will be approximately \$41,000. Two-thirds of the jobs will be manufacturing and distribution jobs. The other jobs are customer service, office and management positions. The company would also add \$1.6 million to our tax base. High Point is the front runner for the project, but it's not ours. Two other states are in consideration for the project as well.

We ask tonight that you consider authorizing up to \$162,000 in performance-based financial incentives for the project. Any such incentives will be subject to the company meeting benchmarks, spelled out in the performance agreement in order to receive installments of the incentives. On Thursday, the Guilford County Board of Commissioners will also consider financial-based incentives for up to \$113,000 and the State of North Carolina is also considering this project as well. The company understands that per our incentives policy, it would need to hold a job fair in central High Point to help with the city's goal to employ as many High Pointers as possible. Such a job fair will be coordinated among the company along with the Guilford Workforce Board, the State Employment Security Office, and our office. After this week's two public hearings, we expect the company could make its decision within a few weeks and if High Point is chosen we expect that February, March, April of 2014 the cotton mill will be back in use. I'm pleased now to introduce to you an official of the company-one of the owners-Tom Van Dessel. He'll tell you more about BuzziSpace, its products, its potential project, what they like about the mill and why High Point might work for them. After he speaks, I am aware of two or three members of the public who also want to speak in favor of this project. Ladies and gentlemen, I bring you Tom Van Dessel.

**Tom Van Dessel:** Good evening and thank you very much for having me here and a special thank you to Loren and Sandy who have been exceptional in moving this project along. They have shown a true, civic collaborative spirit in terms of working together with enterprise, which being European, we're not really used to it. So this has been a wonderful experience up to this moment and I hope to continue that wonderful experience.

But let me go back and talk a little bit about BuzziSpace and who we are as a business and what BuzziSpace is from a product standpoint. We're a manufacturer and designer of furniture, but with a difference and the difference is that we recognize, you know back in the late 90s, a trend that because of technology and because of behavior in the workplace people were expecting different solutions for the workplace. Those solutions meant WiFi and cell phones meant the people no longer had to be stuck to a desk or a desktop computer because people were working with laptops and working with iPads. So people began to roam around the office. So we noticed at that time, wow, that's interesting. So people are roaming about the office and they no longer are sitting at a desk, but all the traditional office furniture is

*still desks and chairs. We also found that as people go to open, planned spaces acoustics become more and more of an issue. So we said, ahh..... so we have acoustics and we have people roaming around the office. That's the different behavior set. That is no longer how people, you know, have been working for the last 50 years I'd say. And certainly the early stages of that new way of working are the people hiring Generation Y, Generation X folks, the Googles, the Facebooks and those people that are coming with these requests and saying give us something that we can put in our environment because some of the traditional items are not working. And that was really the birth of BuzziSpace. It was all about finding solutions that would allow the commercial works of today to be able to collaborate, have creative conversation within a less formal setting and also with cubicles disappearing and walls coming down, we needed to manage the acoustics at the same time. And I think Herb has at least one shot which we'll put up here just to get an idea of what it is. This is the BuzziMe. It's a chair, but as you can see a chair embodied in more of an acoustical cocoon. When you face them one to one, you can have a semi-private conversation environment. But it's a lot less formal than what you would expect in a traditional office space. It's not a desk chair-it's a chair that would be in the corner or a collaborative area. You could put four or six of them together and that becomes your new meeting space as opposed to the traditional breakout rooms with desk and chairs. You can flick through those just a little bit. They are shots of the same product. So those are the types of things. Again, I'm not going to do a whole product demonstration, but just to give you an idea of the concept of what it is we do as a company. And it's been very successful because there was a real need there, you know that hadn't been answered by the traditional companies in the marketplace. So it's a niche that we saw and managed to jump on straightaway and it's been very successful so far.*

*The ideas for this started you know, it was actually a product line, but then the company called TechnoSpace-that company dates back to '95, but these first products weren't brought to life until about 2007 or 2008. So BuzziSpace as such is about 5 years old. We've now spun it off into a separate business because it's actually growing much more rapidly than the original business where the seeds were first planted. So you may ask well what is a Belgian company's interest in coming to the US or even planting roots in the US. That....from the moment when we first started looking at the business plan for the US and what we want to do here....it was a business plan. But if this works, we want to be in the US and there's a very specific reason why we want to be in the US. First of all, logistics. You know, Service. Customers want good service and they want reliable service. We could probably manage our cash flow and our cost better if we are local as opposed to being, you know, thousands of miles away and having to have furniture on a container for six weeks before it actually gets to the customer's location. Green....Loren mentioned, we are a sustainable company who prides ourselves on having every intent to be as green as we can be, reducing our carbon footprint as a part of that. So you have to be close to the market that you're serving—marketing in general. It's a good story. When you can say our brand...it's a European design, but it's made in the USA. For the US market, that's a great story. That's something that we say, okay we can use that. So it's a good marketing story as well. But then we look at the moral imperative as well.*

*If we are going to be having a significant market in this country, then would it not be to everybody's advantage for us to give back to the community and the economy that is providing business for us? Can we create employment? Can we increase the tax base? We feel that is the right thing for us to do as a company at this juncture. Why High Point? Well*

*we're looking at a number of different places. But like I said, we've been charmed by High Point for a number of reasons. Not the least of which is great skill base. Obviously this area has a tradition in furniture making. There is skilled labor. There are components and raw materials that are available within short distances. Those are all the clear economic factors that play into something of why High Point might be an interesting place to invest in. More so, on top of that, we've been charmed with the collaborative spirit here. When I first came, we also met with Wendy Fuscoe, in terms of what's going on in the area. The work, the private capital that was raised to get Andres Duany come in and do the study on the city and how it can be revitalized or how you can get these big spikes to be a more even influx of people and just economic wealth there. Those are extremely interesting things that make us say, wow, we want to be a part of that. We'd like to be a part of that. If we can lead the way in a certain area or be part of that revival, that would be a great position for BuzziSpace to be in. So that spirit of collaboration with both the city itself and with all the things that are being tried out, you know, we were very charmed by that. You know I think the last point that I want to make is about the Pickett mill-an extremely interesting building and also one where we see from a vision, we see how can this enhance the brand. We're reusing this old building that we can turn into something that also exemplifies what we stand for as a brand. We see the building and location as an extension of our brand and the Pickett Mill just embodies all of that. So we're very interested in that location. So those are really all the things of the Why. Why we're here today. We worked up to this moment for a couple of months now. Well I think it was last February when we first made contact. So it's been a while going through this and understanding the process. And we're very excited to have this opportunity. So if you have any questions, I'm right here.*

**Chairman Moore:** *I've got a couple of questions. First of all, thank you. That's a great presentation and a great story. Some of my comments....you don't know me yet, but the fact that you're a manufacturer is very important to me. You certainly make a great presentation and hit all of the good points. I support your company and I support your decision to come here. I struggle with incentives, deeply, across-the-board. But this is a great community and its great people. And we do have some momentum going. We have a lot of people that care deeply about it and it's no surprise to anybody in this room that, you know, the revival-in my opinion-won't happen without restoring the manufacturing piece of the economy. So I appreciate the fact that you seem to understand the importance of that. I just have a couple of basic questions. In this deal, will you be taking ownership of the building?*

**Tom Van Dessel:** *That is still under discussion, so we're in the process right now with the owners, property owners and attorneys to figure out what is the best way to go about this. But that's certainly the long-term plan-absolutely.*

**Chairman Moore:** *Right, and based on your website which I've looked at, you're a contract manufacturer. I assume that's the term that we....your customer base is whom?*

**Tom Van Dessel:** *Our customer base....I'm sorry.*

**Chairman Moore:** *What is your customer base? It's not residential furniture.*

**Tom Van Dessel:** *its contract office furniture, so it's definitely corporate, institutional, healthcare, but definitely office spaces is our sweet spot where we supply 95% of our product.*

**Chairman Moore:** *Okay. Well you make some good comments. I respect and appreciate the words about moral commitment to the community and giving back. We don't here that quite enough. And I can certainly relate to the frustration on furniture and containers as we've watched them come over the last 30 years. But I appreciate you and the presentation and I look forward to the consideration of the presentation from EDC. So thank you.*

**Council Member Mendenhall:** *I think it's wonderful that you have identified the potential in the old Pickett Mill building because so often those kinds of buildings get abandoned and have weeds growing up around them and nobody sees the potential. And of course, I also am thrilled that it's located where it is which happens to be in my ward. So I'm particularly excited about it, but I think the potential for jobs and the potential for reclaiming that building and putting it back to good use is wonderful So I thank you for that.*

**Council Member Smothers:** *I talked to Mr. Moore I guess it was last week. I'm not sure when it was now and we were talking briefly about this project and the opportunity that we have to reverse what has been somewhat of a trend in furniture manufacturing which is American dollars being invested in foreign markets to make products. So hopefully that will be the banner headline that accompanies this project if you do choose High Point because we are certainly delighted about that the value of this marketplace is recognized. And I think the investment that you would make would solidify that 100%.*

**Chairman Moore:** *Is there any other discussion at this point? Loren you had some others to speak.*

**Charles Cain:** *Madam Mayor, Mr. City Manager, Council Members, my name is Charles Cain. I chair Loren's board at the EDC. Very briefly, I just wanted to say that when Sandy and Loren presented this project to the EDC Board, it was enthusiastically received for obvious points. Obviously \$1.6 million to the tax base, 113 jobs, 100 year old factory building, but most importantly because of the dramatic impact we think it could have on the south side of High Point. So I strongly would encourage you to consider what we think is a compelling example of a good incentives project. Thanks very much.*

**Chairman Moore:** *Thank you.*

**Tom Conley:** *Members of City Council, Mr. Manager, thank you and good evening. My name is Tom Conley and I'm with the High Point Market Authority. The timing of this evening is very, very good from my perspective because just this morning we received a draft document of the economic impact study for the High Point Market. The study was conducted by the Center on Globalization, Governance and Competitiveness at Duke University and we're looking forward to sharing some of the highlights of this study with the Council at the appropriate time. I can assure you that you will be very pleased with the results. One of the results that rings really true for me....based on my first reading of the study this morning....is that location matters when it comes to economic impact. So for High Point to get the maximum benefit from being the Furniture Capital of the World, not the residential or the*

contract, but the Furniture Capital of the World, I urge the Council to strongly consider the request from the High Point Economic Development Corporation. Thank you.

**Chairman Moore:** Thank you, Tom.

**Dot Kearns:** Good evening Honorable Councilmen and Mayor. I'm Dot Kearns and I'm unabashedly excited about this project. As you know, several of us including Dorothy Darr, who is back here, has been interested and working in the southwest area of High Point for about two years now. We have hoped that we could see revitalization there hoping to do some things environmentally that would help the area and help the school, the high poverty schools in that area. We've always known, however, Tom that we could not cause real revitalization without-as Councilman Moore has said-economic development and jobs in the area. And so this is just a gift, I think, to the community. Of course I grew up here in High Point always knowing where Pickett Cotton Mill is and a lot of my friends parents worked in the mill, so I've always known it was there, but it was only when we went into the building and looked around that I realized what great structure that building is. It is in so much better condition than many buildings we see. As some of you know, my main work with revitalization was with the William Penn High School Building and I can tell you that Pickett Cotton Mill is in 100% better condition than that building was when we went into it. I was up to my knees in glass, all the copper was pulled out of it, the birds were flying in and out of the building. That is not true with Pickett. You know, though, how valued a building Penn Griffin High School and Middle School at this point. So in closing, I want to say to you, Council, that you have helped us bring goats to the area and they are eating away at that kudzu down there. So now we hope you will provide the help to this company to come in and bring economic development to it. Thank you so much.

**Chairman Moore:** Thank you, Dot. Is there anybody else to speak on this matter? [none] Seeing none, then at this time we will close this public hearing. Is there anybody on Council that has further comment or questions on this?

**Council Member Ewing:** Yes. I think all of you know that I'm certainly passionate about economic development and creating jobs within our city. That's why when I was elected to serve, I asked to serve on Loren's board. We have a great economic development team and I think our whole area is really built with the infrastructure in place to thrive and not only manufacturing coming back, but a number of the other industries we've seen focus in on High Point. And I certainly have a hesitancy towards economic incentives and I'd like to have a greater focus on the assets that we have in High Point with the infrastructure in place, the support we give as a city to the businesses within to be more of an attracting component than just writing a check in exchange for some jobs. Now, of course, more jobs I think we all can agree that we need more jobs in High Point. But, I fully support the company-it's a great company in looking at the website and seeing the presentation. I think it fits into a great niche with some of the more green businesses that are coming about, but unfortunately I just cannot support the incentive package that's been proposed. But I certainly support the business itself and hope that you will see the other assets that we have here in High Point and still choose to come here.

**Council Member Mendenhall:** I think that there often is some reluctance on the part of elected officials when the word incentives comes up because it is viewed as giving away

*something. I tend to look at incentives as an investment in the future of the community. I think we have a lot of guidelines in place before money is given out. For me, personally, an incentive with those kinds of stipulations that can bring not only revitalization of an existing building or even new construction, but jobs and additions to the tax base is a worthy investment for elected officials to make. I think it's very short-sided to deny incentives for whatever reason and Jason I'm not just taking an argument with you, but I think that as I said for me personally, it is an investment and an investment that we need to make in our community if we are going to attract businesses and going to attract jobs that our people so desperately need.*

**Mayor Sims:** *I'd like to agree with Council Member Mendenhall. I do believe that the work that Loren and Sandy have done in this whole arena around attracting businesses to our community, particularly in those area of the community that are feeling I guess the pain more so than other parts. I look at the revitalization efforts that are going on in the south part of High Point and this just fits right in with that whole process of what we need to do to get those individuals and that part of the community re-employed. It looks at that whole base of individuals who, when the demise of furniture happened they lost jobs, and it's been very difficult to bring that back and to get those individuals gainfully re-employed. So, again, I thank you all for being persistent and working this. I would hope that you don't have to go back and make any other decisions and that you've pretty much already made your decision about where you're going to be. You do great PSAs-I must give you that. At some point in time, when you do make the decision and I do believe that High Point is the place that you need to be, that you will consider being one of those spokespersons for how great it is to work in our city and how great a town it is and what we have to offer in terms of our buildings and just the idea of who we are as a community. So, again, I will be supporting this request. I think that it's the right thing to do and I would hope that other members of Council will feel the very same way. Thank you so much.*

**Council Member Wagner:** *I, too, have philosophical struggles with incentives, but I think as we're looking at it, the ideal-at least for me looking at an incentive for the City of High Point is recruiting a company to come here who is going to bring jobs that we need, manufacturing jobs, the type of jobs we need to an area of the city that has really struggled with attracting new jobs and where it's been, I'm sure Loren can say, where it's been really tough to find companies who want to take an old building especially and bring it back to life. So for me and also being coupled with, as Bernita said, with the efforts for revitalizing the area, to me even for a guy who doesn't really like incentives all that much, this one for me meets all the checkboxes of something I can support and I will support it. I think it's the right type of jobs and the right location and also in the right area of town where we really need them. So I will be supporting it.*

**Chairman Moore:** *Thank you, Jay. Jim....*

**Council Member Davis:** *I've never been a fan of incentives either but I understand to be competitive sometimes we have to do it. I'm excited about this company. A few weeks ago when we were asked to consider these incentives, it was stated to us that they would increase our tax base and they would be purchasing the building. It also says in our packet tonight, but....I'm sorry I'm bad with names. I know your first name is Tom, but Tom said he didn't*

*know for sure if he was buying the building or leasing the building that they were working those details out and some of them conflicted with that.*

**Loren Hill:** *They are still in negotiations. I'll let him talk to add what he needs to, but they are still in negotiations. Lease to Purchase is what they are leaning towards right now. They do eventually want to purchase it, but they are still going through the whole series of discussions and I think we are using language that his company feels is the appropriate way to do it.*

**Council Member Smothers:** *I think it's probably important to note that if they had already bought the building, they wouldn't qualify to be before us for incentives because they would have made that decision about where they are going to be unless they're going into real estate. I doubt that's what they want to do.*

**Chairman Moore:** *Any other comments at this time? I want to say one thing as we move forward to those in the public here....you can see I think through the discussion on this panel that these aren't easy decisions. We certainly hope for the best anytime incentives come up here, but you are dealing with taxpayer's money and I've heard it several times at the commissioners level and the state level and everything else, that these incentives are a tool out there now whether you like them or you don't. So it's a card in the hands of the companies that are out there and it's up to us that find ourselves in these seats to try to make the best decisions that we can and hope that they're right and that's not always an enviable position to be in. But if there's no further discussion on this particular matter, **I would like to make a motion that 130248, the EDC incentives.....I move it forward for approval.***

**Council Member Mendenhall: Second.**

**Mayor Sims:** I have a motion and a second to approve our Economic Development incentive to BuzziSpace in the amount up to \$162,000. All those in favor, please signify by saying Aye. Aye. Any opposed?

**Council Member Ewing:** No.

**Mayor Sims:** Motion passes. [8-1 vote]

[end of transcript]

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Mendenhall, that these EDC incentives in an amount up to \$162,000 for Buzzispace be approved. The motion carried by the following 8-1 vote:**

Aye (8): Mayor Sims, Mayor Pro Tem Moore, Council Member Davis, Council Member Douglas, Council Member Golden, Council Member Mendenhall, Council Member Smothers, and Council Member Wagner

Nay (1): Council Member Ewing

COMPREHENSIVE PLANNING COMMITTEE - Council Member Smothers, Chair**130249      High Point University - Amendment to Zoning Case 12-06**

A request by High Point University to amend Conditional Zoning Case 12-06 (CZ12-06) to: Add a 0.22 acre parcel lying northeast of the intersection of Boundary Avenue and Meadowbrook Boulevard. Rezone a 0.22 acre parcel from the Residential Single Family-9 (RS-9) District to a Conditional Zoning Public & Institutional (CZ-PI) District.

*The public hearing for this matter was duly held on Monday, September 16, 2013 at 5:30 p.m.*

*Chairwoman Smothers asked staff to come forward to present the information.*

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

*Following the presentation of the staff report, Chairwoman Smothers opened the public hearing and asked if there was anyone present who would like to comment.*

*Don Scarborough, Vice President for Community Relations at High Point University, spoke in favor of the request and entertained any questions.*

*Mayor Sims inquired about Harrison Street and if the street name would change. Mr. Shannon explained that Harrison Street has already been abandoned.*

*Chairwoman Smothers asked if there were any additional comments. There being none, the public hearing was closed.*

Adopted Ordinance Amendment to Zoning Case 12-06 based on consistency of the City's adopted plans. Additionally, the City Council considers this action to be reasonable and in the public interest and does hereby adopt the statements in the Staff Analysis section of the Staff report.

**A motion was made by Council Member Smothers, seconded by Council Member Mendenhall, that the Amendment to Zoning Case 12-06 be adopted. The motion PASSED by a 9-0 unanimous vote.**

**Ordinance No. 7009/13-41  
Introduced 9/16/2013; Adopted 9/16/2013  
Ordinance Book, Volume XVIII, Page 41**

**130250      Resolution - Street Abandonment Case 13-11 - High Point University**

A request by High Point University to abandon all of the remaining right-of-way of Meadowbrook Boulevard, lying west of N. College Drive and north of Boundary Avenue.

*The public hearing for this matter was duly held on Monday, September 16, 2013 at 5:30 p.m.*

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

*Following the presentation of the staff report, Chairwoman Smothers opened the public hearing and asked if there were any comments.*

**Don Scarborough**, Vice President of Community Relations at High Point University spoke in favor and stated he would be happy to answer any questions.

*Chairwoman Smothers asked if there were any questions of Mr. Scarborough. There being none, she asked if there was anyone else present who would like to offer comment. There being no further comments, the public hearing was declared closed.*

Adopted Resolution authorizing the abandonment of the remaining right-of-way of Meadowbrook Boulevard, lying west of N. College Drive and north of Boundary Avenue with the retention of a utility easement covering the entire area of the right-of-way.

**A motion was made by Council Member Smothers, seconded by Council Member Mendenhall, that this Resolution be adopted. The motion PASSED by a 9-0 unanimous vote.**

**Resolution No. 1333/13-56  
Introduced 9/16/2013; Adopted 9/16/2013  
Resolution Book, Volume XVIII, Page 56**

**130251      Resolution - Street Abandonment Case 13-12 - City of High Point**

A request by the Technical Review Committee to abandon an unimproved right-of-way, lying approximately 300 feet west of Francis Street, running in a north to south direction between Model Farm Road and Jay Place.

*The public hearing for this matter was duly held on Monday, September 16, 2013 at 5:30 p.m.*

*Herb Shannon of Planning and Development presented the staff report which is hereby attached in Legistar as a permanent part of these proceedings.*

*Mayor Sims asked staff about the structure that appears to be located in the right-of-way. Mr. Shannon confirmed that the structure is in the right-of-way and explained the research at the Tax Assessors office noted that it was constructed in the 1940s, but it was unclear if it was the main structure or an addition that is within the right-of-way.*

*Following the presentation of the staff report, Chairwoman Sims opened the public hearing and asked if there were any comments.*

***Russell Spencer**, 226 Model Farm Road, expressed concerns about water run off (flooding) in this area and noted the backyards are downhill causing the water to collect and flow that way. He also expressed concerns that if the right-of-way is abandoned, the city will cease any maintenance. He informed Council that he has always maintained it, but pointed out it is still the City's responsibility to keep it cleaned out. Lee Burnette of Planning and Development stated this is the first that staff has heard this issue since it did not come up in any of the prior meetings. Chairwoman Smothers felt further investigation of this issue was in order.*

Referred Street Abandonment Case 13-12 to Committee.

**A motion was made by Council Member Smothers, seconded by Mayor Pro Tem Moore, Street Abandonment Case 13-12 be referred to Committee for further investigation and discussion. The motion PASSED by a 9-0 unanimous vote.**

**130252      Resolution - - Street Abandonment Case 13-13 - City of High Point**

A request by the Technical Review Committee to abandon the unimproved portion of the Oaklawn Street right-of-way lying south of Meridian Avenue.

*The public hearing for this matter was duly held on Monday, September 16, 2013 at 5:30 p.m.*

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

*Following the presentation of the staff report, Chairwoman Smothers opened the public hearing and asked if there was anyone present to speak regarding this matter. There being none, the public hearing was closed.*

Adopted Resolution authorizing abandonment of the unimproved portion of the Oaklawn Street right-of-way lying south of Meridian Avenue.

**A motion was made by Council Member Smothers, seconded by Mayor Pro Tem Moore, that this Resolution be adopted. The motion PASSED by a 9-0 unanimous vote.**

**Resolution No. 1334/13-57  
Introduced 9/16/2013; Adopted 9/16/2013  
Resolution Book, Volume XVIII, Page 57**

**CLOSED SESSION- PERSONNEL**

At this time, **Mayor Sims moved to suspend the rules so Council could enter into Closed Session regarding a couple of personnel-related issues. Council Member Ewing made a second to the motion which carried unanimously. [9-0 vote]**

Council reconvened into open session at 6:50 p.m. upon motion duly made by Council Member Mendenhall and second by Council Member Wagner.

**Establishment of Date to Hold Annual Performance Evaluations for the City Manager & City Clerk**

Mayor Sims announced that Council needs to set a date for the Annual Performance Evaluations for the City Manager and City Clerk and suggested it be done sometime within the next week.

**By consensus, Council agreed to the date of Friday, September 27, 2013 at 9:00 a.m. to hold the Annual Performance Evaluations for the City Manager and City Clerk.**

**APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS****130253      Approval of the following Minutes**

- Joint Meeting the Planning and Zoning Commission held Tuesday, August 27th @ 3:00 p.m.
- Finance Committee meeting held Tuesday, September 3rd @ 4:00 p.m.
- High Point City Council Regular Meeting held Tuesday, September 3rd @ 4:45/5:30 p.m.
- Adjourned Session of City Council held Thursday, September 5th @ 9:00 a.m.
- City Manager's Briefing Session held Thursday, September 5th @ 9:20 a.m.

The minutes of the preceding meeting were unanimously approved as submitted upon motion by Mayor Pro Tem Moore and second by Council Member Wagner.

**A motion was made by Mayor Pro Tem Moore, seconded by Council Member Wagner, that the preceding minutes be approved as submitted. The motion PASSED by a 9-0 unanimous vote.**

**BOARDS AND COMMISSIONS APPOINTMENTS AND VACANCY REPORT****130260      APPOINTMENT TO ABC BOARD**

Mayor Sims has submitted the name of Mary Lou Blakeney to serve on the High Point Board of Alcoholic & Beverage Control (ABC) Board. Ms. Blakeney will fill the expired term of Veronica Armstrong. Appointment effective immediately and will expire 2/8/2015.

**Motion by Council Member Mendenhall, second by Mayor Pro Tem Moore to suspend the rules to add the appointment of Mary Lou Blakeney to the ABC Board to the agenda for consideration at tonight's meeting. The motion carried unanimously.**

*Mayor Sims is recommending the appointment of Mary Lou Blakeney to the High Point Board of Alcoholic & Beverage Control. She will fill the expired term of Veronica Armstrong. Appointment to be effective immediately and will expire on February 8, 2015.*

*Council Member Smothers asked if there was not another vacancy on the ABC Board and pointed out Ms. Armstrong's area of expertise while serving on the ABC Board was merchandising and retail. Mayor Sims explained that she did reach out to Rosalind Stewart with the ABC Board to see if there was a specific area of expertise they felt the board needed and they did not have a specific type skill set in mind for the board. The City Clerk noted there would be an additional vacancy on the ABC Board from a term expiring on November 15th.*

Approved the appointment of Mary Lou Blakeney to the High Point ABC Board.

**A motion was made by Mayor Sims, seconded by Council Member Mendenhall, that this appointment be approved. The motion PASSED by a 9-0 unanimous vote.**

130254

**Boards and Commissions - Vacancies**

Attached is the current list of vacancies for all Boards and Commissions.

*Attachments:* [Vacancy Report \(September 16 2013 agenda\).pdf](#)

This information is attached for informational purposes only. No action is required on this item.

**ATTENDANCE REPORT**

Mayor Sims called Council's attention to the boards and commissions attendance report that was compiled by staff at her request from the last meeting. She asked that they review the information and share their thoughts regarding the attendance.

**ADJOURNMENT**

*There being no further business to come before Council, the meeting adjourned upon motion by Council Member Mendenhall and second by Council Member Wagner.*

Respectfully Submitted,

---

Bernita Sims, Mayor

Attest:

---

Lisa B. Vierling, MMC  
City Clerk



## MEMORANDUM

September 30, 2013

**MEMO TO:** Pat Pate, Assistant City Manager  
**FROM:** Jeffrey A. Moore, Financial Services Director *JAM*  
**SUBJECT:** Recommendation for Sole Source Authorization

---

Please place the following item for City Council's consideration at their October 7, 2013, Council meeting:

The City Council approved a sole source exception for the installation of the Trojan ultraviolet disinfection system at its August 3, 2009 meeting. The wastewater treatment plants require replacement parts for the UV system which can only be acquired from the vendor. To remain compliant with NC general statutes, City Council is requested to authorize an exception to the bid laws for this equipment.

Although the value of the \$74,256.00 contract will be an informal contract of less than \$90,000, there is no current provision in State law to delegate City Council's authority to any appointed staff the approval of the exception to bid laws for "sole source" approval.

1. In order to complete the purchase, City Council is requested to approve an exception to the bid laws under the "sole source qualification" for the purchase of Trojan UV equipment for the Public Services Department from EW2 Environmental.

State statute (G.S. 143.129(e)(6)) requires City Council to specifically authorize "qualified sole source" exceptions to the bid laws prior to awarding the contract. This purchase for the Public Services Department continues to meet the standard for "standardization considerations" as a qualified exemption. Representatives of the Public Services Department will be present to answer any questions which may arise.

2. City Council is requested to approve the acquisition of the Trojan UV equipment from EW2 Environmental. The required funds of \$74,256.00 for the purchase are budgeted in the Water & Sewer Operations Fund.

Accounting  
336.883.3240

Internal Audit  
336.883.3122

Purchasing  
336.883.3219

Treasury Services  
336.883.3230



**MEMORANDUM**

**Date:** September 24, 2013

**To:** Pat Pate, Asst. City Manager

**From:** Terry Houk, Asst. Director of Public Services (TLH)

**Re:** Agenda Item – Sole Source for Trojan Ultraviolet (UV) Disinfection Parts

I respectfully request that the following be included for consideration on the next Council Agenda:

Sole Source justification for Trojan UV Lamps for Eastside Wastewater Treatment Plant's Disinfection System

The wastewater treatment plants have standardized on the Trojan Ultraviolet Disinfection system. The lamps being requested will be used to repair the disinfection system at the Eastside WWTP.

Public Services is recommending that Trojan UV Disinfection lamps be approved for sole source.

Account number  
621752-526101

Amount  
\$74,256.00

**Cc:** W. Chris Thompson  
Jeff Moore  
Tarinda Chappell  
John Hodges  
Tim Fitzgerald  
Rick Riley  
File

**Chronology for Kilby Hotel Building  
625-627 Washington Street**

- 8/27/2012 Site inspection by CHP staff which identified serious construction concerns regarding the structure
- 8/28/2012 Issued letter to William and Burnie McElrath concerning building condition (no response)
- 10/3/2012 Issued letter to William and Burnie McElrath concerning building condition (service receipts signed for on 11/8 and 11/16/2012)
- 11/5/2012 Issued notice to William and Burnie McElrath concerning unsafe condition of building (no certified receipt but verbal received from Myra Williams)
- 12/5/2012 Received letter from CB2 Structural Engineers dated 12/4/2012 (CHP hired) reviewing structural condition of building and determined that an unsafe condition exists at the site
- 2/18/2013 Received copy of deed showing Burnie McElrath and Myra Williams were now sole owners of property.
- 3/6/2013 Received copy of engineer's letter (from owner) Larry Boozer PE dated (1/24/2013), reviewing structural condition of building and outlining bracing and shoring recommendations to stabilize an unsafe condition.
- 7/12/2013 Complaint and Notice of Hearing issued to Burnie McElrath and Myra Williams for the unsafe structure (issued regular mail, certified mail and email)
- 7/25/2013 Hearing held with Burnie McElrath and Myra Williams concerning the complaint of the unsafe structure
- 7/26/2013 Certified Mail for Complaint and Notice of Hearing, receipt signed for by Burnie McElrath
- 8/19/2013 Order to Repair or Demolish structure issued to Burnie McElrath and Myra Williams (issued regular mail, certified mail and email)
- 8/21/2013 Certified Mail for Order to Repair or Demolish, receipt signed for by Burnie McElrath
- 8/29/2013 Burnie McElrath and Myra Williams filed an appeal of the Order to Repair or Demolish to City Council

**Memorandum**

TO: Strib Boynton, City Manager

FROM:  Randy McCaslin, Assistant City Manager

DATE: October 3, 2013

SUBJECT: Budget Amendment for Centennial/Montlieu Intersection Improvements

Attached you will find a budget amendment in the amount of \$185,000.00 to provide the planned intersection improvements for the Centennial/Montlieu intersection. As you are aware, we have completed these same improvements to the Montlieu/N. Centennial, Lexington/N. College, and Centennial/N. College intersections. All the required engineering for this intersection was completed by contract through our Transportation Department, with the other three intersections, and now it is time to move forward with the actual improvements.

If you have any questions, please advise.

"AN ORDINANCE AMENDING THE 2013-2014 BUDGET ORDINANCE  
OF THE CITY OF HIGH POINT, NORTH CAROLINA  
TO APPROPRIATE FUNDS FOR THE CENTENNIAL / MONTLIEU INTERSECTION

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

Section 1. The City of High Point has determined it is in the City's best interest to make necessary improvements to the intersection at Centennial Street and Montlieu Avenue.

Section 2. In order to appropriate these funds, the 2013-2014 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the General Fund expenditure budget be amended as follows:

|                           |            |
|---------------------------|------------|
| Transportation Department | \$ 185,000 |
|---------------------------|------------|

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

|                           |            |
|---------------------------|------------|
| Appropriated Fund Balance | \$ 185,000 |
|---------------------------|------------|

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 this 7<sup>th</sup> day of October, 2013

Lisa B. Vierling, City Clerk

Information Technology Services

Steve Lingerfelt

DIRECTOR



Date: September 17, 2013

To: Jeff Moore  
Director of Finance

From: Steve Lingerfelt *SLC*  
Director of Information Technology Services

Subject: 911 Recording System Purchase

The Department of ITS requests permission to purchase an Eventide 911 recording system. This system will replace an older system that is not useable on the current Windows 7 PC's located in the 911 Center.

The 911 Center is required by law to record incoming 911 calls and retain those calls for 30 days. The new recording system will allow us to record all telephone lines and radio channels in the 911 center as well as the customer service call center. The new system will also allow us to easily redact caller information when required by law.

The system will be purchased through Carolina Recording Systems using GSA contract pricing. The purchase price of the system is \$155,904.25 and will be paid for with existing 911 funds.

Cc: Pat Pate  
Assistant City Manager



**FORMAL BID RECOMMENDATION  
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Information Technology Services**

COUNCIL AGENDA DATE: **October 7, 2013**

BID NO.:  CONTRACT NO.:  DATE OPENED:

**DESCRIPTION:**

**Telephone and Radio Recording system for the 911 Center.**

**PURPOSE:**

**Record telephone and radio traffic in the 911 center as required by state law.**

**COMMENTS:**

**System will be paid for using 911 funds received from the State.**

RECOMMEND AWARD TO: **Carolina Recording Systems, Inc.** AMOUNT: **\$155,904.25**

**JUSTIFICATION:**

**Replacing older system that is no longer supported on the current operating system in the 911 Center.**

| ACCOUNTING UNIT       | ACCOUNT | ACTIVITY     | CATEGORY | BUDGETED AMOUNT |
|-----------------------|---------|--------------|----------|-----------------|
| 301240                | 522505  | 301082100105 | 53020    | \$155,904.25    |
|                       |         |              |          |                 |
|                       |         |              |          |                 |
|                       |         |              |          |                 |
| TOTAL BUDGETED AMOUNT |         |              |          | \$155,904.25    |

DEPARTMENT HEAD: **Steve Lingerfelt** Digitally signed by Steve Lingerfelt  
DN: cn=Steve Lingerfelt, o=City of High Point, ou=Information Technology, email=steve.lingerfelt@highpointnc.gov, c=US  
Date: 2013.09.24 09:04:12 -0400 DATE: **Sep 24, 2013**

**The Purchasing Division concurs with recommendation submitted by the **Information Techonolog** and recommends award to the lowest responsible, responsive bidder **Carolina Recording** in the amount of \$ **155,904.25**.**

PURCHASING MANAGER: **Tarinda Chappell** Digitally signed by Tarinda Chappell  
DN: cn=Tarinda Chappell, o=City of High Point, ou=Purchasing, email=tarinda.chappell@highpoint.gov, c=US  
Date: 2013.09.24 09:48:0400 DATE: **Sep 24, 2013**

Approved for Submission to Council  
FINANCIAL SERVICES DIRECTOR: **Jeffrey Moore** Digitally signed by Jeffrey Moore 2013.09.30 17:18  
DN: o=Bank of America, ou=Bank of America Client Certificate CA - 01,  
cn=Jeffrey Moore - High Point, City of High Point, email=jeffrey.moore@highpointnc.gov, c=US  
Date: 2013.09.30 17:18:0400 DATE: **Sep 30, 2013**

CITY MANAGER: **Strib Boynton** Digitally signed by Strib Boynton  
DN: cn=Strib Boynton, o=Administration, ou=City of High Point, email=cindy.smith@highpointnc.gov, c=US  
Date: 2013.09.30 12:03:20 -0400 DATE: **Sep 30, 2013**



Carolina Recording Systems, Inc.  
PO Box 3065  
Mooresville, NC 28117

**CRS**

# QUOTE

FOR: Dual Eventide P25 Communications Recording System - GSA

High Point Police/Fire Communications  
211 S. Hamilton St.  
High Point, NC 27261  
Steve Lingerfelt  
(336) 883-3049  
steve.lingerfelt@highpointnc.gov

|               |            |
|---------------|------------|
| Date          | 09/12/2013 |
| Valid Through | 12/31/2013 |

| Estimated Delivery | Terms  | Shipping Terms                             | Quote Number |
|--------------------|--------|--------------------------------------------|--------------|
| 4 to 6 Weeks       | NET 30 | FOB- Destination, Freight- Prepaid and Add | CRSQ1266-01  |

| Line | Qty | Model      | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Unit Price  | Ext. Price  |
|------|-----|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|
| 1    |     |            | Dual Eventide P25 Recording Solution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |             |             |
| 2    | 1   | NexLog 740 | <p>64 Ch Primary Recording System<br/>*****</p> <p>Primary Recording of all Police and Fire Communications via 48 Analog Channels and 16 RoIP Channels via Customer Supplied Motorola Archiving Interface Server. This 3U rack-mount recording chassis contains 6TB of RAID5 Storage and a Linux Operating System.</p> <p>NexLog 740 Includes:</p> <ul style="list-style-type: none"><li>- Web-Browser Playback</li><li>- Redaction</li><li>- Integrated Display</li><li>- QA Evaluation software</li><li>- Central Storage of Incidents</li><li>- Real-Time Monitor</li><li>- Contact Closure Detection</li><li>-Screen Recording</li></ul> <p>*Itemized component pricing included on page 3</p> | \$45,050.00 | \$45,050.00 |
| 3    | 1   | Moto P25   | <p>P25 Integration with Motorola AIS<br/>*****</p> <p>Motorola Astro P25 Integration for Primary Recorder.</p> <p>Includes:</p> <ul style="list-style-type: none"><li>- Integration to P25 system via Customer-Supplied Archive Information Server (AIS)</li><li>- License Fee MCC7500 SDK</li><li>- 8-Concurrent Replay Decoders for P25</li></ul> <p>*For all P25 implementations, payment is required up front due to the pass-through licensing charge to Motorola Solutions for use of the integration's Software Development Kit (SDK).</p>                                                                                                                                                  | \$75,295.00 | \$75,295.00 |

Continued On Next Page ...

Steve Lomax  
Phone: 1-888-776-0202  
Fax:--: 1-888-776-0201  
E-mail: sales@crsnc.com  
Help Desk : (888) 661-0202

Installation Notes:  
Customer's radio and telephone vendors should provide the proper inputs, identified and terminated within 6 feet of the recorder's physical location.

Warranty Notes:  
System Upgrade is covered under existing service agreement with 24/7 on-site service response.



Carolina Recording Systems, Inc.  
PO Box 3065  
Mooresville, NC 28117

**CRS**

# QUOTE

FOR: Dual Eventide P25 Communications Recording System - GSA

High Point Police/Fire Communications  
211 S. Hamilton St.  
High Point, NC 27261  
Steve Lingerfelt  
(336) 883-3049  
steve.lingerfelt@highpointnc.gov

|               |            |
|---------------|------------|
| Date          | 09/12/2013 |
| Valid Through | 12/31/2013 |

| Estimated Delivery | Terms  | Shipping Terms                             | Quote Number |
|--------------------|--------|--------------------------------------------|--------------|
| 4 to 6 Weeks       | NET 30 | FOB- Destination, Freight- Prepaid and Add | CRSQ1266-01  |

| Line | Qty | Model      | Description                                                                                                                                                                                                                                                                                                                         | Unit Price  | Ext. Price   |
|------|-----|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|--------------|
| 4    | 1   | NexLog 740 | 64 Ch Recording System<br>*****<br>NexLog 740 Diversity Recorder Including:<br><br>-64 Analog Channels                      -6TB of RAID5 Storage<br>-Integrated Display                      -Web-Based Playback<br>-QA Evaluation Licenses                -Screen Recording<br><br>*Itemized component pricing included on page 4 | \$46,255.00 | \$46,255.00  |
| 5    |     |            | Equipment List Price SubTotal:                                                                                                                                                                                                                                                                                                      |             | \$166,600.00 |
| 6    | 1   | XXXX       | Professional Services: includes pre-installation site survey, installation, testing and unlimited training                                                                                                                                                                                                                          | \$3,000.00  | \$3,000.00   |
| 7    |     |            | GSA Discount (based on GSA contract No GS-35F-0415V): *                                                                                                                                                                                                                                                                             |             | -\$13,695.75 |
| 8    |     |            | GSA Purchase Total:                                                                                                                                                                                                                                                                                                                 |             | \$155,904.25 |
| 9    |     |            |                                                                                                                                                                                                                                                                                                                                     |             |              |
| 10   |     |            | Recommended Option(s)                                                                                                                                                                                                                                                                                                               |             |              |
| 11   | 1   | NAS-4TB    | Network Attached Storage Server - 4TB RAID5, Quad Core Xeon Processor, 4GB RAM. Windows Server 2012                                                                                                                                                                                                                                 | \$4,995.00  | \$4,995.00   |
| 12   | 1   | KVM-8PS2   | Rack mount fold out 15" LCD w/ Keyboard and 8-port KVM Switch                                                                                                                                                                                                                                                                       | \$1,595.00  | \$1,595.00   |

Continued On Next Page ...

Steve Lomax  
Phone: 1-888-776-0202  
Fax:--: 1-888-776-0201  
E-mail: sales@crsnc.com  
Help Desk : (888) 661-0202

Installation Notes:  
Customer's radio and telephone vendors should provide the proper inputs, identified and terminated within 6 feet of the recorder's physical location.

Warranty Notes:  
System Upgrade is covered under existing service agreement with 24/7 on-site service response.

| High Point Police Department Eventide Recording Server<br>(Based on GSA CONTRACT NO. GS-35F-0415V) |                                                                                                                                                                                                     |          |                      |                          |  |                     |                         |
|----------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------------------|--------------------------|--|---------------------|-------------------------|
| Part Number                                                                                        | Description                                                                                                                                                                                         | Quantity | List Price<br>(Each) | List Price<br>(Extended) |  | GSA Price<br>(Each) | GSA Price<br>(Extended) |
| <b>Line 2 - Primary Recorder</b>                                                                   |                                                                                                                                                                                                     |          |                      |                          |  |                     |                         |
| <b>List Total(\$45,050.00) - GSA Total(\$38,292.50) = GSA Discount of \$6,757.50</b>               |                                                                                                                                                                                                     |          |                      |                          |  |                     |                         |
| NexLog740                                                                                          | NexLog 740 base system: 3U rack-mount, Intel Core2 Quad CPU, Dual NIC, Embedded Linux, NexLog base software, web-based configuration manager.<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b> | 1        | \$7,995.00           | \$7,995.00               |  | \$6,795.75          | \$6,795.75              |
| 105301                                                                                             | Integrated 7" Color LCD Touch Screen Display<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                                  | 1        | \$1,295.00           | \$1,295.00               |  | \$1,100.75          | \$1,100.75              |
| 105315                                                                                             | Upgrade to 4 x 2TB Hot Swap h/w-RAID5 = 6TB storage<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                           | 1        | \$4,790.00           | \$4,790.00               |  | \$4,071.50          | \$4,071.50              |
| 105284-024                                                                                         | 24-Channel Analog Card, 24 Ch. Licenses<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                                       | 2        | \$6,000.00           | \$12,000.00              |  | \$5,100.00          | \$10,200.00             |
| 324387                                                                                             | 24 port GPIO PCI Contact Closure Card<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                                         | 1        | \$795.00             | \$795.00                 |  | \$675.75            | \$675.75                |
| 271052                                                                                             | Internal IP Recorder w/ 8 G.711 Ch. Licenses<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                                 | 1        | \$4,250.00           | \$4,250.00               |  | \$3,612.50          | \$3,612.50              |
| 271035                                                                                             | Add-on License Pack (Internal IP Recording Engine) with 8 Channel Licenses for G.711 RTP/RoIP/NG911<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                          | 1        | \$1,150.00           | \$1,150.00               |  | \$977.50            | \$977.50                |
| 324430                                                                                             | Rack Mount Slides - 4 Post, 3U (for NexLog 740)<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                               | 1        | \$360.00             | \$360.00                 |  | \$306.00            | \$306.00                |
| 109033-003                                                                                         | Quick Install Kit (9ft. Connector Cable & Punch Block)<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                        | 2        | \$220.00             | \$440.00                 |  | \$187.00            | \$374.00                |
| 209029                                                                                             | NENA ANI/ALI CAD Spill Integration or SMDR<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                                   | 1        | \$3,495.00           | \$3,495.00               |  | \$2,970.75          | \$2,970.75              |
| 271083                                                                                             | MediaWorks Express (Web Client) Concurrent Access for 8 users<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                | 2        | \$995.00             | \$1,990.00               |  | \$845.75            | \$1,691.50              |
| 271072                                                                                             | Screen Recording system license w/ 15 PC licenses<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                            | 1        | \$3,500.00           | \$3,500.00               |  | \$2,975.00          | \$2,975.00              |
| 271078                                                                                             | Call Evaluation base-level software (40 Agents, 4 Evaluators)<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                | 1        | \$2,990.00           | \$2,990.00               |  | \$2,541.50          | \$2,541.50              |

| <b>Line 4 - Diversity Recorder</b>                                                   |                                                                                                                                                                                                     |   |            |             |  |            |             |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|------------|-------------|--|------------|-------------|
| <b>List Total(\$46,255.00) - GSA Total(\$39,316.75) = GSA Discount of \$6,938.25</b> |                                                                                                                                                                                                     |   |            |             |  |            |             |
| NexLog740                                                                            | NexLog 740 base system: 3U rack-mount, Intel Core2 Quad CPU, Dual NIC, Embedded Linux, NexLog base software, web-based configuration manager.<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b> | 1 | \$7,995.00 | \$7,995.00  |  | \$6,795.75 | \$6,795.75  |
| 105301                                                                               | Integrated 7" Color LCD Touch Screen Display<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                                  | 1 | \$1,295.00 | \$1,295.00  |  | \$1,100.75 | \$1,100.75  |
| 105315                                                                               | Upgrade to 4 x 2TB Hot Swap h/w-RAID5 = 6TB storage<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                           | 1 | \$4,790.00 | \$4,790.00  |  | \$4,071.50 | \$4,071.50  |
| 105284-024                                                                           | 24-Channel Analog Card, 24 Ch. Licenses<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                                       | 2 | \$6,000.00 | \$12,000.00 |  | \$5,100.00 | \$10,200.00 |
| 105284-016                                                                           | 16-Channel Analog Card, 16 Ch. Licenses<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                                       | 1 | \$4,000.00 | \$4,000.00  |  | \$3,400.00 | \$3,400.00  |
| 324430                                                                               | Rack Mount Slides - 4 Post, 3U (for NexLog 740)<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                               | 1 | \$360.00   | \$360.00    |  | \$306.00   | \$306.00    |
| 109033-003                                                                           | Quick Install Kit (9ft. Connector Cable & Punch Block)<br><b>SIN: 132-8, FSC CLASS: 7010, FSC CLASS 7025</b>                                                                                        | 3 | \$220.00   | \$660.00    |  | \$187.00   | \$561.00    |
| 271083                                                                               | MediaWorks Express (Web Client) Concurrent Access for 8 users<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                | 1 | \$995.00   | \$995.00    |  | \$845.75   | \$845.75    |
| 271074                                                                               | Screen Recording system license w/ 25 PC licenses<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                            | 1 | \$4,500.00 | \$4,500.00  |  | \$3,825.00 | \$3,825.00  |
| 271078                                                                               | Call Evaluation base-level software (40 Agents, 4 Evaluators)<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                | 1 | \$2,990.00 | \$2,990.00  |  | \$2,541.50 | \$2,541.50  |
| 271014                                                                               | Central Archive License (for archive to another NexLog)<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                      | 1 | \$1,670.00 | \$1,670.00  |  | \$1,419.50 | \$1,419.50  |
| 271068                                                                               | Smartnet Integration (customer-provided GenSpout)<br><b>SIN: 132-33, FSC CLASS: 7010</b>                                                                                                            | 1 | \$5,000.00 | \$5,000.00  |  | \$4,250.00 | \$4,250.00  |

**Item Sub-Total**

**\$91,305.00**

**\$77,609.25**

**Total Solution GSA Discount = \$13,695.75**

August 29, 2013

To: Mayor and City Council of High Point

This letter is addressing the matter of the demolition and removal order for the Kilby Hotel that was issued August 19, 2013. This order was issued by Edwin J. Brown Jr. Inspection Services Administer of The City of High Point.

The owners of the Kilby Hotel Burnie McElrath and Myra Williams are requesting an appeal hearing before The City Council concerning this matter. We look forward to receiving the date and time for our hearing.

Thank You

*Burnie McElrath*  
Burnie McElrath

*Myra Williams*  
Myra Williams

Owners

Kilby Hotel

625 E Washington Dr.

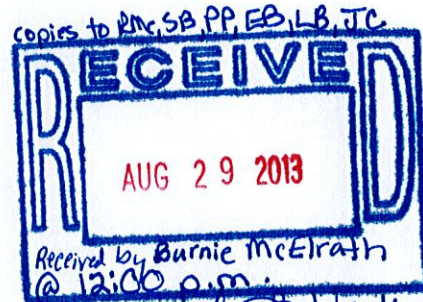
High Point NC, 27260

Cell: 336-803-3265

Cell: 336-307-9462

E-mail: [burniemcelrat@yahoo.com](mailto:burniemcelrat@yahoo.com)

E-mail: [laeldevon18@yahoo.com](mailto:laeldevon18@yahoo.com)



*Lisa P. Dierking*  
City Clerk

City Attorney

JoAnne L. Carlyle



September 27, 2013

Burnie McElrath  
Myra Williams  
302 Hobson Street  
High Point, NC 27260

VIA CERTIFIED MAIL  
RETURN RECEIPT REQUESTED  
& REGULAR MAIL

RE: **Notice of Hearing**  
**Kilby Hotel located at 625 E Washington Street, High Point, NC**

This correspondence is to confirm receipt of your request and to provide notice for the date and time or an appeal hearing before the High Point City Council. The appeal of the August 19, 2013 order issued by the City of High Point Inspection Services Administer for the demolition and removal order for the above-referenced property will be heard on:

**Date:** October 7, 2013  
**Time:** 4:45 p.m.  
**Place:** City of High Point Council Chambers  
3<sup>rd</sup> Floor City Hall  
Hamilton Street  
High Point, North Carolina

It is important to know the following about the October 7, 2013 hearing:

- This hearing will be of a quasi-judicial nature. This is an evidentiary hearing where both sides will be provided an opportunity to present substantial, competent evidence. The hearing is limited to facts concerning the condition of the property and opinions or statements about other matters are not to be considered.
- Hearsay (testifying to what someone else has said or information to which the witness does not have firsthand knowledge) will not be admitted.
- Both sides will be allowed an opportunity for cross examination.
- City Council members may not discuss the substance of this matter with anyone before the hearing.
- Witnesses will be sworn or affirmed as in a court of law.

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City of High Point, P.O. 230, 211 South Hamilton Street, High Point, NC 27261 USA  
Phone: 336.822.4745 Fax: 336.883.2129  
E-mail: joanne.carlyle@highpointnc.gov

- Only qualified experts in a particular discipline may testify as to their opinion, laypersons' opinions will not be allowed as evidence.

Sincerely yours,

A handwritten signature in black ink, appearing to read "JoAnne L. Carlyle". The signature is fluid and cursive, with the first name "JoAnne" and last name "Carlyle" clearly distinguishable.

JoAnne L. Carlyle

c: Mayor and City Council  
Lisa Vierling, City Clerk  
Strib Boynton, City Manager  
Randy McCaslin, Assistant City Manager  
Lee Burnette, Director of Planning  
Ed Brown, Inspections

**Larry L. Boozer, PE**

1478 Country Meadow Ln.  
Kernersville, NC 27284  
Cell phone 336-918-9006

January 24, 2013

RE: Structural evaluation, Temporary Support and Shoring-627 East Washington Dr., High Point, NC

Ms. Burnie McElrath  
Ms. Myra Williams  
627 East Washington Dr.  
High Point, NC

Dear Ms. McElrath & Ms. Williams,

The following report is a summary of my site inspection and investigation at the above referenced location. The purpose of the investigation is to review the general structural condition of the structure and determine a safe and economical shoring scheme.

**Description of the structure:**

The structure is a three story rectangular in plan with brick masonry exterior walls. The structure's front and south wall faces East Washington Dr. The right and east wall faces Hobson Street. The rear and North wall faces a small parking lot. The left and west wall faces an existing two story masonry structure. The approximate dimensions are 39'-4 wide x 61'-1 long x 30'-0 tall.

Exterior walls are 12" thick presumably unreinforced standard brick masonry. The walls extend above the original roof line on three sides to form a parapet. The walls are stiffened with 16"x 16" pilasters spaced at regular intervals. The pilasters are flush on the outside face.

The original roof sloped from the high side on the south wall to low side on north wall. Timber roof joists spanned east to west from exterior wall to interior bearing wall.

Floor framing was nearly identical to roof framing. Timber floor joists spanned east to west from "pockets" in the exterior wall to interior bearing walls.

**Structural condition of existing structure:**

Exterior walls given the age (approximately 90 years) are in surprisingly good condition. Horizontal cracks which indicate out of plane excessive bending stress are not present. Additionally "stair-step" cracking at wall base which indicates settlement issues is not present. A large vertical crack was observed on the east wall at the alcove area. The crack in my opinion is due to shrinkage and thermal expansion and is not a significant structural issue.

Roof and floor framing has completely collapsed due to age water deterioration and rot. However the diagonal slope of roof and floor joists in the failed condition has provided partial bracing to the exterior walls and unexpectedly saved the exterior walls from collapse.

**Suggested bracing and shoring:**

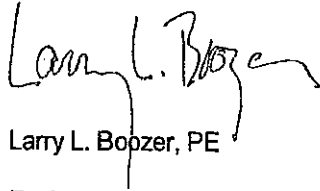
Exterior walls depend on floor and roof framing and diaphragm for resistance to out of plane bending and overall structural stability. Without those components in place the wall is very unstable. Additionally the walls are very similar to a type of construction call tilt up. In tilt up the walls are constructed prior to roof or floor construction and braced with adjustable round hollow structural steel sections as shown in the attached figures.

Accordingly, I suggest using the Meadow-Burke Super 22 with 5' extension at 8' o.c. on east and north walls. The south and west walls require a closer brace space due to limited horizontal space for brace.

Additionally for base connection I suggest the MB Brace Badger Helical Anchor system for economics, speed, strength and efficiency. In addition to numerous tilt projects, I have used the above approach on a similar project.

Please call with questions comments.

Sincerely yours,



Larry L. Boozer, PE

Encl



# TERM EXPIRATIONS 2013

|                                      |                     |                  |            |                      |                                    |
|--------------------------------------|---------------------|------------------|------------|----------------------|------------------------------------|
| CITY OF HIGH POINT                   |                     |                  |            |                      |                                    |
| BOARDS & COMMISSIONS                 |                     |                  |            |                      |                                    |
| TERM EXPIRATIONS FOR 2013            |                     |                  |            |                      |                                    |
| BOARD                                | MEMBER              | Ward             | EXPIRATION | Eligible for reappt. | Appointment Responsibility         |
| ABC Board                            | David Wall          |                  | 11/15/2013 | no                   | Mayor w/CC approval                |
| Board of Adjustment                  | VACANT (Alternate)  |                  |            |                      | Mayor w/CC approval                |
| Board of Adjustment                  | Harry Rowsey, Jr.   |                  | 7/1/2013   | yes                  | Mayor w/CC approval                |
| Guilford County/City Ins. Adv. Comm. | Skip Queen          |                  | 12/21/2013 | yes                  | Mayor w/CC approval                |
| Historic Preservation Commission     | Steven Dudash       |                  | 7/1/2013   | yes                  | 6/EWING                            |
| Historic Preservation Commission     | Glenn Chavis        |                  | 7/1/2013   | yes                  | AL/SIMS                            |
| Housing Authority Board              | VACANT              | student/resident | 12/22/2013 | yes                  | Mayor w/CC approval                |
| Housing Authority Board              | Ed Squires          |                  | 12/22/2013 | yes                  | Mayor w/CC approval                |
| Human Relations Commission           | Milagros Amaro      | At-Large Member  | 5/1/2012   | no                   | Council- Golden (Liaison)          |
| Library Board of Trustees            | Forrest Littleton   | 2                | 10/31/2013 | yes                  | 2/DOUGLAS                          |
| Library Board of Trustees            | Bruce Laney         | AL               | 10/31/2013 | no                   | AL/MOORE                           |
| Parks & Recreation Commission        | VACANT              | 2                | 7/1/2013   |                      | 2/DOUGLAS                          |
| Piedmont Triad Water Authority       | John Bencini        |                  | 9/30/2013  | yes                  | Mayor w/CC approval                |
| Piedmont Triad Water Authority       | John W. Thomas, III |                  | 9/30/2013  | yes                  | Mayor w/CC approval                |
| Theatre Advisory Board               | VACANT              |                  | 6/1/2015   |                      | Liaison: MOORE (not ward specific) |
| Theatre Advisory Board               | VACANT              |                  | 6/1/2013   |                      | Liaison: MOORE (not ward specific) |
| Theatre Advisory Board               | VACANT              |                  | 6/1/2014   |                      | Liaison: MOORE (not ward specific) |



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September 23, 2013

**To:** Randy McCaslin, Assistant City Manager  
**From:** Garey Edwards, Electric Director  
**Subject:** Concrete Foundation Bid for the Penny Road  
100 kV Transmission project

The City several months back, sent proposals to twelve foundation contractors for the above referenced project. We held a pre-bid meeting with 7 contractors in attendance on September 4<sup>th</sup> and proceeded to hold the bid opening on the 18th. On the bid date, we receive 1 bid and we 2 no bids.

Purchasing decided that it was appropriate to proceed with the bid opening. Graves Construction Services submitted a bid of \$785,258.00. There are several reasons for limited number of bids:

- Poor soil conditions, requiring 40 foot foundation depths.
- Rock excavation.
- Construction under existing overhead electric lines.
- High level of demand for transmission construction.

We are continuing to see a high demand placed on the industry for transmission reliability (FERC requirements); we still could not see contractor availability improving in the next 3 to 4 years. I have attached a letter that Jerry Ford of Southeastern Consulting Engineers sent to me outlining in greater detail these points, along with his recommendation.

As you can remember, last October we bid the foundations for the Johnson Street project and Graves Construction Services was the successful bidder. The Penny Road project has nearly twice the number of foundations, for roughly 50% increase in the bid amount (\$785,258.00 vs. \$506,068.00). Graves completed that job with excellent quality, on time and with little to no trouble with the City or the public. I am therefore recommending that award to **Graves Construction Services** for an amount of **\$785,258.00**. Please contact me if you have any questions concerning this recommendation.

cc: File  
Jeff Moore  
Tarinda Chappell  
Tracey Adams  
Larry Hopkins

Attachment

City of High Point, P.O. 230, 816 E. Green Dr., High Point, NC 27261 USA  
Phone 336.883.3485 Fax: 336.883.3478 TDD 336.883.8517





# Southeastern Consulting Engineers, Inc.

September 20, 2013

Mr. Garey Edwards, P.E.  
City of High Point, NC  
P.O. Box 230  
High Point, North Carolina 27261

Ref.: Concrete Foundation Bid for the Penny Road  
100 kV Transmission Project

Dear Mr. Edwards:

The City solicited proposals from twelve contractors across the Southeast to bid on the above referenced project. Out of the twelve contractors solicited, seven contractors requested the bid documents and attended the pre-bid meeting.

At the public bid opening on September 18<sup>th</sup> at 2:00 p.m. the City received one proposal and two "No Bid" responses. After discussion with the City's Purchasing Department it was decided that it was acceptable to open the bid based on the City's Purchasing ordinances. Graves Construction Services, based out of Jackson, South Carolina, submitted the only proposal in the amount of \$785,258.00.

Graves Construction Services has performed similar work for the City in the past and is an experienced and reputable contractor for deep drilled shaft foundations. In comparing this proposal to the previous project (Johnson Street) that Graves completed for the City, we believe the pricing is favorable to move forward with this project. The proposal is lower than the estimated project cost of \$1,000,000.

There are a limited number of Contractors in the Southeast that have the experience and expertise to perform work of this nature. Other factors that we believe may have contributed to the limited interest in this project are as follows:

❖ Rock

- According to the geotechnical report the contractor will encounter rock in seven of the 21 foundations.
- The rock must be removed from the foundation holes which could take several days to excavate.
- Specialized equipment must be brought in to core drill the rock.

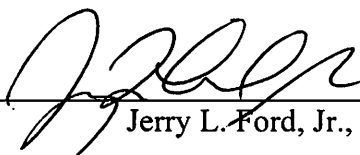
- ❖ Soil Conditions
  - The soil encountered along this project requires the foundations to be larger and deeper than most contractors have the equipment to handle.
  - The largest foundation is 7.5 feet in diameter and 45 feet deep.
- ❖ Proximity to overhead power lines
  - This project is located in the same alignment as the City's existing overhead distribution line. The City's crews will be de-energizing the line for the contractor, however, most foundation contractors lack the expertise in working in close proximity to power lines.
- ❖ High demand for transmission line equipment and construction
  - Many investor owned utilities are building transmission facilities in response to Federal Reliability Standards and Incentives.
  - Transmission line contractors are in high demand and therefore are not bidding smaller projects.

Based on the factors above, we believe the proposal submitted by Graves Construction reflects the current market conditions and the unique soil and rock conditions of this project. We believe Graves Construction has a thorough understanding of this project and the capabilities to meet our construction schedule. Therefore, we are recommending that the City award this project to Graves Construction Services in the amount of \$785,258.00.

Please notify us of the City's decision in awarding this project and we will proceed with the execution of the Contract Documents and Bonding requirements. If you have any questions or need any additional information, please do not hesitate to contact us.

Very truly yours,

SOUTHEASTERN CONSULTING ENGINEERS, INC.

By  \_\_\_\_\_  
Jerry L. Ford, Jr., P.E.

JLF/lc

cc: Mr. Larry Hopkins, PE



**FORMAL BID RECOMMENDATION  
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **ELECTRIC**

COUNCIL AGENDA DATE:

BID NO.: **15-091813**

CONTRACT NO.:

DATE OPENED: **Sep 18, 2013**

DESCRIPTION:

**CONCRETE FOUNDATION FOR PENNY RD 100kv TRANSMISSION PROJECT**

PURPOSE:

**TO PROVIDE 100kv TRANSMISSION LINES TO THE NEW PENNY RD SUBSTATION**

COMMENTS:

**I WOULD LIKE TO RECOMMEND THE BID BE AWARDED TO GRAVES CONSTRUCTION SERVICES. THEY ARE THE ONLY RESPONSIVE BIDDER TO MEET THE SPECIFICATIONS AND THEY HAVE PROVIDED EXCELLENT SERVICE IN THE PAST FOR THE CITY OF HIGH POINT.**

RECOMMEND AWARD TO: **GRAVES CONSTRUCTION SERVICES**

AMOUNT: **\$785,258.00**

JUSTIFICATION:

| ACCOUNTING UNIT       | ACCOUNT | ACTIVITY     | CATEGORY | BUDGETED AMOUNT |
|-----------------------|---------|--------------|----------|-----------------|
| 631799                | 533701  | 631001021005 | 40202    | \$785,258.00    |
|                       |         |              |          |                 |
|                       |         |              |          |                 |
|                       |         |              |          |                 |
| TOTAL BUDGETED AMOUNT |         |              |          | \$785,258.00    |

DEPARTMENT HEAD:

**Garey Edwards**

Digitally signed by Garey Edwards  
DN: cn=Garey Edwards, o=City of High Point, ou=Electric  
Department, email=garey.edwards@highpointnc.gov, c=US  
Date: 2013.09.25 10:12:44 -0400

DATE: **Sep 25, 2013**

**The Purchasing Division concurs with recommendation submitted by the **Electric Department** and recommends  
award to the lowest responsible, responsive bidder **Graves Construction** in the amount of \$ **785,258.00**.**

PURCHASING MANAGER:

**Tarinda Chappell**

Digitally signed by Tarinda Chappell  
DN: cn= Tarinda Chappell, o=City of High Point, ou=Purchasing,  
email=tarinda.chappell@highpoint.gov, c=US  
Date: 2013.09.25 11:59:32 -0400

DATE: **Sep 25, 2013**

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR: **Jeffrey Moore**  
**20130620-173418**

Digitally signed by Jeffrey Moore  
DN: cn=Jeffrey Moore, o=City of High Point, ou=Finance, email=jeffrey.moore@highpointnc.gov, c=US  
Date: 2013.09.30 12:01:14 -0400

DATE: **Sep 30, 2013**

CITY MANAGER: **Strib Boynton**

Digitally signed by Strib Boynton  
DN: cn=Strib Boynton, o=Administration, ou=City of High Point,  
email=cindy.smith@highpointnc.gov, c=US  
Date: 2013.09.30 12:01:14 -0400

DATE: **Sep 30, 2013**

## Bidders List

Bid Number 15-091813  
Penny Road Foundations  
Electric Department

[illegible]



# CB2 STRUCTURAL ENGINEERS DESIGN ♦ ANALYSIS ♦ INVESTIGATION

10253 NORTH NC HWY 109, SUITE C ♦ WINSTON-SALEM, NC 27107  
PHONE: (336) 769-9808

December 4, 2012

City of High Point  
Inspection Services Division  
Mr. Edwin J Brown Jr  
P.O. Box 230  
High Point, N.C. 27261

City of High Point  
Planning & Development  
Inspection Services

DEC 05 2012

Reference: Perimeter Building Observations  
Former Kilby Hotel  
625 - 627 Washington Street  
High Point, N.C.

Dear Mr. Brown,

As requested, CB2 Structural Engineers met both you and Mrs. Katherine Bossi of the City of High Point Inspection Services Division near the site of the Kilby Hotel located at 625-627 Washington Street in High Point, N.C. on December 4<sup>th</sup>, 2012. It is this office's understanding that this office was initially contacted by the City of High Point to meet adjacent to the Kilby Hotel due to the City's concern that this existing building may no longer be structurally stable and may be endangering the public by having a potential to collapse upon adjacent persons or property. It is this office's understanding that the owners of the Kilby Hotel property are unwilling to allow city representatives to access the existing building in order to observe the condition of the existing building structure. As a result, the City of High Point requested that a representative from this office meet with city representatives along the public street adjacent to the existing Kilby Hotel building structure in order to observe the building from the street and to best render an opinion as to whether or not the building appears to be structurally stable and to render an opinion as to if the building is a potential hazard to public safety.

Charles L Bowman II, P.E. of CB2 Structural Engineers met Mrs. Bossi and Mr. Brown at the intersection of Washington Street and Hobson Street as requested. This writer observed the exterior of the existing building from Washington Street, Hobson Street, and the adjacent public sidewalks. The existing building appears to consist of three floors of wood framed structure supported by perimeter load bearing masonry walls. The existing roof structure appears to be comprised of wood framing supported by perimeter load bearing masonry walls. The exterior load bearing masonry walls appear to extend to an elevation above the elevation of the wood framed roof structure and terminate as a cantilevered masonry parapet.

Observation of the existing building from a vantage point of the adjacent public property appears to indicate that a portion of the wood framed roof structure has collapsed upon the elevated third floor of existing building. Observation of the rear of the building appears to indicate that, in addition to collapse of portions of the roof structure, at least some portion of the elevated third floor has also collapsed and is now being supported by the elevated second floor. The apparent collapse of portions of the roof structural diaphragm, and, the apparent collapse of portions of the third floor diaphragm appear to render this existing building structure as a life safety hazard and could collapse upon adjacent people and property. Following are some of the structural concerns this office has regarding our cursory observation from the public road and sidewalk:

- The apparent collapse of the horizontal diaphragms (roof and third floor) leaves the unreinforced perimeter masonry walls laterally unbraced and likely to collapse in the event of applied wind forces and/or a seismic event.

- Compromised horizontal diaphragms (collapsed roof and third floor structure) compromises the building's overall ability to resist lateral wind and seismic forces and increases the likelihood of overall collapse of the building under lateral load.
- The second floor horizontal framing was not and is not intended to support the dead weight of the roof framing and third floor framing that has collapsed upon it.

CLB expressed these concerns to Mr. Brown and Mrs. Bossi, at the site, at the time of observation. CB2 Structural Engineers strongly suggested to Mr. Brown that the sidewalks and roads adjacent to this building be blocked from public use until this building's structural issues are resolved. CB2 Structural Engineers recommends that one of the following solutions be followed:

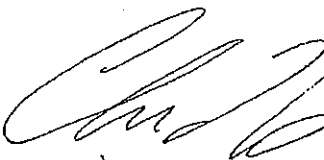
Option 1 – Shore the Existing Building: CB2 Structural Engineers recommends that, once the area around the building is isolated from the public to prevent damage to persons or property should the building or a portion of the building collapse, a reputable general contractor shall be employed to vertically and laterally shore the existing building to prohibit its potential collapse. It is our recommendation that the employed general contractor be competent in shoring existing, dilapidated structures, competent in applying safety measures required in such work, and would employ a third party structural engineering firm to design a method of shoring this building to prohibit its imminent collapse. Once vertically and laterally shored to prohibit collapse, the third party structural engineering firm could then evaluate the existing building and design methods of structural retrofit. Following design of structural retrofits, the general contractor could then install these retrofits and bring the building into compliance with North Carolina State Building Code.

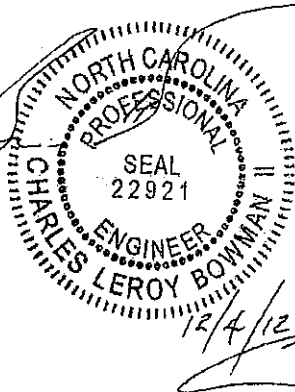
Option 2 – Demolition of the Existing Building: The area adjacent to the existing building shall be isolated from the public to prevent access to the area by the public and to prevent damage to persons or property should the building, or a portion of the building, collapse. Assuming that shoring of the existing building as stated herein is not adopted as a plan of action, it is this office's recommendation that the building be demolished, as it appears to be unsafe and appears to compromise public safety in its current condition. If it is decided to demolish the building, a reputable demolition contractor, competent in demolishing structures of this type and competent in applying proper safety measures required in such work, would be employed to complete this task.

Again, this office strongly recommends that the City of High Point isolate the area around this building to prohibit access to the area around this building by the public. It is our opinion that it is not safe to access the area adjacent to this building. Once isolated, it is our recommendation that one of the two options listed herein be selected and implemented immediately.

Respectfully Submitted,

**CB2 STRUCTURAL ENGINEERS, PLLC**

  
Charles L. Bowman, II, P.E.





**GUILFORD COUNTY**  
**PLANNING AND DEVELOPMENT DEPARTMENT**

Leslie P. Eger  
400 W. Market Street  
Greensboro, NC 27402  
October 1, 2013

Burnie McElrath  
3002 Hobson Street  
High Point, NC 27260

Dear Miss McElrath:

This letter is a follow-up to our discussion concerning Kilby Hotel, located at 625 E Washington Street in High Point, NC.

In 1982 the Guilford County Historic Preservation Commission designated the Hotel as a historic structure which granted the property owner special tax exempt privileges so long as the certain requirement are followed. As per the requirements, the owner is required to obtain a certificate of approval for any alteration to the hotel. This approval can only be granted through the Historic Preservation Commission during a public hearing following State statute requirements.

Should you or the City of High Point intend to alter the hotel, please contact me in order to prepare the request to keep the designation in compliance with agreed upon terms of the hotel designation.

Sincerely,

Leslie P. Eger  
Deputy Director  
Guilford County Planning