

City of High Point

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



Meeting Agenda

Monday, July 20, 2020

5:30 PM

Council Chambers

City Council

*Jay W. Wagner, Mayor
Christopher Williams, Mayor Pro Tem
Michael A. Holmes, S. Wesley Hudson,
Cyril Jefferson, Tyrone E. Johnson, Victor Jones,
Britt W. Moore, Monica L. Peters*

In order to maintain the health, safety, and well-being of our residents, staff, and the City Council, this meeting will be conducted electronically with remote participation. As part of the city of High Point's COVID-19 mitigation efforts, in-person attendance will not be allowed at this meeting. Instead, the meeting will be live-streamed and the public can listen to the meeting as it is being live-streamed by clicking on the following link www.HighPointNC.gov/VirtualPublicMeeting.

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

STRATEGIC PLAN UPDATE

PUBLIC COMMENT PERIOD

A Public Comment Period will be held on Monday, July 20, 2020 at 5:30 p.m. As part of the city of High Point's COVID-19 mitigation efforts, in-person public attendance will not be allowed at this meeting. Instead, the city will be live streaming the meeting. Once the City Council is in Session, please click on the following link to listen to the meeting as it is being live-streamed www.highpointnc.gov/VirtualPublicMeeting

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

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

All comments received will be forwarded to the City Council and will be incorporated as part of the permanent proceedings of the July 20, 2020 City Council Meeting. The city of High Point's Public Comment Policy restricts comments to no more than three (3) minutes which will apply for the telephone message submission. Email submissions and written comments should be kept at 350 words or less. The deadline for submitting public comments is Friday, July 17th at 5:00 p.m.

FINANCE COMMITTEE - Council Member Moore, Chair

CONSENT AGENDA ITEMS

[2020-238](#)

Contract - Elliott Sidewalk Communities
City Council is requested to Extend Land Development Agreement with Elliott Sidewalk Communities to reflect economic realities due to Covid-19 and interest in office space at the current time.

1. Would slide the CO for 275 North Elm until July 2022 (Building C)
2. Would push back CO date for condo site until March 2023 (Building G)
3. Would push back CO date for hotel site until September 2023 (Building A)
4. Would push back CO dates for apartments/parking deck until March 2026 (Building H)

Attachments: [1. Elliott Sidewalk Extension](#)

[2020-239](#)

Contract (Resolution) - Guilford County Board of Education- School Resource Officers (SRO)

City Council is requested to approve a contract and adopt a resolution with Guilford County Board of Education for eight (8) School Resource Officers. The City agrees to provide eight (8) officers for a period of one year to the SRO Program and the Guilford County Board of Education shall reimburse the City for \$532,240.00 for the salaries and equipment of the officers assigned to the SRO Program for a period beginning on the date of contract signature through June 30, 2021.

Attachments: [2. HPPD SRO](#)

[2020-265](#)

Contract - Agreement for Service - MobileDoc - HPFD Physicals

City Council is requested to award a 3-year Agreement for Services contract to MobileDoc medical services to include on-site/as needed physicals for the Fire Department in the estimated amount of \$297,963.00. Contract terms are as follows:

Year 1 - \$96,400.00

Year 2 - \$99,292.00

Year 3 - \$102,271.00

Attachments: [MobileDoc Agenda Form](#)

[2020-240](#)

Contract - WESCO - Lumca Led Light Fixtures & Poles

City Council is requested to award a contract to WESCO in the amount of \$395,121.00 for the purchase of 55 decorative streetlights, poles and associated hardware to be installed around the Catalyst Project, Appling Way, Elm Street Streetscape (Phase I) and various other projects.

Attachments: [3. WESCO Decorative Lighting](#)

[2020-241](#)

Contract - Dellinger Inc. - Riverdale Pump Station

City Council is requested to award a contract to Dellinger, Inc. in the amount of \$2,572,429.15 for the construction of a gravity sanitary sewer system along Riverdale Road. This Riverdale Gravity Sewer Extension project is part of an overall expansion of the Riverdale Pump Station area.

Attachments: [4. DELLINGER INC. - Riverdale Gravity Sewer](#)

[2020-242](#)

Contract - APAC Atlantic, Inc Thompson-Arthur Division (Primary) - Sharpe Brothers Div. of Vecellio & Grogan, Inc. (Secondary) - Asphalt Supplier
City Council is requested to award contracts to APAC-Atlantic, Inc., Thompson-Arthur Division in the amount of \$278,750.00 to be the primary

supplier for needed asphalt materials.

City Council is also requested to award a contract to Sharpe Brothers, a Division of Vecellio & Grogan, Inc. (Secondary Supplier) if the Primary Supplier cannot provide the needed asphalt materials and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [5. APAC ATLANTIC - SHARPE BROTHERS - City Wide Primary Secondary As](#)

[2020-243](#)

Contract Amendment No. 1 - Black and Veatch - Engineering Services for Ward Electrical and HVAC Upgrade

City Council is requested to approve Contract Amendment No. 1 to Black and Veatch in the amount of \$1,168,700.00 for engineering services for Ward Plant electrical and HVAC Upgrade. The scope of services is amended to include the additional services required for additional work based on time extension of project and change orders related to the upgrade.

Attachments: [6. BLACK & VEATCH - Amendment1 - Ward](#)

[2020-244](#)

Contract - Breece Enterprises, Inc. - General Water and Sewer Maintenance

City Council is requested to award a General Water and Sewer Maintenance Contract to Breece Enterprises, Inc. in the amount of \$2,737,838.00 for updates to infrastructure in various locations around the City. This includes public water, public sanitary sewer in the streets and in dedicated outfalls, along with patching and resurfacing.

Attachments: [7. BREECE ENTERPRISES - General Water and Sewer Maintenance](#)

[2020-245](#)

Contract - Change Order - KRG Utilities, Inc. - Regency Dam - Storm System Improvements

City Council is requested to approve a final adjusting change order in the amount of \$226,264.60 to cover costs for additional emergency repairs to Regency Dam and for additional materials and labor necessary for the other six storm system improvement projects included in the Storm System Improvements Contract.

Attachments: [8. KRG Final Adjusting Change Order](#)

[2020-246](#)

Contract - Carolina Industrial Equipment - Vacuum Leaf & Debris Collector Truck

City Council is requested to award a contract to Carolina Industrial Equipment in the amount of \$220,387.00 for the purchase of a new Freightliner truck with ODB Model DCL800SM-25 Vacuum Leaf & Debris Collector using the NC Sheriffs' Association procurement contract for the truck, vacuum body installation, delivery and also declare the old leaf vac truck as surplus and disposing through the online auction process.

Attachments: [9. CAROLINA INDUSTRIAL EQUIPMENT - Vacuum Leaf & Debris Collector Tr](#)

[2020-247](#)

Contract - Advantage Truck Center - New Way Side Loading Refuse

Trucks

City Council is requested to award a contract to Advantage Truck Center in the amount of \$943,566.07 for the purchase of three (3) Autocar trucks with New Way Side Loading Refuse bodies using the NC Sheriffs' Association Procurement contract for the trucks, refuse body installation, delivery and also declaring three current spare trucks as surplus and disposing through the online auction process.

Attachments: [10. ADVANTAGE TRUCK CENTER - New Way Side Loading Refuse Truck](#)

2020-248

Contract - Graybar Inc. - Corning Optical Data Network - HPPD

City Council is requested to award a contract to Graybar Inc. in the amount of \$570,382.68 for the optical network cabling for the new Police Department and 911 Center at 1730 Westchester Drive and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [11. GRAYBAR OPTICAL - IP Optical Data Network - New HPPD](#)

2020-249

Contract - Camcor Inc. - Audio Visual Equipment - HPPD

City Council is requested to award a contract to Camcor Inc. in the amount of \$220,223.40 for all audio-visual equipment for the new Police Department and 911 Center at 1730 Westchester Drive and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [12. CAMCOR INC - Audio Visual Equipment - New HPPD](#)

2020-250

Contract - 5S Technologies Inc. - Network Storage Server Equipment - HPPD

City Council is requested to award a contract to 5S Technologies Inc. in the amount of \$1,198,053.16 and will be financed at a zero percent interest rate over 5 years for the purchase of Network, Storage and Server Equipment for the new Data Center at the New Police Department and 911 Center Building and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [13. 5S TECHNOLOGIES - Network Storage Server Equipment - New HPPD](#)

2020-251

Resolution - Sale of City Owned Property - 1409 Furlough Avenue

City Council is requested to adopt a resolution accepting an offer of \$1,750.00 and authorizing the sale of City owned property located at 1409 Furlough Avenue Parcel No. 174530 through the upset bid procedure of N.C.G.S. 160A-269A, and direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. 160A-269A.

Attachments: [14. 1409 Furlough Ave](#)

2020-255

Acquisition of 1529 Eastchester Drive - I-74/311 Eastchester Interchange Project

Request for City Council to approve the purchase in the amount of \$135,900 for a 0.234 acre parcel of land and house, which is occupied,

located at 1529 Eastchester Drive, Parcel No. 184299 ("Property") needed for the I-74/311 Eastchester Interchange Project ("Project"), and the conveyance of a 0.132 portion of the Property needed by an adjoining neighbor for driveway access to a side street.

Attachments: [15. 1529 Eastchester - I74-311 Eastchester Interchange Project](#)

[2020-259](#)

Rescission of Resolution for the Sale of City Owned Property - 107 Kingsdale Court

City Council is requested to rescind the resolution authorizing the sale of city owned property located at 107 Kingsdale Court.

Attachments: [15a. Rescission of Resolution - Kingsdale Property](#)

PUBLIC HEARINGS

[2020-253](#)

Public Hearing - Brittano's Opportunity Zone Project

City Council is requested to authorize up to \$1,547,000 in performance-based incentives for the Brittano Group- KNova Film Capital project; and authorize the City Manager to execute a performance agreement with the company containing benchmarks for the company to achieve and a schedule for the payment of such financial incentives.

Attachments: [16. Brittano Group-KNova Film Capital - EDC Incentives](#)

[1. Transcript of voice mail from anonymous caller \(Brittano Public Hearing\).pdf](#)

[2. Transcript of voice mail from 336.965.0660 \(Brittano Public Hearing\).pdf](#)

COMMUNITY DEVELOPMENT COMMITTEE - Mayor Pro Tem Williams,

Chair

[2020-256](#)

2020 Urgent Repair Policies - URP20 Procurement and Disbursement Policies - URP20 Assistance Policy

City Council is requested to approve the URP20 Procurement and Disbursement Policies and the URP20 Assistance Policy and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [2020-21 Urgent Repair Program Policies\(final\)](#)

PUBLIC HEARINGS

[2020-257](#)

Public Hearing - 2020-21 Annual Action Plan, the 2020-24 Consolidated Plan and the Analysis

of Impediments to Fair Housing Choice

City Council is requested to approve the 2020-21 Annual Action Plan, the 2020-24 Consolidated Plan and the Analysis of Impediments to Fair Housing Choice and authorize the City Manager to execute necessary documents for submission to HUD.

Attachments: [FINAL - 2020-24 Consolidated Plan and 2020-21 Annual Action Plan](#)

[Analysis of Impediments to Fair Housing Choice for FY 2020](#)

[FY2020-2024 Five Yr Consolidated Plan and FY2020 Annual Action Plan](#)

PROSPERITY & LIVABILITY COMMITTEE - Council Member Hudson,

Chair

[2020-264](#) City of High Point Special Events Policy- Revisions to Special Events List
City Council is requested to approve revisions to the Special Events List portion of the Special Events Policy to transfer sponsorship of the Go Far 5K Spring event to the Go Far 5K Fall event. The Prosperity & Livability Committee met on Wednesday, July 15, 2020 at 11:00 a.m. and voted unanimously to forward this matter to the City Council with a favorable recommendation for approval.

Attachments: [Revisions to the Special Events List.pdf](#)

[2020-266](#) Targeted Downtown Office Incentive Policy- Downtown Municipal Service District
City Council is requested to adopt the revised Targeted Downtown Office Incentive Policy. The new policy would encourage office projects to locate and grow in the City's "Downtown Municipal Service District". This Targeted Downtown Office Incentives Policy would go into effect on the date of its adoption by the High Point City Council and would expire on July 31, 2021.

Attachments: [Final Targeted Downtown Office Incentives Provision](#) [finalagendaitem](#)

PLANNING & DEVELOPMENT - Mayor Jay Wagner

[2020-260](#) Resolution of Intent - Annexation 20-01
Approval of a Resolution of Intent to establish a public hearing date of August 3, 2020, to consider a voluntary continuous annexation of an approximately 4.9-acre parcel located along the south side of Boulder Road, approximately 430 feet east of Tarrant Road. The site is addressed as 1091 Boulder Road and is also known as Guilford County Tax Parcel 154708.

Attachments: [Resolution of Intent AN-20-01](#)

[2020-261](#) Resolution of Intent - Annexation 20-02
Approval of a Resolution of Intent to establish a public hearing date of August 3, 2020, to consider a voluntary continuous annexation of approximately 2.5 acres located along the east side of Hickwood Road, approximately 210 feet north of Willard Road. The site is addressed as 2302 and 2304 Hickwood Road and known as Guilford County Tax Parcels 187191 and 187192.

Attachments: [Resolution of Intent AN-20-02](#)

[2020-262](#) Resolution of Intent - Annexation 20-04

Approval of a Resolution of Intent to establish a public hearing date of August 3, 2020, to consider a voluntary continuous annexation of an approximate 0.31-acre parcel located along the east side of Giles Street, approximately 270 feet south of E. Fairfield Road. The site is addressed as 105 Giles Street and known as Guilford County Tax Parcel 158355.

Attachments: [Resolution of Intent AN-20-04](#)

PUBLIC HEARINGS

2020-263

Carr Davis II, LLC - Zoning Map Amendment 20-05

A request by Carr Davis II, LLC to rezone approximately 3.5 acres from the Conditional Use Light Industrial (CU-LI) District to the Conditional Zoning Light Industrial (CZ-LI) District. The site is located approximately 570 feet west of NC 68 (Eastchester Drive) and approximately 540 feet south of Willard Dairy Road.

Attachments: [FINAL P&Z Staff Report ZA-20-05](#)

2020-267

Braxton Real Estate & Development LLC - Zoning Map Amendment 20-08

A request by Braxton Real Estate & Development LLC, to rezone approximate 29 acres from the Conditional Use Residential Single Family-5 (CU R-5) District to the Conditional Zoning Residential Multifamily-5 (CZ RM-5) District. The site is located along the east side of Horneytown Road, approximately 500 feet north of Panther Ridge Road.

Attachments: [Final P&Z Staff Report ZA-20-08](#)

2020-268

Premier Stores, Inc. - Zoning Map Amendment 20-10

A request by Premier Stores, Inc. to rezone approximately 4 acres from the Conditional Zoning General Business (CZ-GB) District to an amended Conditional Zoning General Business (CZ-GB) District. The site is bounded by W. Wendover Avenue, Piedmont Parkway and Hickory Grove Road.

Attachments: [Final P&Z Staff Report ZA-20-10](#)

2020-269

High Point Investment Holdings, LLC - Zoning Map Amendment 20-11

A request by High Point Investment Holdings, LLC and Dennis Bunker et al to rezone approximately 65.1 acres from the Conditional Zoning Residential Multifamily-16 (CZ RM-16) District to an amended Conditional Zoning Residential Multifamily-16 (CZ RM-16) District. The site is located northeast of the intersection of N. Main Street and Delray Avenue, and east of Monteray Circle.

Attachments: [Final P&Z Staff Report ZA-20-11](#)

2020-270

High Point Investment Holdings, LLC - Zoning Map Amendment 20-12

A request by High Point Investment Holdings, LLC and Dennis Bunker et al to rezone approximately 7.9 acres from the Conditional Zoning Residential Multifamily-16 (CZ RM-16) District to an amended Conditional Zoning

Residential Multifamily-16 (CZ RM-16) District. The site is located east of NC 66 and north of Thomas Street.

Attachments: [Final P&Z Staff Report ZA-20-12](#)

GENERAL BUSINESS AGENDA

2020-271

Minutes To Be Approved

Finance Committee Meeting; June 11th @ 4:00 p.m.

Special Meeting of the City Council; June 11th @ 4:30 p.m.

Special Meeting of the City Council (Closed Session); June 15th @ 3:00 p.m.

Regular Meeting of the City Council; June 15th @ 5:30 p.m.

Special Meeting of the City Council; June 22nd @ 5:30 p.m.

Public Safety Committee Meeting; June 24th @ 4:00 p.m.

Attachments: [1. June 9 2020 Community Development Committee Meeting Minutes](#)

[2. June 11 2020 Finance Committee Meeting Minutes](#)

[3. June 11 2020 Special Meeting Minutes](#)

[4. June 15 2020 Special Meeting Minutes](#)

[5. June 15 2020 High Point City Council Regular Meeting Minutes](#)

[6. June 22 Special Meeting Minutes](#)

[7. June 24 2020 Public Safety Committee Minutes](#)

ADJOURNMENT (A motion will need to be made to RECESS this meeting to Wednesday, July 22, 2020 @ 5:30 pm. for the voting session on the public hearing matters)

**HIGH POINT CITY COUNCIL
REGULAR MEETING
(Virtual Meeting)
June 15, 2020- 5:30 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM #302**

MINUTES

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

ROLL CALL, MOMENT OF SILENCE, AND PLEDGE OF ALLEGIANCE

Mayor Wagner called the meeting to order at 5:31 p.m. and reminded everyone to provide their name when speaking so the public will know who is speaking.

Following a roll call vote by Mayor Wagner, the following attendance and participation of the following Council Members was duly noted.

Physically Present (5):

Mayor Jay W. Wagner, Council Member Tyrone Jefferson (At Large), Council Member Cyril Jefferson (Ward 1), Council Member Victor Jones (Ward 5), and Council Member Michael Holmes (Ward 6)

Participating Remotely (4):

Mayor Pro Tem Christopher Williams (Ward 2), Council Member Britt Moore (At Large), Council Member Monica Peters (Ward 3), and Council Member Wesley Hudson (Ward 4)

RECOGNITIONS AND PRESENTATIONS

2020-230

Proclamation- Juneteenth

Mayor Wagner will read a proclamation declaring June 19, 2020 as "Juneteenth Independence Day."

Mayor Wagner read the proclamation into the record declaring June 19, 2020 as "Juneteenth Independence Day" in the City of High Point and encouraged the community to participate in the activities planned to commemorate this historical event.

2020-231 Proclamation- 245th Birthday of the United States Army

Mayor Wagner will read a proclamation declaring June 14, 2020 to be the United States Army's 245th Birthday.

Mayor Wagner read the proclamation into the record recognizing June 14, 2020 as the 245th Birthday of the United States Army and expressed appreciation, on behalf of the people of High Point, to the United States Army and to the dedicated soldiers who have served over the 245 years of its existence.

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

CONSENT AGENDA ITEMS

Finance Committee Chairman, Council Member Moore, reported that the Finance Committee did meet as scheduled on Thursday, June 11th and placed all of the following Finance-related matters on the June 15, 2020 High Point City Council Finance Committee Consent Agenda with a favorable recommendation.

Council Member Moore then made a motion, seconded by Council Member Homes to approve the finance-related items on the Consent Agenda. Following a roll call by Mayor Wanger, the motion carried by a unanimous 9-0 vote as follows:

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

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

2020-199 Contract - Triangle Grading & Paving - Concrete Repairs - City Lake, Oak Hollow Lake Dam & Spillway

City Council is requested to award a contract to Triangle Grading & Paving, Inc. in the amount of \$169,800.00 for concrete repairs at the City Lake, Oak Hollow Lake dam and spillway and authorize the appropriate City official to execute all necessary documents.

Approved award of a contract to Triangle Grading & Paving, Inc. in the amount of \$169,800.00 for concrete repairs at the City Lake, Oak Hollow Lake dam and spillway, and authorized the appropriate City official to execute all necessary documents.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-200 Contract - STV Engineering - E. Washington Street Utility Lines Relocation

City Council is requested to award a contract to STV Engineering in the amount of \$97,362.85 for the engineering and design work for the relocation of the water and sewer utility lines in conjunction with E. Washington Street realignment project.

Approved award of a contract to STV Engineering in the amount of \$97,362.85 for the engineering and design work for the relocation of the water and sewer utility lines in conjunction with the E. Washington Street realignment project.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-201 Contract - Martin Marietta - City Wide Stone Supplier

City Council is requested to award a contract to Martin Marietta for city departments that need stone will have the availability to have this material supplied to them when performing maintenance functions that require various types of stone. This contract will be awarded for a three-year period from July 1, 2020 and ending June 30, 2023, with the option to renew for two additional one-year periods if terms and pricing are agreeable to both parties and requests that the appropriate city official and/or employee be authorized to execute all necessary documents.

Contract will be awarded for a three-year period from July 1, 2020 and ending June 30, 2023, with an option to renew for two additional one-year periods if terms and pricing are agreeable to both parties.

Approved award of a contract to Martin Marietta so city departments that need stone will have the availability to have the material supplied to them when performing maintenance functions that require various types of stone, and that the appropriate city official and/or employee be authorized to execute all necessary documents.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-202 Contract - Breece Enterprises, Inc. - Water/Sewer Maintenance

City Council is asked to award a contract to Breece Enterprises, Inc. in the amount of \$650,725.00 to perform maintenance work and emergency repairs on the existing water and sewer system.

Approved award of a contract to Breece Enterprises, Inc. in the amount of \$650,725.00 to perform maintenance work and emergency repairs on the existing water and sewer system.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-203 Sole Source Contract - Vapor vShield Operator Protection Doors

City Council is requested to award a sole source contract to Vapor Bus Intl a Div. Of Wabtec in the amount of \$70,098 for Operator Protection Doors for the protection of transit operators due to the COVID-19 pandemic and the increasing incidences of aggressive behaviors from passengers.

Approved award of a sole source contract to Vapor Bus Intl, a Division of Wabtec, in the amount of \$70,098 for Operator Protection Doors for the protection of transit operators due to the COVID-19 pandemic and the increasing incidents of aggressive behaviors from passengers.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-204 Resolution - High Point Theatre/International Market Center HVAC Eighth Lease Amendment

Council is requested to adopt a resolution approving the Eighth Amendment to the original lease and extend the period of time during which the HVAC services will be provided. The remaining terms of the lease shall remain in effect.

Adopted a resolution approving the Eighth Amendment to the original lease between the City of High Point and International Market Center (IMC), and extended the period of time during which the HVAC services will be provided.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

Resolution No. 1923/20-12
Resolution Book, Volume XX, Page 152

- 2020-205 Resolution - Sale of City Owned Property - 1100 Campbell St. Parcel # 187682**
City Council is requested to adopt a resolution accepting an offer of \$8,000 and authorizing the sale of the surplus City owned property located at 1100 Campbell St. Parcel # 187682.

Adopted a resolution accepting an offer of \$8,000 and authorized the sale of the surplus city-owned property located at 1100 Campbell Street, Parcel # 187682.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

Resolution No. 1924-20-13
Resolution Book, Volume XX, Page 153

- 2020-206 Authorize Write-off of Delinquent Miscellaneous Accounts Receivables**
City Council is requested to authorize the Financial Services Director to write-off \$16,214 for prior years' original billings through the fiscal year 2015-2016:

Landfill fees \$12,353
Returned checks \$634
Permit fees \$450
Showroom licenses \$2,777
Total \$16,214

Authorized the Financial Services Director to write-off \$16,214 for prior years' original billings through FY 2015-2016 as follows:

Landfill fees \$12,353
Returned checks \$634
Permit fees \$450
Showroom licenses \$2,777
Total \$16,214

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-207 Authorize Write-off Delinquent Utilities Accounts Receivables

City Council is requested to authorize the Financial Services Director to write-off \$908,657 for original billings from the fiscal year 2015-2016.

Authorized the Financial Services Director to write-off \$908,657 for original utility billings from the FY 2015-2016.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

REGULAR AGENDA ITEMS

PUBLIC HEARINGS

2020-208 Public Hearing - Proposed FY 2020-2021 City of High Point Annual Budget

Monday, June 15, 2020 at 5:30 p.m. is the date and time established to receive public comments on the proposed FY 2020-2021 City of High Point Annual Budget.

Attachments:

[List #1 of Comments- Public Hearing on Budget.pdf](#)

[List #2 of Comments- Public Hearing on Budget.pdf](#)

The public hearing on the Proposed FY 2020-2021 Annual Budget was held on Monday, June 15, 2020 at 5:30 p.m. as advertised.

Councilman Britt Moore, Chair of the Finance Committee, opened the public hearing.. He shared that Council has received many public comments on the budget over the last several days in various formats which were disseminated and forwarded to the City Council members for review and will be incorporated into the record and made a permanent part of the proceedings from this meeting.

Chairman Moore then closed the public hearing.

Mayor Wagner duly noted that the public hearing was properly opened, comments were received, and the public hearing was closed.

Council Member Peters asked if the comments have been placed on the city's website so the public can read the comments that have been received. City Clerk Lisa Vierling reported that the comments are not currently on the website, but they could be placed on the website. .

Mayor Wagner reiterated that the city does have the capability to put the comments on the website and staff would get the information out to the public as to how they could access the comments. The Mayor pointed out the comments received would also be incorporated into the record and available in the approved minutes that are published on the city's website.

Note: In accordance with recently adopted legislation regarding public hearings at remote meetings, there is a 24-hour waiting period before action can be taken to adopt the budget. The City Council will adopt the budget during a Special Called Meeting of the City Council on June 22, 2020 at 5:30 p.m.

COMMUNITY DEVELOPMENT COMMITTEE - Mayor Pro Tem Williams, Chair

Committee Members: Williams, Hudson, Jefferson, and Johnson

PUBLIC HEARINGS

2020-209 Public Hearing - Substantial Amendments to the City of High Point 2019-2020 Annual Action Plan & 2015-2019 Consolidated Plan

The City of High Point has received a special allocation in the amount of \$552,706.00 of CDBG-CV funds to be used to prevent, prepare for, and respond to the coronavirus pandemic. These Substantial Amendments to the 2019-2020 Annual Action Plan and the 2015-2019 Consolidated Plan require a public hearing to be held and is needed to satisfy Housing and Urban Development (HUD) requirements.

The public hearing for this matter was held during a virtual meeting of the High Point City Council on Monday, June 15, 2020 at 5:30 p.m. as duly advertised.

Mayor Pro Tem Williams, Chairman of the Community Development Committee, recognized Mike McNair, Director of Community Development & Housing.

Mr. McNair explained that on May 4, 2020, the City Council approved the appropriation of the funds regarding this amendment because HUD immediately made these funds available and the required public hearing is the next step in the process before the 2019-2020 Annual Action Plan and the 2015-2019 Consolidated Plan can be amended.

Mr. McNair reported that the city received a special allocation from HUD as part of the CARES Act, which requires substantial amendments to the Annual Action Plan, the 2015-2019 Consolidated Plan, and the Citizen Participation Plan. The funding must be used to respond, prevent, or prepare for impacts within the community dealing with the Coronavirus and must be expended by September 30, 2021. He provided some examples of some of the eligible activities for the funding: services to families, homeless services, meals on wheels, etc..... and people requiring emergency assistance in regards to food/rent issues.

The budget for this funding has been updated to reflect that the United Way declined the \$100,000 award that was approved by Council on May 4th because of the impact of the extra time/oversight that would be required which would be taxing on their staff. These funds have now been added back to the Public Service Grants allocation. Mr. McNair reported that the Citizens Advisory Council has already allocated \$225,186 out of the \$271,200 and \$200,000

has been set aside for additional CDBG-CV eligible activities that have yet to be defined. He advised there very well could be another allocation of funds from the CARES Act in the Fall.

Following Mr. McNair's presentation, Mayor Wagner asked if there were any questions.

For clarification, Council Member Moore inquired about the reason United Way declined the \$100,000 and asked if it was because they felt they might receive less funding from the money from the CDBG-CV money that Guilford County received. Mr. McNair explained it was a combination of things and spoke to the difficulty in administering these funds because they were being asked to be the fiscal agent and they felt this would be extremely burdensome on their staff. Mr. McNair stated that he did assure the United Way there were no hard feelings and their relationship would remain strong.

There being no further questions, Chairman Williams opened the public hearing and the city clerk indicated no comments were received for this public hearing. The public hearing was closed.

Mayor Pro Tem Williams made a motion for approval of the substantial amendments to the 2019-2020 Annual Action Plan and the 2015-2019 Consolidated Plan, and approval of the amendments to the Citizen Participation Plan. Council Member Johnson made a second to the motion. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

GENERAL BUSINESS AGENDA

2020-210 Reappointment - Parks & Rec Commission - Robert Davis

City Council is requested to confirm the reappointment of Robert Davis to the Parks & Recreation Commission as Council Member Peters' Ward 3 appointee. Reappointment to be effective immediately and will expire 7/1/2023.

Approved the reappointment of Robert Davis to the Parks & Recreation Commission to be effective immediately with a term expiration date of July 1, 2023.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-211 Appointment - Parks & Rec Commission - Eric Abeles

City Council is requested to confirm the appointment of Eric Abeles to the Parks & Recreation Commission as Council Member Moore's At Large appointee. Appointment to be effective July 1, 2020 and will expire July 1, 2023.

Approved the appointment of Eric Abeles to the Parks & Recreation Commission to be effective July 1, 2020 with a term expiration date of July 1, 2023.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-216 Appointment- Planning & Zoning Commission (Alex Moore)

Councilman Jefferson is recommending the appointment of Alex Moore to the Planning & Zoning Commission. Mr. Moore will fill Marie Stone's term on the Planning & Zoning Commission that is set to expire on July 1, 2020. Ms. Stone is no longer able to serve. Appointment to be effective July 1, 2020 and will expire on June 30, 2023.

Mayor Wagner made a motion to suspend the rules to add this appointment to the agenda. Council Member Johnson made a second to the motion. The motion to suspend the rules carried by the following 9-0 unanimous vote:

Council Member Jefferson and Mayor Wagner publicly thanked Marie Stone for her many years of dedicated service while serving on the Planning & Zoning Commission.

Approved the appointment of Alex Moore to the Planning & Zoning Commission effective July 1, 2020 with a term expiration date of June 30, 2023.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-217 Contract-Interim City Manager-Randy McCaslin

Council is requested to approve the Interim City Manager's Contract with the City of High Point

Mayor Wagner moved to suspend the rules to add this matter to the agenda. Council Member Johnson made a second to the motion. The motion to suspend the rules carried by the following 9-0 unanimous vote:

Mayor Wagner explained that Council was briefed on this matter during a Closed Session on personnel that was held earlier and spoke to how the Council feels comfortable with the terms that were agreed upon in the Interim City Manager's Contract.

Council Member Peters expressed that it is an honor for her to serve on the City Council with Randy McCaslin as the Interim City Manager and spoke to Mr. McCaslin's life-long devotion and commitment to High Point. Council Member Jefferson echoed Council Member Peters' sentiments and added that the McCaslin family has generations of serving the City of High Point and expressed appreciation for the opportunity to work with Mr. McCaslin for the months and years to come.

Approved the Memorandum of Agreement between the City of High Point and Randy McCaslin as Interim City Manager; Mr. McCaslin accepted appointment as Interim City Manager on May 22, 2020.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

2020-212

Minutes To Be Approved

Finance Committee Meeting; May 28th @ 4:00 p.m.

Special Meeting of the City Council; June 1st @ 4:00 p.m.

Regular Meeting of the City Council; June 1st @ 5:30 p.m.

Special Meeting of the City Council (Budget Review); June 4th @ 4:00 p.m.

Approved the preceding minutes as submitted.

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

Aye (9): Mayor Jay Wagner; Mayor Pro Tem Chris Williams; Councilman Britt Moore; Councilman Tyrone Johnson; Councilman Cyril Jefferson; Councilwoman Monica Peters; Councilman Wesley Hudson; Councilman Victor Jones; Councilman Michael Holmes

ADJOURNMENT

There being nothing further to come before Council, the meeting adjourned at 6:01 p.m. upon motion duly made by Council Member Jefferson and second by Council Member Johnson.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Resolution of Intent for a Voluntary Contiguous Annexation
Annexation 20-04 (Dennis Andrew Turner)

From: Lee Burnette, Planning & Development
Director

Meeting Date: July 20, 2020

Public Hearing: No

Advertising Date: Not applicable

Advertised By: Not applicable

Attachments: A. Resolution of Intent for Annexation 20-04
B. Map of property proposed to be annexed

PURPOSE:

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

BACKGROUND:

Resolution of Intent for Annexation 20-04 is enclosed.

BUDGET IMPACT:

There is no budget impact associated with the adoption of this resolution.

RECOMMENDATION / ACTION REQUESTED:

Staff requests City Council set a public hearing date of August 3, 2020, for this request.

PUBLISH ONCE: Thursday, July 23, 2020

**RESOLUTION TO ESTABLISH A
PUBLIC HEARING DATE FOR
VOLUNTARY CONTIGUOUS ANNEXATION
(AN-20-04)**

WHEREAS, the City Council has been petitioned to annex the property of Dennis Andrew Turner. The proposed annexation site is an approximate 0.31 acre parcel located along the east side of Giles Street, approximately 270 feet south of E. Fairfield Road. The site is addressed as 105 Giles Street and also known as Guilford County Tax Parcels 158355.

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

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes August 3, 2020, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

As part of the City of High Point's COVID-19 mitigation efforts, the City Council will hold a remote public hearing and in-person public attendance will not be allowed at this meeting. Once the City Council is in session, please use the following link to listen to the meeting live. www.HighPointNC.gov/VirtualPublicMeeting

The public can submit comments to the City Council by emailing comments to build@highpointnc.gov and/or publiccomment@highpointnc.gov or by calling 336-883-3522 and leaving a message. Written comments can also be placed in the City of High Point's utility payment drop-boxes located on both sides of the Municipal Building located at 211 S. Hamilton Street in the Green Drive and the Commerce Avenue parking lots. We request that you include the case number at the top of the notice with your comment so it can be applied to the correct case. Public comments are being accepted now and will be until 24 hours after the close of the public hearing.

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

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

By order of the City Council,
This the 20th day of July, 2020

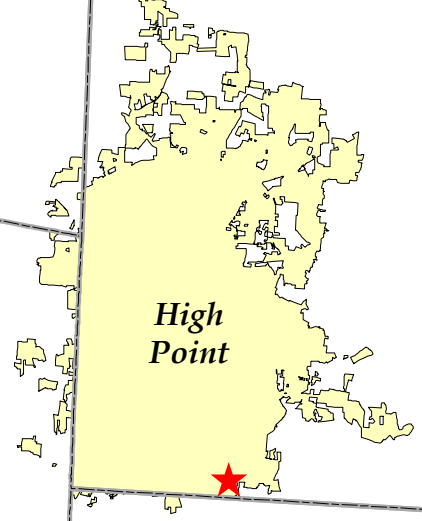
Lisa B. Vierling, City Clerk

LOCATION MAP

ANNEXATION CASE: AN-20-04

Applicant: Dennis Andrew Turner

Vicinity Map



City of High Point

Site

Guilford County

Randolph County

Trinity

Archdale

S MAIN ST

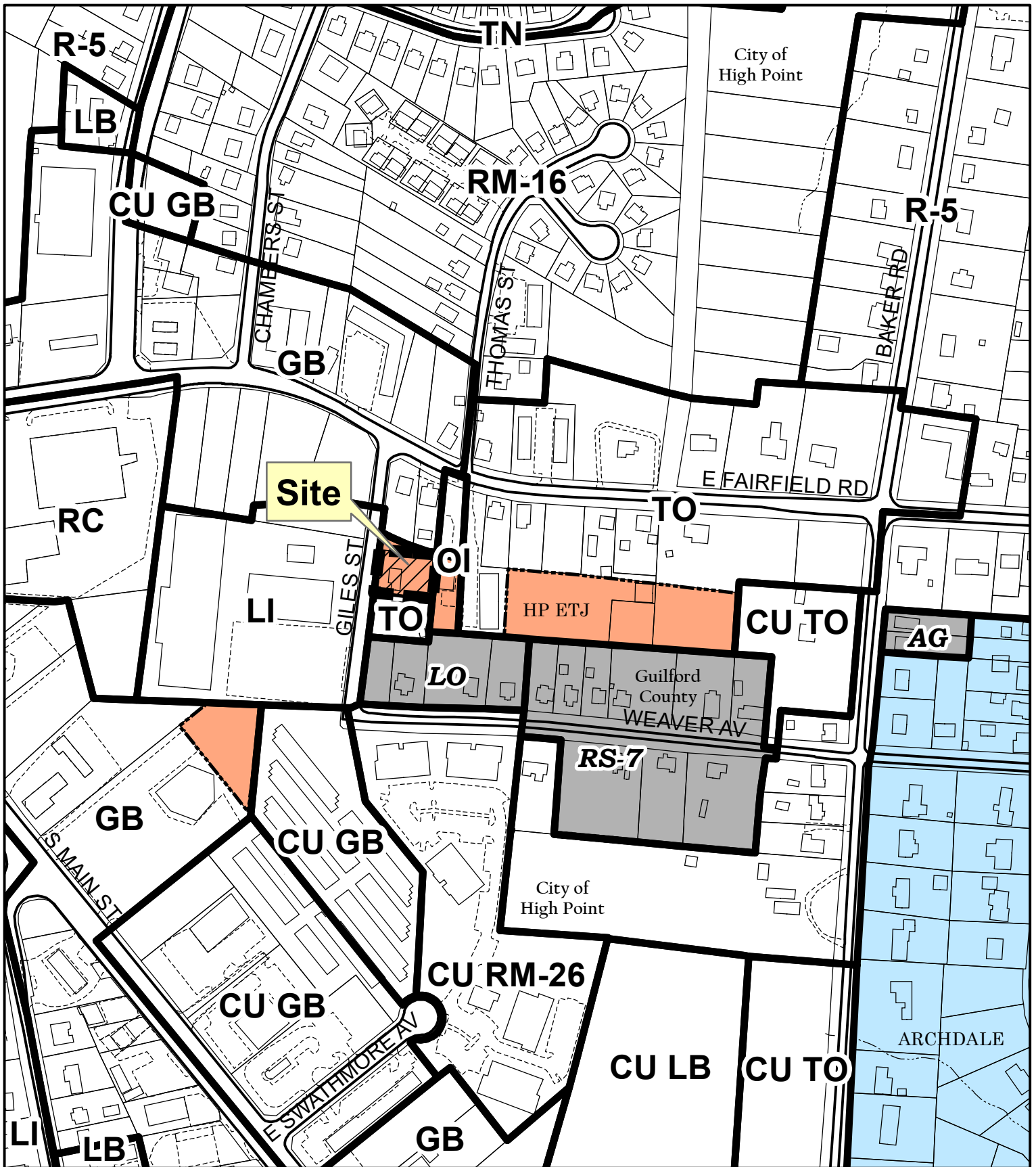
BAKER RD

E FAIRFIELD RD

NC 62

ARCHDALE RD





ANNEXATION REQUEST AN-20-04

Applicant: Dennis Andrew Turner
Area: 0.31 acres (approximate)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point



Scale: 1"=300'
 G:\Planning\Secure\BAC\AN\2020\MXD\lan20-04

**HIGH POINT CITY COUNCIL
SPECIAL MEETING
(Virtual Meeting)
June 11, 2020- 4:30 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM #302**

MINUTES

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

CALL TO ORDER

Mayor Wagner called the meeting to order at 4:39 p.m.

Following a roll call vote for attendance, the following were identified as being present:

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

The following staff members were **physically present**:

Randy McCaslin, Interim City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Jeron Hollis, Communications & Public Engagement Director; Mary S. Brooks, Deputy City Clerk

The following staff members **participated remotely**:

JoAnne Carlyle, City Attorney; Lisa B. Vierling, City Clerk

PRESENTATION OF ITEMS**2020-197 Budget Review-Proposed FY 2020-2021 Annual Budget**

Staff will review the Proposed FY 2020-2021 Budget with Council

Randy McCaslin, Interim City Manager, advised council that staff would be introducing Plan B from input following last session took input from council and come back with plan B. introduced Eric to present revised plan.

Eric Olmedo, Assistant City Manager; provided handout of proposed General Fund Revenue, and proposed General Fund expenditures; as follows:

- *Proposed General Fund revenue-110,457,886*
- *Reduce 1 cent tax rate increase-(987,774)*
- *Adjusted General Fund Revenue-109,474,112*

Proposed General Fund expenditures

- *Restore museum for 4-day week operation. Reduce by 1 full time, 2 part time (30 hour per week) positions and all weekend part time positions (worked with museum staff, Library staff and the Historical Society)-430,000*
- *Restore funding for Morehead Recreation Center to previous level 230,000*
- *Restore 401k funding at 1% match (General Fund portion)-280,000*
- *Reduce supply budgets in departments-(200,000)*
- *Reduce Vehicle replacement budget-(200,000)*
- *Extend hiring freeze from 6 months to 12 months-(954,774)*
- *Defer Batter's eye and bridge hydraulics at stadium-(214,000)*
- *Reduce Parking Deck improvements from \$175,000 to \$50,000-(125,000)*
- *Reduce Traffic calming from \$100,000 to \$50,000-(50,000)*
- *Reduce stadium capital reserve fund-(180,000)*
- *Total-109,474,112*

Mr. Olmedo continued discussion regarding a breakdown of the attendance at the Museum for March 2019-February 2020 as follows: Tuesday averages 35 attendees; Wednesday averages 31 attendees; Thursday averages 27 attendees; Friday averages 30 attendees; and Saturday averages 50 attendees.

Interim City Manager McCaslin stated that the funding for the Morehead Recreation center would cover existing personnel, programs, and hours of operations

Council Member Holmes inquired on the amount of positions affected from the hiring freeze. Mr. Olmedo replied that number would vary; and that the general fund currently had 45 vacant positions.

Mayor Pro Tem Williams inquired, for field operations, on the concentration on certain sections of the city in reference to man power and funding. Interim City Manager McCaslin replied that staff would provide that information to him.

Council Member Jefferson inquired on the organizational structure for the new position of the Inclusion Officer. Council Member Holmes inquired on the start date of the Inclusion Officer; and the role the mayor and city council would play in the job description duties. Interim City Manager McCaslin replied that the Inclusion Officer's position would fall under the Administration Department (City Manager); and said once the position was finalized in the budget, council would be provided with a draft to review.

Council Member Jones voiced appreciation for staff in balancing the budget; thanked the Historical Society for their collaboration with the city in keeping resources open for the citizens.

Mayor Wagner echoed Council Member Jones in his appreciation for staff and the Historical Society; commended staff for their research that allowed savings in the budget; encouraged the public to submit comments for the public hearing to be held on Monday, June 15, 2020 at 5 p.m.; explained the public comment submission process; and that council would be voting on the budget on June 22, 2020.

Council Member Johnson thanked staff and the Historical Society for their hard work and efforts on balancing the budget.

Discussion took place regarding Interim City Manager's time and experience in City Government; COVID-19-Pandemic; experiencing unprecedented times; and the extent of the budget overhaul.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:01 p.m. upon motion duly made by Council Member Jones and second by Council Member Moore.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Mary S. Brooks, Deputy City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Targeted Downtown Office Incentive Policy

From: President Loren Hill and
Exec. V.P. Sandy Dunbeck
High Point Economic Development Corporation

Meeting Date: July 20, 2020

Advertising Date: n/a

Public hearing: n/a

Advertised by: n/a

Attachments: Proposed policy
Map of Downtown Municipal Service District

PURPOSE:

The High Point City Council is asked to adopt the “Targeted Downtown Office Incentive Policy.”

PROJECT & BACKGROUND:

- The City of High Point currently has two performance-based incentives policies: a job-creation policy and a capital investment policy. This new policy would be an addition to those current policies.
- This new policy would encourage office projects to locate and grow in the City’s “Downtown Municipal Service District”. [map attached]
- This Targeted Downtown Office Incentives Policy would go into effect on the date of its adoption by the High Point City Council and would expire (for companies applying for consideration) on July 31, 2021.
- The Council’s Prosperity and Livability Committee voted unanimously on July 15, 2020, to recommend the policy to the full Council for adoption.

BUDGET IMPACT:

The adoption of this performance-based incentive policy would cause no immediate budget impact. Any budget impact would only occur when incentives under this policy might be approved by the City Council after a public hearing is held.

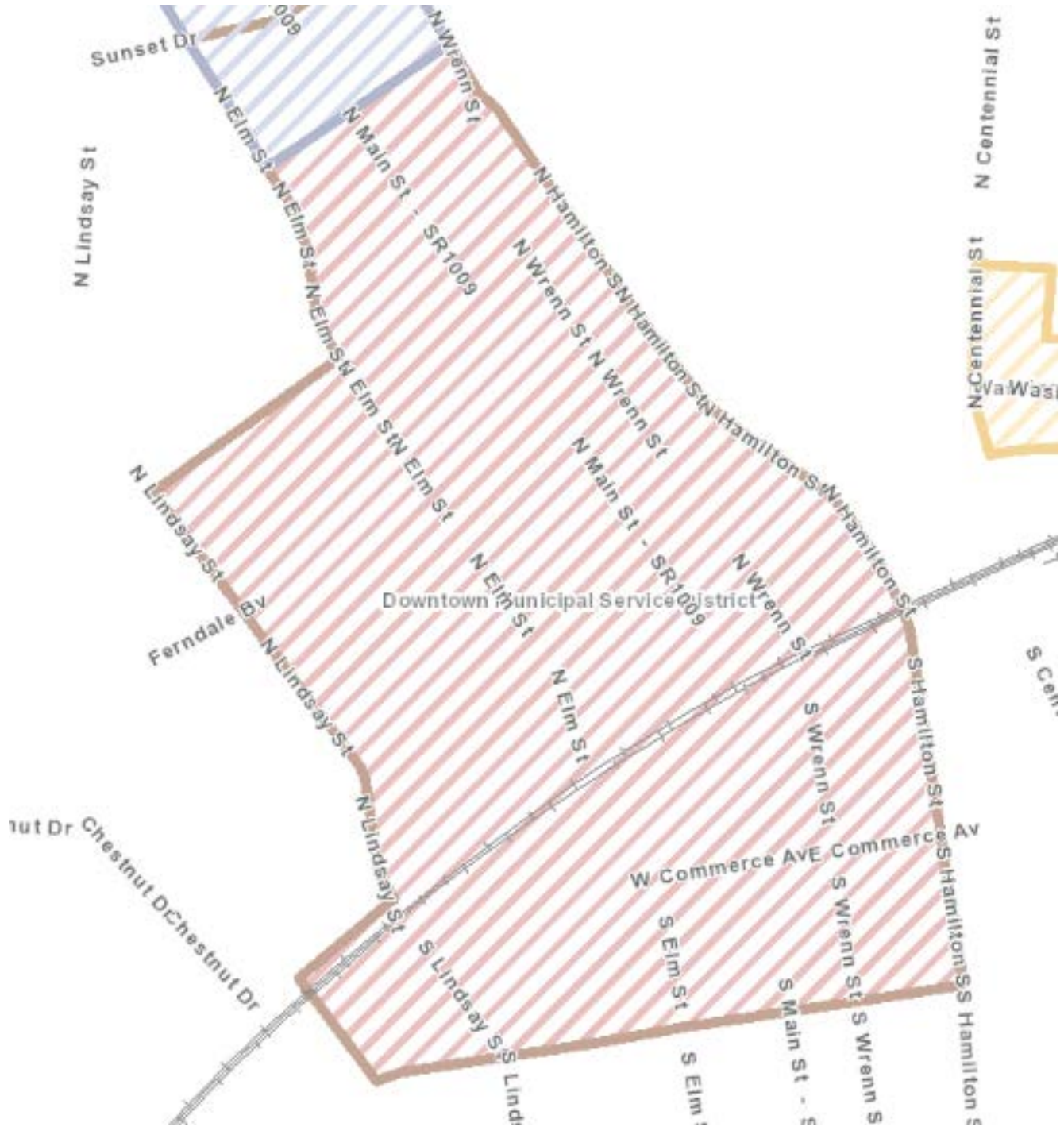
The source of any incentive funding under this policy would be the same as with the City’s other incentives policies – the City’s Economic Development Incentive Fund, which is funded by general and electric revenues.

RECOMMENDATION / ACTION REQUESTED:

The High Point City Council’s Prosperity and Livability Committee and the High Point EDC staff request that the City Council adopt the “Targeted Downtown Office Incentive Policy.”

Downtown Municipal Service District

(bounded generally by Hamilton Street to the east;
Ray Avenue, North Elm and Westwood Avenue to the north,
Lindsay Street and Oak Street to the west; and Green Drive to the south)





**CITY OF HIGH POINT
Targeted Downtown Office
INCENTIVES POLICY**

Adopted: 7/20/2020

For additional information on this policy and other assistance that can be provided, contact the High Point Economic Development Corporation at hpedc@highpointnc.gov or 336-883-3116.

Section 1 Policy Adopted

The City of High Point adopts this Targeted Downtown Office Incentives Policy for the purposes and reasons stated below. This policy is in effect from the date of its adoption by the High Point City Council and expires on July 31, 2021, for companies applying for consideration.

Section 2 Policy Statement

Section 2.1 Relationship with Other Economic Development Policies

The City of High Point has previously adopted job creation and capital investment policies for the recruitment and expansion of new and existing office, industrial, manufacturing, warehouse and logistics businesses for the purposes of expanding the city's tax base, generating tax revenue and increasing jobs. For a particular project, this Targeted Downtown Office Policy may be utilized in addition to the other economic development policies.

Section 2.2 Purpose and Background

The City of High Point wishes to increase employment opportunities and continue the redevelopment of the Downtown area. This Policy is adopted to lower the barriers for businesses leasing office space to enter the downtown market by lowering entry costs and providing inducements.

Section 3 Targeted Downtown Office Districts

Section 3.1 Geographic Limitation

This policy applies to new construction or Major Renovation of real property for office development and leasing located in the Downtown Municipal Service District as it exists on the day of the adoption of this policy. The term Major Renovation shall mean a renovation of the real property which constitutes an increase in value in an amount at least 50% greater than the Guilford County tax value of the real property and improvements prior to renovation. Notwithstanding any language to the contrary contained herein, this policy shall not apply to:

- a. Real property owned or operated by a non-profit business entity, or
- b. Leases where the owner/developer of the real property owns a controlling interest in a proposed incentivized tenant.

Section 4 Types of Incentives

Section 4.1 Capital Improvements

Applicants may receive Office Incentives up to 50% of total upfit expenditures not to exceed \$50,000 to make internal capital improvements for better use, new use or adaptive use of the structure.

Section 4.2 Rent Assistance

Applicants may receive a cash grant to assist in payment of rents for up to four years.

- In Year 1, the cash grant could be up to 80% of market rate rents.
- In Year 2, the cash grant could be up to 60% of the previously determined market rate.
- In Year 3, the cash grant could be up to 40% of the previously determined market rate.
- In Year 4, the cash grant could be up to 20% of the previously determined market rate.
- The High Point Economic Development staff, after consulting with local real estate representatives, will determine the market rental rate.

Section 4.3 Job Creation

The City already has a separate job-creation incentives policy. For projects in this targeted district, the minimum number of jobs created shall be at least 10. The incentive amount per job could be up to \$3,000/job. *(Note to Council members: The current south High Point threshold is at least 25 jobs and up to \$1,000/job)*

Section 5 Application Process

Section 5.1 Intent

It is the city's intent that the application and decision-making process shall be simple, flexible and contain minimal steps.

Section 5.2 Conference with EDC staff

All applications shall be initiated through a meeting with the EDC staff who shall provide forms, as necessary, to assist in the transmittal of information from the applicant to the City Council.

Section 5.3 Presentation to the City Council

The application shall be presented to City Council as soon as practical and consistent with all applicable laws regarding notice and open meetings. The High Point Economic Development staff will recommend to the City Council the proposed dollars amounts that any office project in this targeted area may qualify for under this and other City economic development incentives policies.

Section 6 Source of Incentive Funds

Section 6.1 Funding Sources

In its discretion, the city may elect to fund incentives from its general fund, electric fund or any other source allowed by law.

Section 7 Process

Section 7.1 Payment Process

The city manager or his designee shall develop a system and publish guidelines for incentive payments that requires proof of expenditures described in the application.

Section 7.2 Performance Agreement

Applicants receiving funds shall enter into a Performance Agreement with the city that includes reporting requirements and performance benchmarks.

Section 7.3 Coordination with Other Policies

This policy may, at City Council's discretion, be used by itself for a project or in combination with other incentives policies the City has.

Section 7.4 Eligibility and Council Approval

A company being eligible for financial incentives does not guarantee that it will receive the incentives: any such incentives are granted only after a public hearing before the High Point City Council and an affirmative vote in support.



**Public Safety Committee
(Virtual Meeting)**
Chaired by Council Member Jones
Committee Members: Jones, Moore, Williams, and Johnson
June 24, 2020 – 4:00 p.m.
3rd Floor Lobby Conference Room #302

MINUTES

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

Note: The following documents will be attached and incorporated as a permanent part of these proceedings:

- ✓ ***Citizen Complaint Letter from Eric Watson***
- ✓ ***High Point Police Department Use of Force Policy/Response to 8 Can't Wait Proposal***
- ✓ ***High Point, NC Police Department General Order (effective date 6-2-97/review date 5-1-21)***
- ✓ ***High Point Police Department PowerPoint Presentation***
- ✓ ***High Point Police Department Crime Trend through Week 25 (June 15-21, 2020)***
- ✓ ***Handout from Committee Member Tyrone Johnson entitled "Community Partnership with Police Substations"***

CALL TO ORDER (Virtual Roll Call)

Chairman Victor Jones called the Public Safety Committee Meeting to order at 4:01 p.m. Upon a virtual roll call by Chairman Jones, the following Committee Members were duly noted as being present:

Committee Members Physically Present (3):

Chairman Victor Jones, Committee Member Tyrone Johnson, and Committee Member Britt Moore.

Committee Members Participating Remotely (1):

Committee Member Chris Williams

Other Council Members Physically Present:

Mayor Jay Wagner

Other Council Members Participating Remotely (3):

Council Member Cyril Jefferson, Council Member Monica Peters, and Council Member Michael Holmes

Staff Physically Present:

Randy McCaslin, Interim City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Police Chief Kenneth Shultz; Lisa Vierling, City Clerk

Staff Participating Remotely:

JoAnne Carlyle, City Attorney; and Mary Brooks, Deputy City Clerk

PRESENTATION OF ITEMS

Transcript

2020-226 Citizen Complaint- Eric Watson

Staff will present and discuss a letter outlining a complaint regarding the High Point Police Department.

Chief Shultz: I've got several things I think that are critical that I want to cover today. It might take a few minutes. I've got a lot of material. I think it's important, so if you will bear with me.

First, I want to address a citizen complaint that I think is coming at a very troubling time. It was very concerning. I want to talk a little bit about the current atmosphere that we're dealing with.

Let me start off by saying this. It has been an extremely challenging time period for law enforcement for the last couple of weeks. I'm extremely proud of our officers and what they've done so far and what they continue to do.

The first thing I want to talk about, again, is a complaint letter that was sent in. Normally, I don't make these things public, but this particular letter was sent to.....I know the mayor got it and I assume some council folks got it. We received it at the Police Department. It highlights some pretty devastating things about the Police Department. There's accusations alleging racial bias, police brutality, questions about training and quality of our officers. Again, because of the situation that we

find ourselves in, I think I need to address this publicly because I think it's very damaging.

I'm going to start off by reading the letter. I'm not going to read all of it. Another reason that I'm specifically bringing this up at this point in time is because the author says that the Chief would like help in the community, so please use my statement just for that. So, I'm going to take the author up on that.

Note: The letter was typed exactly as received and a copy of the letter will also be incorporated as a permanent part of these proceedings.

"To Whom so ever may receive this letter, I am reaching out to you about an attack by some of your officers that I witnessed outside of the WalMart on N. Main St in High Point on Friday June 5, 2020. From what I could gather officers seemed to be clearing out the scene of a fight or maybe a heated argument, as I walked towards the entrance I saw about three police officers telling a guy to leave while walking behind him, as he was leaving his back was turned away from the officers and out of no where one of them football tackled this guy. He was walking away when he was tackled, and in the fashion in which he was tackled it was one that landed him head and shoulder first into the side of an oncoming vehicle and sandwiched in between one traveling in the opposite direction! I was placed right in front of this seeming hostile and life threatening situation. I was observing an intense and heart wrenching struggle as the guy on the ground tried to roll over to keep from sliding up under the moving vehicle and it was clear from my point of view that the officer made an extreme and severe attempt to push this guy towards the wheels of the vehicle!

In the process of this cowardly officer's reckless and extremely dangerous tackling tactic he injured a man whom walked away holding the back of his head and limping. One of those officers walked over and patted him on the shoulder and told him that they apologized but they just had to do that. It is important to note that this situation only escalated because of these severely poorly trained, inept, and incompetent confidence lacking officers. At times during his clear attempt to place this guy near or up under this vehicle the crowd which were the shoppers yelled at him saying that he better not grab or reach for his gun, a white women with really young kids screamed at him that he had no reason to do this guy like that. Gazing at what was going on I did notice that this officer seemed extremely uncomfortable, extremely

frightened and extremely unstable, he nervously reached for his gun several times and at times I thought that he could and would pull out and just start firing into the crowd, it was clear that he was exerting and unusual, extreme and excessive use of force!

In conclusion, I was witness to what was clear to be cruel and unusual punishment, I'm sure that a fight should in no way land a person on the ground fighting for his life and fearing that he could be crushed by a moving vehicle or shot by an officer for doing as he was asked which was to leave the scene. Together the three of them acted in a gang or mob type mentality, it was clear that this man was an extreme and severe threat to them even though they were not a part of the distress call I would gather, so it was clear that their freight was one racially driven and ingrained. The force used with this guy was severely excessive and overwhelmingly exceeded the minimum amount necessary to diffuse this situation or any such as. I believe their force was culturally void, cowardly driven and disgustingly unreasonable!

On that day I experienced one or more High Point police officers acting under the Color of Law, willing to deprive or conspire to deprive a person or citizen of this rights that are protected by the Constitution and or the Law of the United States. The Chief said that he would like help from the community so use my statement as just that. Please make sure that these extremely dangerous individuals are held accountable for their sloppy actions and their will and intent to practice extreme and severe tactics and techniques that could only result in extreme and severe injury and or death. It is also clear that there are numerous patterns of these practices within our Dept and we must work together and eliminate such vile and revolting practices and behaviors!"

Thanks Greatly,

EW

Chief Shultz: Face value, that's extremely concerning. Obviously, when I read it, it caused me a lot of concern about the perception that people are going to have about the Police Department.

As you can see on the slide here, I told you numerous times that anytime we have the use of force, we initiate an investigation and it comes all the way through to my desk. We also take complaints, even anonymous complaints, and we act on those. What I

need to tell you is that prior to receiving this letter, we actually had already investigated this particular situation. It did happen on June 5th at 3:00 p.m. in the afternoon on N. Main Street. What we ended up with was several calls requesting immediate police assistance because of the large disturbance outside of the store. Our officers responded to the scene, got on top of it and got everything quelled. What we concluded was there was a disturbance between a man and a woman that appeared to be racially driven and racially motivated. As we investigated, we concluded that the female was the one that had initiated the violence, so she was placed under arrest.

At that time, we ended up with some other issues going on. But, let me tell you this, one of the things that we always do, we look for video, we look for evidence, we look for statements from people about what's happened, so that we can put the pieces of the puzzle together. The state legislators have put us in a position where it's really hard for me to release body cam footage and dash cam video. Reality is that I didn't end up with any from this particular incident. There were cars blocking our vehicles, so we didn't have that. But, I do have a video that we pulled from Social Media from somebody who was on the scene at that time. Since it is not governed by our body cam legislation, I believe that I can release this. I consulted with the police attorney and the city attorney. I do need to say that there's some language on this that we don't condone. It's out there. It's not our officers, it's the videographer and the people in the background. So, if anybody is streaming this anywhere that they don't want inappropriate language then I'm going to challenge you to be careful right now.

As I'm pulling it up, I'm going to tell you that this has been viewed over 183,000 times. You know we have 115,000 citizens in our city.

We are having problems with the audio. There's no sound. [video was played without sound]

You see my officers out here escorting this guy out to the parking lot. The officers decided for the man's safety that they needed to escort him out of the store to his vehicle in the parking lot because the man said that he was being threatened. Then came the surprise blow to the head. The officers grabbed the attacker, tackled him to the ground where the guy gave no resistance at all, so officers backed off on the use of force, immediately handcuffed him, stood him up and walked him away.

One of the officers out there has less than a year experience in the Police Department, the other had 16 years. The video actually highlights the professionalism of the High Point Police Department. The use of force was minimal; the allegations in the letter are false.

The gentleman is shouting for the officers Badge number. Repeatedly.

[end of video]

So, I hope you guys were able to see clearly what the situation was about what our officers had going on. Again, we completed the investigation prior to this happening. Interestingly enough we spoke to the.....it turns out there was a disturbance inside of Walmart. The people were gathering around threatening the guy that you saw them escort outside. Our officers decided for his safety that they should escort him out. As they were walking him out to the parking lot trying to figure out where his car was, a gentleman came from behind, struck him in the back of the head and tried to run from our officers. Our officers tackled him to the ground where the guy gave up. No resistance at all. Our officers backed off on the use of force, immediately hand-cuffed him, stood him up and walked him away. The rest of the officers sitting there keeping the others in check, no hands on guns, no accusations, no wild behavior. I will tell you, one of those officers out there has less than a year's experience in the PD. The other had sixteen.

When you read that letter, that is extremely concerning, but I think what you're seeing right here actually highlights professionalism of the officers of the High Point Police Department. Again, the use of force was minimal. The false allegations that you saw....you couldn't really hear the crowd over here, but it's typical of what our officers are seeing on a regular basis in High Point and across the country right now. I told you 184,000 people as of Monday had viewed this video on Social media. There were thousands and thousands of comments, which I try not to do, but as I took the time to scroll through that, what I saw was generally an indication of disgust of what our officers are experiencing.

I'll tell you again, not only was this a public complaint and that's why I brought it up, but I want to say this right now. My officers are questioning as to what's going to happen if we find ourselves in a serious situation in High Point. They want assurances that fair reviews will be conducted. That they comply with policy and the law and that they are going to be defended. They're asking this because right now that's not what we're seeing around the country. So, my plea right now as police chief is that if we find ourselves here in a situation in High Point, please work with us, please remember the accusations that were made in this letter, versus the video that actually captured the incident and do what you can to support our agency. If we're doing wrong, we'll admit that and we'll go forward and advance from that. If we're doing right, though, we need to support these officers. They lay it all on the line right now for the citizens and I think that we owe them support in doing so.

Any questions about the use of force complaint? I think it's pretty obvious once you see the video. I'm thankful that we have the video from social media and I'm sure you guys can go out there and query that on your own.

One of the reasons I know this meeting was called was to address a topic that's taking up speed around the country in the form of "8 Can't Wait."

2020-227 Discussion- High Point Police Department's Use of Force Policy, and "8 Can't Wait" Issues

Staff will review the High Point Police Department's Use of Force Policy and discuss the "8 Can't Wait" issues.

Chief Shultz: In it are eight demands calling for immediate changes and reform in the police policies. I'm going to tell you right now, I'll tell you that I think that we missed an opportunity, potentially, where we could of stood up with the 300 officers at the PD and our citizens. I saw a big rush, jump on board with people that don't understand our policies, our procedures, or our leadership. They are making demands and it would have been great that the way we finally ended up here that we come together at a meeting to actually evaluate where we stand before we demand changes. So, I'm going to take the next few minutes to cover the points that are addressed in the "8 Can't Wait"

My challenge, again, we do it all the time as police officers. We've got to evaluate everybody's actions individually based off what they're doing. My challenge to our community is that you can't judge the hearts of thousands and thousands of law enforcement officers by the actions of a few bad ones. Please keep that in mind. Again, I'm the chief of the High Point Police Department. I know people expect me to defend us, but I will tell you, you're going to see how advanced we are beyond these "8 Can't Wait" guidelines right now as we move forward. Let me also say this, don't mistake what I'm saying. I hold ourselves to the highest standards that we can. We hold each other accountable. I'm actually glad that the group that sent this letter, that initiated the "8 Can't Wait" I'm glad they put it out there. I'm glad they actually documented on paper that they're there to hold us accountable should we violate people's rights or break the law. I'll tell you, though, that I'm disappointed they didn't also stand up and say that they would stand with us as long as we are doing the right thing. It's frustrating because this is the same group that for four years as chief have called me to numerous conferences, forums, demanding that I do something to stop the violence. Rightfully so. It's the Police Department and that's our job. We are supposed to be out there stopping the violence. What we need, though, is just like I said on this previous video, I hope they are going to stand with us and call for calm, let the investigations happen if we have a critical event that happens in High Point.

I'm telling you that "Stop the Violence" is a risky business. By its very nature, most of the people that are carrying guns, they've shot and potentially killed people. It's dangerous work, but our officers are good at it. Because of this I do call on everybody and ask to keep the city safe and to support us as long as we lawfully do our jobs. Again, that's my challenge. We're not perfect and please don't take it the wrong way, we're always looking for opportunities to improve, but accountability should go both ways. And that's what I'm asking our city for.

Advancing on to this. You guys have had these documents uploaded into OneDrive. You can google "8 Can't Wait" and read about the ideas behind it. Let me show you where we are at the High Point Police Department. Then I'll see if you have any questions.

One of the first particular demands is that we “cease chokeholds.” For 31 years chokeholds have been illegal in the High Point Police Department. In my entire career, we’ve never authorized those. That’s a little bit unusual. We write our policies on what’s allowed. We don’t write down anything that’s not allowed, so while it was never included in here, a while back we did go back and changed it so there would be no concerns from the community about what our position was as far as use of force and the chokehold. So, documented within our policy is that and we’ve never allowed that to be utilized in our city.

Second subject, dealt with “de-escalation.” Again, 31 years ago I went to Davidson County Community in Basic Law Enforcement Training (BLET). They taught us that in BLET way back then. We’ve constantly been working that as well throughout our agency. It’s our expectation, it’s built into our general orders. We constantly train that. It’s scenario-based training, lots of opportunities where we’re out there specifically focused on the de-escalation. We don’t want to use force. We have a very mapped progress on how we want things to be done. My presence, the reason I’m in a dark uniform with all the shiny objects on it and the reason we look like we do is that our presence is the first level of force. From there, we go to communications, hands-on, soft-hand tactics and it builds up from there. Any chance we get, though, our efforts are to deescalate, to drive that threat level back down. I want to assure you, again, here’s some of the points that I pulled out of our policy that you also have, that mandates the de-escalation to eliminate the potential of having to use excessive force. It talks about presence. It talks about preferred method. It talks about how we can go about doing so and what the benefits are. So, this has always been part of our policy in the High Point Police Department as long as I can remember.

Regarding the verbal warning. Again, verbal direction is our second level of force. Presence is always the first, verbal direction is second. You can see I’ve highlighted this section here that specifically talks about our requirement to use verbal commands. I’m going to ask you guys to have some reasonableness about you. It says whenever possible,won’t compromise safety. Think about a worst-case scenario. We’re in a deadly force situation, we’re walking down the street, somebody pulls a gun and starts shooting at the officers. Am I going to address them for not saying, Sir, drop the gun, stop shooting me before they pull a gun? Obviously not. But at any time, we have the tactical advantage when it’s not putting other people or us at risk, verbal directions are always out there. You’re going to see in the videos that we’re out there begging people to put down their weapons. That’s continuous and that’s part of our expectations. However, again, you have to have some common sense here. In a situation where an ambush for example, we’re going to be practical. We have to expect our officers to be able to react to save themselves and keep the citizens safe that might be coming under attack.

I do have some questions and I don’t know that you guys are the experts. If you have some feedback, I’ll be glad to hear that. But there’s a demand that officers exhaust

every other option before shooting somebody. I don't really understand how that works. I don't know if any of you are runners, but can you imagine running to exhaustion? What does that look like? In my mind that looks like I'm running until I can't run anymore. So, let's go back to our use of force.

....to exhaust all levels before shooting. How long do I have to stand there in mere presence before I've exhausted to that level? How long do I have to exhaust verbal direction before I'm required to move up to hands-on tactics. How long will I have to exhaust hands-on tactics before I can use intermediate?

Again, let's use a worst-case scenario. We're walking down the street and trust me, I remember, I guess it was my second or third year into the Police Department. I was walking through a project area and the next thing I knew the glass was being shot out in the car next to me. I will tell you my first thought was to take cover and figure out who was shooting at me and I pulled out a gun. The end of that story is I never saw who fired at us. We eventually ended up finding the rounds, but I had no idea. I was ambushed that day. The ability to exhaust all options before I pulled out my gun makes no sense to me. It was a no-win situation.

Legally, let me tell you where we stand. Civilians in North Carolina by law are not required to exhaust every option before using deadly force. Officers, our guidelines on the use of deadly force, is in the State Statute. I'll tell you the policy I laid out in front of you is more restrictive than our state law about utilization of force. But, again, we are progressive as much as possible and there's extreme cases and unfortunately that's what law enforcement sometimes deals with where we have to resort to deadly force. My officers are expected to act within the law and act under policy and act reasonable.

Does anybody have any comments about the exhaust all alternatives before shooting? Anything that I can explain or an angle that I might be missing in this?

Council Member Holmes: I want to go back briefly to the required warning for shooting and then we'll get to exhaust all alternatives. I think that what we're talking about here might be a little....I appreciate you addressing this, but I think what we're talking about here is not a situation where there's a weapon involved. I don't think people around the country are protesting if there's a weapon involved and there ends up being a death from that. I think what people are talking about is the instances where unarmed people end up dead in an interaction with the police. So, when we talk about required warnings and shootings, it's not ambush situations that we're talking about, it's when you encounter someone in a routine situation or maybe not even a routine situation or a heightened situation and they're not armed and there's no sign of a weapon. Or there's nothing that would become an immediate threat to the police officer's life, then there's a shooting or a forced escalation that ends up in a death. So, we're talking about results and alternatives before shooting, we're not talking about someone who has a weapon. Even if it's something like a knife, something that can be thrown as a projectile. We're talking about unarmed citizens

that you're facing and we're talking about using the forced escalation model so that you don't end up having to shoot. So, I don't think this is really.....we're not talking apples to apples here. What we're talking about is what is the protocol that police go through when there's unarmed people because Mr. Floyd was unarmed. We're talking about these unarmed interactions that don't show an immediate threat to an officer's life. So, I think we need to get on the same page here on why the national climate is the way it is. No one is going to begrudge you if you get ambushed in a fire fight and you fire back not giving notice to the shooter.

We're talking about when someone is standing in front of you and there's no physical weapon or if you have already determined So, I just wanted to make sure that we're talking about apples to apples here when we're talking about what "8 Can't Wait" the purpose of addressing "8 Can't Wait" and how we can eliminate some of these situations that happen like Mr. Floyd or the other gentleman in Atlanta.

Chief Shultz: Thank you. That's my concern is that the policies are adopted for all situations. Let me refer to the slide that's up here. What you see is actions for Level 5. This is the only time that the High Point Police Department and technically anybody operating under NC State law can utilize deadly force. It says that the subject possesses a threatened use of a weapon. Is aggressively offensive without a weapon, with the intent being to assault another in a life-threatening manner. That's the only time we can use deadly force. The scenario that you're describing where there's an unarmed guy and there's a conflict or a verbal disturbance, or even wrestling—that does not rise to a level to shooting at all in our book. The only time that we transition over into a deadly force situation is if that action ends up threatening the life or potentially creating a serious threat of serious injury to that officer or somebody else. So, I have no problem. Obviously, in a situation with an unarmed guy that's not being aggressive towards the officers, there shouldn't be any use of force elevated to the level of deadly force and that action is all based off the subject that we're dealing with. The problem I have, though, is that as I incorporate these into our police department policy, it says that anytime we are dealing with anybody, these are the rules. So, if you'll go back and look at our General Order, you're going to see Levels 1-5.

Level 1 it talks about somebody complying. The only actions that we can take whenever somebody is compliant is we can use handheld soft-hand tactics. I can reach up, I can physically take control of him, I can handcuff him. Anything beyond that is outside the realms of law and policy. From there, it escalates up to where the person is actually resisting arrest, they're aggressively fighting us, to the point where they are trying to actively kill or seriously injure us. The key here is in our officer responses. The only time firearms or other lethal options is allowed is Level 5. And then as you go back and look at the document that I've uploaded, it clearly demonstrates what options an officer has, and, again, it's allowed—it's not what's not allowed because we could write forever about all the tactics that we don't allow. But it specifically lays out all the options that an officer can go through.

So, please review that and think about the scenarios that you guys are actually considering and evaluate where those fall under a level of resistance. Where there's no level of resistance, just try to keep from being handcuffed, fighting the officer all the way up to deadly force. That's where we need to focus on our response. Look at the options for what an officer can do and tell me if you disagree with that. I think what you go through when you analyze those things, you are going to understand that the actions that we authorize are justified up until that point. If there's concerns about those particular issues, then that's what we need to address.

But, again, we've got to be careful because we are a policy, a law and constitution-driven agency. If we make a rule, that rule isn't just for these situations, it's for anything a law enforcement officer encounters. My General Order address all of that. So, specifically, please focus on what those actions are of the individual, what our authorized options are, and I guarantee you in a situation that they don't have a deadly weapon, trying to harm us, verbal direction is going to be going on and there won't be the deadly force situation because it's not authorized. It's not justified and it's not legal.

Any other questions?

And, again, I understand in the context of requiring exhaustion of everything before shooting. It doesn't say require an exhaustion of everything before shooting an unarmed person, or from a person that's just giving verbal feedback to you. It doesn't say any of that. You've got to look at the words of that that are here and understand that that is the policy that we adopt. That's what we apply all the way across the board. So, look at that. But, again, I'm confident that once you look at the N.C. General Statutes, once you look at our General Orders about when we can use force and what type of force we can use, I don't think you'll have any concerns about those situations taking place here in High Point.

Moving forward, the portion of the policy that talks about the mandate to intervene, again, this is a situation....this hasn't always been in our General Order. This is one that was added to the Use of Force General Order to address the concerns that are happening now. This has always been in our standards of conduct. I can think of several times over the years where our standards of conduct, our understanding that this patch means more than the individual that we're out there working with, has resulted in somebody stopping an officer for doing some type of action, or coming and reporting an action taken. I can think of arrests over my career that have resulted in the officers finding out that somebody at the police department is doing something wrong. I think of cases that have been dismissed because somebody's uncovered evidence and information that challenged the case and that showed the opportunity was out there.

Whenever I took my oath, I think every single one of us swore to do this particular thing—to intervene if we see something going wrong, to stop specifically excessive force, and to report that. It's clearly in our policy manual and that's our expectations.

Shooting into a moving vehicle is interesting. What we're saying that is if somebody is simply trying to drive over an officer and kill him, the officer cannot use a deadly force—can't shoot into that car. So as you're just trying to drive my officers over, we can't shoot them. It sounds kind of interesting as I verbalize that and unfortunately, we have found ourselves in situations. In the four years that I've been chief, I've had situations similar to this which is why I had to go back and specifically insert in this policy three or four years back to address that particular issue. What we've got is a gigantic piece of metal that is hurling very fast at an officer. Even the most deadliest accurate officer pulling a gun and engaging the drive at a close distance is going to do nothing to save the officers life. You can shoot the driver immediately and that car is still going to continue to run. So, I really had to....we had to do some training exercises, we had to show videos, we had to do reenactments for our officers and we explain if you find yourself in a situation where a car is coming at you, don't get your gun, get out of the way. Save yourself at that point.

So, you will see a disclaimer in here, though. We can't use deadly force when only the vehicle is a deadly threat against our officers. We have violence out here in the streets. We have drive-bys going on all the time throughout the country where people are leaning out and firing guns out of the cars. If we find ourselves in a situation like that with a deadly threat, it's something besides the car, then that allows us to shoot back into that vehicle. I mean, otherwise, somebody could pull in front of us, stay in their car, and just shoot at us from that vehicle as they are slowly driving away and think that they were safe. We've got to protect our officers. We have to have common sense, but I'll tell you, it's a hard sell, but you're not going to stop the car from running over you and this is our policy for shooting into moving vehicles.

The last point....I'm missing one. What's #7 on your sheets?

Required Use of force continuum. So, I'm not sure where my slide on that went. The use of force continuum is something, again, that's what we utilize all the time. It laid it out in several of these slides that I talked about, the requirements, again, start with mere presence going up to verbal direction, moving up to soft-hand control, hard-hand control, intermediate weapons, pepper sprays....all those things are put together, they've always been in existence at the High Point Police Department. Now, I will tell you that we don't fight fair. If somebody comes up and decides they are going to fist fight us, I don't expect my officers to fist fight back. These guys could be professional fighters for all I know. We're going to accelerate one level above to control that situation. That would be a great opportunity to pull out pepper spray or a baton against somebody coming to fist fight us. If somebody pulls out something above that, we're going to accelerate above that. If they are trying to flee from us, we're simply trying to control them. Like you saw in the video at Walmart, take them down to the ground, and once that resistance stops, then we stop. So the force escalation, de-escalation policy is the ongoing part of our training. It's in our policy. It's a requirement. And it's in the reporting process as well. It should be on the sheet that you have listed as #8. All uses of force are required to be reported,

required to be investigated. As chief, I read every single one of these that come across the desk. Again, just like the Walmart video I showed you, before we ever received that letter, I had an investigation that talked about....they interviewed that guy who told investigating officers that he got a call that his step daughter had been in a fight and someone hit her, and didn't wait to see what happened. Whenever he saw him, he took action. He admitted that if he would have only waited and heard what she said, he wouldn't be finding myself in the situation and arrested. He said the officer was simply doing what he had to do. We asked if he was hurt. He said absolutely not. I've got photos of him showing that he wasn't hurt. That's what we do on every single use of force that we have. Anything more is mere restraint. And, again, mere restraint is holding onto somebody. If I've got to take them to the ground, they're reporting that to a supervisor and that supervisor documents it and it's going up. The chain is coming across the chief's desk to evaluate it and go from there. So, all of those are already implemented and in place and functioning.

I'm sorry I missed, somehow my slide got dropped. Are there any questions about the "8 Can't Wait?" Do you have concerns? And I understand the focus right now is on unarmed individuals being killed by police. We've got to look at it in context of all actions the police have. The policy is included in our entire force of use policy. NC law, any police department policy, any city policy is open for public inspection. Those are all out there. We stand behind these policies and we always look at them. If you'll look at the bottom of the Use of Force Policy, critical ones on use of force is a type that happens every year and that's a team sits down and looks at it, looks for opportunities, makes changes to address it and goes from there.

You're more than welcome to look at those policies and see where we stand in High Point. One thing that I will tell you, I'm going to brag again. We are not like other agencies. I think it was the first year I became chief, I went to New York City for a National Network Conference. The commissioner of NYPD made a statement and I about fell out of my chair. They were talking some of the efforts for improved policing. His comment was that NYPD has decided that rather than send an officer to rookie school, get them out in deployment in the most troubled parts of town, they're going to start putting them into field training. And then pair them up with a senior officer before they do that. Again, I've only been chief for four years. So, only four years ago, the NYPD was not field training people. Guys that is not how we are here. We field train and we make sure our guys go through that they meet our expectations. We test them. If they are losing it in a city street on an encounter, if they are losing it in scenarios, we never advance them out past our training. We terminate their employment and we move on. Again, we're not unionized either. I showed you back on the first, the determinations I've had under my watch as chief. Some places can't do that. Some places bad officers can continue to be bad officers. North Carolina talked about training and standards. I've talked about the central depository of all officers within the state so they can't go jumping from one agency to another. We've got those in place. Again, I'm not saying we're perfect. There's always going to be room for improvement, but I do challenge you to specifically see where we stand and where we're at. In regards to what we're seeing around the

country and the demands on change that are being made. I'm glad we didn't wait until now to make these changes. Again, I've got a career where these changes have been implemented a long time ago.

Let me veer off now. Are there any other questions about "8 Can't Wait", policy procedure, reporting, actions taken by officers? Anything that you would like to talk about now? I promise, I'd like for you to review those materials and if you have questions about the way the policy is written, if you've got questions where a scenario in your mind might fall on our use of force continuum, please let me know and I'll be glad to talk you through that. If we disagree about what's listed there, we can sit down and talk about them.

Chairman Jones: I commend you for being ahead of the curve on these issues and I commend the High Point Police Department for already having policies that keep our citizens safe and apply proper use of force. You're doing a good job with that.

Council Member Jefferson: I would like to say thank you for taking the time to come in today and chat with us. When our community reached out and shared the 8 Can't Wait initiative and shared it with you and city leadership and wanted to know where we stood on this. I'm glad that we were able to have this meeting where you could let us know where we do stand, and, in fact, I think we have an opportunity going forward to continue to let our community know where we stand. Whether that's through some sort of targeted marketing, or some sort of intentional messaging and branding that to let folks know that we have a police department that absolutely embraces every single one of those initiatives. I am one of those people who understands that perception in many cases for a lot of folks is reality and I think we all have to have the wisdom that says right now, across the country, due to the social unrest, that we need to take whatever measures are necessary to continue to do what we can to help the perception. I don't think any of us will say that the perception is just out of our hands and people need to get over it. I think that we all care deeply enough about our community. I mean we're all elected officials who have run campaigns at some point so we understand the importance of being ahead of things and allowing and making sure that the perception that's put out there is that HP is a community where it's law enforcement certainly embraces all the initiatives in the "8 Can't Wait."

I do hope that is something that we take seriously. I also hope that we'll continue to have the conversation that allows us to move our community forward, that allows us to empathize with one another. I think both sides, and, really, I don't want to say both sides because it's not an us and them thing. Other than that folks, whatever sector you're in, whatever walk of life, can empathize with another person. I think it's important for residents of High Point to empathize with our law enforcement. I think it's very important for our law enforcement, as representatives of our government, those who serve and protect, to empathize with the residents who they serve and protect. So, thank you, again, and I look forward to continued conversations on this topic. Hopefully over the coming months we'll get a chance to

continue to talk about this as we continue to bring our community in. It's not an easy thing, but it's worth doing because our community is asking for it. And, again, thank you for your leadership.

Chief Shultz: I appreciate that. That was my opening comment. I can't dictate, obviously, I know I can't dictate what you guys do, but my beg of you is to help be that force that helps represent us, that helps us navigate the situation we're in. I want you guys to be proud of the High Point Police Department. I want you guys to have the understanding that my purpose in coming in here in front of you guys each of these times, I'm going to give you the good, I'm going to give you the bad, no matter how it makes us look. I'm going to give you the data. I want you to have the confidence that moving forward, you have what you need to be able to answer questions that are given out in public. Again, help us. If there are any issues, let's address them. If there's not, stand with us, please. Thank you.

I'm going to take the opportunity now, again, I'm a law enforcement agency chief. Law enforcement and crime is something that I've got to talk about and I'm going to take the opportunity to do so now.

2020-228 **Crime Statistics Update**

Staff will provide an update on the crime statistics in High Point.

Chief Shultz: On June 1st when I was in here, I presented stats about our crime statistics and our data at the time for that first half of 2020 so far. And I showed you that our crimes have dramatically reduced, while that of our neighbors around us in the state and around the country hasn't. We are not following the trends that we are seeing. Guys, I know we've had a lot going on, and unfortunately, we haven't heard anything back about that. I don't know that it's been out in the community. I don't think my officers have heard anything. I'll tell you, it's kind of disappointing. He saw two different issues.

Number one, for the past three months we've been dealing with a pandemic. A pandemic that has scared everybody to death. Everyone has been told, don't go outside. Don't leave your house. My law enforcement officers in the High Point Police Department that continue to work through this time period and they have continued to do their duties well. We have achieved a drop in our violence even while a pandemic is going on and while everybody else is at home trying to stay safe. I think that's pretty impressive.

I'll tell you, the second half of this of my disappointment, actually consists of the fact that for four years, every time we've had an uptick where a situation of violence was happening, we've been challenged about. Chief, what are you and the police department going to do? One of the first complaints and I understand that we've got a new council. You guys haven't been my council for the entire four years that I've been here, but I'm saying, in general, over the past four years, I've had citizens, community members and council members say it's time to change the programs and

what we're doing is obviously not working. We've had an uptick. If you get anything from me you're going to have a stable, consistent response about everything. I'm going to talk about that. Like I said if it's bad or good, I'm going to put it out there.

You've got to use the supporting data, you've got to use our record as we're making judgement calls. I'll tell you, the other thing that's also been said is that our partners that we partner with that work to address violence aren't effective and we've got to change that and figure out something else. As a matter of fact, other programs that specifically conflict with focused deterrence have been recommended.

My consistent response has been to identify the fact that our focused deterrence model in High Point, the High Point Model, that we utilize to address crime has commonly and consistently been identified by the US Department of Justice as being one of the best practices out there, fairly addressing violent crime in the city. We've been doing it since the early 90s. We've had successes. I'm going to show you a slide here in a little bit, but, again, we've had almost 60% reductions while our population has grown over 50%. I think the key thing that I always emphasize is that the work we do focuses on the small number of people that are driving our violence. That's how we do things differently in High Point. It's not a blanket approach where we're stopping anybody moving in neighborhoods, where we're identifying kids walking back and forth from the playground and basketball court. That's the old way of doing police work. We specifically look for who's driving violence and focus specifically on them. That allows us to fairly and safely implement this type of work. I'll tell you, I've also had to defend, again, against these proposals that are coming in that people say, Chief, your programs are not working, and you've got to change it.

I talked about the statistics. I will talk about statistics all the time. The agencies that have implemented these other competing programs, their crime data is not good. They have increased violent crime consistently. Another concern I've got that is always talked about is the fact that competing programs, their efforts are to remove the police department and separate us from the citizens. That is not what we need at a time like this in High Point. We need to continue to work closely together with our community, with our citizens. And, I think that's extremely challenging as we see what's going on around the country specifically.

I'll tell you, Chicago, over the past week is a great example. The competing program, the focused deterrence, and our High Point Community Against Violence program was founded in Chicago. Just from this past week, I saw something like 140 shootings and 18 fatalities that occurred within about a 7-day period. I'll tell you, New York Police Department is one of those agencies that uses competing strategies. I just saw where they had a 358% increase in shootings now compared to the same time last year. The reports I saw said they are looking at the worst violent crime in over a quarter of a century right now coming up. I don't want to be pointing fingers, but some of the larger agencies around us are both dealing with increases of 20% in homicides right now. That's not what we have here in High Point.

And, again, I want to take the opportunity to talk about this. I'm not going to use this to brag about the opportunity, but I'll tell you, this week we had representatives from Philadelphia Police Department contact the High Point Police Department. They've got a new commissioner up there. I think he came in from Dallas Police Department. He retired from there and works now at Philadelphia. They told us that they are looking for opportunities on how to address violent crime in the inner city and everything that they're reading indicates that the High Point Model is the best practice out there and they asked for us to link them up with some people, share documents, share procedures, share processes, so they can look at doing that. Why didn't they call Chicago? Why didn't they call New York? I think it's obvious.

I'm extremely proud of the commitment and let me go ahead and hit on this again. Right now, our homicides are down 78% for the year. My aggravated assaults are down 15%. All the red, this isn't a ledger, red is good for us. These are negative declines in numbers. This is what our crime looks like. Let me show you another picture. I've shown you this graph numerous times. This is where we are right now. The bottom right-hand corner of this graph is where I plotted a violent crime at this time and date. This chart goes from 1992 when my violent crime was up here to 2020 when my violent crime is right here. Our population has gone from 65-70,000 whenever I came on board. It's increased 51%. We're over 115,000 now. Today, as I plot my violent crime, I'm at 83% decline from where we started the Violent Crimes Task Force program. I understand that we've had some upticks along the way, but please look at the big picture. And, I'm cheating. We're only halfway through the year right now. If we double where we're at right now, we're only looking at being 65% down from our highest crime level. We are on track in the City of High Point to have the safest year we have had at least since 1992 as far as violent crime goes.

I think, as a Council, that's something that we can stand behind. I think as a City that's something that we can push. We're looking for economic development. We're looking to grow our tax base. This is the type of information.... I need help. I'm not the marketer. I can't put this out there, but I rely on you guys to do so.

So, again, my ask of this is if I go home tonight and my phone blows up and I'm getting text messages about the violence in the city, please don't come to me tomorrow and say, Chief, focused deterrence doesn't work, we need to change our program. Let's go to one of these other programs that pulls out the policing in the community. Let's go with one that does away with our community partners and find other partners. Please continue to work with us. Look at the long-term benefits. This is what I've been talking about. You guys can talk about day-to-day activity and what's happening today is critical, but I also think you've got to look at our track record as we go along. I hope I don't jinx us. I know we're currently and actively addressing several situations that have the potential to go bad. Through our Intelligence Unit, we know there's bad stuff going on out there right now. We're doing our best to keep our officers in the right spots, addressing the right people, to keep that from happening.

2020-229 Police Substations

Discussion regarding Police substations.

The last major point I had on this presentation is I know substations have been brought up again. The information wasn't shared with me, but if I could jump into it first. Let me talk a little bit about substations, then I'll deal with any questions you have and we'll figure out where we need to go from here.

You guys, I know you're Council, you've just approved budgets. You don't specifically know all the requests and cuts that have been made to all the agencies and all the departments in the city. I lost \$60,000 in our training budget, that was cut, but as we're trying to balance where we need to be. This is a result of the pandemic. We understand that the tax base has been depleted, that we've had issues coming in as far as our funding goes, but understand that I've got a \$60,000 shortage. That is just out of the training budget. That's where that was pulled out. They said we've got to find ways to cut money. That training fund is what I use to make sure that we've got the best tactics out there for our officers to work hard and do fair and impartial training. It's what we utilize when we send our officers out using the best practices, to bring them back so that we can implement that stuff around our city. These are the things that we are able to learn about, how to grow the best partnerships with our citizens, and our community, so that, again, it's not an us versus them, but it's us, as a city, moving forward have the city safe and prosperous. Our officers are going to be the best investigators and detectives so that we can seek justice for everybody. Another thing that these training funds are used for to cover or to supplement are the numerous community events that we have implemented as part of our community policing. These activities range from anything from a Police Community Day or an open house or partner with the Girls and Boys Club. They include our youth program that we partner with the High Point Housing Authority so that they can come and learn about the great opportunities of businesses out here. It's the event that we partner with High Point University where we teach their students about leadership and servitude. All these types of things are stuff that we've had to cancel because of the cuts in the budget. I'm very disappointed in that. I know that there's a promise that as the economy rebounds we can look at some opportunities.

What I'll tell you, though, is right now we find ourselves in this economic situation. I think that if we're composing a study for a contract for police substations, I can't personally help but be disappointed in the fact that that funding is going some place besides my community events, some place else besides something that I think would help us bridge this gap in the community effectively. I think this is also coming at a time when relationships between community and our public are the most challenged. And, again, I don't challenge any authority of the Mayor or Council has as far as the decisions that you guys have to make moving forward, but I have concerns. I have concerns about not only the cost of this study, but depending on what is proposed. How much rent is it going to cost? How much electricity? How much furnishings? How much internet? That's going to continuously hit on our budget.

The critical point that I have, though, is that what is this going to do to my personnel? My personnel, and, again, I have talked about deployment and, again, the fire department is my buddy and if I can come to a council meeting without making fun of the fire department, something's wrong. We are not the fire department. My police officers don't sit inside the police department waiting for a call for service they will be dispatched to go to. As the police department moves to Westchester Drive, the community is not going to see a change in the response times or the availability of our police officers. Data, I talk about it all the time. We look at the calls for service. We look at response times. We look at travel distances. And each of our beats throughout the city are set up so that we can have a travel time and a response time, critical calls for service, that we, as a city deem acceptable for our citizens. If I'm going to have to start deploying people into substations to work, I've got concerns about how I'm actually going to effectively put people in the neighborhoods where the need is to focus on the individuals that are driving our violent crime, to address the complaints that our citizens continue to send forth and asks us to address.

So, I'm telling you, this is coming at a time right now, when I'm looking at.....it's half a year early.....but I'm on track to have one of the safest years in High Point. It's not because I'm the police chief, but it's because of the strategies that I inherited, that I helped develop and participate in. Sometimes I challenged them back in the beginning. There were times they came to us and said they wanted some advice and said here's what we're going to do. From this drug market initiative, our guys go out and make cases on drug dealers and we're going to bank them. We're not going to prosecute. We're going to come in and tell them, listen, if you don't change your ways, we're going to activate this case against you. I was one of those that said we've got a case, why don't we charge them and prosecute them? Somebody that's much smarter than me had to explain. How's that doing for us right now? How many times have we served search warrants and arrested the same person over and over and over again and get the same results? I said, absolutely. That's why we've got these records and I said let's try something that's effective, let's try something different. I jumped in and that's how we started our drug market initiative. We've done the same thing with gangs and our most recent work was with domestic violence. So, we've seen a lot of success out of this.

Diverting officers, removing resources from my control, I'm really concerned about what the effects of that will be out on the streets. My budget is impacted right now, not by Council, but by the pandemic, so that's my challenge to you.

Are there any questions about substations?

Chairman Jones: If the budget wasn't of concern and we had unlimited money, do you feel with your 31 years of experience that implementing a substation will allow your officers to mitigate crime any more effectively?

Chief Shultz: No. Let me tell you what I think. I have had substations throughout the career that I've worked here. Baskin Robbins, if you'll remember that out at

Westchester Mall. That turned into a police substation at one time. Many of our Housing Authority properties had substations in it. What did we do? We let officers in there and they did nothing. Nobody came to them. It actually turned out for a place for officers to go and get away from things and hang out in the buildings there. If I had unlimited funds, though, and unlimited personnel—absolutely. I'll take anything you give me. I'll gladly put a person in each neighborhood that could serve as a personal officer for those locations. I'll tell you right now, though, I'm seeing challenges on the rise in law enforcement. If you gave me an unlimited budget and told me I could hire as many officers as I could.

Again, how many of your kids are coming to be police officers today? How many are signing up right now? I've got challenges on the horizon for law enforcement. I don't know where that's going to go. We're accessible and always looking for ways to be smarter and do our jobs better. One of the things I was able to create were some positions where we have non-sworn people that are taking reports. Officers are expensive. We cost a lot of money in equipment and whatnot. We've got people that you can call in and get reports over the line. We're always looking for opportunities. I don't want to push out where people have to fill out their own reports and submit them. That's something that we can do, though.

But, I think high visibility patrolling. Speaking of high visibility patrolling, have you guys noticed the running lights that are on the back of police cars lately in the past year? We've got blue lights that just stay on in the back of them. Again, part of our efforts are to be visible, to be out in the public. I don't want them missing the car going by. I want them to see the blue lights on, just the rear lights, so that people understand there's officers in their neighborhoods and that they can go out and flag them down. So, again, if I had unlimited resources, I would take any opportunity you've got, but I don't have unlimited resources.

I'm really tight on personnel right now. I talked back in January about this. I'm concerned and I don't know what your idea is. Is it one substation? Is it substations in all districts? Is it just southside, or is it northside? How many people are there? And what are their expectations? My fear is that if we have a location that says this is a substation and a female goes running up there with a guy chasing her in a domestic situation, she comes knocking on the door saying help me, help me, and I'm not there 24/7, what does that do to us? I'm concerned about that. So, now if I have to keep an officer there 24/7, who am I pulling off the street and who's not going to work? I tell you, it's going to make my response times go up. I'm going to have to start ramping up my special victim's unit. They're at the Family Justice Center handling cases of domestic violence. Is it them? Is it traffic? You guys are killing me right now with complaints about speeders in neighborhoods. Everything we've got going on and people are still upset over that and I've got to have my traffic team out there. Drug complaints continue to roll in. I'm being as effective and efficient with the officers as I can right now, but, again, I understand where you guys are as council and I'll be glad to answer any questions you have.

Committee Member Tyrone Johnson: This is Councilman Johnson and I have twelve things that will support having one.

You mentioned that you were concerned about rent, etc... furniture and all that good stuff. Okay, you can solve that problem from when you all move the police station to Westchester. We have a police station now. We won't need the entire building, but we do need coverage on this side of town also. So, when you say cost—that building is paid for. Am I correct?

Interim City Manager McCaslin: Yes.

Committee Member Tyrone Johnson: So, the rent idea is gone. So, you won't need that. It's already set up as a police station. Okay? So, you won't need anything involving that. So, when we're talking about money other than the lights or electricity, I don't understand what the major costs would be.

In this climate, where you have distrust with police officers. It does go on here too, okay? A substation..... let me start with number one.

1. As I said, we can do that at the current police station that we have now. Our citizens can bond with police officers. I personally have not seen, and I know you said that they go around neighborhoods. I don't see them in mine. Okay? Unless something is going on. That's an issue. Okay? So, citizens can bond with police officers and they can ask general questions, they can build relationships, and become a support system for the police personnel. In order for our citizens to support our police officers/personnel, then I would love to bond with you to make sure. Because, again, all we're seeing we don't see the police officers until there's something going on. Perhaps in your neighborhood you do, but I do not in my mine.
2. Substations will provide a stronger police presence in our communities and will drive a strong impact on safety for all citizens.
3. Substations can increase respect for police personnel, as well as provide a new level of role models in the community.
4. Substations can bridge the gap between the citizens and the police.
5. Substations would allow for police saturation which will increase awareness of behaviors, trends, and community meetings.
6. Substations can become neighbors to work together and look out for others.
7. Substations can serve as a mobile resource that will assist citizens with assessing needed services and save time and funds from what can sometimes get identified as unnecessary, such as calling for emergency services.
8. Substations can be a game changer. Most people will change inappropriate behaviors in the presence of police personnel, especially when police personnel are seen and received as partners. I work better with anyone if I view you as a partner opposed to something else.
9. Substations can serve as another means to identify and recruit police officers, which you mentioned, because police personnel in the community will

recognize citizens in the community with potential skills and interest in law enforcement.

10. Substations are proven to be highly effective in neighboring communities by providing much needed monitoring and law enforcement utilizing a non-threatening approach.
11. Substations can consider or can be considered a prevention which would decrease the need for intervention.
12. Substations are an innovative and creative approach to community policing.

I understand that in North Carolina, we have several cities all around us that have police substations. I'm not saying start with four or five or six. Okay? I'm saying this one to start off with to see how it is. Again, that is not that expensive and the study is worth one life we can save. But, again, I'm talking about the relationships and the partnerships between our citizens and the police department.

And I'll give you a copy of that.

Chairman Jones: Chief, thank you so much. When the Mayor asked me to chair this committee, one of the main things as with any committee is the option to report to the entire council whatever the topics are. So, I appreciate you, Chief Reid, for coming in and giving us an opportunity to report back to Council these stats. I know, fortunately, today we've got more than our normal committee members tuned in—Councilman Jefferson, Councilwoman Peters, and Councilman Holmes, I appreciate you guys being here. I'm glad that you were able to hear this presentation as well. And it's our job as the council and mayor to report back to the community these great accolades of how your department under your leadership is moving forward and decreasing violent crime in the city. So, thank you for all of that. I think you have one more thing to add?

2020-272 Retirement of Police Chief Kenneth Shultz

Police Chief Kenneth Shultz announces his retirement after a 31-year career with the City of High Point.

Chief Shultz: I wanted to take the opportunity and I wanted to make sure....and I hope nobody takes this as me being mad or vindictive or anything. I'm probably going to pretty much read this because, again, words can be so much misconstrued here lately. What I want to tell you, though, is that we are obviously seeing many radical proposals for changes in the future and we need to stand firm and confident here the way we are in High Point that would change course. I'll tell you right now, I'm exceptionally proud of our efforts. I think that we're where we should be as far as performance goes, policy, personnel, and commitment. I'll tell you that I'm proud of the accomplishments I've seen over the 31 years I've been here and I take great pride, specifically in our ability to drive the violent crime down in our city. That is what rocks people's world—violent crime. It's ridiculous. It's uncalled for. It impacts so many people and that is where we have hung our hat for the entire time

of my career here. And I'll tell you this, I'm going to take pride in telling you that while we've done that, it's not about going there and the people we approach, but it's about being just and addressing them with the right citizens that we've had to encounter.

As a lot that's going on around the country, I have great concerns about the future for it and for law enforcement right now. I mentioned, I don't know who is going to step up and volunteer for this critical life of service to a community right now. They are not beating down my doors wherever my substation or my police department is. I don't think we're seeing that across the country. Since the incident that happened in Minneapolis, I have watched officers be threatened, assaulted, and even killed. I've watched officers continue to come and do their jobs well, even though their families are terrified right now. I don't know what the future holds for all, but I do know that you guys have an opportunity, our city has an opportunity to stand with our officers and to support them and focus on their records. I'll tell you this, if you guys continue to support them, if our citizens continue to support our police department, our officers will continue to see High Point as a place that they're willing to serve. I'll tell you, I think that new officers will see this as a place that they're willing to come to if they see that support in High Point. And, I think there's going to be people that want to serve. They come here to do a good thing for the city. They are going to look for someplace that they have the support.

And, again, please never think that I told you that we're perfect. We're completely the opposite. We're constantly, every day, trying to get better. Trying to do our jobs more fairly and more justly. And, I will tell you that remains our commitment to our citizens. We've got great leaders at the High Point Police Department who are prepared to offer guidance and direction to help us maintain the course that you see laid out here in front of you. Because right now I think they are out there ready to, again, to pick up the task of constantly improving while developing strategies like we've done all along the way to figure out what's next. We're never going to be happy. I had a question once that I was asked about, what's an acceptable number of homicides in the city? Zero. I don't know what somebody would think I would think, but the answer is zero. Until we can drive our crime down to zero, we're going to remain committed. And, while my intention wasn't to do it this way, my understanding is that word about my plans have already gotten out. So, I'm going to use this opportunity to brief you guys now.

Originally I told our city manager back in November that I had six months left to serve as a police officer in the City of High Point. May would have been my four-year anniversary as being the police chief. And if you know anything about retirement, a lot of us built upon the fact that your last years of retirement are your high four. I could have retired from the police department back two or three years ago. We understand that something came up this spring and for some reason my plans didn't work out like I expected. You know, I assume that was for a reason. It's been a very challenging time for the past couple of months. The pandemic stuff, the situation that we had dealing with after the criminal activities that we saw in

Minneapolis. It's been very tough, and while I wouldn't wish this upon myself, I'm glad I was here to help the department through that. And I'll tell you right now, we've had several weeks now of calm. I hope it was because it was the way our officers performed out on the streets. I hope it was because of the partnerships where I reached out to our community. We've come together to say we're against police brutality. If anybody doesn't think that's what we are, you don't know anything about us.

But, I'll tell you right now, I think I've done everything I can for the agency for the past 31 years to get us to this point. I'm extremely proud of the track record I've got. I say "I" because I'm the chief now. I'm extremely proud of our officers. Four years ago, I had to come in and figure out am I going to risk trying to make four years of a career as a chief? I'll let you know that a chief is kind of a high liability position here. Some people don't make it, but what I knew is I had a department that was solid. I knew it because I came in '89. I've been here longer than any other officer at the agency. I know what their commitment was and I knew that they would help me get through this. And, I'm pleased to say that we've had a couple of bumps and bruises—some not caused by us.

I informed the manager that my plan is as soon as August gets here, my 31st year gets here, I'm going to go ahead and retire from the police department. That's 31 solid years. That's not counting the 2.85 years I had in sick leave. I could have left a long time ago. I'll tell you, I'm extremely proud of the service that our men and women put together for this agency. I appreciate the support that I get from everybody from the city side of it. There are so many people out there in the community that are reaching out to me consistently over the weeks here. We've gotten emails, we've gotten letters. We've gotten doughnuts delivered. I don't understand. Why the doughnuts? Come on now. I'm not complaining. We appreciate that support. I thank the City of High Point for the opportunities that I've been given and hope and pray that I have served you well. August 1st, though, I'm going to pass that on. I'll work with the manager and we'll figure out what that transition is over the next month so we can be ready for the next person coming and figure out where you guys want to take this department. What you want to make as your focal point? What you want to be able to go out and tell the community about where we stand as an agency in the city? Thank you.

Chairman Jones: I'm not sure if we'll be able to have a change in command/retirement thing for you.

Chief Shultz: You know what? COVID has rocked and rolled our worlds. I'm not going to be violating any governor's orders. I don't necessarily care for a bunch of people with masks that I don't recognize coming out and being six feet apart. So, we'll get through that. Again, it's not about me. Right now, it needs to be about the men and women in the police department who are doing the work. I don't know if the community understands the stress that they're under. I guarantee you they're having to pry hands off their kids every time they go to work right now. They're

committed though. If they weren't committed, this number would be where all these other numbers are seen across the country are right now. We continue to focus. We continue to work. Please support them in my absence.

Chairman Jones: Thank you for your service. Thirty-one years is a long track record.

Committee Member Moore: This is Councilman Moore. I'd like to say thank you also. It's a very tough job, especially at the top of the institution like you're trying to run. But, we certainly try to support you from a council standpoint well. The example that you showed us of your officers at the Walmart is highly commendable because I don't know if others could hear the audio, I'm assuming the person that was doing the filming. They were obviously trying to bait the officers into doing some things that they restrained themselves from. So, that was highly commendable. I appreciate what the men and the women of your force do for us.

Chief Shultz: Thank you, Sir.

Committee Member Johnson: Chief, thank you. I appreciate you listening.

Chairman Jones: Any other comments? [none]. Then we will adjourn today's committee meeting. Thank you everybody for being in attendance today.

ADJOURNMENT

The meeting adjourned at 5:25 p.m.

Respectfully Submitted,

Lisa B. Vierling, City Clerk

Victor Jones, Chairman



**COMMUNITY DEVELOPMENT COMMITTEE
(Virtual Meeting)**

Chaired by Mayor Pro Tem Chris Williams

Members: Williams, Hudson, Jefferson, and Johnson

June 9, 2020 – 4:00 p.m.

3rd Floor Lobby Conference Room #302

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

www.HighPointNC.gov/VirtualPublicMeeting

CALL TO ORDER (Virtual Roll Call)

Chairman Chris Williams called the meeting to order at 4:04 p.m. Following a virtual roll call, the following attendance by Committee Members was duly noted.

Physically

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

Absent (1): Committee Member Wesley Hudson

Staff Present:

Randy McCaslin, Interim City Manager; Greg Ferguson, Assistant City Manager; Mike McNair, Director of Community Development & Housing; and Lisa Vierling, City Clerk

Staff Participating Remotely:

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

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

- 1. High Point Schools Partnership PowerPoint Presentation*
- 2. Power Point Presentation- Special Allocation from the CARES Act- Substantial Amendment to the 2019-2020 Annual Action Plan and the 2020-24 Consolidated Plan Process*

PRESENTATION OF ITEMS**2020-186 Discussion-High Point Schools Partnership**

Information will be presented to the Committee from the High Point Schools Partnership for discussion by the Community Development Committee.

Matt Thiel advised that he and Joe Blosser serve as co-chairs for the High Point Schools Partnership (HPSP).

Mr. Thiel spoke about the extraordinary times we are living in today and when the City Council was elected in 2014 with a slate of council members who were elected on the idea of complete revitalization in High Point, which has been successfully on-going for six years right up until the time of the Coronavirus pandemic. He spoke to the momentum that started to build after the 2017 election for downtown redevelopment and how he was not hearing anything about development of our High Point Schools. He stated he is a firm believer that the community cannot reach its full potential of revitalization of downtown development, business development, and community development without the best possible High Point schools and this is the reason the High Point Schools Partnership group was formed. Mr. Thiel spoke about how they started having events in 2019 and the unbelievable impacts these events have had in creating more awareness of our schools in the community and creating more business partnerships between the community leaders and our schools.

Mr. Thiel acknowledged the \$7 million hole in the city's budget and explained the reasoning behind their request is simple in that the community and elected leaders have to look at COVID-19 not as a stopping point, but a change in direction, and stressed the importance of Council including things in the budget that continue the development of the downtown and the whole community. He noted that while the schools do fall under the auspice of Guilford County and High Point schools only receive roughly 20% or \$100 million of their \$500 million budget.

The High Point Schools Partnership is requesting \$30,000 from the City of High Point in this year's budget cycle. This funding would support a part-time position (20 hours a week) that would:

- *Develop and support business partnerships for the six pilot schools that have already been identified and have principals ready to get to work.*
- *Aid in the organization and connection of other High Point businesses and civic groups to High Point schools.*
- *Develop an education and public relations campaign for local realtors to ensure they have the knowledge, relationships, and first-hand experiences to promote our schools. This includes school tours, principal presentations, adding content to realtor newsletters, and having realtors active on the HPSP committees and Ambassadors.*
- *Oversee updates to the Schools in High Point website.*
- *Coordinate with the city's media relations staff to ensure regular, high quality, positive stories about our schools are featured in the local media and city communications.*

He proceeded to review the PowerPoint Presentation for High Point Schools Partnership.

Mr. Thiel felt this would be a great way for the City Council to lead more and have more leverage in our schools, work together in partnership with the Guilford County School Board, the Superintendent, Principals, with the goal to have the best schools in High Point, which is a significant part of reaching our potential in terms of revitalization.

Mr. Thiel then reviewed the benefits that HPSP would offer for the funding and noted with a favorable first year, the HPSP could expand its partnership with the city in the second year to include:

- Staff support and coordination of the existing mentorship initiative.*
- Greater coordination of after-school programs to ensure best practices and close gaps in service.*

At the conclusion of the presentation, Chairman Williams asked if there were any questions from the Committee Members.

Committee Member Jefferson commented that although it is very clear that our county provides oversight and funding for our schools, but pointed out the status of our schools and how well they do impacts the City of High Point in a significant way. He mentioned the city's Vision Statement which is "to create the most livable, safe and prosperous community in America" and spoke to how the \$30,000 request is worth considering because everyone cares about our schools and this could help increase the economic development potential of the city because companies certainly consider things like transportation, education, etc..... He hoped further discussion could take place in the budget process with hopes to get outside agency funding back in the budget. He stated from the overwhelming, positive messages he has heard in the community, the community likes the positive things that the Partnership is doing.

Mr. Thiel likened this to a small investment and an enormous amount of leverage and spoke to how, in their two short years of operation, High Point schools are getting more attention, more funding, and more support from Guilford County Schools because of the advocacy work they are doing.

A brief discussion followed regarding the possibility of doing another short presentation for the rest of City Council. It was noted that the presentation was uploaded into OneDrive so the rest of Council could access it and review it. Chairman Williams asked if it might be possible for HPSP to shorten the presentation it to about 3 minutes for the June 15th City Council Meeting. Mr. Thiel asked if the Community Development Committee would be making a recommendation at this meeting.

Following a straw vote, the Committee gave it a favorable recommendation.

2020-187

Presentation-Substantial Amendment to the 2019-2020 Annual Action Plan

Staff is will provide a presentation on the Substantial Amendment to the 2019-2020 Annual Action Plan

Mike McNair provided a brief background of the CARES Act, which was passed on March 27th, and advised that the receipt of the funding from the CARES Act would require substantial amendments to the 2019-2020 Annual Action Plan and the 2015-2019 Consolidated Plan. In

addition to the required substantial amendments to the Annual Action Plan and the Consolidated Plan, an amendment is also required for the Citizen Participation Plan which involves public input. The documents and all related information can be found on the City of High Point's website on the Community Development Department's webpage.

Mr. McNair explained that the public service cap was eliminated which made all of the money available for public service grants for COVID-19 related requests and must be used to prevent, prepare for, and respond to the virus. The projects eligible for this funding would typically be emergency assistance, homelessness, economic disruption, etc.... The funds must be expended by September 30, 2021. Regarding the emergency assistance payments, Mr. McNair advised that HUD would not allow income payments to be made to individuals and explained this would have to be an internal payment to an agency, who would then work with the individual. Randy McCaslin, Interim City Manager, pointed out the city already provides \$200,000 annually in emergency assistance funding for utility bill assistance which involves four or five agencies taking in the applications from individuals.

Mr. McNair explained the details have changed in the budget somewhat due to the United Way declining to enter into the \$100,000 contract with the city to be the fiscal agent for administration of these funds. He advised they opted out due to the complexity of the government relations and they felt this would over-tax their staff. As a result, the \$100,000 was added back into the total which was reported to be around \$552,706.

Mr. McCaslin asked if staff anticipates any additional funding. Mr. McNair advised that an additional \$2 billion was set aside that would be for risk-based areas and assuming that our area is in the Top 15 in the country, we may be eligible for some of that funding as well. This funding may become available in the Fall.

Mr. McNair reported that Council has already awarded a contract to Open Door Ministries in the amount of \$28,800. The Citizens Advisory Council has already reviewed the applications received thus far and have made recommendations for public service grants in the amount of \$139,000 be awarded to the various agencies within the community that submitted requests for funding. He noted that approximately \$200,000 was set aside for eligible activities for those requests received that would not technically be a public service, but could be deemed an eligible activity.

Committee Member Jefferson inquired as to what the \$200,000 would be used for. Mr. McNair explained the thought process in setting the \$200,000 aside was to hear from the community, then react to it and respond accordingly if the request fits within the guidelines.

Chairman Williams asked if the various food pantries throughout the community would be eligible for some of this funding because of people being out of work and the impacts of the COVID-19 situation. Mr. McNair replied that they would and it would be a response to economic disruption related to the virus.

Mr. McNair informed the Committee that the Citizens Advisory Council has already recommended grants be awarded to three agencies and the review process for that would take place at the Citizens Advisory Council Meeting scheduled for Thursday, June 11th.

Mr. McCaslin asked if any of the Citizens Advisory Council's recommendations would require Council approval prior to the funds being expended. Mr. McNair replied that it would not

because the contracts would not be over the \$90,000 threshold, but expressed that he wanted to give the Community Development Committee an opportunity to review the recommendations, endorse the recommendations, then they would move forward.

He advised that staff is actually seeking a recommendation from the Committee regarding the required substantial amendments related to receipt of the additional funding. He pointed out a public hearing will be held before the City Council on June 15th at 5:30 pm. on the substantial amendments.

A motion was made by Council Member Jefferson, seconded by Council Member Johnson, that this matter be forwarded to the City Council with a favorable recommendation for approval. Following a roll call vote by Chairman Williams, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Hudson

2020-188 Discussion and Review-CAC Funding Recommendation for CDBG-CV Applications

Staff will review the CAC Funding Recommendations for CDBG-CV Applications

Mike McNair, Director of Community Development & Housing reiterated that the City Council has already approved a budget amendment on May 4th that would allow staff to move forward with contracts for the agencies that have been awarded public service grants. He pointed out that Open Door Ministries received the first award and they would provide staff and operational supplies to set up a temporary shelter at St. Mary's so they can achieve the social distancing requirements.

He further advised that the RFP indicated the Citizens Advisory Council would be reviewing applications on a continuous basis; they would be reviewing the applications that have been received; and are meeting on a weekly basis as needed for these reviews. He provided an overview of the applications that have been received that the Citizens Advisory Council has reviewed and are recommending award of public service grants.

1. Open Door Ministries (\$8,260.04 has been expended during the month of April of the \$28,800.00 originally awarded).
2. Housing Consultants Group (\$50,000)
3. West End Ministries (\$50,000)
4. Salvation Army Boys and Girls Club (\$39,000)

A motion was made by Council Member Jefferson, seconded by Council Member Johnson, that these funding recommendations be forwarded to the City Council with a favorable recommendation for approval. Following a roll call vote by Chairman Williams, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Hudson

2020-189 Update-2020-2024 Consolidated Plan Process

Staff will provide an update on the 2020-2024 Consolidated Plan Process.

Mike McNair, Director of Community Development & Housing, advised that staff has informed HUD that the 2020-2024 Annual Action Plan would be submitted to them no later than August 16th due to delays related to the COVID-19 pandemic. The proposed schedule for the 2020 Annual Action Plan and the 2020-2024 Consolidated Plan is as follows:

*June 10th..... Run ad for 30-day review and comment period
 June 15th - July 14th.....30-day review and comment period
 June 25thReview with CAC
 July 5th.....Run ad for public hearing before City Council
 July 14th.....Presentation to Community Development Committee
 July 20th.....Presentation/public hearing before Council
 July 21st - July 24th.....Finalize plan
 August 3rd.....Request for Council approval
 August 10th.....Annual action Plan submitted to HUD*

Staff asked the Committee if they would like to have a follow-up meeting to review the Citizens Advisory Council's recommendations regarding funding for the public service grants. Committee Member Jefferson did not feel it was necessary unless any issues arise with the recommendations. Chairman Williams agreed if any issues arise, then it might be a good idea to bring it before the Committee. City Attorney Carlyle agreed that this would be acceptable as long as the public service contracts fall below the threshold that would require Council approval.

The Committee provided a "thumbs-up" for staff to move forward with the award of the public service grants that have been reviewed and recommended for funding.

Other Business

City Attorney JoAnne Carlyle advised that she has been in contact with Asheville's attorney as they have been providing some places for the homeless to actually live while social distancing, and their attorney mentioned that they are expecting reimbursements through FEMA. She expressed that she was not sure if it is from the same pot of money for the additional funding from HUD for response to the COVID-19 pandemic or not. Mr. McNair advised that he has heard that there is some FEMA money available, but it is not being funneled through the cities.

City Attorney Carlyle advised that she would reach out to get additional information on the sources of funding that Asheville is anticipating.

Governor's Executive Order #145

City Attorney Carlyle advised that Governor Roy Cooper did execute Executive Order 145 today, and as part of the executive order, he commissioned a NC Task Force for Racial Equality and Criminal Justice. As part of this, the Governor will be appointing no more than 25 members to include police chiefs, criminal justice people, elected officials, and hopefully would include some local officials as well.

Reduction in Law Enforcement Using Deadly Force

Ms. Carlyle also reported that the State will start collecting data across the board from all law enforcement agencies throughout the state in an attempt to develop lessons for training, transparency, etc.....She advised that although Executive Order 145 does not specifically address personnel records being more open for law enforcement officers and their actions, there has been a lot of talk about this statewide. However, if a law enforcement officer were to witness an incident that was deemed to be in excessive use of force, they would have a responsibility to report it.

What's Being Done in Other Places?

Committee Member Jefferson advised an idea that was stumbled upon by Resilience High Point has been the concept of hand-washing or sanitation stations to assist in a public domain where the public can have access to these mechanisms that may not have access to a restroom, etc.... He acknowledged that Patrick Harman, Resilience High Point, was invited to participate in the discussion of this matter and asked him to talk briefly about some samples of what might be taking place in other areas throughout the state regarding hand-washing stations and port-a-johns.

Mr. Harman stated there are a number of cities throughout the country that have implemented the sanitation station idea to deal with COVID-19 because of the issues with hygiene that is associated with it. He stated in their research, they have found there are a number of cities around the country that have implemented sanitation stations in response to COVID-19 because hygiene is always an issue. In their research, they discovered two cities in North Carolina that have such facilities: Charlotte and Asheville, and a number of cities in California as well.

He mentioned the community-based efforts and spoke to how Resilience High Point has talked about how the CDBG-CV funding could possibly fill the gap. He spoke to the difficulties associated with servicing sanitizing stations and port-a-johns and noted that he has not actually done a budget, but felt the cost would be minimal.

Chairman Williams inquired as to the number of hand-washing stations that Asheville has and Mr. Harman replied that he believed they have six hand-washing stations and some portable restrooms as well. City Attorney Carlyle asked if the stations are located on private or public property. Mr. Harman replied that he believes it to be both private and public.

Chairman Williams admitted he had heartburn over port-a-johns in public places. Committee Member Jefferson replied that this was discussed in the Resilience High Point's meeting and many felt it might be a good idea to avoid port-a-johns and preferred a private partnership so it would not be sitting on a public space. City Attorney Carlyle explained if someone is invited to come on public property for any reason, the city's liability insurance provider would need to be aware and a determination would need to be made to ensure that the city would be covered. She also advised that there could be issues if these are located on private property due to maintenance concerns.

Mr. McCaslin asked if there is a specific proposal from Resilience High Point. Committee Member Jefferson replied that no proposals have been drafted and explained it was based on conversations they have had in trying to figure out what needs to be proposed and what the

restraints/limitations are and he hopes that the city could partner with Resilience High Point and other community organizations to make this happen.

As a matter of simplification, Chairman Williams suggested they do some research and get and submit a list of locations, public/private. Mr. Harman agreed they could identify some locations for the hand-washing stations. Chairman Williams felt this would help expedite things.

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 5:06 p.m.

Respectfully Submitted:

Christopher Williams, Chairman

Attest:

Lisa B. Vierling, City Clerk

COMMUNITY DEVELOPMENT & HOUSING

Thanena S. Wilson

ASSITANT DIRECTOR



MEMORANDUM

TO: RANDY McCASLIN, INTERIM CITY MANAGER

FROM: NENA WILSON, ASSISTANT DIRECTOR, CD & HOUSING *Nena*

DATE: JULY 10, 2020

RE: 2020 URGENT REPAIR PROGRAM (URP20)
POST APPROVAL DOCUMENTATION (PAD)

Attached for your signature are the necessary documents to be submitted to the NCHFA for the City of High Point's URP20 award. We were awarded \$100,000 in this round of funding. The attached Assistance Policy and Procurement & Disbursement Policy have been submitted for City Council approval on July 20th; and the required Certificate of Insurance has been requested from the provider and will be included with the packet when received. Please let me know if you have any questions. Thank you in advance for your attention to this matter.

Attachments: 1) URP20 PAD Certification (*for your signature*)
2) Draft Assistance Policy
3) Draft Procurement & Disbursement Policy
4) Required Financial Forms

Phone
336.883.3351

Fax
336.883.3355

211 South Hamilton Street, Ste. 312, High Point, NC 27260
TDD: 336.883.8517

**North Carolina Housing Finance Agency
Urgent Repair Program (URP20)
Post-Approval Documentation**

URP2014	City of High Point
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A. Instructions

Your Application for Funding was approved for the requested amount. The numbers in the table in section E below reflect the numbers from your application and represent the required performance standards for your URP20 award. If you agree with the amounts listed, please provide the information and documentation requested below and return this Post Approval Documentation packet to Chuck Dopler, Team Leader of Home Ownership Rehabilitation who will serve as your case manager throughout your project. All proposed changes to these performance standards will require Agency approval and should result in no net loss of application rating points.

B. Local Matching Funds (Attach)

Your Application for Funding stated that other funds would be available to assist with repairs/modifications of your proposed housing units. Please provide documentation, from the funding source, for each source of local matching funds. The table immediately below summarizes the proposed amount of matching funds according to your application.

Source of Funds	Amount
Matching local funds	\$10,000
Total of local matching funds committed to the URP20 project	\$10,000

C. Assistance Policy (Attach)

Because URP beneficiaries are not necessarily pre-selected and approved through a public hearing process, it is especially important that URP recipients *adopt* an assistance policy that thoroughly and clearly identifies criteria for eligibility for assistance, and for prioritizing applicants once they have been determined eligible. This policy should be fair, open and non-discriminatory. In addition, other facts, policies and procedures affecting potential applicants and/or recipients of assistance should be spelled out in your assistance policy. **Please submit your proposed Assistance Policy as part of the completed Post Approval Documentation.**

D. Procurement and Disbursement Policies (Attach)

URP Recipients must submit a copy of their Procurement Policy that is specific to URP20 and is written in accordance with 24CFR85.36 (for units of local government), or 24CFR84.4 (for non-profit organizations), and a copy of their Disbursement Policy to the Agency for review and approval.

E. Service Area Requirements

The Application for funding was approved based partly on your targets for Program assistance by service area and the percentages of Program funding to be spent in each county within the service area. Your required targets (based on your requested amount), broken out by county, are shown in the table below.

Service Area	Proposed # of Units	Program Funds
Guilford	12	\$100,000
TOTAL	12	\$100,000

Continued on Reverse Side

F. Bonding/Honesty and Fidelity Insurance Coverage (Attach)

Recipients must submit evidence that honesty and fidelity insurance coverage is available in an amount not less than 50% of your URP20 funding allocation. This must be in the form of a letter from the recipient's insurer identifying the policy by number, the amount of coverage, the effective date, the positions covered by the policy, and containing a statement that NCHFA will be notified in writing if the coverage is discontinued or reduced. For self-insured units of government, the acceptable evidence of insurance will be a letter from the unit's chief financial officer or manager, stating that the unit maintains a self-insurance fund in an amount adequate to provide honesty and fidelity coverage equal to 50% of the URP20 allocation. The letter must state that the recipient will notify NCHFA in writing if the self-insurance is discontinued or reduced to a level that no longer provides the required 50% coverage.

G. Fiscal Year and Audits (Complete this section)

Recipients will be required to submit reports as required under NC State General Statute 143C-6-23 (Non-Government Organizations) or NC State General Statute 159-34 (Units of Local Government)
Fiscal year begins 7-1-2020 and ends 6-30-2021.

H. Acknowledgement of Audit Compliance Reporting Responsibilities (Attach)

Please have the financial person from your organization, responsible for coordinating the annual audit, complete and sign the enclosed "Audit Compliance Responsibilities" form, acknowledging its receipt. Then, return it with the completed PAD.

I. Organizational Documents (Not Applicable)

1. Recipients who are not units of government must supply copies of their organizational documents, including articles of incorporation, by laws and a listing of all directors, officers and staff.
2. Recipients that are private-nonprofit organizations must forward a notarized copy of their Conflict of Interest policy, in accordance with G.S. 143C-6-23, to the Agency, which addresses conflicts of interest that may arise involving any member of the recipient's management, board of directors or other governing body.
3. Recipients that are private nonprofit organizations must provide a written statement, made under oath and completed by the organizations board of directors or appropriate governing body, stating that the organization does not have any overdue taxes, as defined by G.S. 105-243.1.

J. W9 Tax ID and Direct Deposit (Attach)

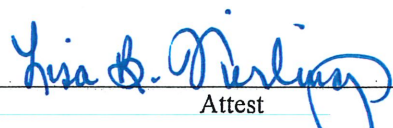
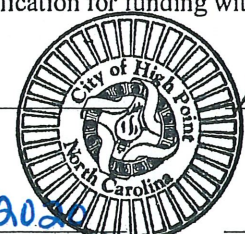
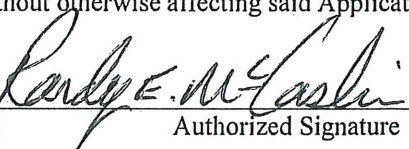
1. Enclosed is the Form W-9 Request for Taxpayer Identification Number and Certification. Please complete this form with the requested information and return the completed form with the PAD.
2. Also, enclosed is the form for electronic payments, which will allow for direct deposit of Program funds into your designated checking account. Please complete this form with the requested information and return the completed form with the PAD.

K. Intergovernmental Agreement (Not Applicable)

Please provide a copy of an intergovernmental agreement between your governmental entity and the governmental entity in which you will be providing services under URP20, as required by GS 160-456.

L. Certifications

The Recipient certifies that: 1) there have been no changes in the key personnel or their roles as identified in section III. B of the Application for Funding; or 2) the Recipient has submitted a written request to the Agency indicating the change(s) in personnel and/or their roles accompanied by a detailed resume for each. The Recipient certifies that the information, provided herein and herewith, is complete and accurate and that, if approved by the North Carolina Housing Finance Agency, it will be made part of the Funding Agreement by reference, superseding any conflicting information contained in the original Application for funding without otherwise affecting said Application.

		
Attest		Authorized Signature
City Clerk	7/20/2020	Interim City Manager
Title	Date	Title
		7/20/2020
		Date



City of High Point

Procurement and Disbursement Policies

2020 URGENT REPAIR PROGRAM

PROCUREMENT POLICY

1. To the maximum extent practical, the City of High Point (the City) promotes a fair, open and competitive procurement process as required under the North Carolina Housing Finance Agency's Urgent Repair Program (URP). Bids are invited from Contractors who are part of the City's approved contractor registry, or from vendor lists obtained from the City's Purchasing Division. (To be on the registry, a contractor must complete an application, have their recent work inspected, reviewed and approved by the Project Manager and submit proof of insurance.) Any contractor listed with and approved by the City will receive automatic approval status on the contractor registry.
2. At least three eligible contractors on the City's approved contractor registry shall be invited to bid on each job and the lowest responsive and responsible bidder shall be selected for the contract. "Responsive and responsible" means (a) the contractor is deemed able to complete the work in a timely fashion, (b) that the bid is within 15% on the low end of the City's nominal amount or 15% on the high end of the City's nominal amount and that (c) there is no conflict of interest (real or apparent).
3. Although bid packages may be bundled for multiple job sites, the bids for multiple job sites may be considered separate and apart when awarded and may be awarded to the lowest responsive and responsible bidder(s) for each job site.
4. Bid packages shall consist of an invitation to bid, work write up(s) and bid sheet(s) for each job.
5. Bids must include a cost-per-item breakdown with line item totals equaling the submitted bid price. Discrepancies must be reconciled prior to a contract being awarded.
6. Any change to the original scope of work must be reduced to writing in the form of a change order to be agreed upon and signed by the Project Manager and all parties to the

original contract. The change order must also detail any changes to the original contract price.

7. No work may begin prior to a contract being awarded and executed and a written order to proceed provided to the contractor. In addition, a pre-construction conference and "walk thru" shall be held at the work site prior to commencement of repair work.
8. The City reserves the right to reject any or all bids at any time during the procurement process.
9. In the event of a true emergency, the City reserves the right to waive normal procurement procedures in favor of more expedient methods, which may include seeking telephone quotes, faxed bids and the like. In the event phone bids are used, the City of High Point will call the first three responsive contractors on the approved contractor registry. The City will track who has been called and responsive and will rotate through the list before starting through the rotation again. Should such methods ever become necessary, the transaction will be fully documented.
10. If the nature of a repair is such that the repair can be made during the contractor's initial inspection, or service or diagnostic call and the repair does not exceed \$1,000, a work write-up or bidding process will not be required. The contractor must, however, provide a quote to the Project Manager prior to completion of the work. Should this method of repair be used, the transaction will be fully documented, and the Project Manager may use a City procurement card as method of payment.
11. As the work being performed under the URP does not meet the minimum threshold requiring a formal bidding process under North Carolina General Statutes, bids (or quotes) may be mailed, hand delivered in a sealed envelope, or via email as instructed in the bid package. All bids will be opened and viewed publicly at a time and place to be announced in the bid package. All bidders are welcome to attend.
12. The City of High Point is an equal opportunity employer, implements non-discriminatory practices in its procurement/disbursement procedures and will make special outreach efforts to include Minority/Women Business Enterprise (M/WBE) businesses within its contractor and subcontractor pool.

DISBURSEMENT POLICY

1. All repair work must be inspected by (a) the City's Project Manager, (b) the homeowner, and (c) the code enforcement officer as appropriate for the project prior to any payments to contractors. If all work is deemed satisfactory and all other factors and written agreements are in order, payment shall be issued upon presentation of an original invoice from the contractor. Contractor should allow 7-10 business days from receipt for processing of the invoice for payment.
2. If any of the work is deemed unsatisfactory, it must be corrected prior to authorization of payment. If the contractor fails to correct the work to the satisfaction of the City's

Project Manager, payment may be withheld until the work is deemed satisfactory. (Contractors may follow the City's Urgent Repair Program Assistance Policy complaint process if a dispute occurs; however, contractors shall abide by the final decision as stated in the policy.)

3. The City assures, through this policy, that adequate funds shall be available to pay the contractor for satisfactory work.
4. All contractors, sub-contractors and suppliers must sign a lien waiver prior to disbursement of funds.

The Procurement and Disbursement Policies are adopted this the 20th day of July, 2020.

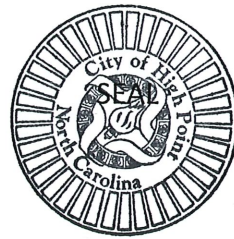
City of High Point

BY: _____

Jay W. Wagner, Mayor

ATTEST: _____

Lisa B. Vierling, City Clerk



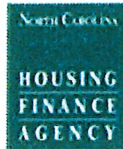
CONTRACTORS STATEMENT:

I have read and understand the attached Procurement and Disbursement Policies.

BY: _____

COMPANY NAME: _____

WITNESS: _____



Assistance Policy

Urgent Repair Program – 2020 Cycle

What is the Urgent Repair Program? The City of High Point has been awarded \$100,000 by the North Carolina Housing Finance Agency ("NCHFA") under the 2020 cycle of the Urgent Repair Program ("URP20"). The City shall contribute an additional \$10,000 from General Funds that are allocated toward affordable housing on an annual basis to supplement URP20 project activities. This program provides funds to assist very-low and low-income households with special needs in addressing housing conditions which pose imminent threats to their life and/or safety or to provide accessibility modification and other repairs necessary to prevent displacement of very-low and low-income homeowners with special needs such as frail elderly and persons with disabilities. A total of 12 households are projected to be assisted under URP20.

This Assistance Policy describes who is eligible to apply for assistance under URP20, how applications for assistance will be received, what the form of assistance is and how the repair/modification process will be managed. The City has made every effort to design this URP20 project to be fair, open, and consistent with the City's approved application for funding and with NCHFA's URP Program Guidelines.

The funds provided by NCHFA come from the North Carolina Housing Trust Fund.

Eligibility: To be eligible for assistance under URP20 applicants must meet the following requirements.

- 1) Must reside within the City of High Point and own and occupy the home in need of repair.
- 2) Must have a household income which does not exceed 50% of the State median income for the household size (see income limits below).
- 3) Must have one or more fulltime household members with special needs (i.e., be elderly (≥ 62 years old), handicapped or disabled, a single parent household with at least one dependent child in residence, a large family with ≥ 5 household members, a household with a child below the age of six with lead hazards present or a military veteran who was discharged or released under conditions other than dishonorable).

- 4) Must have urgent repair needs, which cannot be met through other state or federally- funded housing assistance programs.

**URP20 Income Limits
(Statewide non-Metro) ***

<i>Number in Household</i>	<i>30% of Median Income (very low income)</i>	<i>50% of Median Income (low income)</i>
1	\$14,700	\$24,500
2	\$16,800	\$28,000
3	\$18,950	\$31,500
4	\$21,000	\$35,000
5	\$22,700	\$37,800
6	\$24,350	\$40,600
7	\$26,050	\$43,400
8	\$27,700	\$46,200

**Income limits are subject to change based on annually published HUD income limits.*

Outreach Efforts of the Urgent Repair Program: The City of High Point will advertise or publish an article about the Urgent Repair Program in the local newspaper serving the City (The High Point Enterprise), at senior centers throughout the City, with veteran's organizations that serve City residents, and on the City's website.

Selection of applicants: The City shall select recipients on a first-come, first-served basis based on applications received from eligible applicants. NOTE: For a true emergency (e.g., tree falls on roof, sewer backup, etc.), the application and eligibility assessment shall be expedited, and work shall begin as soon as feasibly possible (see paragraph 10 of the Procurement Policy for more information).

The NCHFA Program guidelines require that a minimum of 50% of the households assisted must have incomes which are less than 30% of the area median income for the household size, and no household with an income exceeding 50% of the area median income will be eligible. This guideline will be adhered to strictly and will be a key factor in selection of those households served under the grant.

Recipients of assistance under the URP20 will be chosen by the above criteria without regard to race, creed, sex, color, or national origin.

The definitions of special needs' population under the URP20 are as follows:

- **Elderly:** An individual aged 62 or older.
- **Disabled:** A person who has a physical, mental or development disability that greatly limits one or more major life activities, has a record of such impairment, or is regarded as having such an impairment.
- **Large Family:** A large family household is composed of five or more individuals, with at least four being immediate family members.

- Head of Household: The person or persons who own(s) the house.
- Household Member: Any individual who is an occupant (defined below) of the unit to be rehabilitated shall be considered a “household member” (the number of household members will be used to determine household size and all household members are subject to income verification).
- Occupant: An occupant is defined as any immediate family member (mother, father, spouse, son/daughter of the head of the household, regardless of the time of occupancy); or non-immediate family member who has resided in the dwelling at least three months prior to the submission of the family’s application.
- Lead hazards: A child below the age of six with lead hazards in the home.
- Veteran: A person who served in the active military, naval, or air service, and who was discharged or released therefrom under conditions other than dishonorable.
- Emergency: A situation where a household member has an immediate threat of being evicted or removed from a home due to health or safety issues within a time frame that the program can complete a repair to stop eviction or removal.

Client Referral and Support Services: Many homeowners assisted through the Urgent Repair Program may also need other services. When City staff meet the homeowner during the intake and work write-up process, they will discuss the resources and programs available in the City and provide pamphlets and agency contact information when appropriate.

What is the form of assistance under URP20? The City will provide assistance to homeowners, whose homes are selected for repair/modification in the form of a loan. Homeowners will receive an unsecured deferred, interest-free loan, forgiven at a rate of \$2,000 per year, until the principal balance is reduced to zero.

What is the amount of the loan? The amount of the loan will depend on the scope of work necessary to address the identified imminent threats to life and/or safety, and that will be determined by the City’s Project Manager. There is no minimum to the amount of the loan; however, the maximum life-time limit in accordance with URP20 guidelines is \$10,000.

What kinds of work will be done? Only repairs that alleviate housing conditions which pose an imminent threat to the life and/or safety of occupants of the dwelling unit or accessibility modifications will be performed under the City’s URP. It should be noted that all deficiencies in a home may not be rectified with the available funds.

All work that is completed under URP20 must meet or exceed NC State Residential Building Code standards and be done in compliance with all state or local permitting, inspections, licensing and insurance requirements.

Who will do the work on the homes? The City is obligated under URP20 to ensure that quality work is done at reasonable prices and that all work is contracted through a fair, open and competitive process. To meet those very difficult requirements, the City will invite bids from contractors who are part of an approved contractors’ list, as well as from vendors provided

through lists from the City's Purchasing Division. Please request a copy of the City's Procurement and Disbursement Policy for further information.

A minimum of three approved contractors will be invited to bid on each job, and the lowest responsive and responsible bidder will be selected for the contract. "Responsive and responsible" is described in the Procurement and Disbursement Policy. Every effort will be made to secure at least three bids; however, in a case when this is not possible, the City's Purchasing Policy will be followed.

The City has an existing approved contractors' list for its existing rehabilitation programs. We encourage other contractors to apply, particularly minority and women-owned businesses. A contractor or vendor can apply through the following process:

- 1) Fill out a contractor's questionnaire form which includes references, financial information, and recent jobs completed (contact: Ed Brown @ 336-883-8522).
- 2) Provide appropriate documentation, including licenses and liability insurance.

The City of High Point is an equal opportunity employer, implements non-discriminatory practices in its procurement/disbursement and will make special outreach efforts to include minority and women-owned enterprises (M/WBE) within its contractor and subcontractor pool.

What are the steps in the process, from application to completion? Now that you have the information about how to qualify for the City of High Point's URP20, what work can be done, and who will do it, let's go through all the major steps in the process:

- 1) **Completing an Application form:** Homeowners who wish to apply for assistance should call (336) 883-3349 or visit the City's website at www.highpointnc.gov/cd. Proof of ownership and income will be required. Those who have applied for housing assistance from the City in the past will not automatically be reconsidered. A new application will need to be submitted.
- 2) **Screening of applicants:** Household income will be verified for program purposes only (information will be kept confidential). Ownership of property will be verified along with other factors.
- 3) **Preliminary inspection:** The City's Project Manager will visit the homes of applicants to determine the need and feasibility of repairs/modifications.
- 4) **Applicant interviews:** Approved applicants will be provided detailed information on assistance, program repair/modification standards and the contracting procedures associated with their project at this informational interview.
- 5) **Work write-up:** The City's Project Manager will visit the home again for a more thorough inspection. All areas of the home must be made accessible for inspection, including the

attic and crawlspace, if any. The owner should report any known problems such as electrical short circuits, blinking lights, roof leaks and the like. The Project Manager will prepare complete and detailed work specifications (known as the "work write-up"). The Project Manager shall review the work write-up with the homeowner and obtain written acceptance of the work write-up from the homeowner. A final cost estimate will also be prepared by the Project Manager and held in confidence until bidding is completed.

- 6) **Bidding:** The work write-up and bid documents will be sent to a minimum of three contractors on the Approved Contractors' Registry, or from lists provided by the Purchasing Division, who will be given one week in which to inspect the property and prepare bid proposals. Each will need access to those areas of the house, in which work is to be performed, in order to prepare a bid. Bids will be opened in the City's Community Development & Housing Department.
- 7) **Contractor selection:** Within 24 hours of the bid opening, after review of bid breakdowns and timing factors, the winning bidder will be selected. All bidders and the homeowner will be notified of (1) the selection, (2) the amount, (3) the amount of the City's cost estimate, and (4) if other than the lowest bidder is selected, of the specific reasons for the selection.
- 8) **Execution of loan and contract:** The loan will be executed as well as the repair/modification contract. This contract will be between the contractor and the homeowner, with the City serving as the homeowner's agent. The total loan amount of URP20 funds will never exceed \$10,000 for project hard costs.
- 9) **Pre-construction conference:** A pre-construction conference will be held at the home. At this time, the homeowner, contractor and program representatives will discuss the details of the work to be done. Starting and ending dates will be agreed upon, along with any special arrangements such as weekend or evening work hours and disposition of items to be removed from the home (such as old plumbing, etc.). Within 24 hours of the pre-construction conference, the City will issue a "proceed order" formally instructing the contractor to commence by the agreed-upon date. NOTE: A "proceed order" will not be issued until the contract between the contractor and the homeowner has been executed.
- 10) **Construction:** The contractor will be responsible for obtaining any required building permits for the project before beginning work. The permit must be posted at the house during the entire period of construction. Program staff will closely monitor the contractor during the construction period to make sure that the work is being done according to the work write-up (which is made a part of the rehabilitation contract by reference) and in a timely fashion. The Project Manager will inspect new work for compliance with the State Building Code as required by the guidelines of URP20. The homeowner will be responsible for working with the contractor toward protecting personal property by clearing work areas as much as practicable.
- 11) **Change Orders:** All changes to the scope of work must be reduced to writing as a contract amendment ("change order") and approved by all parties to the contract: the owner, the

contractor, the Project Manager, the City's Community Development and Housing Director (or his/her designee), and the City Manager (or his/her designee). If the changes require an adjustment in the loan amount, a loan modification stating these changes in the contract amount must be completed by the City and executed by the owner. If the changes result in a decrease in the loan amount, an estoppel informing the homeowner of these changes in the contract amount will be completed by the City and conveyed to the owner.

- 12) **Payments to contractor:** The contractor will be paid following the inspection and satisfactory completion of all items on the work write-up as well as the receipt by the City of the contractor's invoice and a release of liens, signed by all sub-contractors employed on the job and by all material suppliers from whom materials for the job were purchased. Please request a copy of the City's Procurement and Disbursement Policy for further information.
- 13) **Post-construction conference:** Following construction the contractor and the Project Manager will sit down with the homeowner one last time. At this conference the contractor will turn over all owner's manuals and warranties on equipment. The contractor and Project Manager will go over operating and maintenance requirements for any new equipment installed and discuss general maintenance of the home with the homeowner. The homeowner will have the opportunity to ask any final questions about the work.
- 14) **Closeout:** Once each item outlined in paragraph 12 above has been satisfied and the homeowner has signed a Certificate of Satisfaction, the job will be closed out.

What are the key dates? If, after reading this document, you feel that you qualify for this program and wish to apply, please keep the following dates in mind:

- Applications shall be available to the public starting on the date the NCHFA URP20 Funding Agreement is executed. It is anticipated that the execution of the Funding Agreement will occur on or about August 15, 2020.
- Resources for this program shall be available through December 31, 2021 or when total resources have been spent, whichever occurs first.

How do I request an application? Please contact:

April Jones, Administrative Coordinator
City of High Point, Community Development and Housing Department
211 S. Hamilton Street, Room 312
High Point, NC 27260
336-883-3348 OR april.jones@highpointnc.gov

Is there a procedure for dealing with complaints, disputes and appeals? Although the application process and repair/modification guidelines are meant to be as fair as possible, the

City of High Point realizes that there is still a chance that some applicants or participants may feel that they are not treated fairly. The following procedures are designed to provide an avenue for resolution of complaints and appeals.

During the application process:

- 1) If an applicant feels that his/her application was not fairly reviewed and would like to appeal the decision made about it, he/she should contact Thanena Wilson, Assistant Community Development & Housing Director, within five days of the initial decision and voice their concern. If the applicant remains dissatisfied with the decision, the detailed complaint should be put into writing.
- 2) A written appeal must be made within 10 business days of the initial decision on an application.
- 3) The City of High Point will respond in writing to any complaints or appeals within 10 business days of receiving written comments.

During the repair/modification process:

- 1) If the homeowner feels that repairs or modifications are not being completed according to the contract, he/she must inform the contractor and the Project Manager.
- 2) The Project Manager will inspect the work in question. If he finds that the work is not being completed according to the contract, the Project Manager will review the contract with the contractor and ask the contractor to remedy the problem.
- 3) If problems persist, a mediation conference between the homeowner and the contractor may be convened by the Project Manager and facilitated by the City's Community Development and Housing Director ("Director") or his designee.
- 4) Should the mediation conference fail to resolve the dispute, the Director will render a written final decision.
- 5) If the Project Manager finds that the work is being completed according to the contract, the complaint will be noted, and the Project Manager and the homeowner will discuss the concern and the reason for the Project Manager's decision.

Will the personal information provided remain confidential? Yes. All information in applicant files will remain confidential. Access to the information will be provided only to City employees who are directly involved in the program, the North Carolina Housing Finance Agency and auditors.

What about conflicts of interest? No officer, employee or other public official of the City, or member of the City Council, or entity contracting with the City, who exercises any functions or responsibilities with respect to URP20 shall have any interest, direct or indirect, in any contract or subcontract for work to be performed with program funding, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter. Relatives of City employees, Council Members and others closely identified with the City, may be approved for rehabilitation assistance only upon public disclosure before the City's Community Development and Housing Director and written permission from NCHFA.

What about favoritism? All activities under URP20, including the review of applications, inviting

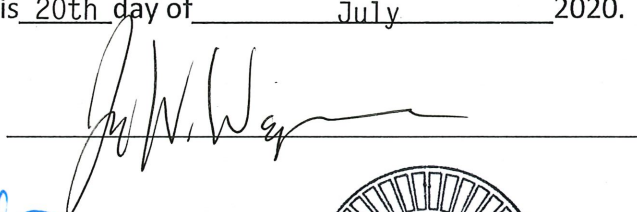
bids, selecting contractors and resolving complaints, will be conducted in a fair, open and non-discriminatory manner, entirely without regard to race, color, religion, national origin, sex, familial status and disability.

Who can I contact about URP20? Any questions regarding any part of this application or program should be addressed to:

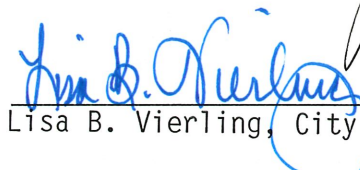
Thanena S. Wilson
Assistant Director, CD&H Department
211 S. Hamilton St., Rm. 312
High Point, NC 27260
336-883-3351
thanena.wilson@highpointnc.gov

This Assistance Policy is adopted this 20th day of July 2020.

Mayor Jay W. Wagner



ATTEST:



Lisa B. Vierling, City Clerk

****TO BE PLACED IN PROJECT FILE****

Acknowledgement of Receipt

I acknowledge receipt of a copy of the URP20 Assistance Policy and was provided the opportunity to review the document with City staff.

Owner

Date



URP20 Post-Approval Documentation Local Matching Funds

I, Heather Forrest, Assistant Director, Financial Services for the City of High Point, hereby confirm that local funds (*from the City's allocation of local funding as expressed in CD&H's 2020-2021 Annual Action Plan*) in the amount of **\$10,000** shall be committed to the City's URP project as match to the \$100,000 in approved Urgent Repair Program funds for 2020 ("URP20") from the North Carolina Housing Finance Agency.

Signed this the 10 day of July, 2020.

A handwritten signature in cursive script, appearing to read "Heather Forrest", is written over a horizontal line.

Heather Forrest

Assistant Director, Financial Services

Acknowledgement of Audit Compliance Reporting Responsibilities

Please X applicable section(s) and return this form with your PAD

 We are a non-profit organization and will comply with North Carolina General Statute 143C-6-23 which requires us to submit reports. These reports will be submitted directly to NCHFA @ subreport.rehabteam@nchfa.com. Our organization will submit these reports by the required deadline and will notify our NCHFA contact when reports are submitted.

If your organization received less than \$750,000 as a subrecipient of state and/or federal funds in the reporting fiscal year, your reports are due six (6) months after your fiscal year-end date.

If your organization received \$750,000 or more as a subrecipient of state and/or federal funds in the reporting fiscal year, your reports are due nine (9) months after your fiscal year-end date.

 X We are a local governmental organization and will comply with North Carolina General Statute 159-34, "The Local Government Budget and Fiscal Control Act".

 X We will submit our annual Financial Statements electronically via a .pdf file within thirty (30) days of publication. **Submit to caxtell@nchfa.com**

I acknowledge receipt of the information regarding compliance reporting. I am the person responsible for coordinating the submission of reports that comply with state and federal regulations pertaining to this funding. Our reports will be submitted prior to all compliance deadlines.

Signed: Heather Forrest

Date: 7-10-2020

Name Heather Forrest

Title Assistant Financial Services Director

Organization City of High Point

Federal Tax ID Number 56-6000231

Address PO Box 230

Address High Point NC 27261-0230

Email heather.forrest@highpointnc.gov

Phone 336-883-3123 Fax 336-883-8572

Fiscal Year-End Date 6-30-2021 Award: URP

**STATE OF NORTH CAROLINA
STATE TREASURER'S ELECTRONIC PAYMENTS**

State Agency Name: North Carolina Housing Finance Agency

Program: Urgent Repair Program (URP)

Check One: Initial Sign-up X Change _____

PARTICIPATING ENTITY ACCOUNT INFORMATION

Entity Name: City of High Point

Entity Address: PO Box 230, High Point NC 27261-0230

Contact Name: Ashley Grindstaff Phone #: 336-883-3239

Email address: ashley.grindstaff@highpointnc.gov

Note: E-mail address will be used to send notices of deposited funds.

FINANCIAL INSTITUTION INFORMATION

Institution Name: Bank of America

Transit/Routing #: 053000196

Bank Account #: 000695463612

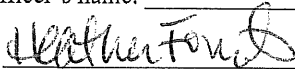
PLEASE ATTACH A VOIDED CHECK

NOTE: CHECKING ACCOUNTS ONLY PLEASE

PARTICIPATING ENTITY AUTHORIZATION

I, on behalf of the participating entity indicated above, hereby authorize the North Carolina State Treasurer, his successors and his agents, at the direction of the State agency indicated above, to initiate ACH credit entries to the above designated bank account for payments due from the State agency for the referenced program name, pursuant to the "Established Operational Procedures for State Treasurer's electronic payments system," which may be in effect from time to time.

Finance Officer's name: Heather Forrest Phone #: 336-883-3123

Signature:  Date: 7-10-2020

MAIL COMPLETED FORM TO:

**NC HOUSING FINANCE AGENCY
3508 BUSH STREET
RALEIGH, NC 27609
ATTN: ACCOUNTS PAYABLE
Fax: 919-877-5703**

4/15/2020

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. City of High Point, North Carolina	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☒ Other (see instructions) ► Local Government/Municipal Corporation	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
	5 Address (number, street, and apt. or suite no.) See instructions. PO Box 230 211 S. Hamilton Street	Requester's name and address (optional)
	6 City, state, and ZIP code High Point, NC 27261-0230	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

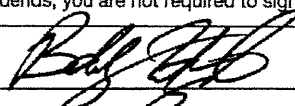
Social security number								
			-					
or								
Employer identification number								
5	6		-	6	0	0	0	2 3 1

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► 	Date ► 4-27-20
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (Interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

CITY OF HIGH POINT

AGENDA ITEM



Title: Revisions to the Special Events List portion of the Special Events Policy

From: Eric Olmedo, Assistant City Manager

Meeting Date: July 20, 2020

Public Hearing: N/A

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

Attachments: Special Events List

PURPOSE:

To approve revisions to the Special Events List portion of the Special Events Policy regarding transferring sponsorship for the Go Far 5K Spring event to the Go Far 5K Fall event.

BACKGROUND:

The Prosperity & Livability Committee met on Wednesday, July 15, 2020 at 11:00 a.m. and took action to forward this matter to the full Council with a favorable recommendation to revise the Special Events List. The Go Far 5K Spring event was cancelled due to COVID-19 and the committee is recommending approval of the request to transfer sponsorship of the Go Far 5K Spring event to the Go Far 5K Fall event. This will require a revision to the Special Events List that is part of the Special Events Policy.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

Council is requested to approve the revisions to the Special Events List which is part of the Special Events Policy regarding transferring of sponsorship from the Go Far 5K Spring event to the Go Far 5K Fall event.

City of High Point

List of events - Staff Recommendations

Recommended City Sponsored Event

CoHP Spring Fling
Police Dept. Law Enforcement Torch Run
HP PD Memorial Fitness Event
History Rocks @ Museum (REMOVED)
High Fest
Uncle Sam Jam
Arts Splash
Art in the Park
Clean and Green
Coltrane Festival
Labonte Charity Ride (ADDED)
Furniture Market - Spring
Furniture Market - Fall
**Go Far 5k - Spring (see note below)
Great American Clean Up
Greater High Point Torch Run
Holiday Parade
MLK Holiday Parade
National Night Out
Picnic in the Plaza
PSA Soccer Tournament (3 day event)
Unity Festival (ADDED)

Veterans Day Parade

Revised April 6, 2020

Revised May 18, 2020

Revised July 20, 2020

Note:

****Go Far 5K Spring event was cancelled due to COVID-19. Sponsorship will be transferred from the Go Far 5K Spring event to the Go Far 5K Fall event.**

Not Recommended City Sponsored

5 Before the Feast
Neighborhood Block Parties
AAFE 5k for Education
Big Brothers/Big Sisters Tennis Tournament
Blue Rock Fundraiser
Brown Truck Brewery Event
CIS Picnic Fundraiser
Crop Hunger Walk
Cystic Fibrosis Foundation 5 k
East Commerce Prayer Walk
EbFest Music Festival
Feed the Homeless project
Food Truck Festival
**Go Far 5k - Fall (see note below)
GUSA Soccer Tournament
Hayworth Jog A Thon
Heart & Sole 5K
High Point Sprint Triathlon
HP Regional 5k
HPU Family 5k
JDRF5k
Jingle Jog 5k
Junction 311 Half Marathon/5k & Carolina Brewfest
Knights Run
Pink 1000
Run to Remember
Southside Community Event
Southwest Renewal Foundation event
Taking it to the Streets
Tour De Emerywood
Traction Two Miler
Transform High point
Tri-City Relay event
United Way Campaign kickoff
Unity Festival
Uptown Stroll
Walk for Life
YMCA Cork and Ale event
YWCA Youth Triathlon

**HIGH POINT CITY COUNCIL
SPECIAL MEETING
(Virtual Meeting)
June 22, 2020- 5:30 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM #302**

MINUTES

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

CALL TO ORDER

Mayor Wagner called the meeting to order at 5:31 p.m.

Following a roll call vote for attendance, the following council members were identified as being present:

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

The following staff members were **physically present**:

Randy McCaslin, Interim City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Michael McNair, Community Development Director; Steve Lingerfelt, Information Technology Director; Jeron Hollis, Communication & Public Engagement Director; Mary S. Brooks, Deputy City Clerk

The following staff members **participated remotely**:

JoAnne Carlyle, City Attorney; Lisa B. Vierling, City Clerk

PRESENTATION OF ITEMS

FINANCE COMMITTEE- Council Member Moore, Chair

2020-218 Adoption-City of High Point FY 2020-2021 Annual Budget & Related Documents

Council is requested to adopt the City of High Point's FY 2020-2021 Annual Budget and related documents.

Council Member Moore stated that the City Council did hold required public hearing for the City of High Point's FY 2020-2021 Annual Budget & Related Documents on Monday June 15, 2020, at 5:30 p.m.; and that public comments were received and recorded into the proceedings of the meeting minutes.

****Transcript****

Chairman Moore: *As we begin, I would like to take just a minute to say thank you to the staff, all of those multiple staff and our manager that worked on this budget, in an extremely fluid, challenging and uncertain time, It has been a lot of hard work and they have brought us multiple budgets, multiple plans, and multiple ways trying to get to a balanced budget, which we are required to do by state law. So, if there are any other comments, usually at this time that any other council member would like to make before we take a vote, you can certainly....*

Mayor Wagner: *This is Mayor Wagner. I think it would be wise for us to have a motion before we proceed so we know what we're debating.*

Chairman Moore: *And at that time, I would entertain a motion to approve the city budget for FY 2020-2021.*

Council Member Jefferson: *Second.*

Mayor Wagner: *We need a motion.*

Chairman Moore: *I'm going to entertain a motion.*

Council Member Jefferson: *So moved.*

Mayor Wagner: *The motion has been made by Councilman Cyril Jefferson. Is there a second? It's been seconded by Councilman Tyrone Johnson. The floor is now open for any comments or questions from the Council. Please identify yourself before you speak.*

Council Member Hudson: *If no one has anything else, I would like to speak. First of all, I want to reiterate what Councilman Moore said. Thank you staff for creating this budget, it is the budget council requested. I do have a moral and ethical dilemma with this budget and I will explain. While next year we will be laying people off, so our employees are losing their jobs because of this budget. Citizens of High Point are losing their livelihood because we cannot find enough money to pay them. Simultaneously, we are creating new staff positions. I have a moral dilemma telling people that their jobs are not as important to as the new positions we are creating, Our current city employees are not getting raises, nor yearly bonuses or performance bonuses because we cannot find enough money to pay for their earned rewards, while we are simultaneously finding money to add new staff positions. And I have a difficult time rectifying this inequity; this is not the proper way to treat loyal and valuable employees. We are voting to eliminate our financial support to some of the most important and essential nonprofit organizations in High Point. Macedonia Life Center, Open Door Ministries, Theatre Arts Gallery, and Southwest Renewal Foundation because we do not have enough money to help them serve our city, while we are simultaneously finding money to fund new staff positions. We are also declaring an across-the-board's hiring freeze for a complete year in all city departments. The city council is hiring staff positions that the city council has decided that they want; the hiring freeze does not apply to the city council. Our city council should not have this much power. Thank you, Mr. Mayor.*

Mayor Wagner: *Okay, is there anyone else who would like to speak?*

Council Member Jefferson: *This is Councilman Jefferson. I just want to ask this for the record, would you mind clarifying what those new positions are?*

Council Member Johnson: *This is Councilman Johnson. What's your issue with that?*

Council Member Hudson: *They're in the budget. The most obvious one is the Diversity Equity and Inclusion. The two positions that are requested for that.*

Council Member Johnson: *What's your issue with that?*

Council Member Hudson: *I have absolutely no issue with creating that position. I think that the total community of High Point will benefit for that position. I think the Muslim community, of which we have 10,000 citizens of High Point. I think the Pakistan community, I think the African American Community. I think the LGBTQ community will benefit from that position. I have a very hard time laying people off while simultaneously hiring for a new position. That's a conflict to me. And while I want the position, I have a hard time doing it while simultaneously laying people off.*

Council Member Johnson: *However, but do you think we need that position?*

Council Member Hudson: *Absolutely. Absolutely. I have no problem with the position.*

I think it's needed in every organization—municipal, as well as corporate. It's just the message that we send right now is that some positions are more important than others. I have a tough time rectifying that.

Council Member Jefferson: *I would like to make a comment. This is Councilman Jefferson. I would like to thank Manager McCaslin, the rest of city management, department directors. I do think this was an unprecedented time. \$7 million plus shortfall, something that none of us hope to walk into while on the job. And I think that over the past several weeks, we've had various options to consider, and I don't think any of those options were fulfilling 100% of our wishes or 100% of our desires, but I think that given the deliberations we've had, the email concerns that we've been able to receive, that we've done a pretty good job. And a big credit to the finance, and again the city manager, for you guys trying to do that. I'm someone who believes that the capacity of our High Point city staff, believe that they are phenomenal; and I have great hope for how we will rebound from this. I have great hope for what our leadership would do to make sure that High Point continues to rise. And as revenues being to rebound, I do look forward to reconvening as a body to reinstate the number of initiatives that would be funded. So, that we can ensure that the best municipal staff, not just in the state, but in the country can continue to get their just due. We will continue to advocate for that. We will also continue to advocate to support our local organizations, our outside agencies. I did have the privilege and pleasure of contacting every single outside agency during these past few weeks. Just to make sure I was aware of where they stood. There were a number of them I had conversations with, to connect them with folks who had not made connections with a number of organizations. And they were able to secure some funding. So I certainly understand where you are coming from Councilman Hudson, I appreciate that. But, just as much as I'm appreciative of all the great work we've been doing so far, I look forward to the work that the city will do in enacting the diversity and inclusion measures and initiatives. I think we'll continue to move North Carolina's International city forward as we leverage our versatility in becoming the best versions of ourselves.*

Mayor Wagner: Councilwoman Peters, did I hear you? Would you like to speak?

Council Member Peters: *Yes, I do want to speak. It is a really tough time, and I'm glad that we were able to get the 0% tax increase. I know that the nonprofits are very very important. I'm on several of their boards and I support them all. And I want to encourage everyone, they're saving that 1%, so if you can to donate something to the nonprofits. I do think it is valuable that we create the Diversity and Inclusion position. I think we are way behind on that and I'm really proud that we found a way to make this happen. Thank you.*

Mayor Wagner: Is there anyone else who would like to speak?

Council Member Jones: Council Member Jones here. I want to echo and say thank

you to Randy and staff for one of the things that I pushed for was the 0% rate increase. I appreciate your efforts to accomplish that. I've got a problem with a decrease in the training budget because of everything going on, we need more training. That's a hesitation I had, and also the nonprofits that are vital like Macedonia and the Theatre Art Galleries. I know there are only finite dollars available and I want to thank staff for that. It was a tough call to make.

Mayor Wagner: Okay, anyone else before we call the roll?

Mayor Pro Tem Williams: This is Mayor Pro Tem Williams. I appreciate all the hard work staff put in, but the one thing I do want to add to this, just remember, if we were to increase the tax percentage, that's the one thing that we could not amend through the year. Everything else we can. So, I know it's difficult. I know it's trying. I'm still remaining hopeful that with the shortfalls, if the opportunity comes along we can make that we can make some changes to amend the budget to increase those things we had to cut. I just wanted to put that out there to make sure that people do understand that out of everything, that all of the hard work went in by staff and difficult decisions that we're making as a council can be changed except the tax rate. Thank you.

Mayor Wagner: Anyone else?

Council Member Britt: I want to add one more thing. This is Britt Moore. I would like to let the citizens know and all of us know, and this is going to be on the philosophical side, but the Council has stated many things that were debated over many meetings and many hours, so I won't go back over that. It has been part of my philosophy for a long long time. You know, this budget is what it is and like like Chris said, one thing that cannot be changed is the property tax rate for the year. Hopefully, we'll have a strong economic recovery. That still remains to be seen. But it's imperative that, we the citizens of High Point, grow the local economy by participating in it with our dollars every day. And, if we don't do that, and hopefully have the macro economy rebound as well, then we may find ourselves as well in this very same budget situation come next May. Because we still have an economy that still for the most part is currently shut down. And it is the private sector that funds the public sector. So, thanks again to staff.

Mayor Wager: Okay, last chance. Does anyone else want to speak? Okay. I'll now call the roll. Please indicate where you support the motion. The motion is for the approval of the FY 2020-2021 Annual Budget.

Councilman Holmes: How do you vote?

Councilman Holmes: Aye.

Mayor Wagner: Councilman Johnson?

Councilman Johnson: Aye.

Mayor Wagner: Councilwoman Peters?

Councilwoman Peters: Aye.

Mayor Wagner: Councilman Moore?

Councilman Moore: No.

Mayor Wagner: Councilman Williams?

Mayor Pro Tem Williams: Aye.

Mayor Wagner: Councilman Hudson?

Councilman Hudson: Aye.

Mayor Wagner: Councilman Jones?

Councilman Jones: No.

Mayor Wagner: Councilman Jefferson?

Councilman Jefferson: Aye.

Mayor Wagner: The mayor votes Aye. The motion is approved by a vote of 7-2.

****End of Transcript****

A motion was made by Council Member Jefferson, seconded by Council Member Hudson, that the City of High Point's FY 2020-2021 Annual Budget and related documents be adopted. Following a roll call vote by the Mayor, the motion carried by the following 7-2 vote:

Aye (7): Mayor Wagner, Mayor Pro Tem Williams, Council Member Johnson, Council Member Jefferson, Council Member Peters, Council Member Hudson, and Council Member Holmes

Nay (2): Council Member Moore, and Council Member Jones

2020-219 Approval- FY 2020-2021 Annual Budget for the Market Authority

Council is requested to approve the FY 2020-2021 Annual Budget for the Market Authority.

Mayor Wagner voiced appreciation and thanked the Market Authority on their collaboration with the budget; spoke to their amicable cut to their budget of \$300 thousand dollars; and spoke to his serving on the committee.

Council Member Moore echoed the Mayor in thanking the Market Authority.

Council Member Jefferson thanked the Market Authority; and stated he was looking forward to a successful Fall Market.

A motion was made by Council Member Moore, seconded by Council Member Hudson, that the FY 2020-2021 Annual Budget for the Market Authority be approved. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

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

2020-220 Approval- FY 2020-2021 Annual Budget and Contract for the High Point Convention & Visitors Bureau

Council is requested to approve the FY 2020-2021 Annual Budget and Annual Contract for the High Point Convention & Visitors Bureau.

A motion was made by Council Member Moore, seconded by Council Member Jefferson, that the FY 2020-2021 Annual Budget and Annual Contract for the High Point Convention & Visitors Bureau, and to amend the motion that the appropriate City official and/or employee be authorized to execute all necessary documents be approved. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

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

2020-221 Approval-Accela 5-Year Cloud Hosting Services Agreement (Sole Source)

Council is requested to approve the Accela 5-Year Cloud Hosting Services Agreement (Sole Source).

A motion was made by Council Member Moore, seconded by Council Member Hudson, that the Accela 5-Year Cloud Hosting Services Agreement be approved. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

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

COMMUNITY DEVELOPMENT COMMITTEE- Mayor Pro Tem Williams, Chair

2020-224 Approval of Substantial Amendments to the City of High Point 2019-2020 Annual Action Plan & the 2015-2019 Consolidated Plan, and Citizen Participation Plan

The City Council held the required public hearing (virtual public hearing) on this matter on Monday, June 15, 2020 at 5:30 p.m. No comments were submitted for the public hearing. Pursuant to newly adopted legislation regarding public hearings conducted at remote meetings, a 24-hour waiting period was required before action could be taken on this matter. Council is requested to approve the Substantial Amendments to the City of High Point 2019-2020 Annual Action Plan and the 2015-2019 Consolidated Plan, and that the appropriate City official and/or employee be authorized to execute all necessary documents.

A motion was made by Mayor Pro Tem Williams, seconded by Council Member Moore, that Substantial Amendments to the City of High Point 2019-2020 Annual Action Plan and the 2015-2019 Consolidate Plan, and amendments to the Citizen Participation Plan be approved, and that the appropriate City official and/or employee be authorized to execute all necessary documents. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

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

GENERAL BUSINESS

2020-223 Grant of Easement between the City of High Point and the Nido & Mariana Qubein Children's Museum

Council is requested to approve the Grant of Easement between the City of High Point and the Nido & Mariana Qubein Children's Museum for shared parking opportunities at the Culler Senior Center, as well as the most efficient means of providing solid waste service to the two facilities.

Greg Ferguson, Assistant City Manager reported that the museum needed extra space to meet parking requirements; and spoke to the Senior Center looking for new, long term, location.

A motion was made by Mayor Wagner, seconded by Council Member Johnson, that Grant of Easement between the City of High Point and the Nido & Mariana Qubein Children's Museum be approved. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

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

2020-225 Closed Session- Personnel

The City Council is requested to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(6) for personnel.

At 5:57 p.m., a motion was made by Mayor Wagner, seconded by Council Member Moore, to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(6) for a personnel matter. Following a roll call vote by the Mayor, the motion carried by the following unanimous 9-0 vote:

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

Note: The Deputy City Clerk departed the meeting immediately after Council entered Closed Session. Neither the City Clerk nor the Deputy City Clerk was present during the Closed Session on the personnel matter.

Upon reconvening into Open Session at 6:30 p.m., Mayor Wagner reported there would be no action taken as a result of the Closed Session.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:30 p.m. upon motion duly made by Council Member Hudson and second by Council Member Moore.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Mary S. Brooks,
Deputy City Clerk



FINANCE COMMITTEE
(Virtual Meeting)
Chaired by Council Member Moore
Members: Moore, Holmes, Peters, and Jones
June 11, 2020 – 4:00 p.m.
3rd Floor Lobby Conference Room

Present (1): Chairman Britt Moore

Participating

Remotely (3): Committee Member Michael Holmes; Committee Member Victor Jones; and Committee Member Monica Peters

Staff Present:

Randy McCaslin, Interim City Manager; Greg Ferguson, Assistant City Manager, Eric Olmedo, Assistant City Manager; Terry Houk, Director of Public Services; Tyler Berrier, Electric Utilities Assistant Director; Steve Lingerfelt, Information Technology Services Director; Kim Thore, Right of Way Coordinator; Mary S. Brooks, Deputy City Clerk

Staff Participating

Remotely: JoAnne, Carlyle, City Attorney; Lisa B. Vierling, City Clerk; Bobby Fitzjohn, Director of Financial Services; Laura Altizer, Senior Budget Analyst; Terry Kuneff, Civil Engineer III; Angela Wynes, Transit Manager

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

CALL TO ORDER

Chairman Moore called the meeting to order at 4:03 p.m.

PRESENTATION OF ITEMS**2020-199 Contract – Triangle Grading & Paving – Concrete Repairs – City Lake, Oak Hollow Lake Dam & Spillway**

City Council is requested to award a contract to Triangle Grading & Paving, Inc. in the amount of \$169,800.00 for concrete repairs at the City Lake, Oak Hollow Lake dam and spillway and authorize the appropriate City official to execute all necessary documents.

Terry Houk, Director of Public Services, reported the City Lake and Oak Hollow dams and spillways need minor concrete maintenance work. Access to some areas will require additional safety measures as they might be near water, elevated from the ground, or in a confined space. We anticipate a contract time of 42 days once the Notice to Proceed is issued. Oak Hollow and City Lake Dam Concrete Repairs, the bid was opened on May 20, 2020 and the lowest total (of both) responsible bid was accepted. Triangle Grading & Paving Inc. was the low bid amongst 4 bidders. Staff is recommending approval to award a contract to Triangle Grading & Paving, Inc. in the amount of \$169,800.00.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

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

2020-200 Contract – STV Engineering – E. Washington Street Utility Lines Relocation

City Council is requested to award a contract to STV Engineering in the amount of \$97,362.85 for the engineering and design work for the relocation of the water and sewer utility lines in conjunction with E. Washington Street realignment project

Terry Houk, Director of Public Services, reported the water and sewer utility lines located within the E. Washington Street Realignment project area are over a 100-years old. The existing water lines are cast iron and were constructed in 1902 and the sewer line is vitrified clay and was constructed in 1910. The scope of the project will be to contract with STV Engineering to perform engineering and design work for the relocation and replacement of the water and sewer lines as part of the overall E. Washington Street realignment project (from Gaylord Court to east of N. Downing Street). The estimated construction cost is \$1.2 million for the water and sewer portion of the project. STV Engineering is an approved on-call professional transportation planning and engineering services consultant for the City of High Point. The Public Services Department is

recommending approval for the contract for professional engineering services to STV Engineering in the amount of \$97,362.85

Chairman Moore inquired on the timeframe of the project. Mr. Houk replied that the project would begin in the second quarter of 2021.

Committee Member Holmes inquired on the funding for the project; and on the bidding process.

Randy McCaslin, Interim City Manager, replied that the utility work on all bond projects was not included in the estimated price for them; gave an overview of the bidding process for engineering services that by state law did not allow bidding on engineering design work.

Terry Kuneff, Civil Engineer III, explained that the contract was for engineering design work; and that the construction portion of the project would be advertised to the public for bids.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Peters made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

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

2020-201 Contract - Martin Marietta - City Wide Stone Supplier

City
Council is requested to award a contract to Martin Marietta for City Departments that need stone will have the availability to have this material supplied to them when performing maintenance functions that require various types of stone. This contract will be awarded for a 3-year period from July 1, 2020 and ending June 30, 2023, with the option to renew for two additional 1-year periods if terms and pricing are agreeable to both parties and requests that the appropriate City official and/or employee be authorized to execute all necessary documents.

Terry Houk, Director of Public Services, reported the city retains material suppliers for different types of stone used for various maintenance activities. Martin Marietta provided the most qualified bid of the two bids that were submitted. This contract would be awarded for a 3-year period from July 1, 2020 and ending June 30, 2023, with the option to renew for two additional 1-year periods if terms and pricing are agreeable to both parties. The Public Services Department is recommending the approval of the contract with Martin Marietta for the availability for stone for City Departments.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following

unanimous 4-0 vote:

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

2020-202 Contract - Breece Enterprises, Inc. - Water/Sewer Maintenance

City Council is asked to award a contract to Breece Enterprises, Inc. in the amount of \$650,725.00 to perform maintenance work and emergency repairs on the existing water and sewer system.

Terry Kuneff, Civil Engineer III, reported that the contract was to perform annual scheduled maintenance and emergency repairs on existing water and sewer system. The projects are identified and prioritized by the Public Services Department. Typical work included point repairs, manhole reconstruction, hydrant repairs, main break repairs, replacement of deteriorated/collapsed lines, replacement of valves, and various other regular maintenance work items. The Engineering Services Department and the Public Services Department is recommending approval for the contract to Breece Ent., Inc. as the lowest responsive bidder at the bid amount of \$650,725.00.

Chairman Moore inquired on the amount of time spent on regular maintenance versus routine and emergency maintenance. Mr. Kuneff replied that staff would provide that information.

Committee Member Peters spoke to staff being diligent with funds; and to getting the best quotes on projects.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

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

2020-203 Sole Source Contract - Vapor vShield Operator Protection Doors

City Council is requested to award a sole source contract to Vapor Bus Intl a Div. Of Wabtec in the amount of \$70,098 for Operator Protection Doors for the protection of transit operators due to the COVID-19 pandemic and the increasing instances of aggressive behaviors from passengers.

Angela Wynes, Transit Manager, reported that staff had researched the various options to best protect the vehicle operators. The Vapor vShield was the best designed unit as it took into account driver comfort and ease of use. At a cost of \$4,386.00 per unit, it was over \$1,600.00 cheaper than a competitor's model that had fewer amenities. The vShield

is a sole source purchase as the door is only available for purchase directly through the company. Vapor does not use dealers or retailers to sell their products. Staff is recommending approval of the contract with Vapor Bus Intl a Div. Of Wabtec in the amount of \$70,098.

Chairman Moore asked if the doors a newly invented product due to the result of the COVID-19 pandemic. Ms. Wynes replied no; and that staff researched this product before for safety reasons for their drivers.

Committee Member Jones inquired on the security standards for the doors; and asked if funds from COVID-19 be used. Ms. Wynes replied that the doors were proven to be very safe. Randy McCaslin, Interim City Manager replied that the City would research reimbursement funds available.

Ms. Wynes said the that 16 units were ordered; delivery would take 12-16 weeks; the doors were custom made; maintenance would install the doors; and the warranty for the doors was for the life of the bus.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

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

2020-204 Resolution - High Point Theatre/International Market Center HVAC Eighth Lease Amendment

Council is requested to adopt a resolution approving the Eighth Amendment to the original lease and extend the period of time during which the HVAC services will be provided. The remaining terms of the lease shall remain in effect.

Joanne Carlyle, City Attorney, reported that there were no changes to the Lease Agreement with the High Point Theatre/International Market Center HVAC Eighth Lease Amendment. Staff is recommending approval to adopt the resolution approving the Eight Amendment to the original lease and extend the period of time during which the HVAC services would be provided.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

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

2020-205 Resolution - Sale of City Owned Property - 1100 Campbell St. Parcel # 187682

City Council is requested to adopt a resolution accepting an offer of \$8,000 and authorizing the sale of the surplus City owned property located at 1100 Campbell St. Parcel # 187682.

Kim Thore, Right of Way Coordinator, reported the offer for \$8,000 was for a city-owned lot located at 1100 Campbell St. Parcel # 187682. The property is approximately 8,276 square feet (0.19 ac) in size. The City acquired the property from Guilford County for land bank; and said a house would be built on the said property. Staff is commending adoption of the resolution accepting the offer of \$8,000 and authorizing the sale of the property through the upset bid procedure of N.C.G.S. 160A-269A and direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. 160A-269A.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

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

2020-206 Authorize Write-off of Delinquent Miscellaneous Accounts Receivables

City Council is requested to authorize the Financial Services Director to write-off \$16,214 for prior years' original billings through the fiscal year 2015-2016:

Landfill fees \$12,353

Returned checks \$634

Permit fees \$450

Showroom licenses \$2,777

Total \$16,214

Bobby Fitzjohn, Financial Services Director, reported the request is to authorize the Financial Services Director to write-off \$16,214 for prior years' original billings through the fiscal year 2015-2016.

Chairman Moore commended the city on recovering delinquencies.

Randy McCaslin, Interim City Manager, said the city still attempts to collect delinquencies after write-offs.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Peters made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

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

2020-207 Authorize Write-off Delinquent Utilities Accounts Receivables

City Council is requested to authorize the Financial Services Director to write-off \$908,657 for original billings from the fiscal year 2015-2016.

Bobby Fitzjohn, Financial Services Director, reported the request to authorize the Financial Services Director to write-off \$908,657 has to be approved separately because of the amount.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 15, 2020 City Council Finance Committee Consent Agenda for approval. Committee Member Jones made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following unanimous 4-0 vote:

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

2020-208 Public Hearing - Proposed FY 2020-2021 City of High Point Annual Budget

Monday, June 15, 2020 at 5:30 p.m. is the date and time established to receive public comments on the proposed FY 2020-2021 City of High Point Annual Budget.

Chairman Moore advised the committee this item for a Public Hearing for the proposed FY 2020-2021 City of High Point Annual Budget, was for information purposes only.

Committee Member Jones inquired on the payment collections for utilities during COVID-19. Randy McCaslin, Interim City Manager, replied the city was setting up payment plans; and explained how the payment plan process worked.

ADJOURNMENT

There being nothing further to come before the Finance Committee, the meeting adjourned at 4:34 p.m. upon motion duly made and seconded.

Respectfully submitted,

Mary S. Brooks, Deputy City Clerk

Britt Moore, Chairman

CITY OF HIGH POINT

AGENDA ITEM



Title: 2020 Urgent Repair Policies

From: Michael E. McNair, Director

Public Hearing: N/A

Attachments: URP20 Procurement and Disbursement Policies
URP20 Assistance Policy

Meeting Date: July 20, 2020

Advertising Date: N/A

Advertised By: N/A

PURPOSE:

To seek Council approval of Urgent Repair Program (URP) policies and procedures required by the North Carolina Housing Finance Agency.

BACKGROUND:

NCHFA requires URP grant recipients to adopt policies and procedures defining to procurement and assistance protocols.

BUDGET IMPACT:

N/A. Funding for URP20 included in 2020-21 Annual Action Plan

RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends approval of the URP20 Procurement and Disbursement Policies and the URP20 Assistance Policy and that the appropriate City official and/or employee be authorized to execute all necessary documents.



Assistance Policy

Urgent Repair Program – 2020 Cycle

What is the Urgent Repair Program? The City of High Point has been awarded \$100,000 by the North Carolina Housing Finance Agency (“NCHFA”) under the 2020 cycle of the Urgent Repair Program (“URP20”). The City shall contribute an additional \$10,000 from General Funds that are allocated toward affordable housing on an annual basis to supplement URP20 project activities. This program provides funds to assist very-low and low-income households with special needs in addressing housing conditions which pose imminent threats to their life and/or safety or to provide accessibility modification and other repairs necessary to prevent displacement of very-low and low-income homeowners with special needs such as frail elderly and persons with disabilities. A total of 12 households are projected to be assisted under URP20.

This Assistance Policy describes who is eligible to apply for assistance under URP20, how applications for assistance will be received, what the form of assistance is and how the repair/modification process will be managed. The City has made every effort to design this URP20 project to be fair, open, and consistent with the City’s approved application for funding and with NCHFA’s URP Program Guidelines.

The funds provided by NCHFA come from the North Carolina Housing Trust Fund.

Eligibility: To be eligible for assistance under URP20 applicants must meet the following requirements.

- 1) Must reside within the City of High Point and own and occupy the home in need of repair.
- 2) Must have a household income which does not exceed 50% of the State median income for the household size (see income limits below).
- 3) Must have one or more fulltime household members with special needs (i.e., be elderly (≥ 62 years old), handicapped or disabled, a single parent household with at least one dependent child in residence, a large family with ≥ 5 household members, a household with a child below the age of six with lead hazards present or a military veteran who was discharged or released under conditions other than dishonorable).

- 4) Must have urgent repair needs, which cannot be met through other state or federally- funded housing assistance programs.

**URP20 Income Limits
(Statewide non-Metro) ***

<i>Number in Household</i>	<i>30% of Median Income (very low income)</i>	<i>50% of Median Income (low income)</i>
1	\$14,700	\$24,500
2	\$16,800	\$28,000
3	\$18,950	\$31,500
4	\$21,000	\$35,000
5	\$22,700	\$37,800
6	\$24,350	\$40,600
7	\$26,050	\$43,400
8	\$27,700	\$46,200

**Income limits are subject to change based on annually published HUD income limits.*

Outreach Efforts of the Urgent Repair Program: The City of High Point will advertise or publish an article about the Urgent Repair Program in the local newspaper serving the City (The High Point Enterprise), at senior centers throughout the City, with veteran's organizations that serve City residents, and on the City's website.

Selection of applicants: The City shall select recipients on a first-come, first-served basis based on applications received from eligible applicants. NOTE: For a true emergency (e.g., tree falls on roof, sewer backup, etc.), the application and eligibility assessment shall be expedited, and work shall begin as soon as feasibly possible (see paragraph 10 of the Procurement Policy for more information).

The NCHFA Program guidelines require that a minimum of 50% of the households assisted must have incomes which are less than 30% of the area median income for the household size, and no household with an income exceeding 50% of the area median income will be eligible. This guideline will be adhered to strictly and will be a key factor in selection of those households served under the grant.

Recipients of assistance under the URP20 will be chosen by the above criteria without regard to race, creed, sex, color, or national origin.

The definitions of special needs' population under the URP20 are as follows:

- **Elderly:** An individual aged 62 or older.
- **Disabled:** A person who has a physical, mental or development disability that greatly limits one or more major life activities, has a record of such impairment, or is regarded as having such an impairment.
- **Large Family:** A large family household is composed of five or more individuals, with at least four being immediate family members.

- Head of Household: The person or persons who own(s) the house.
- Household Member: Any individual who is an occupant (defined below) of the unit to be rehabilitated shall be considered a “household member” (the number of household members will be used to determine household size and all household members are subject to income verification).
- Occupant: An occupant is defined as any immediate family member (mother, father, spouse, son/daughter of the head of the household, regardless of the time of occupancy); or non-immediate family member who has resided in the dwelling at least three months prior to the submission of the family’s application.
- Lead hazards: A child below the age of six with lead hazards in the home.
- Veteran: A person who served in the active military, naval, or air service, and who was discharged or released therefrom under conditions other than dishonorable.
- Emergency: A situation where a household member has an immediate threat of being evicted or removed from a home due to health or safety issues within a time frame that the program can complete a repair to stop eviction or removal.

Client Referral and Support Services: Many homeowners assisted through the Urgent Repair Program may also need other services. When City staff meet the homeowner during the intake and work write-up process, they will discuss the resources and programs available in the City and provide pamphlets and agency contact information when appropriate.

What is the form of assistance under URP20? The City will provide assistance to homeowners, whose homes are selected for repair/modification in the form of a loan. Homeowners will receive an unsecured deferred, interest-free loan, forgiven at a rate of \$2,000 per year, until the principal balance is reduced to zero.

What is the amount of the loan? The amount of the loan will depend on the scope of work necessary to address the identified imminent threats to life and/or safety, and that will be determined by the City’s Project Manager. There is no minimum to the amount of the loan; however, the maximum life-time limit in accordance with URP20 guidelines is \$10,000.

What kinds of work will be done? Only repairs that alleviate housing conditions which pose an imminent threat to the life and/or safety of occupants of the dwelling unit or accessibility modifications will be performed under the City’s URP. It should be noted that all deficiencies in a home may not be rectified with the available funds.

All work that is completed under URP20 must meet or exceed NC State Residential Building Code standards and be done in compliance with all state or local permitting, inspections, licensing and insurance requirements.

Who will do the work on the homes? The City is obligated under URP20 to ensure that quality work is done at reasonable prices and that all work is contracted through a fair, open and competitive process. To meet those very difficult requirements, the City will invite bids from contractors who are part of an approved contractors’ list, as well as from vendors provided

through lists from the City's Purchasing Division. Please request a copy of the City's Procurement and Disbursement Policy for further information.

A minimum of three approved contractors will be invited to bid on each job, and the lowest responsive and responsible bidder will be selected for the contract. "Responsive and responsible" is described in the Procurement and Disbursement Policy. Every effort will be made to secure at least three bids; however, in a case when this is not possible, the City's Purchasing Policy will be followed.

The City has an existing approved contractors' list for its existing rehabilitation programs. We encourage other contractors to apply, particularly minority and women-owned businesses. A contractor or vendor can apply through the following process:

- 1) Fill out a contractor's questionnaire form which includes references, financial information, and recent jobs completed (contact: Ed Brown @ 336-883-8522).
- 2) Provide appropriate documentation, including licenses and liability insurance.

The City of High Point is an equal opportunity employer, implements non-discriminatory practices in its procurement/disbursement and will make special outreach efforts to include minority and women-owned enterprises (M/WBE) within its contractor and subcontractor pool.

What are the steps in the process, from application to completion? Now that you have the information about how to qualify for the City of High Point's URP20, what work can be done, and who will do it, let's go through all the major steps in the process:

- 1) **Completing an Application form:** Homeowners who wish to apply for assistance should call (336) 883-3349 or visit the City's website at www.highpointnc.gov/cd. Proof of ownership and income will be required. Those who have applied for housing assistance from the City in the past will not automatically be reconsidered. A new application will need to be submitted.
- 2) **Screening of applicants:** Household income will be verified for program purposes only (information will be kept confidential). Ownership of property will be verified along with other factors.
- 3) **Preliminary inspection:** The City's Project Manager will visit the homes of applicants to determine the need and feasibility of repairs/modifications.
- 4) **Applicant interviews:** Approved applicants will be provided detailed information on assistance, program repair/modification standards and the contracting procedures associated with their project at this informational interview.
- 5) **Work write-up:** The City's Project Manager will visit the home again for a more thorough inspection. All areas of the home must be made accessible for inspection, including the

attic and crawlspace, if any. The owner should report any known problems such as electrical short circuits, blinking lights, roof leaks and the like. The Project Manager will prepare complete and detailed work specifications (known as the "work write-up"). The Project Manager shall review the work write-up with the homeowner and obtain written acceptance of the work write-up from the homeowner. A final cost estimate will also be prepared by the Project Manager and held in confidence until bidding is completed.

- 6) **Bidding:** The work write-up and bid documents will be sent to a minimum of three contractors on the Approved Contractors' Registry, or from lists provided by the Purchasing Division, who will be given one week in which to inspect the property and prepare bid proposals. Each will need access to those areas of the house, in which work is to be performed, in order to prepare a bid. Bids will be opened in the City's Community Development & Housing Department.
- 7) **Contractor selection:** Within 24 hours of the bid opening, after review of bid breakdowns and timing factors, the winning bidder will be selected. All bidders and the homeowner will be notified of (1) the selection, (2) the amount, (3) the amount of the City's cost estimate, and (4) if other than the lowest bidder is selected, of the specific reasons for the selection.
- 8) **Execution of loan and contract:** The loan will be executed as well as the repair/modification contract. This contract will be between the contractor and the homeowner, with the City serving as the homeowner's agent. The total loan amount of URP20 funds will never exceed \$10,000 for project hard costs.
- 9) **Pre-construction conference:** A pre-construction conference will be held at the home. At this time, the homeowner, contractor and program representatives will discuss the details of the work to be done. Starting and ending dates will be agreed upon, along with any special arrangements such as weekend or evening work hours and disposition of items to be removed from the home (such as old plumbing, etc.). Within 24 hours of the pre-construction conference, the City will issue a "proceed order" formally instructing the contractor to commence by the agreed-upon date. NOTE: A "proceed order" will not be issued until the contract between the contractor and the homeowner has been executed.
- 10) **Construction:** The contractor will be responsible for obtaining any required building permits for the project before beginning work. The permit must be posted at the house during the entire period of construction. Program staff will closely monitor the contractor during the construction period to make sure that the work is being done according to the work write-up (which is made a part of the rehabilitation contract by reference) and in a timely fashion. The Project Manager will inspect new work for compliance with the State Building Code as required by the guidelines of URP20. The homeowner will be responsible for working with the contractor toward protecting personal property by clearing work areas as much as practicable.
- 11) **Change Orders:** All changes to the scope of work must be reduced to writing as a contract amendment ("change order") and approved by all parties to the contract: the owner, the

contractor, the Project Manager, the City's Community Development and Housing Director (or his/her designee), and the City Manager (or his/her designee). If the changes require an adjustment in the loan amount, a loan modification stating these changes in the contract amount must be completed by the City and executed by the owner. If the changes result in a decrease in the loan amount, an estoppel informing the homeowner of these changes in the contract amount will be completed by the City and conveyed to the owner.

12) Payments to contractor: The contractor will be paid following the inspection and satisfactory completion of all items on the work write-up as well as the receipt by the City of the contractor's invoice and a release of liens, signed by all sub-contractors employed on the job and by all material suppliers from whom materials for the job were purchased. Please request a copy of the City's Procurement and Disbursement Policy for further information.

13) Post-construction conference: Following construction the contractor and the Project Manager will sit down with the homeowner one last time. At this conference the contractor will turn over all owner's manuals and warranties on equipment. The contractor and Project Manager will go over operating and maintenance requirements for any new equipment installed and discuss general maintenance of the home with the homeowner. The homeowner will have the opportunity to ask any final questions about the work.

14) Closeout: Once each item outlined in paragraph 12 above has been satisfied and the homeowner has signed a Certificate of Satisfaction, the job will be closed out.

What are the key dates? If, after reading this document, you feel that you qualify for this program and wish to apply, please keep the following dates in mind:

- Applications shall be available to the public starting on the date the NCHFA URP20 Funding Agreement is executed. It is anticipated that the execution of the Funding Agreement will occur on or about August 15, 2020.
- Resources for this program shall be available through December 31, 2021 or when total resources have been spent, whichever occurs first.

How do I request an application? Please contact:

April Jones, Administrative Coordinator
City of High Point, Community Development and Housing Department
211 S. Hamilton Street, Room 312
High Point, NC 27260
336-883-3348 OR april.jones@highpointnc.gov

Is there a procedure for dealing with complaints, disputes and appeals? Although the application process and repair/modification guidelines are meant to be as fair as possible, the

City of High Point realizes that there is still a chance that some applicants or participants may feel that they are not treated fairly. The following procedures are designed to provide an avenue for resolution of complaints and appeals.

During the application process:

- 1) If an applicant feels that his/her application was not fairly reviewed and would like to appeal the decision made about it, he/she should contact Thanena Wilson, Assistant Community Development & Housing Director, within five days of the initial decision and voice their concern. If the applicant remains dissatisfied with the decision, the detailed complaint should be put into writing.
- 2) A written appeal must be made within 10 business days of the initial decision on an application.
- 3) The City of High Point will respond in writing to any complaints or appeals within 10 business days of receiving written comments.

During the repair/modification process:

- 1) If the homeowner feels that repairs or modifications are not being completed according to the contract, he/she must inform the contractor and the Project Manager.
- 2) The Project Manager will inspect the work in question. If he finds that the work is not being completed according to the contract, the Project Manager will review the contract with the contractor and ask the contractor to remedy the problem.
- 3) If problems persist, a mediation conference between the homeowner and the contractor may be convened by the Project Manager and facilitated by the City's Community Development and Housing Director ("Director") or his designee.
- 4) Should the mediation conference fail to resolve the dispute, the Director will render a written final decision.
- 5) If the Project Manager finds that the work is being completed according to the contract, the complaint will be noted, and the Project Manager and the homeowner will discuss the concern and the reason for the Project Manager's decision.

Will the personal information provided remain confidential? Yes. All information in applicant files will remain confidential. Access to the information will be provided only to City employees who are directly involved in the program, the North Carolina Housing Finance Agency and auditors.

What about conflicts of interest? No officer, employee or other public official of the City, or member of the City Council, or entity contracting with the City, who exercises any functions or responsibilities with respect to URP20 shall have any interest, direct or indirect, in any contract or subcontract for work to be performed with program funding, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter. Relatives of City employees, Council Members and others closely identified with the City, may be approved for rehabilitation assistance only upon public disclosure before the City's Community Development and Housing Director and written permission from NCHFA.

What about favoritism? All activities under URP20, including the review of applications, inviting

bids, selecting contractors and resolving complaints, will be conducted in a fair, open and non-discriminatory manner, entirely without regard to **race, color, religion, national origin, sex, familial status and disability**.

Who can I contact about URP20? Any questions regarding any part of this application or program should be addressed to:

Thanena S. Wilson
Assistant Director, CD&H Department
211 S. Hamilton St., Rm. 312
High Point, NC 27260
336-883-3351
thanena.wilson@highpointnc.gov

This Assistance Policy is adopted this _____ day of _____ 2020.

Mayor Jay W. Wagner _____

ATTEST: _____

SEAL

******TO BE PLACED IN PROJECT FILE******

Acknowledgement of Receipt

I acknowledge receipt of a copy of the URP20 Assistance Policy and was provided the opportunity to review the document with City staff.

Owner

Date



City of High Point

Procurement and Disbursement Policies

2020 URGENT REPAIR PROGRAM

PROCUREMENT POLICY

1. To the maximum extent practical, the City of High Point (the City) promotes a fair, open and competitive procurement process as required under the North Carolina Housing Finance Agency's Urgent Repair Program (URP). Bids are invited from Contractors who are part of the City's approved contractor registry, or from vendor lists obtained from the City's Purchasing Division. (To be on the registry, a contractor must complete an application, have their recent work inspected, reviewed and approved by the Project Manager and submit proof of insurance.) Any contractor listed with and approved by the City will receive automatic approval status on the contractor registry.
2. At least three eligible contractors on the City's approved contractor registry shall be invited to bid on each job and the lowest responsive and responsible bidder shall be selected for the contract. "Responsive and responsible" means (a) the contractor is deemed able to complete the work in a timely fashion, (b) that the bid is within 15% on the low end of the City's nominal amount or 15% on the high end of the City's nominal amount and that (c) there is no conflict of interest (real or apparent).
3. Although bid packages may be bundled for multiple job sites, the bids for multiple job sites may be considered separate and apart when awarded and may be awarded to the lowest responsive and responsible bidder(s) for each job site.
4. Bid packages shall consist of an invitation to bid, work write up(s) and bid sheet(s) for each job.
5. Bids must include a cost-per-item breakdown with line item totals equaling the submitted bid price. Discrepancies must be reconciled prior to a contract being awarded.
6. Any change to the original scope of work must be reduced to writing in the form of a change order to be agreed upon and signed by the Project Manager and all parties to the

original contract. The change order must also detail any changes to the original contract price.

7. No work may begin prior to a contract being awarded and executed and a written order to proceed provided to the contractor. In addition, a pre-construction conference and “walk thru” shall be held at the work site prior to commencement of repair work.
8. The City reserves the right to reject any or all bids at any time during the procurement process.
9. In the event of a true emergency, the City reserves the right to waive normal procurement procedures in favor of more expedient methods, which may include seeking telephone quotes, faxed bids and the like. In the event phone bids are used, the City of High Point will call the first three responsive contractors on the approved contractor registry. The City will track who has been called and responsive and will rotate through the list before starting through the rotation again. Should such methods ever become necessary, the transaction will be fully documented.
10. If the nature of a repair is such that the repair can be made during the contractor’s initial inspection, or service or diagnostic call and the repair does not exceed \$1,000, a work write-up or bidding process will not be required. The contractor must, however, provide a quote to the Project Manager prior to completion of the work. Should this method of repair be used, the transaction will be fully documented, and the Project Manager may use a City procurement card as method of payment.
11. As the work being performed under the URP does not meet the minimum threshold requiring a formal bidding process under North Carolina General Statutes, bids (or quotes) may be mailed, hand delivered in a sealed envelope, or via email as instructed in the bid package. All bids will be opened and viewed publicly at a time and place to be announced in the bid package. All bidders are welcome to attend.
12. The City of High Point is an equal opportunity employer, implements non-discriminatory practices in its procurement/disbursement procedures and will make special outreach efforts to include Minority/Women Business Enterprise (M/WBE) businesses within its contractor and subcontractor pool.

DISBURSEMENT POLICY

1. All repair work must be inspected by (a) the City’s Project Manager, (b) the homeowner, and (c) the code enforcement officer as appropriate for the project prior to any payments to contractors. If all work is deemed satisfactory and all other factors and written agreements are in order, payment shall be issued upon presentation of an original invoice from the contractor. Contractor should allow 7-10 business days from receipt for processing of the invoice for payment.
2. If any of the work is deemed unsatisfactory, it must be corrected prior to authorization of payment. If the contractor fails to correct the work to the satisfaction of the City’s

Project Manager, payment may be withheld until the work is deemed satisfactory. (Contractors may follow the City's Urgent Repair Program Assistance Policy complaint process if a dispute occurs; however, contractors shall abide by the final decision as stated in the policy.)

3. The City assures, through this policy, that adequate funds shall be available to pay the contractor for satisfactory work.
4. All contractors, sub-contractors and suppliers must sign a lien waiver prior to disbursement of funds.

The Procurement and Disbursement Policies are adopted this the _____ day of _____, 2020.

City of High Point

BY: _____

SEAL

ATTEST: _____

CONTRACTORS STATEMENT:

I have read and understand the attached Procurement and Disbursement Policies.

BY: _____

COMPANY NAME: _____

WITNESS: _____

CITY OF HIGH POINT

AGENDA ITEM



Title: Targeted Downtown Office Incentive Policy

From: President Loren Hill and
Exec. V.P. Sandy Dunbeck
High Point Economic Development Corporation

Meeting Date: July 20, 2020

Advertising Date: n/a

Public hearing: n/a

Advertised by: n/a

Attachments: Proposed policy
Map of Downtown Municipal Service District

PURPOSE:

The High Point City Council is asked to adopt the “Targeted Downtown Office Incentive Policy.”

PROJECT & BACKGROUND:

- The City of High Point currently has two performance-based incentives policies: a job-creation policy and a capital investment policy. This new policy would be an addition to those current policies.
- This new policy would encourage office projects to locate and grow in the City’s “Downtown Municipal Service District”. [map attached]
- This Targeted Downtown Office Incentives Policy would go into effect on the date of its adoption by the High Point City Council and would expire (for companies applying for consideration) on July 31, 2021.
- The Council’s Prosperity and Livability Committee voted unanimously on July 15, 2020, to recommend the policy to the full Council for adoption.

BUDGET IMPACT:

The adoption of this performance-based incentive policy would cause no immediate budget impact. Any budget impact would only occur when incentives under this policy might be approved by the City Council after a public hearing is held.

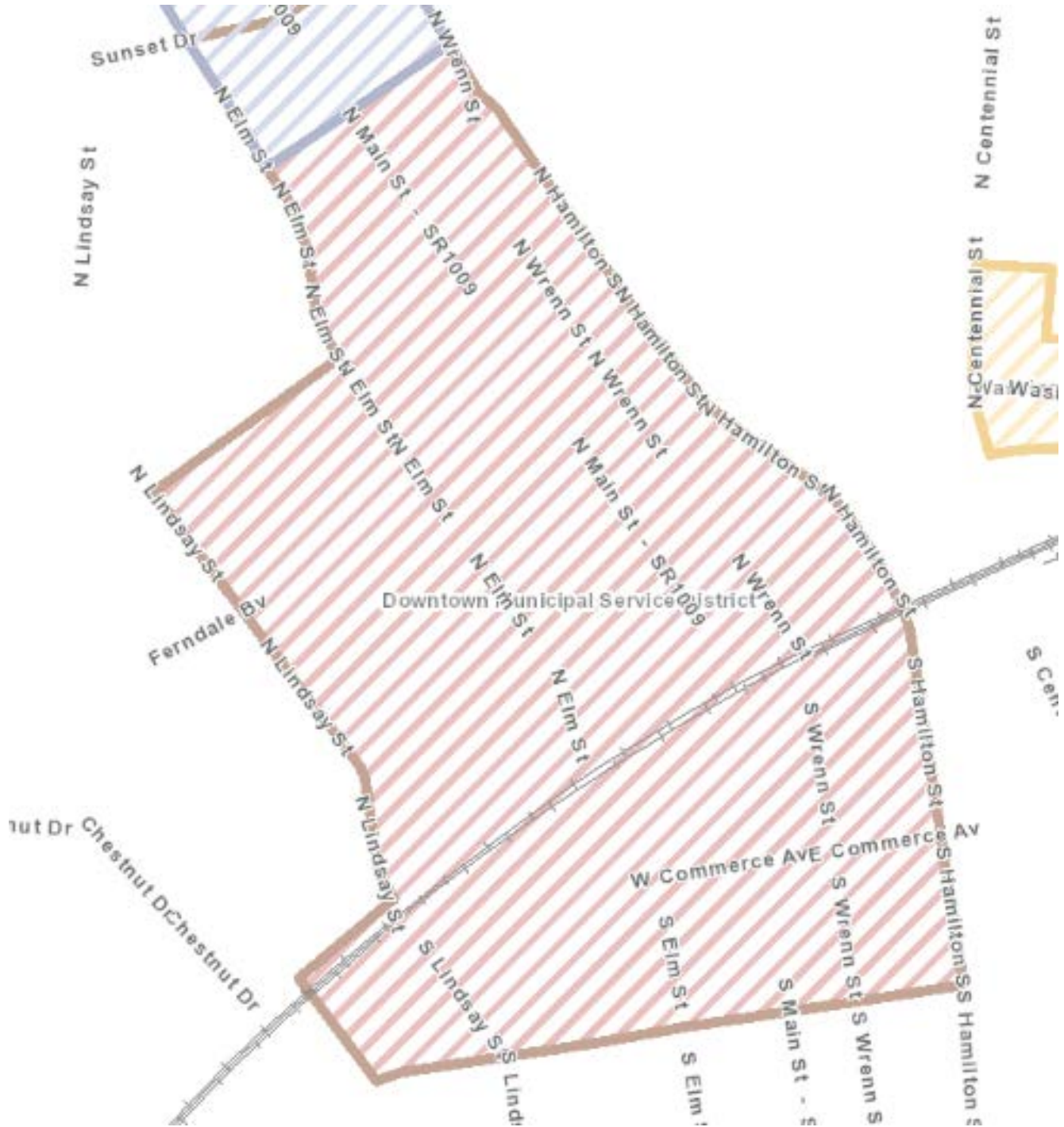
The source of any incentive funding under this policy would be the same as with the City’s other incentives policies – the City’s Economic Development Incentive Fund, which is funded by general and electric revenues.

RECOMMENDATION / ACTION REQUESTED:

The High Point City Council’s Prosperity and Livability Committee and the High Point EDC staff request that the City Council adopt the “Targeted Downtown Office Incentive Policy.”

Downtown Municipal Service District

(bounded generally by Hamilton Street to the east;
Ray Avenue, North Elm and Westwood Avenue to the north,
Lindsay Street and Oak Street to the west; and Green Drive to the south)





**CITY OF HIGH POINT
Targeted Downtown Office
INCENTIVES POLICY**

Draft: July 14, 2020

For additional information on this policy and other assistance that can be provided, contact the High Point Economic Development Corporation at hpedc@highpointnc.gov or 336-883-3116.

Section 1 Policy Adopted

The City of High Point adopts this Targeted Downtown Office Incentives Policy for the purposes and reasons stated below. This policy is in effect from the date of its adoption by the High Point City Council and expires on July 31, 2021, for companies applying for consideration.

Section 2 Policy Statement

Section 2.1 Relationship with Other Economic Development Policies

The City of High Point has previously adopted job creation and capital investment policies for the recruitment and expansion of new and existing office, industrial, manufacturing, warehouse and logistics businesses for the purposes of expanding the city's tax base, generating tax revenue and increasing jobs. For a particular project, this Targeted Downtown Office Policy may be utilized in addition to the other economic development policies.

Section 2.2 Purpose and Background

The City of High Point wishes to increase employment opportunities and continue the redevelopment of the Downtown area. This Policy is adopted to lower the barriers for businesses leasing office space to enter the downtown market by lowering entry costs and providing inducements.

Section 3 Targeted Downtown Office Districts

Section 3.1 Geographic Limitation

This policy applies to new construction or Major Renovation of real property for office development and leasing located in the Downtown Municipal Service District as it exists on the day of the adoption of this policy. The term Major Renovation shall mean a renovation of the real property which constitutes an increase in value in an amount at least 50% greater than the Guilford County tax value of the real property and improvements prior to renovation. Notwithstanding any language to the contrary contained herein, this policy shall not apply to:

- a. Real property owned or operated by a non-profit business entity, or
- b. Leases where the owner/developer of the real property owns a controlling interest in a proposed incentivized tenant.

Section 4 Types of Incentives

Section 4.1 Capital Improvements

Applicants may receive Office Incentives up to 50% of total upfit expenditures not to exceed \$50,000 to make internal capital improvements for better use, new use or adaptive use of the structure.

Section 4.2 Rent Assistance

Applicants may receive a cash grant to assist in payment of rents for up to four years.

- In Year 1, the cash grant could be up to 80% of market rate rents.
- In Year 2, the cash grant could be up to 60% of the previously determined market rate.
- In Year 3, the cash grant could be up to 40% of the previously determined market rate.
- In Year 4, the cash grant could be up to 20% of the previously determined market rate.
- The High Point Economic Development staff, after consulting with local real estate representatives, will determine the market rental rate.

Section 4.3 Job Creation

The City already has a separate job-creation incentives policy. For projects in this targeted district, the minimum number of jobs created shall be at least 10. The incentive amount per job could be up to \$3,000/job. *(Note to Council members: The current south High Point threshold is at least 25 jobs and up to \$1,000/job)*

Section 5 Application Process

Section 5.1 Intent

It is the city's intent that the application and decision-making process shall be simple, flexible and contain minimal steps.

Section 5.2 Conference with EDC staff

All applications shall be initiated through a meeting with the EDC staff who shall provide forms, as necessary, to assist in the transmittal of information from the applicant to the City Council.

Section 5.3 Presentation to the City Council

The application shall be presented to City Council as soon as practical and consistent with all applicable laws regarding notice and open meetings. The High Point Economic Development staff will recommend to the City Council the proposed dollars amounts that any office project in this targeted area may qualify for under this and other City economic development incentives policies.

Section 6 Source of Incentive Funds

Section 6.1 Funding Sources

In its discretion, the city may elect to fund incentives from its general fund, electric fund or any other source allowed by law.

Section 7 Process

Section 7.1 Payment Process

The city manager or his designee shall develop a system and publish guidelines for incentive payments that requires proof of expenditures described in the application.

Section 7.2 Performance Agreement

Applicants receiving funds shall enter into a Performance Agreement with the city that includes reporting requirements and performance benchmarks.

Section 7.3 Coordination with Other Policies

This policy may, at City Council's discretion, be used by itself for a project or in combination with other incentives policies the City has.

Section 7.4 Eligibility and Council Approval

A company being eligible for financial incentives does not guarantee that it will receive the incentives: any such incentives are granted only after a public hearing before the High Point City Council and an affirmative vote in support.

**HIGH POINT CITY COUNCIL
SPECIAL MEETING
(Virtual Meeting)
June 15, 2020- 3:00 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM #302**

MINUTES

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

CALL TO ORDER

Mayor Wagner called the meeting to order at 3:00 p.m.

Following a roll call vote for attendance, the following were identified as being present:

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

The following staff members were **physically present**:

Randy McCaslin, Interim City Manager; Mary S. Brooks, Deputy City Clerk

The following staff members **participated remotely**:

JoAnne Carlyle, City Attorney; Lisa B. Vierling, City Clerk

PRESENTATION OF ITEMS

2020-198 Closed Session- Personnel

A Closed Session is needed pursuant to N.C. General Statute 143-318.11(a)(6) for personnel.

Council Member Jones moved to enter Closed Session for the purpose of a personnel matter. Council Member Johnson made a second to the motion which carried by a unanimous 9-0 vote as follows:

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

Note: The Deputy City Clerk departed the meeting immediately after Council entered into Closed Session and was not present during the Closed Session on the personnel matter.

Upon reconvening into Open Session at 4:40 p.m., Mayor Wagner reported there would be no action taken as a result of the Closed Session.

ADJOURNMENT

The meeting adjourned at 4:40 p.m. upon motion duly made and seconded.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Mary S. Brooks, Deputy City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Resolution of Intent for a Voluntary Contiguous Annexation
Annexation 20-01 (*Miraje Properties LLC*)

From: Lee Burnette, Planning & Development
Director

Meeting Date: July 20, 2020

Public Hearing: No

Advertising Date: Not applicable

Advertised By: Not applicable

Attachments: A. Resolution of Intent for Annexation 20-01
B. Map of property proposed to be annexed

PURPOSE:

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

BACKGROUND:

Resolution of Intent for Annexation 20-01 is enclosed.

BUDGET IMPACT:

There is no budget impact associated with the adoption of this resolution.

RECOMMENDATION / ACTION REQUESTED:

Staff requests City Council set a public hearing date of Monday, August 3, 2020, for this request.

PUBLISH ONCE: Thursday, July 23, 2020

**RESOLUTION TO ESTABLISH A
PUBLIC HEARING DATE FOR
VOLUNTARY CONTIGUOUS ANNEXATION
(AN-20-01)**

WHEREAS, the City Council has been petitioned to annex the property of Miraje Properties LLC. The proposed annexation site is approximately 4.9 acres and located along the south side of Boulder Road, approximately 430 feet east of Tarrant Road. The site is addressed as 1091 Boulder Road and is also known as Guilford County Tax Parcel 154708.

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

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes August 3, 2020, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

As part of the City of High Point's COVID-19 mitigation efforts, the City Council will hold a remote public hearing and in-person public attendance will not be allowed at this meeting. Once the City Council is in session, please use the following link to listen to the meeting live. www.HighPointNC.gov/VirtualPublicMeeting

The public can submit comments to the City Council by emailing comments to build@highpointnc.gov and/or publiccomment@highpointnc.gov or by calling 336-883-3522 and leaving a message. Written comments can also be placed in the City of High Point's utility payment drop-boxes located on both sides of the Municipal Building located at 211 S. Hamilton Street in the Green Drive and the Commerce Avenue parking lots. We request that you include the case number at the top of the notice with your comment so it can be applied to the correct case. Public comments are being accepted now and will be until 24 hours after the close of the public hearing.

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

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

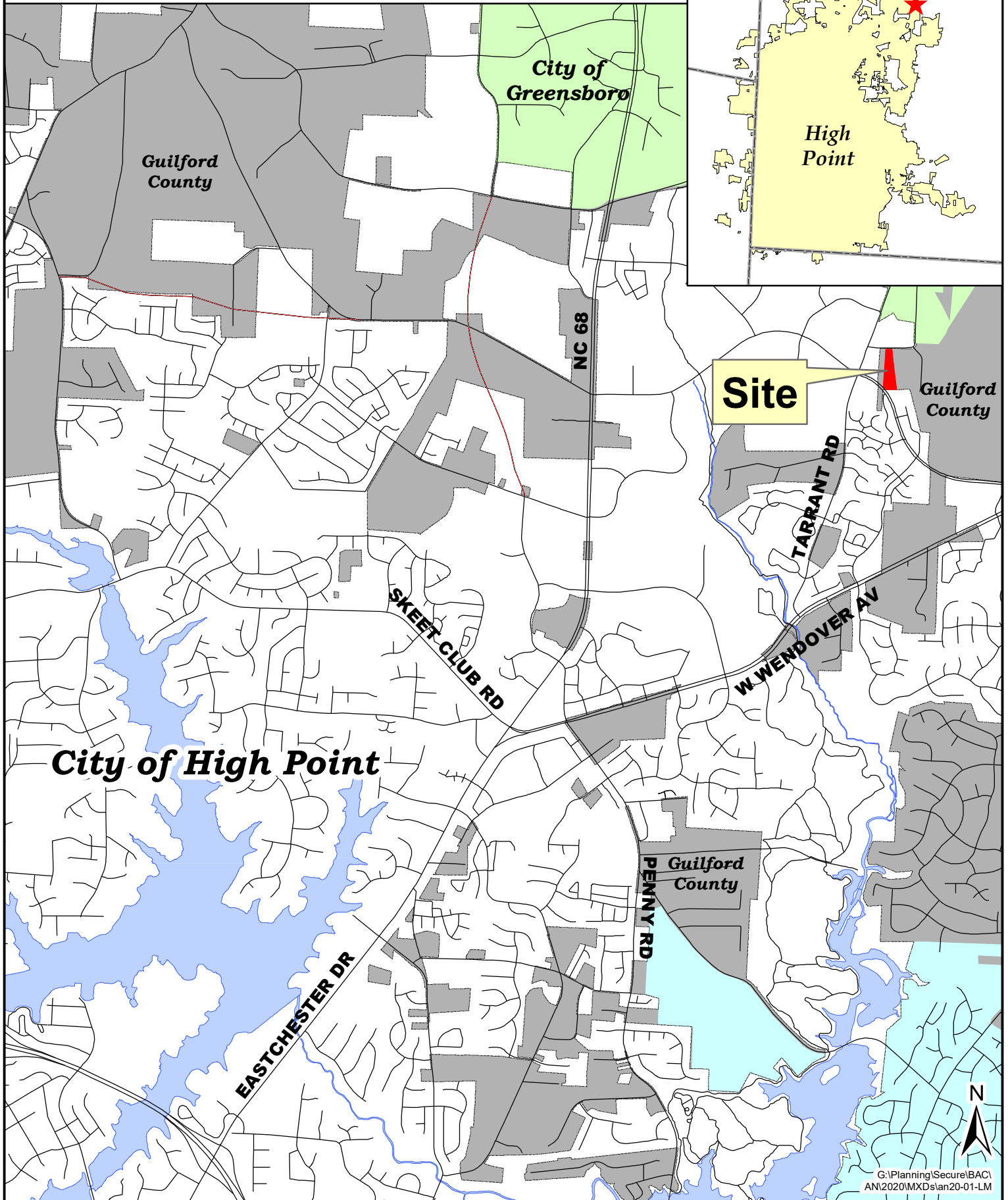
By order of the City Council,
This the 20th day of July, 2020

Lisa B. Vierling, City Clerk

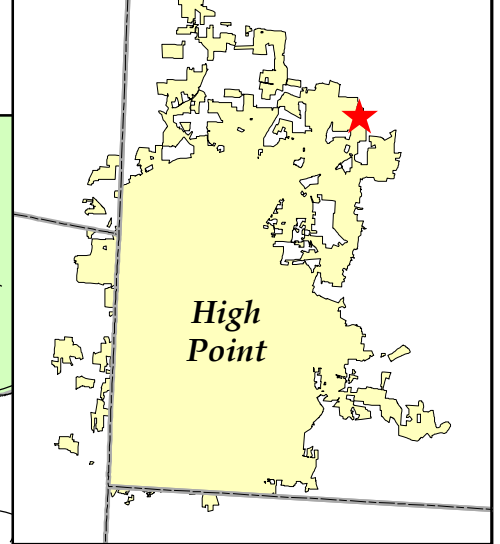
LOCATION MAP

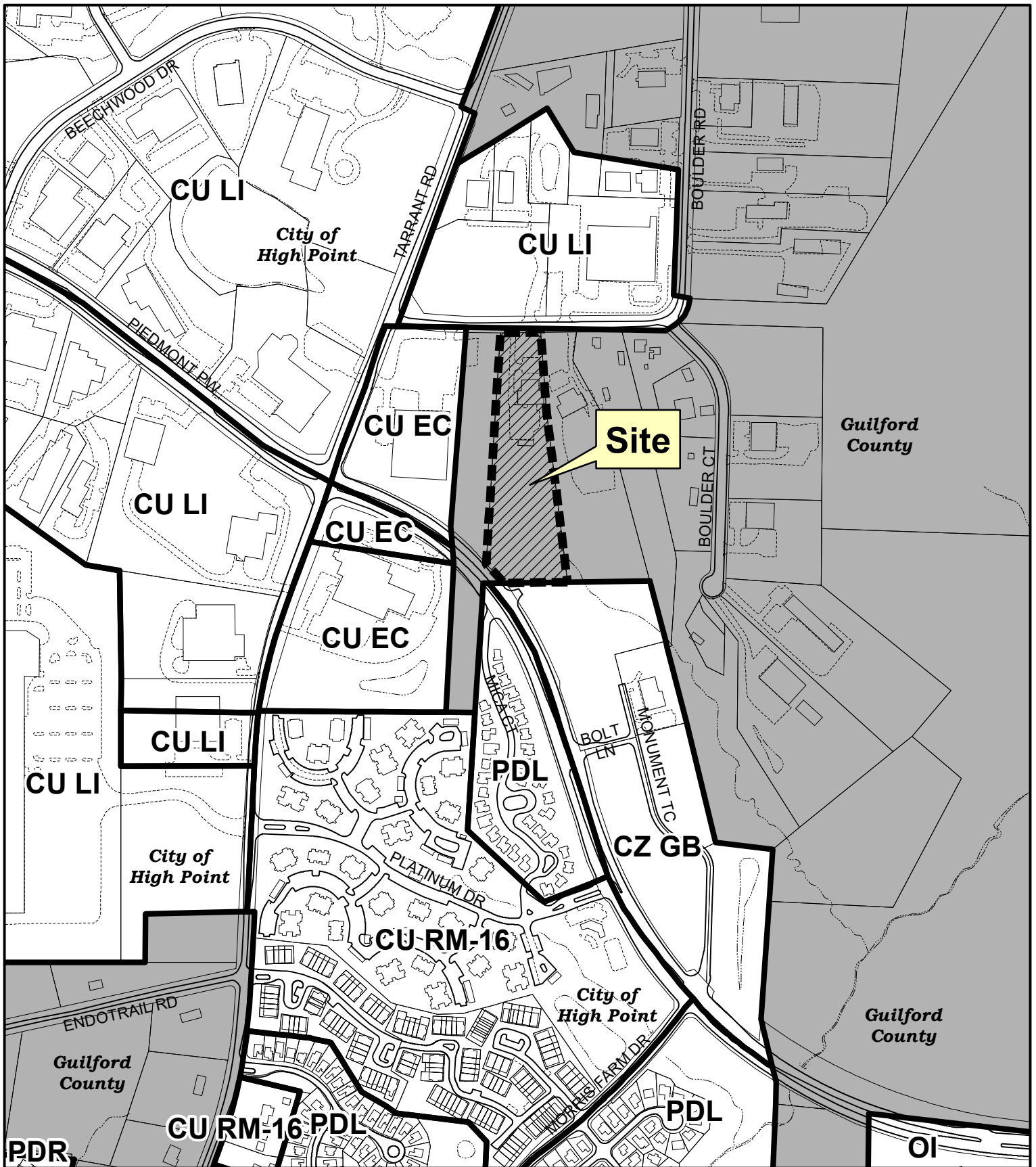
ANNEXATION CASE: AN-20-01

Applicant: Mirage Properties LLC



Vicinity Map





ANNEXATION REQUEST AN-20-01

Applicant: Miraje Properties LLC
Area: 4.95 acres (approximate)

Existing Zoning Boundary —————
Subject Property Boundary - - - - -

**Planning & Development
 Department**

City of High Point



Scale: 1"=600'
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