

City of High Point

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



Meeting Agenda

Monday, June 3, 2019

5:30 PM

Council Chambers

City Council

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

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

RECOGNITIONS AND PRESENTATIONS

- [2019-231](#) Proclamation - American Flag Day 2019
Mayor Wagner will present a proclamation to Lois Markham proclaiming Saturday, June 15th as "American Flag Day" in the City of High Point.
Attachments: [American Flag Day 2019 Proclamation](#)
- [2019-251](#) Proclamation - Children & Families Reading Month
Mayor Wagner will present a proclamation to Lorraine Fleming proclaiming the month of July as
"Children & Families Reading Month" in the City of High Point.
Attachments: [Children and Families Reading Month](#)

STRATEGIC PLAN UPDATE

- [2019-230](#) Strategic Plan Update
Council will receive an update on the Strategic Plan from Council Member Jeff Golden, Chair of the Community Housing, Neighborhood Development and Public Safety Committee.
Attachments: [Strategic Update for Code Enforcement - May 2019.pdf](#)

PUBLIC COMMENT PERIOD

- [2019-253](#) Public Comment Period
A Public Comment Period will be held on the first Monday of the regular City Council meeting schedule at 5:30 p.m. or as soon thereafter as reasonably possible following recognitions, awards and presentations. Our policy states persons may speak on any item not on the agenda.
- * Persons who have signed the register to speak shall be taken in the order in which they are listed. Others who wish to speak and have not signed in will be taken after those who have registered.
 - * Persons addressing City Council are asked to limit their comments to 3 minutes.
 - * Citizens will be asked to come to the podium, state their name and address and the subject(s) on which they will comment.
 - * If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group while a designated speaker covers the various points. This helps to avoid repetition while giving an opportunity for people present with the same concerns to be recognized.

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

actions that distract the meeting.

FINANCE COMMITTEE - Council Member Moore, Chair

Committee Members: Moore, Ewing, Hudson, and Jones

CONSENT AGENDA ITEMS

- [2019-232](#) Contract - MobileDoc - Fire Department Employees
Council is requested to award an agreement for a services contract to MobileDoc Medical Services to include on-site/as needed physicals for the Fire Department employees in the amount of \$98,000.
Attachments: [1. Agreement - MobileDoc 2019 - Fire Department Employees](#)
- [2019-233](#) Resolution - High Point University - Radio Donation
Council is requested to adopt a resolution approving the donation of sixty (60) surplus radios to High Point University that were slated to be sold on the GovDeals online auction service.
Attachments: [2. HPU Radio Donation](#)
[RES Donation of Radios](#)
- [2019-234](#) Change Order - J&J Underground Utilities
Council is requested to approve a change order to the J&J Underground Utilities contract in the amount of \$197,869 to close the project and process final payment to the vendor for work performed under the contract for boring conduits for primary power in the Carol Bay subdivision.
Attachments: [3. Change Order - Carol Bay Conduit](#)
- [2019-235](#) Contract - Guy M. Turner, Inc. - Crane & Rigging Services
Council is requested to award a contract to Guy M. Turner, Inc. to establish unit pricing for Crane and Rigging work on an as needed basis. These prices will be locked in for three years with options for additional years of renewal if agreeable with vendor.
Attachments: [4. Guy Turner, Inc - Crane and Rigging - 3 year contract](#)
- [2019-236](#) Contract - On-Call Professional Services - Supervisory Control & Data Acquisition Systems (SCADA) & Integration Support - Piedmont Automation/ Citi, LLC/ Revere Control Systems/ Lord & Co
Council is requested to award Master Professional Service Agreements for SCADA Design & Integration Support with four (4) firms: Piedmont Automation, CITI LLC, Revere Control Systems and Lord & Co to provide professional services for Public Services facilities control systems such as Wastewater, Water Treatment, Material Recovery Facility, as well as all remotely controlled located systems.
Attachments: [5. SCADA Agenda Item](#)
- [2019-237](#) Contract - Ward WTP Caustic & Alum Pump Replacement - Brushy Mountain Builders

Council is requested to award a contract to Brushy Mountain Builders in the amount of \$245,000 to demolish the existing alum and caustic chemical feed system at the Ward Water Plant and to replace the pumps, valves, accessories and related electrical and control work. The project also includes the rehabilitation and coating application of both the caustic and alum containment areas.

Attachments: [6. Ward WTP Chemical Feed Pumps](#)

[2019-238](#)

Contract - TransLōc, Inc.

Council is requested to award an amended contract to TransLōc, Inc. in the amount of \$94,400 for access to the real-time bus information platform for the City's Hi-Tran buses.

Attachments: [Contract - TransLoc Contract Amendment](#)

[2019-239](#)

Resolution - Revised Reimbursement Agreement - BSC Holdings, Inc. Council is requested to adopt a Resolution to amend the Reimbursement Agreement with BSC Holdings, Inc. and authorize the appropriate City Staff to execute all documents to execute the same.

Attachments: [Reimbursement Agreement - BSC Holdings](#)

[RES Agreement BSC Holdings](#)

[BSC Agreement Amendment-Executed](#)

[2019-132](#)

Financial Software Technology Initiative- NC Treasurer's Office Council is requested to approve memorandums of understanding and contract documents between the and City of High Point and the North Carolina State Treasurer's Office to partner in a financial software technology initiative; and, authorize the appropriate city official to execute all necessary documents.

Attachments: [State Technology Initiative](#)

[Consultant Contract](#)

[Contract Administrator MOU](#)

[Steering Committee MOU](#)

[Consultant Contract - Signed](#)

[MOU - Contract Administrator - Signed](#)

[MOU - Steering Committee - Signed](#)

[2019-254](#)

Contract Renewal - The Ferguson Group

Council is requested to authorize the renewal of contract with The Ferguson Group (TFG) for the period of July 1, 2019 - June 30, 2020.

Attachments: [Contract Renewal - The Ferguson Group](#)

[High Point Contract July 2019](#)

[Signed Contract](#)

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - Council Member Moore, Chair

- [2019-240](#) Public Hearing - 2019-2020 City of High Point Annual Budget
Monday, June 3, 2019 at 5:30 p.m. is the date and time established to receive public comments on the proposed 2019-2020 City of High Point Annual Budget.
Attachments: [Public Hearing memo for council](#)
- [2019-241](#) Ordinance - City of High Point 2019-2020 Budget Ordinance and Related Documents
City Council is requested to adopt the FY 2019-2020 Budget Ordinance for the City of High Point and associated fee schedules.
Attachments: [19-20 Budget Ordinance](#)
[FY2020 Proposed Revised](#)
[ORD Budget 2019 thru 2020](#)
[Letter_Louis Thibodeaux_Budget](#)
- [2019-242](#) Contract - High Point Convention & Visitors Bureau - 2019-2020 Annual Budget/Contract
City Council is requested to approve the annual budget for the High Point Convention & Visitors Bureau (CVB) for FY 2019-2020 and authorize the City Manager to execute contract between the High Point Convention and Visitors Bureau for FY 2019-2020.
Attachments: [8. 19-20 CVB memo](#)
- [2019-243](#) International Home Furnishings Market Authority - 2019-2020 Annual Budget
City Council is requested to approve the FY 2019-2020 annual budget for the Market Authority.
Attachments: [7. 19-20 Market Authority memo](#)

PENDING ITEMS

- [2018-169](#) Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)
City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.
Attachments: [7. Amendment to Lease Agreement - Crown Castle](#)

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

- [2019-244](#) Urgent Repair Program (URP) Policies and Procedures - FY 2019 - 2020

The Community Development and Housing Department recommends approval of the URP 19 Procurement and Disbursement Policy and the URP 19 Assistance Policy, and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [2019-20 Urgent Repair Program Policies](#)

[2019-245](#)

Ordinance To Demolish - 1124 Textile Place

City Council is requested to adopt an ordinance ordering the building inspector to effectuate the demolition of a structure located at 1124 Textile Place belonging to Fred Thompson Sr and Sandra Thompson.

Attachments: [1124 Textile Pl Council Packet](#)

[ORD Demolish 1124 Textile Place](#)

PLANNING & DEVELOPMENT COMMITTEE - Council Member Williams,

Chair

Committee Members: Williams, Scarborough, Moore, and Jones

[2019-246](#)

Resolution of Intent - Annexation 19-03

Approval of a Resolution of Intent that establishes a public hearing date of Monday, June 17, 2019, at 5:30 p.m. to consider a voluntary contiguous annexation of an approximate 0.48-acre parcel lying along the south side of Kivett Drive, approximately 275 feet west of Kersey Valley Road. The property is also known as Guilford County Tax Parcel 161079.

Attachments: [Resolution of Intent AN-19-03 \(1\)](#)

PUBLIC HEARINGS - Planning & Development Committee

Chaired by Council Member Williams

[2019-247](#)

Ordinance - Zoning Map Amendment 19-06 - City of High Point

A request by the City Council to amend the boundary of the Airport Overlay (ARO) District that changes approximately 227.67 acres from Zones 1 & 2 to Zone 3 and approximately 39.5 acres from Zone 1 to Zone 2. The area lies between Gallimore Dairy Road and Clinard Farms Road, generally east of Barrow Road and west of Pegg Road.

Attachments: [Staff Report \(ZA-19-06\)](#)

[2019-248](#)

Ordinance - Annexation 19-02 - Oasis Investment LLC

A request by Oasis Investment LLC to consider a voluntary non-contiguous annexation of approximately 79.5 acres lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road. The property is also known as Guilford County Tax Parcels 169959 and 169966.

Attachments: [Staff Report \(AN-19-02\) \(1\)](#)

[2019-249](#)

Ordinance - Zoning Map Amendment 19-07 - Oasis Investment LLC

A request by Oasis Investment LLC to rezone approximately 79.5 acres

from the Agricultural (AG) District, within Guilford County's jurisdiction, to the Conditional Zoning Employment Center (CZ EC) District. The site is lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road. Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.

Attachments: [Staff Report \(ZA-19-07\)](#)

GENERAL BUSINESS AGENDA

2019-252

City of High Point - Alcoholic Control Board
City Council is requested to authorize the High Point Board of Alcoholic Control to use the adopted City of High Point Employee Travel Reimbursement Policy.

Attachments: [High Point ABC Board - Request to Use CHP Travel Policy](#)

[ABC By-laws re travel per diem](#)

2019-250

Minutes To Be Approved
Special Meeting (Budget Presentation); Thursday, May 16th @ 3:00 p.m.
Finance Committee Meeting; Thursday, May 16th @ 4:00 p.m.
City Manager's Briefing, Monday, May 20th @ 4:00 p.m.
Regular Council Meeting; Monday, May 20th @ 5:30 p.m.

Attachments: [1. May 16 2019 Special Meeting.pdf](#)

[2. May 16 2019 Finance Committee Meeting.pdf](#)

[3. May 20 2019 Manager's Briefing.pdf](#)

[4. May 20 2019 High Point City Council Meeting.pdf](#)

CLOSED SESSION- PERSONNEL

ADJOURNMENT



FINANCE COMMITTEE

Chaired by Council Member Moore

Members: Moore, Hudson, Ewing, and Jones

May 16, 2019 – 4:00 p.m.

3rd Floor Lobby Conference Room

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

Absent: Chairman Britt Moore; JoAnne Carlyle, City Attorney

In the absence of Chairman Moore, Committee Member Ewing chaired the meeting.

Staff Present:

Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager, Eric Olmedo, Managing Director; Laura Altizer, Budget and Performance Manager; Tyler Berrier, Assistant Director of Electric Department; Robby Stone, Assistant Director of Public Services; Nawfal Shujaa, Project Engineer; Bobby Fitzjohn, Director of Financial Services; Jeron Hollis, Communications and Public Engagement Director; JoAnne Carlyle, City Attorney; Kim Thore, Right-of-Way Coordinator; Roslyn McNeill, Budget Analyst; Lisa Vierling, City Clerk; and Mary S. Brooks, Deputy City Clerk

Others Present:

Thad Juszczak, David Willet

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

2019-208 Contract - Dalton Contracting, LLC - Concrete Sidewalk/Curbing Removal & Replacement

Council is requested to approve a contract with Dalton Contracting, LLC in the amount of \$116,288.00 for sidewalk and curb repair and maintenance.

Robby Stone, Assistant Director of Public Services, spoke to the annual replacement and repair of sidewalks; to the recommended lowest bidder; and to the list of locations in need of repair and or maintenance.

Randy McCaslin, Deputy City Manager, stated the contract was for repair and not for new construction.

A motion was made by Committee Member Ewing, seconded by Committee Member Jones, that this matter be recommended for approval and placed on the May 20, 2019 City Council consent agenda. The motion carried by a 4-0 unanimous vote.

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

2019-209 Contract - Blythe Construction - Asphalt Supplier

Council is requested to approve a contract with Blythe Construction, Inc. in the amount of \$450,000 to supply asphalt materials used by crews for patching and short overlays.

Robby Stone, Assistant Director of Public Services, spoke to the needed materials that would be used for potholes, and for small and in-house jobs.

A motion was made by Committee Member Jones, seconded by Committee Member Ewing, that this matter be recommended for approval and placed on the May 20, 2019 City Council consent agenda. The motion carried by a 4-0 unanimous vote.

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

2019-210 Contract - Kemp Construction Inc. - Ward Water Treatment Plant

Council is requested to award a contract to Kemp Construction Inc. in the amount of \$338,900 to rehabilitate the Ward Water Treatment Plant Filters 5-8, repair and reassemble the cluster filters 30-inch effluent valves, inspect and replace any damaged nozzles.

Robby Stone, Assistant Director of Public Services spoke to the treatment plant filters as only having one active filter; to the routine maintenance completed at the plant; and that the dollar amount requested was included in the budget.

A motion was made by Chairman Moore, seconded by Committee Member Ewing, that this matter be recommended for approval and placed on the May 20, 2019 City Council consent agenda. The motion carried by a 4-0 unanimous vote.

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

2019-211 Contract - JCI Jones Chemicals - Sodium Hypochlorite

Council is requested to award a contract to JCI Jones Chemicals for the purchase of sodium hypochlorite in the annual amount of \$168,200 for a total 3-year contract award of \$504,600. The contract is for a three-year period with the option to renew for two additional one-year periods beginning June 1, 2019 thru May 31, 2022.

Robby Stone, Assistant Director of Public Services stated JCI Jones gave the lowest bid that was received; and that the cost for the chemicals increased last year by 0.265%.

Randy McCaslin, Deputy City Manager stated the city had used JCI Jones Chemicals before.

A motion was made by Committee Member Ewing, seconded by Committee Member Hudson, that this matter be recommended for approval and placed on the May 20, 2019 City Council consent agenda. The motion carried by a 4-0 unanimous vote.

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

2019-212 Contract - Asplundh Tree Expert Co - Tree Trimming Services

Council is requested to approve a continuation of a contract with Asplundh Tree Expert Co. in the amount of \$875,500 to provide utility line clearance tree services for the coming 2019-2020 fiscal year.

Tyler Berrier, Assistant Director of Public Services stated having this contract would help the city on having a more proactive approach in being prepared for future storms.

Committee Member Ewing spoke to the program as being exceptional because it saves time and money during storm outages.

A motion was made by Committee Member Ewing, seconded by Committee Member Hudson, that this matter be recommended for approval and placed on the May 20, 2019 City Council consent agenda. The motion carried by a 4-0 unanimous vote.

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

2019-213 Contract - DataVoice International - Cayenta - Upgrade of Workforce Management System

Council is requested to approve a sole source contract with DataVoice International in the amount of \$55,575.00 for work order system upgrades that will allow communication between Cayenta and DataVoice International to improve customer service.

Tyler Berrier, Assistant Director of Public Services stated the upgrade would allow the two systems to integrate; is was a one-time upgrade price; spoke to being able to predict power outages with the system; to the system allowing to save time and become a lot more efficient.

Randy McCaslin, Deputy City Manager stated the upgrade would allow us to get information out to the customers much quicker.

A motion was made by Committee Member Ewing, seconded by Committee Member Hudson, that this matter be recommended for approval and placed on the May 20, 2019 City Council consent agenda. The motion carried by a 4-0 unanimous vote.

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

2019-214 Resolution -Donation of Property - 801 E. Green Drive

Council is requested to adopt a resolution accepting donation of real property located at 801 E. Green Drive from Harriet S. Bennett. Property will be used for infill housing needs. Expenses are estimated at \$2,000 for attorney/title work.

Kim Thore, Right-of-Way Coordinator spoke to the property as being vacant, to the size as being small; and that it was located on the corner of Park and Green Streets.

A motion was made by Chairman Moore, seconded by Committee Member Jones, that this matter be recommended for approval and placed on the May 20, 2019 City Council consent agenda. The motion carried by a 4-0 unanimous vote.

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

PENDING ITEMS

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

ADJOURNMENT

There being no further business to come before the Finance Committee, the meeting adjourned at 4:17 p.m. upon motion duly made and seconded.

Respectfully Submitted,

Mary S. Brooks, Deputy City Clerk

Britt Moore, Chairman

AGREEMENT
CITY OF HIGH POINT, NORTH CAROLINA
AND THE FERGUSON GROUP, L.L.C., WASHINGTON, DC

Pursuant to this Agreement, the City of High Point, NC (hereinafter referred to as "the client") and The Ferguson Group, L.L.C., (TFG) agree to assume the following obligations:

1. OBLIGATIONS OF TFG

TFG will:

- A. act as the Washington Representative to the client in Washington, D.C.;
- B. represent the client regarding legislative and regulatory matters impacting the client specifically;
- C. confer with the client and its designees at the times and places mutually agreed to by the client and TFG. This will be done on all organizational planning and program activity related to the Federal Agenda and that which has a bearing on the ability of the client to make the best use of federal program resources;
- D. coordinate with the client and its designees to develop a comprehensive strategic plan for legislative and regulatory priorities;
- E. review federal legislation under consideration, federal executive proposals, proposed administrative rules and regulations and other federal developments for the purpose of advising the client of those items that may have a bearing on the client's policies or programs;
- F. notify the client of opportunities for federal funding and relay information necessary for securing those funds;
- G. secure and furnish such detailed information as may be available on federal issues in which the client indicates an interest;
- H. review and comment on proposals of the client, which are being prepared for submission to federal agencies, when requested to do so by the client;
- I. assist the client in drafting legislation and congressional testimony;
- J. identify, develop, and cultivate on-going relationships with key congressional officials and staff members;
- K. assist the congressional delegation in any matter that is in the best interest of the client and in the same manner as any other member of the client's staff might render assistance;

- L. counsel with the client and prepare briefing materials and/or conduct briefings for the client's representatives who are preparing to meet with Members of Congress, testify before congressional committees and administrative agencies, and conduct other client business, or attend national conferences;
- M. review and assist in developing the client's Federal Agenda;
- N. consult the client's elected officials and government affairs team on federal legislative affairs;
- O. alert the client to relevant federal and foundation competitive grant opportunities;
- P. cultivate relationships with federal agencies, garner congressional support, and provide every other level of support needed to improve the client's ability to obtain competitive grants;
- Q. assist with drafting legislation;
- R. arrange appointments (and accommodations when requested) for the client's officials to facilitate the efficient and effective performance of the client's business while in Washington, D.C.; and,
- S. submit periodic reports providing the latest information on issues of interest to the client.

2. OBLIGATIONS OF THE CLIENT

The client will:

- A. pay TFG \$6,666 per month one month in advance for professional services, or \$80,000 annually;
- B. reimburse TFG for expenses, not to exceed \$5,000 annually, as described in paragraph 2, subparagraphs F, G and H, payable within thirty (30) days of submission of invoice and acceptance by the client;
- C. advise TFG of the name or names of persons authorized to request service by TFG and the person or persons to be kept advised by TFG;
- D. supply TFG with a summary of all federal issues in which the client has interests and advise TFG of any new developments, together with the pertinent details as to the substance of such developments;
- E. supply TFG with copies of budgets, planning documents, and regular reports of the client's agenda and proceedings, newspapers and other materials to assist TFG in keeping current on the client's policies and programs;
- F. reimburse TFG for: (1) all travel expenses incurred pursuant to paragraph 1, subparagraph B; (2) all travel and incidental expenses for attendance at meetings by TFG outside Washington, D.C. or

North Carolina at the request of/approval of the client; (3) all incidental Washington expenses incurred in the course of conducting the client's business;

G. reimburse TFG for all long-distance telephone expenses; and

H. reimburse TFG for the costs of document production.

3. THE CLIENT AND TFG CONCUR THAT THE FOLLOWING EXCLUSIONS SHALL APPLY TO THIS AGREEMENT.

TFG will not:

A. represent the client before formal congressional committee hearings or in any judicial or quasi-judicial hearing conducted by boards or examiners of federal agencies or commissions;

B. perform any legal, engineering, accounting or other similar professional services; and

4. EITHER PARTY MAY TERMINATE THIS AGREEMENT AT ANY TIME BY GIVING THE OTHER AT LEAST THIRTY (30) DAYS' NOTICE IN WRITING OF SUCH TERMINATION.

5. TERM OF AGREEMENT:

This agreement is for the period beginning on July 1, 2019 and ending on June 30, 2020. Contractual time may be extended upon written mutual consent of the parties.

IN WITNESS WHEREOF, the parties hereto, or their duly authorized agents or officers, have executed this Agreement effective as of the day and year first above written.

THE FERGUSON GROUP, L.L.C.

CITY OF HIGH POINT, NC

By: W. Roger Gwinn
W. Roger Gwinn, CEO

By: Jay W. Wagner
Jay W. Wagner, Mayor

Date: June 3, 2019

Date:

CITY OF HIGH POINT

AGENDA ITEM



Title: Authorization and Approval for On-Call Professional Services- SCADA Design and Integration Support

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Assistant Director

Meeting Date: June 3, 2019

Public Hearing: No

Advertising Date: April 5, 2019

Advertised By: Purchasing

Attachments: Bid Recommendation

PURPOSE:

The Public Services Department solicited qualification proposals (RFQ) for On-Call Professional Services for Supervisory Control and Data Acquisition Systems (SCADA) and Integration Support. The selected firms will provide professional services for Public Services facilities control systems such as wastewater, water treatment and Material Recovery Facility as well as all remotely located systems. The intent is to establish an on-call contract with multiple firms that the Public Services Department can utilize as needs arise related to SCADA design and integration.

BACKGROUND:

On May 3, 2019 proposals were received from qualified Consultants to provide professional services for SCADA Design and Integration Support on an on-call basis. A Master Agreement (“Agreement”) will be entered with the selected Consultants. Tasks to be performed under this Agreement will be assigned by a Scope of Services Supplemental Agreement (“Supplemental Agreement”). Department personnel will have the opportunity to select the consultant best qualified to perform individual projects from the master list. Fees will be negotiated with the selected consultant after which a Supplemental Agreement will be prepared for the project.

Proposals were received from eight (8) qualified Firms/Consultants. A selection committee comprised of staff from the Public Services Department reviewed the proposals and determined that four (4) firms/consultants were qualified to perform the required services. Based on the reviews and recommendations from the committee members, it is recommended that Master Agreements be entered into with the following integration firms/consultants: Piedmont Automation, CITI, LLC, Revere Control Systems and Lord and Company

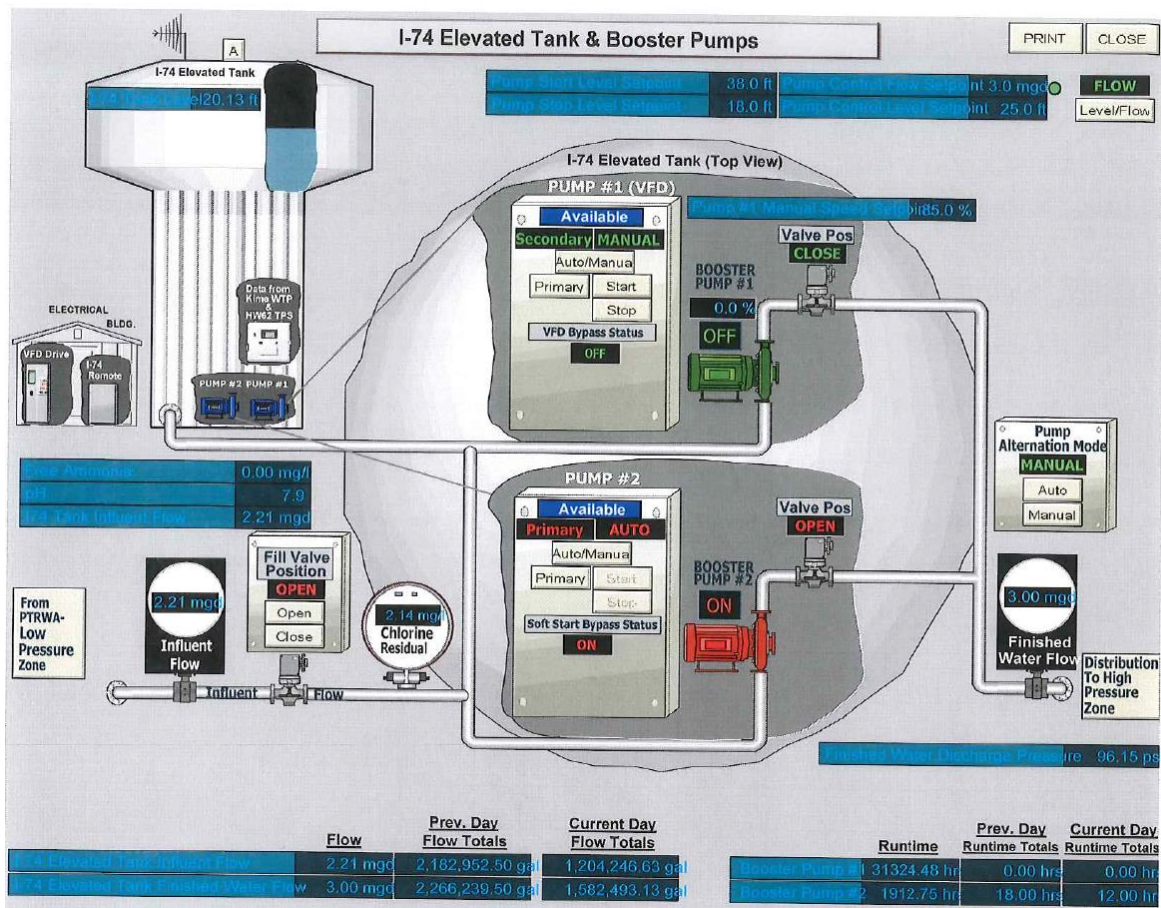
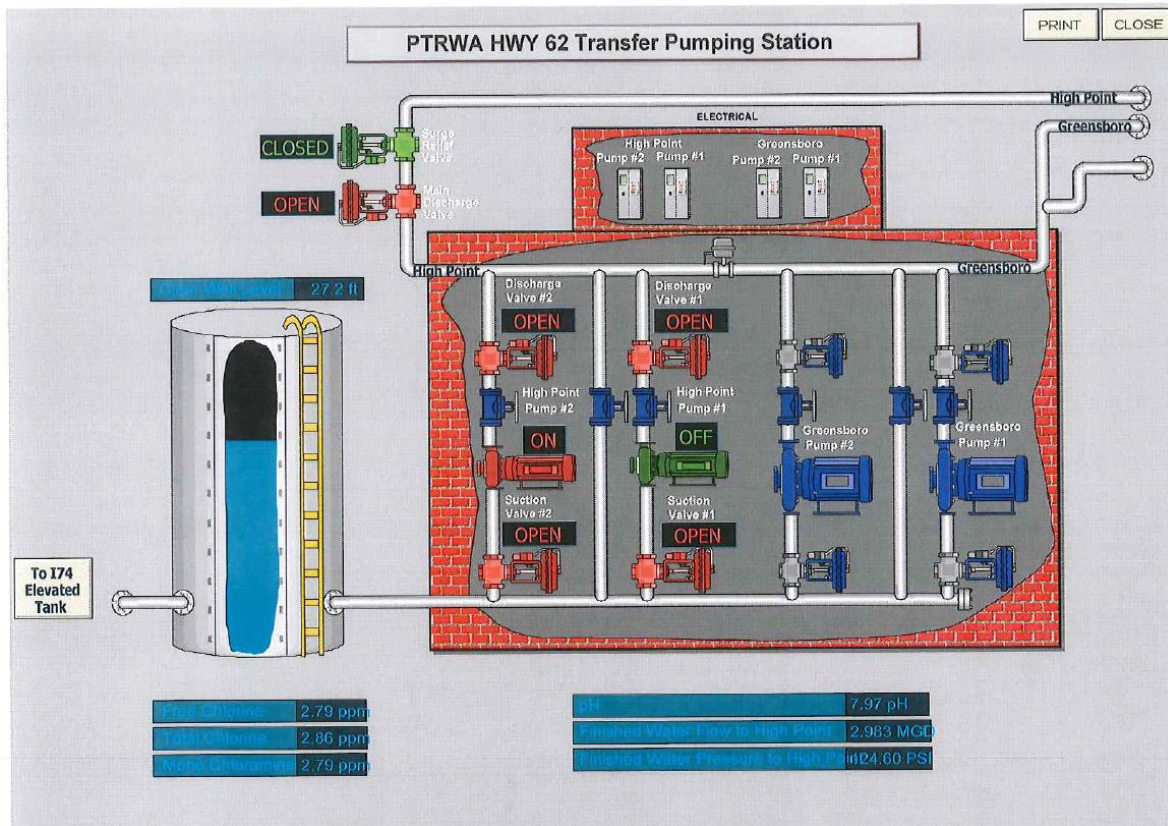
BUDGET IMPACT:

Funds are budgeted in Public Services operational budgets.

RECOMMENDATION / ACTIONS REQUESTED:

City Council is requested to authorize the appropriate city officials to execute Master Professional Service Agreements for SCADA Design and Integration Support with the four (4) firms listed above.

Example: SCADA Screens





RFQ RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: Public Services

COUNCIL AGENDA DATE: June 3, 2019

RFQ NO.: 41-050319 DATE OPENED: May 3, 2019

DESCRIPTION:

Request for Qualifications for On-Call Professional Services for SCADA (supervisory control and data acquisition) Design and Integration Support

PURPOSE:

The Public Services Department solicited qualifications proposals for On-Call Professional Services for SCADA Design and Integration Support. The selected firm(s) will provide professional services for the facility control systems (wastewater and water treatment), as well as, remotely located water pump stations and wastewater lift-station sites. The intent is to

COMMENTS:

RECOMMEND AWARD TO: See below. AMOUNT: NA

JUSTIFICATION:

The Public Services Department has evaluated the RFQ proposals and recommends awarding a professional on-call services contract to the following integration companies: Piedmont Automation, CITI, LLC, Revere Control Systems, and Lord and Company.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Terry Houk Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point, ou=Public
Services, email=terry.houk@highpointnc.gov, c=US
Date: 2019.05.20 16:22:28 -04'00' DATE: 05/20/2019

The Purchasing Division concurs with recommendation submitted by the Public Services and recommends award to PA, CITI, Revere, Lord & Co. in the amount of \$ NA.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti
Date: 2019.05.21 06:47:27 -04'00' DATE:

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn
Date: 2019.05.23 10:03:43 -04'00' DATE:

CITY MANAGER: Greg Demko Digitally signed by Greg Demko
Date: 2019.05.23 13:26:33 -04'00' DATE:















CITY OF HIGH POINT

AGENDA ITEM



Title: **Annexation 19-02**
 (Oasis Investment LLC)

From: Lee Burnette, Planning & Development
 Director

Meeting Date: June 3, 2019

Public Hearing: Yes

Advertising Date: May 22, 2019

Advertised By: Planning & Development

Attachments: A. Staff Report
 B. Map
 C. Annexation Ordinance Adoption

PURPOSE:

A request by the Oasis Investment LLC to consider a voluntary noncontiguous annexation of approximately 79.5 acres lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road. The property is also known as Guilford County Tax Parcels 169959 and 169966.

BACKGROUND:

The staff report and recommendation is enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends *approval* of Annexation 19-02.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ANNEXATION 19-02
June 3, 2019**

Request	
Applicant: Oasis Investment LLC	Owner: Oasis Investment LLC
Proposal: Voluntary non-contiguous annexation.	Effective Date: Upon adoption.
	Associated Zoning Case: Zoning Map Amendment 19-07

Site Information	
Location:	The site is lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road.
Tax Parcel Number:	Guilford County Tax Parcels 169959 and 169966
Site Acreage:	Approximately 79.5 acres
Current Land Use:	Two single family detached dwellings
Current Fire District:	Guilford County has contracted with the City of High Point Fire Department to provide services to unincorporated parcels lying south of I-40.
Proposed Development:	The property owner is proposing to develop a medical-related industrial/business research park.
Proposed Unit Type, Number and Average Value:	The property owner is proposing to develop an approximate 1.3 million square-foot medical-related industrial/business research park with an estimated value of approximately \$392,602,000.
Proposed Build-out Schedule:	This will be a multi-year project; the first phase is anticipated to commence construction in approximately three years.
Physical Characteristics:	The site is heavily wooded with a moderate to severely sloping terrain. A perennial stream, running in a west to east direct, bisects the northern portion of the property and a second perennial stream, running in a south to north direction runs, through the middle of the property. The steeper terrain is along these stream corridors.
Water and Sewer Proximity:	A 12-inch City water line and a 15-inch City sewer line both lie to the east of the site along the Gallimore Dairy Road.
General Drainage and Watershed:	The site drains in an easterly direction, and development is subject to the City Lake General Watershed Area (GWA) requirements. Engineered stormwater measures are required for non-residential development with an impervious surface area that is greater than 24% of the site.
Overlay Districts:	City Lake General Watershed Area Airport Overlay District – Zone 1

Adjacent Property Zoning and Current Land Use			
North:	CZ-EC	Conditional Zoning Employment Center District	An industrial/office/warehouse facility is under construction, single family dwelling and undeveloped parcel
	AG	Agricultural District (<i>Guilford County</i>)	
South:	AG	Agricultural District (<i>Guilford County</i>)	Single family detached dwellings
East:	CU-EC	Conditional Use Employment Center District	Machinery manufacturing facility and agricultural accessory structures
West:	AG	Agricultural District (<i>Guilford County</i>)	Commercial nurse/landscaping facility

Transportation Information			
Adjacent Streets:	Name		Approx. Frontage
	Gallimore Dairy Road		Major Thoroughfare 1,730 feet
Vehicular Access:	Two access points are proposed to be provided from Gallimore Dairy Road.		

City Department Comment Summary

Comments were not requested for this proposed annexation due to the fact the site abuts the City's corporate limits. Annexation petitions for uses within close proximity to existing service areas do not warrant individual department comment.

Details of Proposal

The applicant is requesting annexation to have access to City utilities to facilitate development of an industrial/business research park. This property is situated in the northern portion of the City's planning area and is designated by the adopted Land Use Map for Restricted Industrial uses. Since the late 1980s, approximately 21 annexation requests (totaling approximately 516 acres) have been approved in this northern portion of the City's Planning area to support restricted industrial uses. The site abuts the City's corporate limits along its northern and northeastern boundary and is adjacent to parcels that are within the City limits to the south, southeast and southwest.

This annexation petition represents a logical progression of the City's annexation policy for this area as the proposed annexation site is generally surrounded by the City's corporate limits and City services and service vehicles are already present in this area. The annexation of this parcel will not negatively impact the City's ability to provide services in this area.

Report Preparation

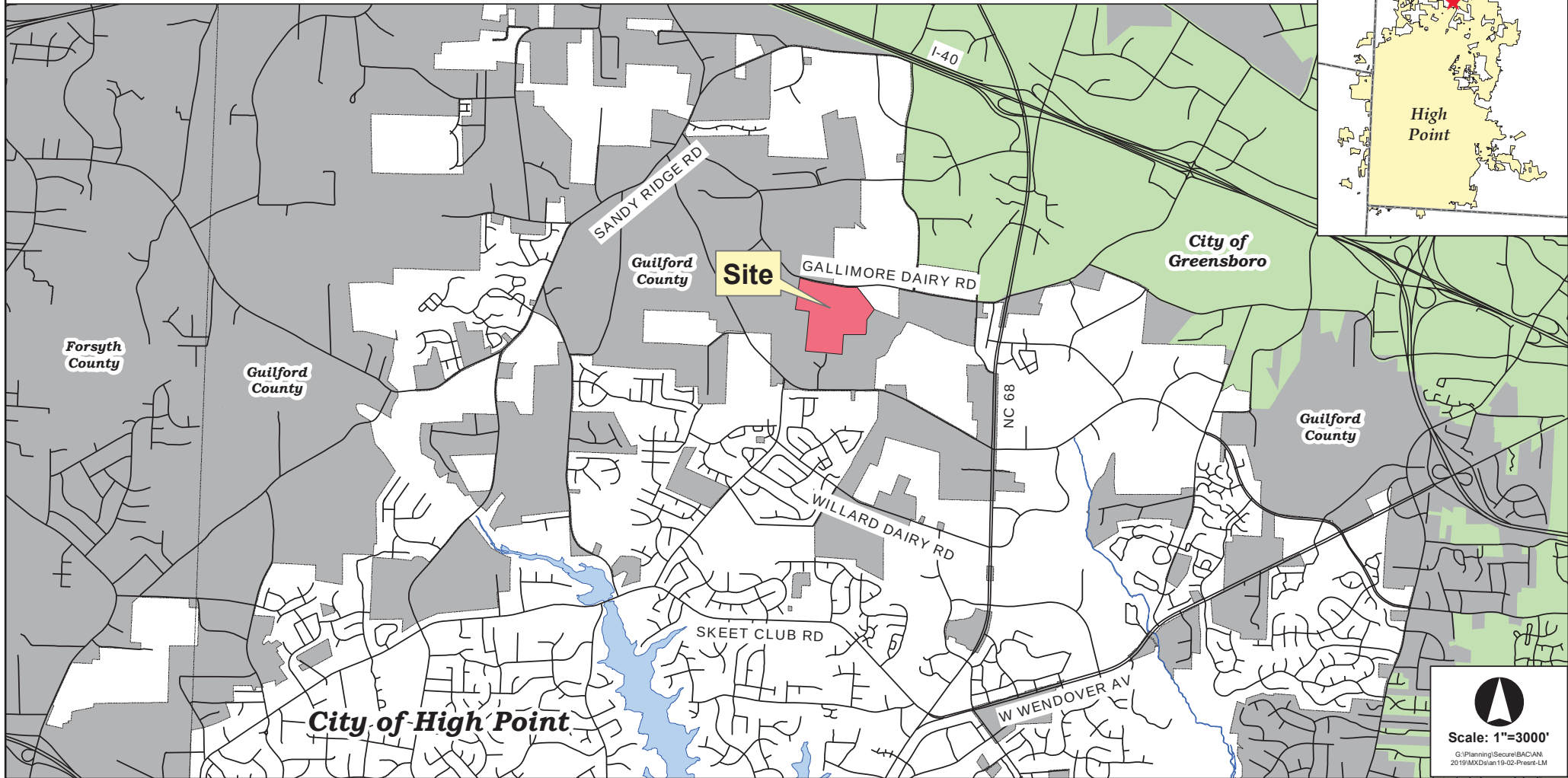
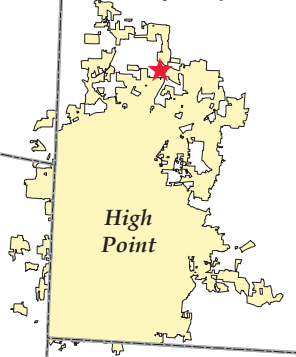
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner and reviewed by Robert Robbins AICP, Development Services Administrator and Lee Burnette AICP, Director.

LOCATION MAP

ANNEXATION REQUEST: AN-19-02

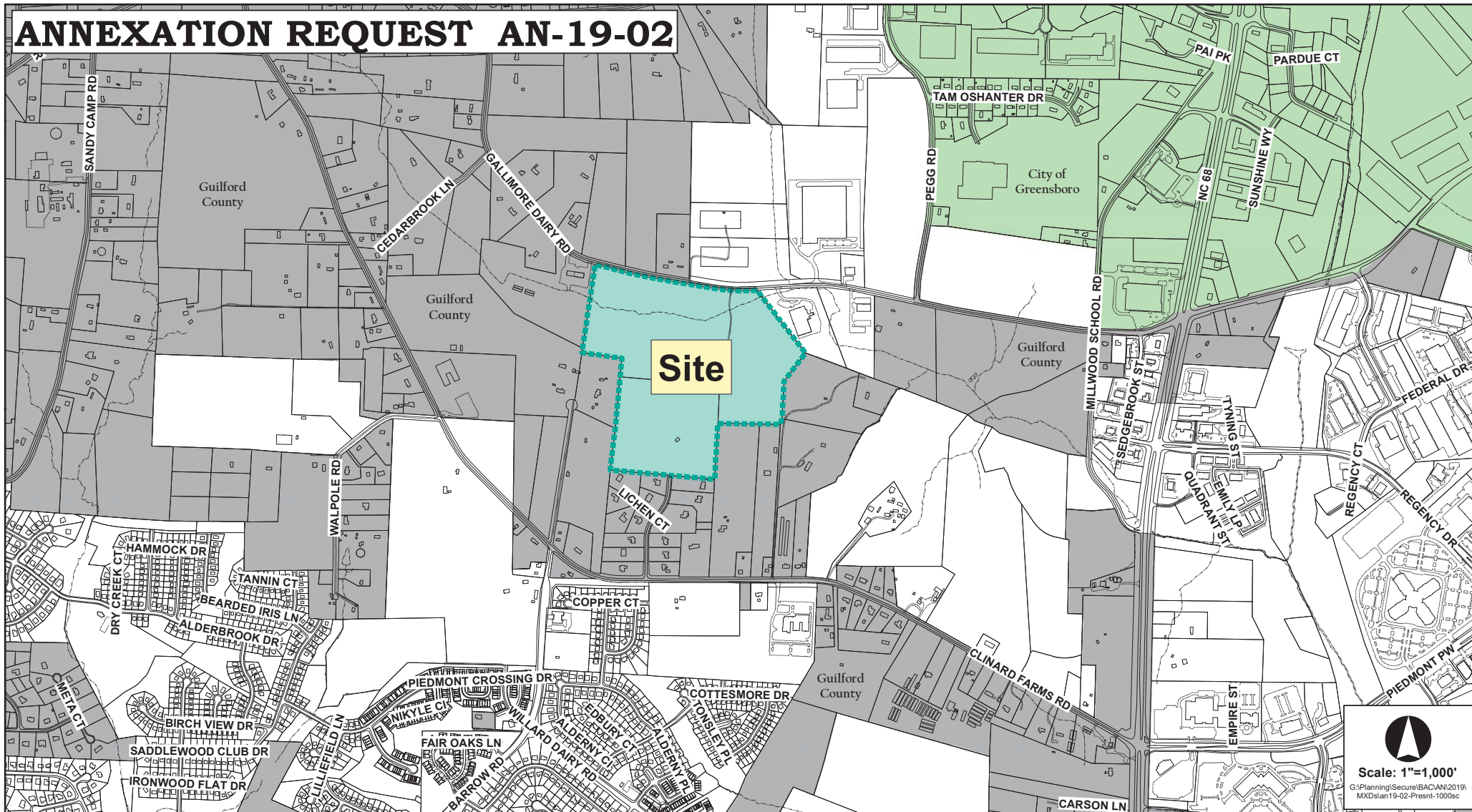
Applicant: Oasis Investment Group, LLC

Vicinity Map



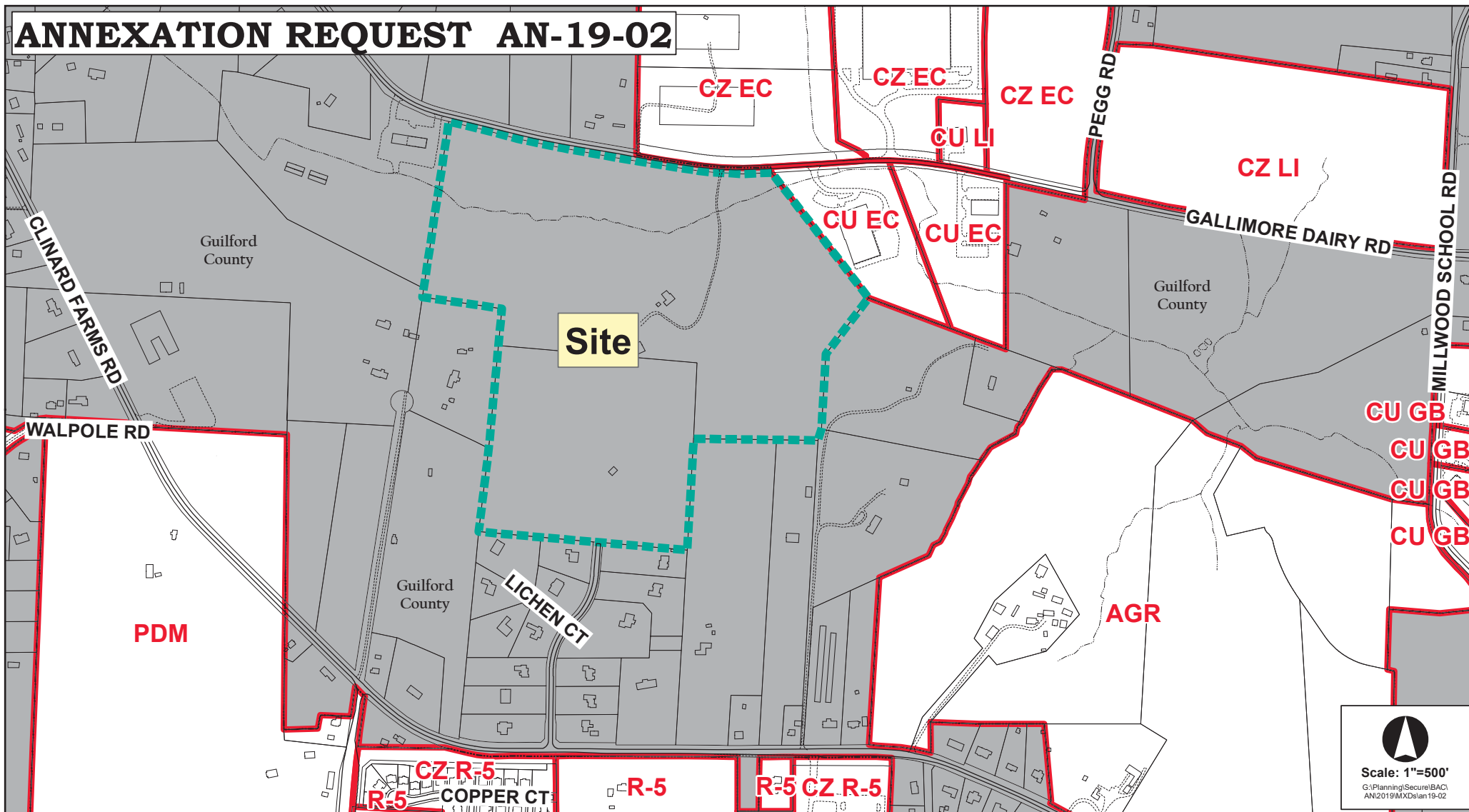
Scale: 1"=3000'
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ANNEXATION REQUEST AN-19-02



Scale: 1"=1,000'
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ANNEXATION REQUEST AN-19-02



Return to: JoAnne Caryle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Ordinance No. xxxx / xx-xx

AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE
CITY OF HIGH POINT, NORTH CAROLINA

WHEREAS, The City of High Point has been petitioned under G.S. 160A-58.1, as amended, to annex the area described herein; and,

WHEREAS, the City Clerk has investigated the sufficiency of said petition and has certified it to be valid; and

WHEREAS, a public hearing on this annexation was held at the Municipal Building at 5:30 p.m. on the 3rd day of June, 2019; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the requirements of G.S. 160A-58.1 as amended;

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

SECTION 1. By the authority granted by G.S. 160A-58.1 as amended, the following described territory is hereby annexed, and made a part of the City of High Point as of **June 3, 2019**.

ANNEXATION DESCRIPTION

(Oasis Investment LLC - Annexation 19-02 (AN-19-02))

Guilford County Tax Parcels 169959 and 169966

BEGINNING AT AN EXISTING 1/2 INCH IRON PIPE BEING THE NORTHEASTERN CORNER OF HEREIN DESCRIBED PROPERTY, SAID EXISTING 1/2 INCH IRON PIPE BEING ON THE SOUTHERN 60 FOOT RIGHT OF WAY FOR GALLIMORE DAIRY ROAD (SR#1556) AS DESCRIBED IN DEED BOOK 2720 PAGE 788 AND IN A WESTERN LINE OF KRM 1, LLC AS

DESCRIBED RECORDED IN DEED BOOK 6615 PAGE 3002, THENCE WITH THE WESTERN LINE OF SAID KRM 1, LLC AND THE EXISTING CITY OF HIGH POINT LIMIT LINE S 43 DEG. 00 MIN. 37 SEC. E DISTANCE BEING 839.56 FEET TO AN EXISTING STONE, THENCE WITH THE WESTERN LINE OF JONATHAN SANDERS AKER AS RECORDED IN DEED BOOK 7255 PAGE 1605 S 31 DEG. 56 MIN. 15 SEC. W DISTANCE BEING 374.23 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE SAME S 01 DEG. 59 MIN. 09 SEC. E DISTANCE BEING 398.83 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE WESTERN LINE OF CLINARD & POWELL, LLC AS RECORDED IN DEED BOOK 7170 PAGE 13 S 01 DEG. 05 MIN. 46 SEC. W DISTANCE BEING 64.22 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE NORTHERN LINE OF KURT D. BORUM AND WIFE MARY GAYE S. BORUM AS RECORDED IN DEED BOOK 5880 PAGE 810 S 85 DEG. 47 MIN. 40 SEC. W DISTANCE BEING 219.62 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE NORTHERN LINE OF PATRICIA C. ROUNTREE AND WILLIAM COLEMAN ROUNTREE AS RECORDED IN DEED BOOK 7940 PAGE 866 S 85 DEG. 47 MIN. 04 SEC. W DISTANCE BEING 439.59 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE WESTERN LINE OF SAID PATRICIA C. ROUNTREE AND WILLIAM COLEMAN ROUNTREE S 01 DEG. 36 MIN. 52 SEC. E DISTANCE BEING 592.18 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE NORTHERN LINE OF BRENDA LEE ROBBINS AND JIMMY L. PEGRAM AS RECORDED IN DEED BOOK 4430 PAGE 261 N 89 DEG. 58 MIN. 22 SEC. W DISTANCE BEING 449.96 FEET TO AN EXISTING REBAR ON THE EASTERN 50 FOOT RIGHT OF WAY FOR BLACKBERRY RIDGE DRIVE, THENCE WITH THE NORTHERN TERMINUS OF BLACKBERRY RIDGE DRIVE AS SHOWN RECORDED ON PLAT BOOK 117 PAGE 100 S 89 DEG. 47 MIN. 11 SEC. W DISTANCE BEING 49.73 FEET TO AN EXISTING REBAR, THENCE WITH THE NORTHERN LINE OF CHARLES C. NICHOLS AS RECORDED IN DEED BOOK 7477 PAGE 562 N 89 DEG. 59 MIN. 59 SEC. W DISTANCE BEING 280.12 FEET TO AN EXISTING #4 REBAR, THENCE WITH THE NORTHERN LINE OF MICHAEL L. MURPHREE AND WIFE KELLY M. MURPHREE AS RECORDED IN DEED BOOK 7977 PAGE 1404 N 89 DEG. 55 MIN. 30 SEC. W DISTANCE BEING 330.38 FEET TO AN EXISTING 1/2 INCH IRON PIPE IN CONCRETE, THENCE WITH THE EASTERN LINE OF BRANDON H. TURNER AND WIFE AMBER TURNER AS RECORDED IN DEED BOOK 7247 PAGE 2284 N 00 DEG. 04 MIN. 51 SEC. E DISTANCE BEING 473.65 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE EASTERN LINE OF BRUCE L. IDOL AND WIFE ANITA W. IDOL AS RECORDED IN DEED BOOK 2655 PAGE 462 N 00 DEG. 03 MIN. 24 SEC. E DISTANCE BEING 546.04 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE SAME N 00 DEG. 00 MIN. 43 SEC. W DISTANCE BEING 190.06 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE NORTHERN LINE OF SAID BRUCE L. IDOL AND WIFE ANITA W. IDOL N 87 DEG. 01 MIN. 23 SEC. W DISTANCE BEING 403.61 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE EASTERN LINE OF DUTTON & BLUM HOLDINGS, LLC AS RECORDED IN DEED BOOK 5125 PAGE 555 N 04 DEG. 03 MIN. 14 SEC. E DISTANCE BEING 199.88 FEET AN EXISTING IRON PIPE, THENCE WITH THE SAME N 03 DEG. 59 MIN. 48 SEC. E DISTANCE BEING 200.66 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE SAME N 04 DEG. 08 MIN. 47 SEC. E DISTANCE BEING 517.95 FEET TO A NEW IRON PIPE AT THE BASE OF A DESTROYED CONCRETE RIGHT OF WAY MONUMENT ON THE

SOUTHERN 60 FOOT RIGHT OF WAY FOR GALLIMORE DAIRY ROAD, THENCE WITH THE SOUTHERN 60 FOOT WIDE RIGHT OF WAY FOR GALLIMORE DAIRY ROAD AS DESCRIBED IN DEED BOOK 2720 PAGE 788 BEING A CURVE TO THE LEFT A CHORD BEARING OF S 81 DEG. 07 MIN. 25 SEC. E CHORD DISTANCE BEING 25.93 FEET AND HAVING A RADIUS OF 14,052.29 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME S 81 DEG. 10 MIN. 36 SEC. E DISTANCE BEING 258.28 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME BEING A CURVE TO THE LEFT A CHORD BEARING OF S 83 DEG. 13 MIN. 02 SEC. E CHORD DISTANCE BEING 347.04 FEET AND HAVING A RADIUS OF 4,872.76 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME S 85 DEG. 15 MIN. 29 SEC. E DISTANCE BEING 305.19 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME BEING A CURVE TO THE LEFT A CHORD BEARING OF S 85 DEG. 52 MIN. 26 SEC. E DISTANCE BEING 335.12 FEET AND HAVING A RADIUS OF 15,590.62 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME BEING A CURVE TO THE LEFT A CHORD BEARING OF N 87 DEG. 12 MIN. 17 SEC. E CHORD DISTANCE BEING 436.62 FEET AND HAVING A RADIUS OF 1,977.91 FEET TO THE POINT AND PLACE OF BEGINNING CONTAINING 79.523 ACRES MORE OR LESS.

SECTION 2. Upon and after **June 3, 2019** the foregoing property and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of High Point, and shall be entitled to the same privileges and benefits as other parts of the City of High Point. Said territory shall be subject to municipal taxes according to G.S. 160A-58.3.

SECTION 3. The Mayor of the City of High Point shall cause to be recorded in the Office of the Register of Deeds for **Guilford County** and in the Office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1, thereof, together with a duly certified copy of this ordinance.

Adopted by City Council,
this the **3rd** day of **June, 2019.**
Lisa B. Vierling, City Clerk

LOCAL GOVERNMENT TECHNOLOGY INITIATIVE

STEERING COMMITTEE

MEMORANDUM OF UNDERSTANDING

THIS STEERING COMMITTEE MEMORANDUM OF UNDERSTANDING (MOU) is entered into as of the 9 day of May, 2019 among the STATE AND LOCAL GOVERNMENT FINANCE DIVISION (the "SLGFD"), a division of the North Carolina Department of State Treasurer (the "DST"), the NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS (the "ACC"), the NORTH CAROLINA LEAGUE OF MUNICIPALITIES (the "NCLM"), the NORTH CAROLINA GOVERNMENT FINANCE OFFICERS ASSOCIATION (the "NCGFOA"), and the CITY OF HIGH POINT, a municipal corporation (the "City"). The SLGFD, the ACC, the NCLM, the NCGFOA, and the City are each a separate "Party" and shall collectively be referred to as the "Parties."

Background

The purpose of the Local Government Technology Initiative is to identify a software product that could be utilized by local government units in North Carolina to meet essential financial, compliance, and reporting obligations in an efficient and transparent manner. Funding and authority for this project have been granted by the North Carolina General Assembly in accordance with Senate Bill 257, page J8 of the conference report (Session Law 2017-57). Project funding has been appropriated and allocated to the SLGFD Operations Budget.

The purpose of this MOU is to form a Steering Committee composed of the named Parties, define the roles and responsibilities of the Steering Committee members, and outline major project goals.

Roles and Responsibilities

The Steering Committee shall:

- Appoint primary liaisons from their respective staffs to be the Parties' representatives on the Steering Committee.
- Work in an efficient and cooperative manner to achieve the goals of the project.
- Communicate with their constituencies, as appropriate, to solicit input and/or feedback in support of Project Goals.
- Identify an experienced governmental financial software consultant (the "Consultant") to assist in achieving the goals of the project and oversee the Consultant's efforts and deliverables.
- Review and approve invoices for work performed by the Consultant.
- Form a Stakeholder Group of 8-10 members including various North Carolina local governments, and other organizations and entities.
- Form other groups, and recommend the hiring of consultants and other professionals as needed.
- Report to and confer with the General Assembly, stakeholders and any other agencies.

- Maintain all records in connection with the Steering Committee's work for at least six years beyond the expiration of this MOU, including any extensions or renewals. Steering Committee administrative staff will maintain the official copies of all documents as support for the expenditure of funds appropriated for the project.
- Issue a Request for Proposal (RFP) for a software system meeting the defined requirements.

The Stakeholder Group, with the oversight of the Steering Committee, shall assist in achieving the Project Goals, as appropriate.

The City, as Contract Administrator, shall fulfill all obligations as specified in the Local Government Technology Initiative Contract Administrator MOU, dated the 9 day of May, 2019. The Contract Administrator MOU is incorporated by reference in its entirety herein as if fully set forth.

The SLGFD, as Steering Committee Administrative Staff, shall:

- Develop a uniform chart of accounts.
- Distribute all invoices for expenses received from the Contract Administrator to the Steering Committee, along with any related supporting materials.
- Provide monthly expense reports to the Steering Committee.
- Maintain the official copies of all documents as support for the expenditure of funds appropriated for the project.
- Support the administrative needs of the Contract Administrator and the Steering Committee.

Project Goals

The Steering Committee, with the input and assistance of the Stakeholder Group and the Consultant, shall:

- Develop a readiness checklist to assist local governments in assessing and achieving readiness to implement and manage the selected software product.
- Identify specific software system requirements.
- Develop a Request for Proposal (RFP) to identify a system meeting defined requirements.
- Evaluate proposals.
- Select one or more software products meeting system requirements.

Term

The term of this MOU shall begin on the effective date set forth above, expiring on June 30, 2020. The Parties may extend this MOU, conditioned upon an approval of funds carryforward by the Office of State Budget and Management. Any extension must be in writing signed by all the Parties.

Amendments

This MOU may be amended by the mutual consent of the parties. Any amendment shall be in writing and signed by the Parties.

NC GOVERNMENT FINANCE OFFICERS ASSOCIATION

By: _____

Signature: _____

Title: _____

Date: _____

CITY OF HIGH POINT

By: Greg Demko, City Manager

Signature: Greg Demko

Title: CITY MANAGER

Date: 6/4/19

Authority to Bind

Each Party to this Agreement represents and warrants that the execution, delivery and performance of this Agreement and the consummation of the transactions provided in this Agreement have been duly authorized by all necessary actions of the respective person or entity, including receipt of approvals from any governing board and/or agencies, and that the person executing this Agreement on its behalf, if applicable, has the full capacity to bind that entity.

THIS MEMORANDUM OF UNDERSTANDING has been executed by the Parties in multiple originals, one of which shall be retained by each Party.

STATE AND LOCAL GOVERNMENT FINANCE DIVISION

By: _____ Greg Gaskins _____

Signature: Aug C. Gaskins

Title: Deputy Treasurer

Date: May 9, 2019

NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS

By: _____

Signature: _____

Title: _____

Date: _____

NORTH CAROLINA LEAGUE OF MUNICIPALITIES

By: _____

Signature: _____

Title: _____

Date: _____

**NORTH CAROLINA
CITY OF HIGH POINT**

CONSULTANT CONTRACT

THIS CONTRACT is made, and entered into this the _____ day of _____, 2019, by and between the **CITY of HIGH POINT**, a North Carolina municipal corporation, (hereinafter referred to as "CITY"), and **GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA)**, a not for profit corporation duly authorized to do business in the State of North Carolina, (hereinafter referred to as "CONSULTANT"). CITY and CONSULTANT are hereinafter collectively referred to as the "Parties".

STATEMENT OF PURPOSE

WHEREAS, the CITY, the State and Local Government Finance Division ("SLGFD") of the North Carolina Department of State Treasurer ("DST"), and other entities and organizations, are members of a Steering Committee, under the Local Government Technology Initiative Steering Committee Memorandum of Understanding dated the ____ day of _____, 2019 (the "Steering Committee MOU"), and

WHEREAS, the purpose of the Local Government Technology Initiative ("LOGOTIN" or the "Project") is to identify a software product that could be utilized by local government units in North Carolina to meet essential financial, compliance, and reporting obligations in an efficient and transparent manner, and

WHEREAS, funding and authority for the Project have been granted by the North Carolina General Assembly in accordance with Senate Bill 257, page J8 of the conference report (Session Law 2017-57), and Project funding has been appropriated and allocated to the SLGFD Operations Budget,

NOW, THEREFORE For and in consideration of the mutual promises to each other and other good and valuable consideration, as hereinafter set forth, the Parties hereto do mutually agree as follows:

1. **SCOPE OF SERVICES AND ROLE OF CITY.** CONSULTANT hereby agrees to provide the services and/or materials under this Contract pursuant to the provisions and specifications set forth in the GFOA Proposal dated _____, 2019 prepared for the Project (hereinafter collectively referred to as "Services"). The GFOA Proposal is labelled "Attachment 1" and is hereby incorporated into this Contract by reference. Time is of the essence with respect to all provisions of this Contract that specify a time for performance.

Under the Local Government Technology Initiative Contract Administrator Memorandum of Understanding dated the ____ day of _____, 2019 (the "Contract Administrator MOU") the CITY has agreed to act as the Contract Administrator for the Steering Committee, entering into this Contract as a representative and agent of the Steering Committee, and not for the direct benefit of the CITY. The Contract Administrator MOU is attached to this Contract as "Attachment 2" and is incorporated into this Contract by reference. The CITY and CONSULTANT acknowledge that the SLGFD and the Steering Committee are third-party beneficiaries of this Contract.

2. **TERM OF CONTRACT.** The Term of this Contract for services is from the date of execution to June 30, 2020 unless sooner terminated as provided herein.
3. **PAYMENT TO CONSULTANT.** Prior to CONSULTANT'S commencement of each Task (as the Tasks are defined in Attachment 1), the Steering Committee shall guarantee to the Parties that sufficient funds are available and have been encumbered to pay CONSULTANT. CONSULTANT shall submit itemized invoices to CITY and shall receive compensation after the Services have been delivered to and accepted by the Steering Committee according to the schedule set forth in the "Pricing" section of Attachment 1.

Payment will be processed upon receipt and approval of the invoice by the Steering Committee in accordance with the procedures set forth in Attachment 2. All payments to CONSULTANT shall be dependent upon and subject to the availability of funds appropriated and allocated to DST for the Project. CITY and CONSULTANT acknowledge that (a) the sole source of funds available for payments due under this contract is the funding appropriated by the NC General Assembly and allocated and available to DST in accordance with Session Law 2017-57, and (b) all payments hereunder must be approved by the Steering Committee prior to disbursement by the CITY. No CITY funds shall be made available to pay the CONSULTANT, and CITY'S payment responsibilities under this Contract are limited to disbursing the funds appropriated to DST.

4. **INDEPENDENT CONTRACTOR.** CITY and CONSULTANT agree that CONSULTANT is an independent contractor and shall not represent itself as an agent or employee of CITY for any purpose in the performance of CONSULTANT's duties under this Contract. Accordingly, CONSULTANT shall be responsible for payment of all federal, state and local taxes as well as business license fees arising out of CONSULTANT's activities in accordance with this Contract. For purposes of this Contract taxes shall include, but not be limited to, Federal and State Income, Social Security and Unemployment Insurance taxes.

CONSULTANT, as an independent contractor, shall perform the Services required hereunder in a professional manner and in accordance with the standards of applicable professional organizations and licensing agencies.

5. **HOLD HARMLESS**

The City assumes no responsibility for the success of the Project or the processes established for the initiation or governance and monitoring of the same, including without limitation financial responsibility arising from any loss, damage, and expense (including legal expense) relating thereto, and the GFOA hereby irrevocably waives and releases all claims and causes of action relating thereto (collectively, the "Released Claims") to the fullest extent permitted by North Carolina Law. Furthermore, to the fullest extent permitted by North Carolina law, the GFOA agrees to indemnify, defend, compensate, and reimburse the City for, and protect and hold harmless the City from and against, all actions, proceedings and claims brought or threatened against the City, and all loss, damage, and expense (including legal expenses) relating to the Released Claims where such action, proceeding, or claim has arisen out of or is related to, this Contract, if any payment is made by the GFOA under this paragraph, GFOA will not seek recovery of that payment from the City at any time. The City shall be held harmless and made whole by the GFOA for any damages, financial, equitable, or legal exposures that the City may incur as a result of this Contract.

In the event this paragraph conflicts with any other provision of this Contract, or any agreements related to this Contract by incorporation or reference in any manner, this paragraph shall govern and control.

6. **OWNERSHIP OF WORK.** All Deliverables (as defined in Attachment 1) prepared by the CONSULTANT for this Contract shall be jointly owned by the DST SLGFD and the Steering Committee, which shall have all common law, statutory and other reserved rights, including copyright.

Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the project shall not be construed as publication in derogation of the SLGFD's and the Steering Committee's reserved rights.

7. **INSURANCE AND INDEMNITY.** To the fullest extent permitted by laws and regulations, CONSULTANT shall indemnify and hold harmless the CITY, the members of the Steering Committee and all their officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or mediation) arising out of or resulting from CONSULTANT's performance of this Contract or the actions of the CONSULTANT or its officials, employees, or contractors under this Contract or under contracts entered into by the CONSULTANT in connection with this Contract. This indemnification shall survive the termination of this Contract.

CONSULTANT shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act, with minimum limits of \$150,000.00. Additionally, CONSULTANT shall maintain, at its expense, the following minimum insurance coverage: \$250,000/\$500,000 – Professional Liability - Error and Omissions.

CONSULTANT, upon execution of this Contract, shall furnish to the CITY a Certificate of Insurance reflecting the minimum limits stated above. The Certificate shall provide for thirty-(30) days advance written notice in the event of a decrease, termination or cancellation of coverage. Providing and maintaining adequate insurance coverage is a material obligation of the CONSULTANT. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The limits of coverage under each insurance policy maintained by the CONSULTANT shall not be interpreted as limiting the CONSULTANT's liability and obligations under the Contract. Notwithstanding the foregoing, nothing contained in this Section 6 shall be deemed to constitute a waiver of the governmental immunity of the CITY, which immunity is hereby reserved to the CITY.

8. **HEALTH AND SAFETY.** CONSULTANT shall be responsible for initiating, maintaining and supervising all safety precautions and programs required by OSHA and all other regulatory agencies while providing Services under this Contract.
9. **NON-DISCRIMINATION IN EMPLOYMENT.** The Consultant shall maintain a non-discrimination policy and shall comply with all State and Federal laws relating to equal employment opportunity.
10. **GOVERNING LAW.** This Contract shall be governed by and in accordance with the laws of the State of North Carolina. All legal proceedings relating in any way to this Contract shall be brought in federal or state courts in Wake County, North Carolina.
11. **TERMINATION.**

11.1 EVENT OF DEFAULT. Any one or more of the following acts or omissions of the CONSULTANT shall constitute an Event of Default hereunder:

- a. Failure to perform the Services satisfactorily or on schedule,
- b. Failure to submit any report required hereunder; and/or
- c. Failure to perform any other covenant, term, or condition of this Contract.

Upon the occurrence of an Event of Default, the CITY may take one, or more, or all of the following actions:

1. Give CONSULTANT written Notice of the Event of Default, specifying the Event of Default and requiring it to be remedied within, in the absence of greater or lesser specification of time, seven (7) calendar days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Contract, effective two (2) days after giving the CONSULTANT written Notice of Termination; and/or
2. Deduct all expenses incurred by the CITY for damages caused by the CONSULTANT's Event of Default; and/or
3. Treat this Contract as breached and pursue any of its remedies at law or in equity, or both, including damages and specific performance.

11.2 TERMINATION FOR CONVENIENCE. This Contract may be terminated, without cause, by either party upon thirty (30) days written notice to the other party. This termination notice period shall begin upon receipt of the Notice of Termination.

Termination of this Contract, under either section 10.1 or 10.2, shall not form the basis of any claim for loss of anticipated profits by either party.

12. **SUCCESSORS AND ASSIGNS.** CONSULTANT shall not assign its interest in this Contract without the written consent of CITY. CONSULTANT has no authority to enter into contracts on behalf of CITY.
13. **COMPLIANCE WITH LAWS.** CONSULTANT represents that it is in compliance with all Federal, State, and local laws, regulations or orders, as amended or supplemented. The implementation of this Contract shall be carried out in strict compliance with all Federal, State, or local laws.
14. **NOTICES.** All required Notices shall be in writing and sent by (i) hand delivery; (ii) United States registered or certified mail, return receipt requested; (iii) a national third-party courier who provides signature receipts of delivery; or (iv) email. Notices are effective as of the date of actual receipt. If a Notice is sent by email and there exists an e-mail acknowledgement confirming receipt, then the Notice is effective as of the time of the e-mail transmission.

CITY OF HIGH POINT:

Greg Demko, or successor
P.O. Box 230
HIGH POINT, NC 27261
Email: greg.demko@highpointnc.gov

CONSULTANT:

[Name of contact], or successor
[Address Line 1]
[Address Line 2]
Email: _____

With Copy to:

State and Local Government Finance Division
Greg C. Gaskins, Deputy Treasurer
3200 Atlantic Ave.
Raleigh, NC 27604
Email: greg.gaskins@nctreasurer.com

15. **AUDIT RIGHTS.** For all Services being provided hereunder, CITY shall have the right to inspect, examine, and make copies of all books, accounts, invoices, records and other writings relating to the performance of the Services. Audits shall take place at times and locations mutually agreed upon by both

parties. Notwithstanding the foregoing, CONSULTANT must make the materials to be audited available within one (1) week of the request for them.

16. **EQUIPMENT.** CONSULTANT shall supply, at its sole expense, all equipment, tools, materials, and/or supplies required to provide Services hereunder, unless otherwise agreed in writing.
17. **ENTIRE CONTRACT.** Except as set forth herein, this Contract, including all Attachments, shall constitute the entire understanding between CITY and CONSULTANT and shall supersede all prior understandings and agreements relating to the subject matter hereof and may be amended only by written mutual agreement of the parties.
18. **HEADINGS.** The subject headings of the sections are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions. This Contract shall be deemed to have been drafted by both parties and no interpretation shall be made to the contrary.
19. **EXISTENCE.** CONSULTANT warrants that it is a not for profit corporation duly organized, validly existing, and in good standing under the laws of the State _____ and is duly qualified to do business in the State of North Carolina and has full power and authority to enter into and fulfill all the terms and conditions of this contract.
20. **CORPORATE AUTHORITY.** By execution hereof, the person signing for CONSULTANT below certifies that he/she has read this Contract and that he/she is duly authorized to execute this Contract on behalf of the CONSULTANT.
21. **E-VERIFY.** As a condition of payment for services rendered under this Contract, CONSULTANT shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. If CONSULTANT provides the services to the CITY utilizing a subcontractor, CONSULTANT shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes as well. CONSULTANT shall verify, by affidavit, compliance of the terms of this section upon request by the CITY.
22. **INELIGIBLE VENDORS.** As provided in §147-86.60 and §147-86.82 of the General Statutes, the following companies are ineligible to contract with the State of North Carolina or any political subdivision of the State: a) any company identified as engaging in investment activities in Iran, as determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, and b) any company identified as engaged in a boycott of Israel as determined by appearing on the List of restricted companies created by the State Treasurer pursuant to G.S. 147-86.81. A contract with the State or any of its political subdivisions by any company identified in a) or b) above shall be void *ab initio*.

SIGNATURE WARRANTY. Each undersigned individual warrants that he or she is duly authorized by the respective Party to sign this Contract on behalf of and to bind their respective Party to the terms and conditions herein. Each Party to this Contract represents and warrants that the execution, delivery and performance of this Contract and the consummation of the transactions provided in this Contract have been duly authorized by all necessary actions of the respective person or entity, including receipt of approvals from any governing board and/or agencies, and that the person executing this Contract on its behalf, if applicable, has the full capacity to bind that entity.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be executed by their respective duly authorized representatives as of the date first above written.

CITY OF HIGH POINT

By: _____

Print Name: Greg Demko

Print Title: City Manager

GOVERNMENT FINANCE OFFICERS ASSOCIATION

By: _____

Authorized Representative

Print Name: _____

Print Title: _____

ATTACHMENTS 1 and 2 to follow

**LOCAL GOVERNMENT TECHNOLOGY INITIATIVE
CONTRACT ADMINISTRATOR
MEMORANDUM OF UNDERSTANDING**

THIS CONTRACT ADMINISTRATOR MEMORANDUM OF UNDERSTANDING (Contract Administrator MOU) is entered into as of the 9 day of May , 2019 between the STATE AND LOCAL GOVERNMENT FINANCE DIVISION (the "SLGFD"), a division of the North Carolina Department of State Treasurer (the "DST"), and the CITY OF HIGH POINT, a municipal corporation (the "City"). The SLGFD and the City are each a separate "Party" and shall collectively be referred to as the "Parties."

Background

The Parties, and other entities and organizations, are members of a Steering Committee, under the Local Government Technology Initiative Steering Committee Memorandum of Understanding dated the 9 day of May , 2019 (the "Steering Committee MOU"). The Steering Committee MOU is incorporated by reference in its entirety herein as if fully set forth.

Funds for carrying out the Steering Committee's Goals have been appropriated and allocated to the SLGFD Operations Budget by the North Carolina General Assembly. The City has agreed to act as the Contract Administrator for the Steering Committee, accepting the Contract Administrator's roles and responsibilities as outlined below. All administrative duties of the Contract Administrator shall be carried out by the Steering Committee administrative staff.

Roles and Responsibilities

A. The City, as the Contract Administrator:

1. Shall be the Party to contract with the Consultant upon documented approval of the contract by the Steering Committee. All contracts will include a non-appropriation clause. All contracts shall include acknowledgments by the Contract Administrator and the counter-parties that (a) the sole source of funds available for payments due under the contracts is the funding appropriated by the NC General Assembly and allocated and available to the DST in accordance with Session Law 2017-57, and (b) all payments thereunder must be approved by the Steering Committee prior to disbursement by the Contract Administrator.
2. Has the authority to incur reasonable and necessary expenses in furtherance of the Goals of the Steering Committee MOU, with the prior approval of the Steering Committee. Any incurred expenses will be paid solely by the funds made available for this project. No funds belonging to the Contract Administrator shall be used to pay for any invoices or expenses incurred for carrying out the Goals of the Steering Committee MOU.
3. Has a veto power over any expenditure of funds.

B. Cost Reimbursement and Invoicing:

1. The Contract Administrator shall be responsible for disbursement of payments of all expenses incurred by the Steering Committee in furtherance of the stated Goals upon approval of those expenses by the Steering Committee. The Contract Administrator's disbursement responsibilities are limited to the amount of funds appropriated by the NC General Assembly and allocated and available to the DST in accordance with Session Law 2017-57 (the "Project Funds"). In no event

shall the Contract Administrator be exposed to its own financial risk under this Contract Administrator MOU.

2. The Contract Administrator shall submit to the Steering Committee administrative staff detailed invoices for all expenses within five business days of receipt. The administrative staff will ensure that all Steering Committee members get a copy of any invoices and related supporting materials.
3. Unanimous approval of an invoice by the Steering Committee is required before payment to the Contract Administrator of the funds needed to pay the invoice.
4. Payment by SLGFD to the Contract Administrator for approved invoices shall be made in accordance with the procedures required by the DST after the Steering Committee's approval of the invoice.
5. It is understood and agreed that any payments or reimbursements specified in the Steering Committee MOU or in this Contract Administrator MOU, and the continuation, renewal or extension of either MOU, are dependent upon and subject to the allocation or appropriation of funds to DST for the purposes set forth in the Steering Committee MOU.
6. Steering Committee administrative staff shall provide monthly expense reports to the Steering Committee.

Procedure for Receipt, Approval, and Payment of Invoices

The Steering Committee bears the ultimate responsibility for contracting for services and approval and payment of invoices resulting from those contracts. The Contract Administrator will be the party to contract with the Consultant, upon documented approval by the Steering Committee of said contract. Invoices submitted by Consultant will go to the Steering Committee for approval. Upon approval, a request will be made for funds to pay the invoice. Funds will be remitted to the Contract Administrator for payment to the Consultant.

Detailed Procedure:

1. Contract with Consultant is developed and terms are approved by the Steering Committee; contract is executed with Contract Administrator as the representative party to the contract.
2. Steering Committee directs SLGFD staff to encumber the necessary funds.
3. Consultant begins work and invoices for period to date.
4. Invoice is received by Contract Administrator and forwarded to Steering Committee administrative staff within five business days of receipt.
5. Invoice is presented to Steering Committee for approval.
6. Prior to approving an invoice, the Steering Committee shall ensure that sufficient funds are appropriated, allocated, encumbered and available to pay the invoice in full.
7. Invoice is approved by the Steering Committee and a request for funds is processed through DST Financial Operations, with resulting funds directed to the Contract Administrator.
8. Contract Administrator receives funds and remits payment to the Consultant.
9. Steering Committee administrative staff maintains files and documentation for all invoices and payments.

Term

The term of this Contract Administrator MOU shall begin on the effective date set forth above, expiring on June 30, 2020. The Parties may extend this Contract Administrator MOU, conditioned upon (1) an approval of funds carryforward by the Office of State Budget and Management, (2) approval of governing boards and agencies as necessary, (3) approval by the Steering Committee, and (4) a simultaneous extension of the Steering Committee MOU. Any extension must be in writing signed by the Parties.

Hold Harmless

The City assumes no responsibility for the success of the Project or the processes established for the initiation or governance and monitoring of the same, including without limitation financial responsibility arising from any loss, damage, and expense (including reasonable legal expense) relating thereto, and the SLGFD & DST hereby irrevocably waive and release all claims and causes of action relating thereto (collectively, the "Released Claims") to the fullest extent permitted by North Carolina Law. Furthermore, to the fullest extent permitted by North Carolina law, the SLGFD & DST agree to indemnify, defend, compensate, and reimburse the City for, and protect and hold harmless the City from and against, all actions, proceedings and claims brought or threatened against the City, and all loss, damage, and expense (including reasonable legal expenses) relating to the Released Claims where such action, proceeding, or claim has arisen out of or is related to, this MOU, and if any payment is made by the SLGFD & DST under this paragraph, the SLGFD & DST will not seek recovery of that payment from the City at any time. The City shall be held harmless and made whole by the SLGFD & DST for any damages, financial, equitable, or legal exposures that the City may incur as a result of this MOU. Notwithstanding anything to the contrary herein, any liabilities of SLGFD & DST are limited to, and shall not exceed, the amount of available and unspent Project Funds, and SLGFD & DST shall not indemnify or hold City harmless from any actions, proceedings, claims, liabilities, losses, costs or expenses (including reasonable legal expense) arising from City's breach of its obligations under this MOU, or from City's negligence, gross negligence, misconduct, or bad faith. In the event this paragraph conflicts with any other provision of this MOU, or any agreements related to this MOU by incorporation or reference in any manner, this paragraph shall govern and control.

Amendments

This Contract Administrator MOU may be amended by the mutual consent of the Parties, subject to approval by the Steering Committee. Any amendment shall be in writing and signed by the Parties.

Authority to Bind

Each Party to this MOU represents and warrants that the execution, delivery and performance of this MOU and the consummation of the transactions provided in this MOU have been duly authorized by all necessary actions of the respective person or entity, including receipt of approvals from any governing board and/or agencies, and that the person executing this MOU on its behalf, if applicable, has the full capacity to bind that entity.

THIS CONTRACT ADMINISTRATOR MEMORANDUM OF UNDERSTANDING has been executed by the Parties in duplicate originals, one of which shall be retained by each Party.

STATE AND LOCAL GOVERNMENT FINANCE DIVISION

By: Greg Gaskins, Deputy Treasurer

Signature: Greg C. Gaskins

Title: Deputy Treasurer

Date: MAY 9, 2019

CITY OF HIGH POINT

By: Greg Demko, City Manager

Signature: _____

Title: _____

Date: _____



Government Finance Officers Association

Research and Consulting Center

Prepared for:

State of North Carolina
Local Government Technology
Initiative Project

Enterprise Resource Planning (ERP) Advisory Services

Note: *This proposal and description of GFOA methodologies is for the entity listed above.*



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, IL 60601-1210
312.977.9700 fax: 312.977.4806

April 17, 2019

North Carolina Department of State Treasurer
Attn: Greg Gaskins
3200 Atlantic Avenue
Raleigh, NC 27604

EMAIL: Greg.Gaskins@nctreasurer.com

Dear Greg,

The Government Finance Officers Association (GFOA) is pleased to present this revised proposal to you and the Local Government Technology Initiative Project for services to assist with Phase 1. For the past 20+ years, GFOA has been a leader in helping local governments across the United States prepare for, procure, and implement enterprise resource planning (ERP) systems. We are excited about the opportunity to collaborate with the North Carolina State Treasurer and to develop an approach to assist smaller governments in North Carolina with selecting and purchasing an ERP system. GFOA has over 600 members from North Carolina and we look forward to leveraging our network on this project.

As one of the premier membership associations for public-sector professionals, GFOA offers independent, objective, and best practice focused consulting services consistent with our mission to improve government management. We will bring to this project our lessons learned, market knowledge, and strategic vision for helping governments be successful not only with their technology implementation, but also with the financial management processes that the system will ultimately support.

If there are any questions or you would like to discuss the proposal, please let me know.

Sincerely,

Michael J. Mucha
Director, Research and Consulting Center
Government Finance Officers Association

Phone: 312-977-9700

Fax:

312-977-4806

Email: mmucha@gfoa.org

Washington, DC Office
660 N. Capital Street, NW • Washington, DC 20001 • 202.393.8020 fax: 202.393.0780
www.gfoa.org



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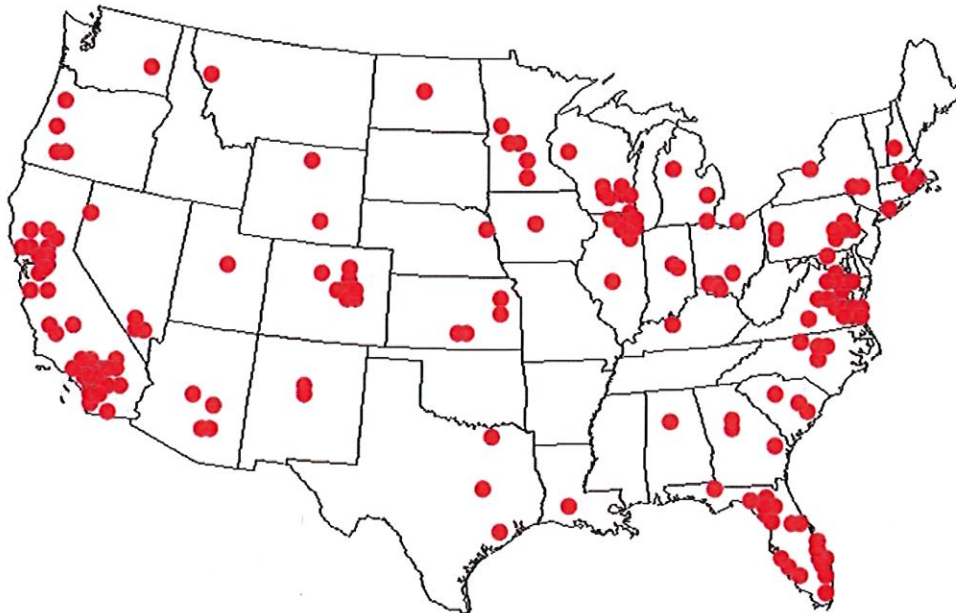
GFOA Experience

Over the past 20 years, GFOA's technology consulting practice has grown to become the market leader in assisting local governments through the process of assessing current systems, understanding the vendor marketplace, facilitating procurement of new systems, and providing detailed analysis and contract negotiation assistance to protect the best interests of governments **and** help reduce implementation risk. We have assisted approximately 500 cities, counties, school districts, and special districts with system selection, contract negotiation, and implementation readiness for ERP systems

GFOA's position as a mission focused non-profit organization can provide truly objective recommendations aligned with your goals.

GFOA does not implement software and has no interest in expanding into this role in the future. We also have no desire or incentive to make recommendations that increase our services and costs on the project. Our focus is exclusively on providing honest and unbiased recommendations to our clients and all GFOA members and public sector organizations. The ERP market has undergone significant change in recent years and governments are increasingly more reliant on technology to implement financial management best practices. With our consulting experience and continued research, GFOA has been able to improve our approach and generate additional value for our clients through reduced costs, reduced risk, and best practice recommendations to improve not only technology, but also business process.

The map below represents a sample of GFOA's recent ERP projects.





Other Products and Services

GFOA also provides many services to members and other government managers in addition to consulting services. Our consulting services complement and utilize much of our research knowledge and membership network to deliver current, relevant, and proven strategies. The same consultants who regularly advise clients also research and write white papers and journal articles, author and edit publications, conduct training, coordinate GFOA's annual conference, and staff best practice committees.

- **Research and Publications:** GFOA conducts ongoing research with our member network and communicates information on leading practices, lessons learned, and trends in financial management such as technology utilization and governance. GFOA currently has over 40 titles available. The following is a sampling of products recently written by GFOA consultants.

- ***Technologies for Government Transformation: ERP Systems and Beyond***
- ***IT Budgeting and Decision Making: Maximizing Your Government's Technology Investments***



- **Government Finance Review:** GFOA consultants also regularly contribute articles and serve as reviewers for GFOA's bi-monthly publication, *The Government Finance Review*, along with other leading journals, books, and white papers.
- **Best Practice Committees:** GFOA has seven standing committees made up of leading finance professionals from governments throughout the United States and Canada that meet regularly to develop best practices to promote and guide sound financial and overall government management.
- **Annual Conference and Training:** GFOA's Annual Conference attracts approximately 5,000-7,000 government finance professionals and provides a forum to discuss innovative practices, learn best practice examples, network with peers, and interact with exhibitors. GFOA also provides ongoing training seminars throughout the country to assist members with continued professional development. GFOA consultants are regular trainers at these seminars including seminars on ERP procurement, project management, and best practices in ERP implementation.



Project Summary

With this proposal, GFOA will deliver the objectives of Phase 1: Software Identification and Uniform Chart of Accounts as listed below. Using our approach, defined in the next section, GFOA consultants will lead the project and work with the project steering committee and local governments from across North Carolina participating in the project stakeholder group. By using our current model, but modifying it to facilitate a procurement process that any local governments can use, GFOA will be able to identify software products that meet the needs of North Carolina governments, and prepare implementation guidance for those governments.

Phase 1: Software Identification and Uniform Chart of Accounts

The overarching goal of Phase 1 is to identify one or more software systems that could be utilized by local governments to meet essential financial, compliance, and reporting obligations in an efficient and transparent manner. This phase will also include the development of a uniform chart of accounts. The efforts associated with this phase will be led by the project steering committee with input from a stakeholder group.

Phase 1 Goals

- Develop a readiness checklist to assist local governments in assessing and achieving readiness to implement and manage a software product
- Develop a uniform chart of accounts
- Identify specific software system requirements
- Develop a Request for Proposal (RFP) to solicit software solutions meeting defined requirements
- Evaluate proposals
- Identify one or more software products meeting system requirements

Phase 1 Benefits

- Provide vetted software options for smaller units that don't have the time or expertise to identify a system
- Eliminate costly trial and error of system selection and implementation
- Create a uniform chart of accounts which will introduce greater comparability in revenues and expenditures among units, provide greater transparency to citizens and taxpayers, reduce the complexity of preparing financial statements, and reduce the time (and associated cost) required for the preparation of annual audits



GFOA Project Approach

To complete the scope of work listed in Phase 1, GFOA is proposing the following tasks. Each task will build on previous tasks and include the deliverables listed below.

Task 0: Project Planning

No project can be successful without proper planning and tools to manage the effort. Working together with the project steering committee and stakeholder group, GFOA will prepare the following tools that will be essential to project coordination:

- **Project Plan** – This document identifies all the detailed tasks for the project, the person responsible for executing those tasks, the estimated time required to complete them, and any dependencies that a given task may have relative to other tasks.
- **Project Documentation** - GFOA will host a website with collaboration tools specifically for this project. All project participants, including GFOA, the project steering committee and stakeholder group will have access to the collaboration tools.
- **Project Management** – GFOA will schedule and conduct regular project management meetings and provide a regular (bi-weekly) status report for the project. GFOA's project manager will maintain regular communication to address issues, point out risks, and ultimately work to help the project be a success. Ongoing costs and effort for all project management activities are built into GFOA's milestones and deliverables.
- **Project Committees** – Since GFOA's work products for this project are intended to be used by a wide variety of governments, GFOA will work with the project stakeholder group to gather input and feedback from representatives of local governments in the state. The stakeholder group, as identified by the project steering committee, will help provide feedback on business process recommendations, system requirements, and the software being evaluated.

Deliverables
Project Plan
Project Website
Bi-weekly status reports

Task 1: Interviews and Information Gathering

Before developing the readiness checklist and initial software requirements, GFOA will conduct interviews and information gathering with cities and counties participating in the stakeholder group. The goal of information gathering sessions, which will be conducted through survey, focus group, or individual interview, will be to get feedback from governments on their current practices, current requirements, current situation, and readiness for an ERP implementation. From this information, GFOA will focus on preparing the documents identified in the next task.

Deliverables
Completed Interviews and Information Gathering Sessions



Task 2: Development of Requirements and Business Processes

Using information collected from Task 1, GFOA will prepare a complete set of business process documentation and requirements for use in a RFP for an ERP system and in an ERP implementation.

GFOA focuses functional requirements development on business process. At each step in the business process we will determine both the system requirements and implementation requirements and document those using a Microsoft Excel template that is aligned to our process documentation that will be included in the eventual RFP. Requirements development focuses on functional requirements that define “what” needs to be completed (such as tasks, outputs, interfaces, calculations, processing, etc.). Requirements will ultimately be used to determine software fit and to measure (and provide accountability) for the software implementation.

Requirements and business process documentation will be completed for the following process areas:

Process List	
Process	Task / Topics
Accounting	• Chart of Accounts • General Ledger Transactions • Grant / Project Tracking • Financial Reporting
Budget	• Operating Budget • Capital Improvement Planning (CIP) • Capital Budget • Budget Adjustments / Amendments
Procure – Pay	• Vendors • Purchase Requisitions ○ Bid Quote ○ RFP / RFI / RFQ • Purchase Orders ○ Contracts • Change Order • Receiving ○ Inventory • Accounts Payable
Customer Billing	• Customer File • Billing • Accounts Receivable ○ Aging ○ Collections
Treasury	• Cash Receipts • Disbursements • Interest Allocation • Bank Reconciliation



Process List	
Asset Management	• Asset Acquisition • Asset Management ○ Work Order • Depreciation • Transfer / Disposal / Retirement
Human Resources	• Positions • Employee File • Benefit Enrollment • Personnel Evaluations • Disciplinary Actions / Grievance • Risk Management (Injury / Workers Comp) • Training / Certifications
Personnel Actions	• Recruitment • New Hire • Personnel Actions (Salary Adjustment / Position Change)
Time Entry – Payroll	• Time Entry • Time Approval • Payroll Calculations • Payroll Processing • Leave Management (FMLA)
Utility Billing	• Customer File • Property File • Meter Inventory • Meter Read • Billing • AR • Payment Receipts • Service Order

GFOA will use information collected from governments as part of Task 1 to determine appropriate readiness steps and to develop a readiness checklist. GFOA research has shown that the number one factor in ERP project success is the level of readiness of the government prior to the implementation. GFOA will identify key steps related to goal definition, governance, staffing, and change management to assist governments prepare for a successful project.

Deliverables
Process Documentation
Requirements
Readiness Checklist

Task 3: Review of Uniform Chart of Accounts

GFOA understands that the project staff have begun working on a uniform chart of accounts. GFOA will provide a review of the chart of accounts and assist with work necessary to complete



documentation of a uniform chart of accounts. GFOA expects that the uniform chart of accounts be included in the RFP and other relevant process documentation.

Deliverables

Chart of Account Comments

Task 4: Conduct Review / Provide Feedback

After developing the process documentation, requirements, readiness checklist, and uniform chart of accounts, GFOA will begin a period to collect feedback from the project steering committee and stakeholder group. GFOA will test the documents using a series of focus groups and training sessions to determine the applicability of documents to local governments of varying size, complexity, and states of readiness.

Deliverables

Summary of Feedback on Draft Documents

Revised Requirements

Revised Process Documentation

Revised Readiness Checklist

Task 5: Development of RFP

In this phase, GFOA will develop a detailed Request for Proposals (RFP) document for use in this project using our standard RFP template. The GFOA RFP format is designed to remove disparity between proposals and to provide as close to an apples-to-apples comparison as possible. In addition, GFOA develops all RFP's with the end goal in mind – a successful contract that mitigates risk and leads to a successful project. In this case, we will be soliciting “generic” proposals that will allow for creating a template contract and statement of work with vendors that meet requirements of the project (as defined in the RFP).

GFOA has a RFP template that was specifically designed for ERP procurements and that we have continually updated as required by changes in the ERP market.

When complete, the RFP document will incorporate information developed with many of the other deliverables from this project including:

- 1) Procurement terms and conditions
- 2) Detailed vendor response templates
- 3) Functional requirements
- 4) Interface definition
- 5) Technical documentation
- 6) Key objectives / goals / critical success factors for the project
- 7) Service level agreements
- 8) Other information as necessary.

Deliverables

RFP Document



Task 6: Evaluation of RFP Responses

GFOA will work with project steering committee and select local government representatives to evaluate the RFP responses. GFOA will determine evaluation criteria and lead the evaluation process. Through defined steps, vendor proposals will be evaluated and scored according to pre-defined criteria with the top vendors moving on to provide product demonstrations. Overall, our approach is focused on identifying and mitigating risks throughout the evaluation process. GFOA's RFP template provides the opportunity to focus the evaluation on key risk factors for the software, software support, and implementation. GFOA will prepare a report identifying key issues with all proposals and work with the project steering committee to determine a short list of vendors suitable for demonstrations.

GFOA staff will develop detailed demo scripts for each vendor selected for a product demo. Demo scripts are based heavily on the requirements and business process decisions built in earlier tasks. GFOA will also facilitate the demos with each vendor. In this role, GFOA will be on-site to guide the demos, ensure compliance with the demo scripts, take notes, and point out differentiators. Upon completion of demonstrations, project steering committee will work with GFOA to select one or more vendors whose products meet all system and other requirements.

Deliverables
Evaluation Criteria
Proposal Assessment Report
Demo Scripts



Pricing

Unless noted, all pricing is provided as a fixed fee **inclusive of all travel costs** incurred by GFOA staff. GFOA will invoice upon completion of project tasks, with the option to invoice monthly for tasks spanning multiple months.

Task	Description	Estimated Duration*	Cost
0	Project Planning	1 month	\$5,000
1	Interviews and Information Gathering	1-2 months	\$15,000
2	Development of Requirements and Business Processes	1-2 months	\$35,000
3	Review of Chart of Accounts	TBD	\$10,000
4	Conduct Review / Provide Feedback	1-2 months	\$25,000
5	Development of RFP	1 month	\$10,000
6	Evaluation of RFP Responses	3 months	\$30,000
Total			\$130,000

*Note: The estimated task duration is estimated based on GFOA's experience with other projects. GFOA may need to adjust the schedule based on further conversations with project steering committee and/or the availability of the stakeholder group to participate in interviews and meetings.

For all project tasks, GFOA will use a combination of on-site visits and remote work from GFOA's Chicago office. GFOA expects that during the course of the engagement, meetings will be necessary with project steering committee and stakeholder group. GFOA has anticipated making 7-10 trips throughout the duration of the agreement. If additional trips beyond 10 are necessary, GFOA will notify the project steering committee and obtain approval for additional trips and associated reimbursement prior to travel.

CITY OF HIGH POINT

AGENDA ITEM



Title: Ordinance to Demolish – 1124 Textile Pl.

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 6/3/19

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:

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

PURPOSE:

A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 1124 Textile Pl.

BACKGROUND:

After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 3/21/19. No action occurred by the compliance date of 4/26/19. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:

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

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the adoption of the requested ordinance to demolish this single family dwelling and all outbuildings on the property.

PENDING ACTION:

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

**COMMUNITY DEVELOPMENT AND HOUSING
CODE ENFORCEMENT
HOUSING ENFORCEMENT DIVISION**

**ORDINANCE
REQUEST:**

Ordinance to Demolish

**PROPERTY
ADDRESS:**

1124 Textile Pl.

OWNER:

Fred Thompson Sr. & Sandra Thompson

**REASON FOR
INSPECTION:**

Received complaint from HPPD

**FIRST
INSPECTION:
7/5/18**

Summary of Major Violations

1. Repair or replace roof sheathing & covering
2. Repair or replace damaged floor framing
3. Repair or replace damaged rafters & ceiling joists
4. Repair or replace damaged/missing ceiling material throughout
5. Repair or replace damaged subfloor throughout

**HEARING
RESULTS:
3/19/19**

Michael Thompson appeared for the Hearing. He stated that he plans to get an attorney and get the house in his name so that he can apply to the City for possible rehabilitation money to make repairs. It was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.

**ORDER(S)
ISSUED:
3/21/19**

Order to Repair or Demolish
Date of Compliance 4/26/19

APPEALS:

No appeals to date.

**OWNER
ACTIONS:**

None

ADDITIONAL:

Guilford County property taxes are due in the amount of \$455.28.

1124 Textile Place

REID LN

DORRIS AV

W GREEN DR

JORDAN PL

MILL AV

YOUNG PL

Site

TEXTILE PL

CULLER PL

FOWLER PL

MILL AV

PROCTOR DR

SELM ST



Scale: 1"=200'
G:\Planning\Secure\ba-pz\inspections\PresentMap200.mxd



MPSON

1124







2 June 2019

City Council,

I am unable to attend this evening, so I've asked this be read to you in my absence.

It's my understanding property taxes will not be increased for this next year. That is a good thing,

but on the other hand I understand electric and water rates are proposed to go up. As I heard reported on one local station fees were going up to hire 5 to 7 new police officers I thought police were supported by our City taxes.

Whether you take extra money out of taxes or rate increases, it's still a tax. There are those who supported our stadium before and after

it was approved that taxes would not go up. The first proposed budget after its built, here we go. I am for our Police and City services but if it's a tax which I believe it is, then lets not try and play a shell game. And if not for hiring Police why are they going up? I believe we have one of the highest electric rates in our area. Possibly higher than Greensboro. Also, are these City services running a deficit? When was the last time these rates were raised? Thank-you for serving on City Council. I reside at 1242 Kensington Dr. High Point. I would be glad to hear from you.

Sincerely,
Laurie Philohear

CITY OF HIGH POINT

AGENDA ITEM



Title: Approval of FY 2019-2020 Market Authority budget

From: Laura Mason Altizer,
Budget & Performance Manager

Meeting Date: June 3, 2019

Advertising Date: N/A

Public Hearing: N/A

Advertised By: N/A

Attachments: Market Authority Budget

PURPOSE:

To approve the FY 2019-2020 Market Authority budget.

BACKGROUND:

The Market Authority requests that the City Council consider its draft budget budget. This draft budget will be reviewed approved by the Market Authority Executive Committee on June 5, 2019, and plans are for the Market Authority Board to finalize the budget on June 19, 2019.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends and asks the Council to approve the FY 2019-2020 Market Authority budget.

High Point Market Authority Budget- FY 2019-20 (Draft)

Code	Revenue	2017-18 Budget	2017-18 Actual	2018-19 Budget	2019-20 Draft Budget
	High Point Area				
4001	Showroom License	\$ 1,620,000.00	\$ 1,642,900.00	\$ 1,700,000.00	\$ 1,725,000.00
4002	Occupancy Tax (Guilford)	\$ 330,000.00	\$ 365,000.00	\$ 365,000.00	\$ 405,000.00
4003	HPCVB	\$ 150,000.00	\$ 150,000.00	\$ 75,000.00	\$ 75,000.00
4004	City of High Point	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
4005	Guilford County	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
	Total	\$ 3,175,000.00	\$ 3,232,900.00	\$ 3,215,000.00	\$ 3,280,000.00
	State of North Carolina				
4011	NCDOT	\$ 1,200,000.00	\$ 1,200,000.00	\$ 1,200,000.00	\$ 1,200,000.00
4012	NCDOC	\$ 1,755,472.00	\$ 1,755,472.00	\$ 1,755,472.00	\$ 1,755,472.00
	Total	\$ 2,955,472.00	\$ 2,955,472.00	\$ 2,955,472.00	\$ 2,955,472.00
	Other				
4024	Sponsorships	\$ 300,000.00	\$ 296,950.00	\$ 330,000.00	\$ 320,000.00
4022	Interest	\$ 15,000.00	\$ 23,508.00	\$ 60,000.00	\$ 60,000.00
4023	Miscellaneous	\$ 11,000.00	\$ 20,157.00	\$ 15,000.00	\$ 15,000.00
4026	HAM			\$ -	\$ 44,000.00
	Total	\$ 326,000.00	\$ 340,615.00	\$ 405,000.00	\$ 395,000.00
	Total Revenue	\$ 6,456,472.00	\$ 6,528,987.00	\$ 6,575,472.00	\$ 6,630,472.00

High Point Market Authority Budget- FY 2019-20 (Draft)

Budget Code	Expense	2017-18 Budget	2017-18 Actual	2018-19 Budget	2019-20 Draft Budget
Executive Leadership & Admin					
5001	Salaries & Benefits	\$ 390,000.00	\$ 374,000.00	\$ 392,000.00	\$ 417,000.00
5002	Board of Directors	\$ 10,000.00	\$ 2,600.00	\$ 5,000.00	\$ 5,000.00
5003	Audit	\$ 18,000.00	\$ 15,500.00	\$ 16,000.00	\$ 16,500.00
5004	Travel & Entertainment	\$ 30,000.00	\$ 33,000.00	\$ 30,000.00	\$ 40,000.00
5005	Telephone (Mobile & VoIP)	\$ 26,000.00	\$ 24,000.00	\$ 26,000.00	\$ 26,000.00
5006	Government Relations	\$ 80,000.00	\$ 80,000.00	\$ 60,000.00	\$ 74,000.00
5007	IT Services	\$ 20,000.00	\$ 25,000.00	\$ 20,000.00	\$ 26,000.00
5009	Equipment Purchase	\$ 10,000.00	\$ 7,000.00	\$ 10,000.00	\$ 5,000.00
5010	P&C, Liability Insurance	\$ 10,000.00	\$ 8,000.00	\$ 13,000.00	\$ 13,000.00
5011	Equipment Maintenance & Repair	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00
5012	Memberships & Subscriptions	\$ 20,000.00	\$ 13,000.00	\$ 15,000.00	\$ 15,000.00
5013	Office Supplies & Printing	\$ 12,000.00	\$ 10,000.00	\$ 10,000.00	\$ 13,000.00
5014	Postage	\$ 3,000.00	\$ 2,300.00	\$ 2,500.00	\$ 2,000.00
5016	Rent	\$ 16,400.00	\$ 16,400.00	\$ 16,400.00	\$ 16,400.00
5018	Bank Service Charges	\$ 500.00	\$ 250.00	\$ 500.00	\$ 625.00
5019	City & County Taxes	\$ 1,500.00	\$ 1,500.00	\$ 1,600.00	\$ 1,700.00
5020	Misc Expenses	\$ 65,000.00	\$ 100,000.00	\$ 60,000.00	\$ 40,000.00
5023	Accounting & Payroll Fees	\$ 41,000.00	\$ 41,000.00	\$ 51,000.00	\$ 51,000.00
5024	Economic Impact Study	\$ -	\$ -	\$ -	\$ -
	Total	\$ 754,400.00	\$ 754,550.00	\$ 731,000.00	\$ 763,225.00
Transportation					
5104	Contractor Management/ Personnel	\$ 215,000.00	\$ 215,000.00	\$ 220,000.00	\$ 217,500.00
5105	Vehicle Operations	\$ 1,020,000.00	\$ 999,000.00	\$ 1,010,000.00	\$1,020,000.00
5106	Supplies	\$ 3,000.00	\$ 2,400.00	\$ 3,000.00	\$ 3,000.00
5107	Tents	\$ 3,000.00	\$ 2,600.00	\$ 3,000.00	\$ 3,000.00
5108	Rent	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00

High Point Market Authority Budget- FY 2019-20 (Draft)

Budget Code	Expense	2017-18 Budget	2017-18 Actual	2018-19 Budget	2019-20 Draft Budget
5109	MA Salaries and Benefits	\$ 202,500.00	\$ 204,500.00	\$ 202,500.00	\$ 216,000.00
5110	Part-time Event Staff	\$ 25,000.00	\$ 29,000.00	\$ 30,000.00	\$ 38,000.00
5112	Signage/Street Improvements	\$ 15,000.00	\$ 16,000.00	\$ 15,000.00	\$ 10,000.00
5113	Trainings/Meetings	\$ 3,000.00	\$ 4,400.00	\$ 1,500.00	\$ 4,000.00
5114	Miscellaneous	\$ 500.00	\$ -	\$ 500.00	\$ 500.00
5115	Transportation Command Center	\$ 5,000.00	\$ 4,600.00	\$ 5,000.00	\$ 8,000.00
	Total	\$ 1,504,500.00	\$1,490,000.00	\$ 1,503,000.00	\$1,532,500.00
Parking					
5201	Davis Lot (South)	\$ 80,000.00	\$ 78,000.00	\$ 78,000.00	\$ 80,500.00
5202	Oak Hollow Lot (North)	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00
5204	Maintenance & Security	\$ 10,000.00	\$ 8,300.00	\$ 10,000.00	\$ 10,000.00
	Total	\$ 127,000.00	\$ 123,300.00	\$ 125,000.00	\$ 127,500.00
Centralized Registration					
5301	Professional Fees, Services & Upgrades	\$ 167,000.00	\$ 194,600.00	\$ 165,000.00	\$169,000.00
5302	MA Salaried Personnel	\$ 137,000.00	\$ 132,000.00	\$ 142,000.00	\$148,000.00
5304	Postage	\$ 30,000.00	\$ 20,500.00	\$ 26,500.00	\$24,000.00
5305	Part-Time Event Staff	\$ 115,000.00	\$ 108,000.00	\$ 110,000.00	\$121,000.00
5306	Ethernet Fiber Connections	\$ 10,000.00	\$ 9,720.00	\$ 10,000.00	\$9,720.00
5307	Supplies	\$ 25,000.00	\$ 15,600.00	\$ 18,500.00	\$15,000.00
5308	Training/Meetings	\$ 1,000.00	\$ 1,075.00	\$ 1,000.00	\$1,000.00
5313	Travel/ Shipping	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$50,000.00
5314	Auxiliary Services	\$ 10,000.00	\$ 8,000.00	\$ 10,000.00	\$10,000.00
	Total	\$ 540,000.00	\$ 534,495.00	\$ 528,000.00	\$ 547,720.00

High Point Market Authority Budget- FY 2019-20 (Draft)

Budget Code	Expense	2017-18 Budget	2017-18 Actual	2018-19 Budget	2019-20 Draft Budget
Marketing					
5401	Printed Collateral	\$ 100,000.00	\$ 136,200.00	\$ 130,000.00	\$ 130,000.00
5403	Advertising: Print/Digital/Email	\$ 417,702.60	\$ 417,702.60	\$ 407,000.00	\$ 407,000.00
5405	Agency Fees/Creative	\$ 365,000.00	\$ 365,000.00	\$ 365,000.00	\$ 380,000.00
5406	MA Salaries & Benefits	\$ 85,000.00	\$ 75,000.00	\$ 110,000.00	\$ 120,000.00
5407	PR/ Freelance	\$ 80,000.00	\$ 46,000.00	\$ 45,000.00	\$ 105,000.00
5408	Postage	\$ 105,500.00	\$ 111,500.00	\$ 100,000.00	\$ 70,000.00
5409	Telemarketing	\$ 5,000.00	\$ 45,000.00	\$ 45,000.00	\$ 65,000.00
5410	Signage	\$ 18,000.00	\$ 18,000.00	\$ 17,000.00	\$ 20,000.00
5411	Media Center	\$ 125,000.00	\$ 126,000.00	\$ 120,000.00	\$ 120,000.00
5413	Travel & Entertainment	\$ 8,000.00	\$ 3,000.00	\$ 5,000.00	\$ 10,000.00
5415	Rent	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
5417	Photo/ Video	\$ 100,000.00	\$ 80,000.00	\$ 80,000.00	\$ 100,000.00
5418	Industry Education: DVS Speakers	\$ 60,000.00	\$ 102,000.00	\$ 70,000.00	\$ 85,000.00
5420	Promotional Goods	\$ 40,000.00	\$ 32,000.00	\$ 25,000.00	\$ 30,000.00
5421	Website/App/Data/Analytics	\$ 300,000.00	\$ 320,000.00	\$ 320,000.00	\$ 350,000.00
5422	Mail house Services	\$ 45,500.00	\$ 47,500.00	\$ 42,500.00	\$ 32,000.00
5423	List Acquisition	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00
5424	Database Management	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 40,000.00
5426	Sales Tax	\$ 29,000.00	\$ 32,000.00	\$ 28,000.00	\$ 27,500.00
5427	Sponsored Marketing/SS/Speakers	\$ 120,000.00	\$ 160,000.00	\$ 140,000.00	\$ 155,000.00
5428	Miscellaneous Expenses	\$ 10,000.00	\$ 14,900.00	\$ 10,000.00	\$ 10,000.00
5429	Sponsorship Expenses	\$ 150,000.00	\$ 110,000.00	\$ 150,000.00	\$ 120,000.00
5430	Depreciation	\$ 248,411.06	\$ 268,000.00	\$ 230,957.39	\$ 68,858.88
5431	Tours & Partnerships	\$ 80,000.00	\$ 91,000.00	\$ 80,000.00	\$ 80,000.00
5432	Social Media	\$ 50,000.00	\$ 52,000.00	\$ 25,000.00	\$ 25,000.00
5433	Hospitality at Market			\$ 60,000.00	\$ 80,000.00
	Total	\$ 2,590,613.66	\$ 2,702,302.60	\$ 2,653,957.39	\$ 2,643,858.88

High Point Market Authority Budget- FY 2019-20 (Draft)

Budget Code	Expense	2017-18 Budget	2017-18 Actual	2018-19 Budget	2019-20 Draft Budget
Guest Services					
5502	Talent/ Operations/ Production	\$ 410,000.00	\$ 367,500.00	\$ 380,000.00	\$ 400,000.00
5503	MA Salaries & Benefits	\$ 130,000.00	\$ 133,000.00	\$ 140,000.00	\$ 152,000.00
5505	Food & Beverage	\$ 150,000.00	\$ 132,500.00	\$ 135,000.00	\$ 142,000.00
5507	International Services	\$ 35,000.00	\$ 30,000.00	\$ 32,000.00	\$ 34,000.00
5509	Program Operations	\$ 125,000.00	\$ 158,000.00	\$ 230,000.00	\$ 204,000.00
5512	Contract Labor	\$ 35,000.00	\$ 31,500.00	\$ 36,000.00	\$ 38,000.00
5513	Rent	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00
	Total	\$ 897,500.00	\$ 865,000.00	\$ 965,500.00	\$ 982,500.00
5600	Contingency	\$ -	\$ -	\$ -	\$ -
5700	Depreciation	\$ 31,000.00	\$ 31,700.00	\$ 51,000.00	\$ 29,691.61
8520	Interest Expense	\$ -	\$ -	\$ -	\$ 1,500.00
	Total Expense	\$ 6,445,013.66	\$ 6,501,347.60	\$ 6,557,457.39	\$ 6,628,495.49
	Total Income	\$ 6,456,472.00	\$ 6,528,987.00	\$ 6,575,472.00	\$ 6,630,472.00
	Surplus/Deficit	\$ 11,458.34	\$ 27,639.40	\$ 18,014.61	\$ 1,976.51

High Point Market Authority Budget- FY 2019-20 (Draft)

Budget Code	Account	2017-18 Budget	2018-19 Budget	2019-20 Draft Budget
	CAP EX			
1210	Office Furniture	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
1230	Office Equipment	\$ 500.00	\$ 500.00	\$ 500.00
1250	Computer Equipment	\$ 5,000.00	\$ 5,500.00	\$ 5,000.00
1270	Market Equipment	\$ 500.00	\$ 15,000.00	\$ 5,000.00
1290	Leasehold Improvements			
1300	Market Technology & Hardware	\$ 150,000.00	\$ -	\$ 250,000.00
1301	Registration Software		\$ 106,800.00	\$ -
	Total	\$ 157,000.00	\$ 128,800.00	\$ 261,500.00

CITY OF HIGH POINT

AGENDA ITEM



Title: Financial Software Technology

Initiative From: Eric Olmedo, Managing

Director **Public Hearing:** N/A

Attachments:

Meeting Date: June 3, 2019

Advertising Date: N/A

Advertised By: N/A

PURPOSE:

Consider approval of an agreement between the City of High Point and the North Carolina State Treasurer's Office to partner in a financial software technology initiative.

BACKGROUND:

The North Carolina State Treasurer's Office would like to partner with the City of High Point to participate and partner with them in the development of a financial software technology initiative. The purpose of the initiative is to identify one or more software systems that could be utilized by smaller local governments to meet essential financial, compliance, and reporting objectives in an efficient and transparent manner. The initiative will be led a project steering committee with input from a stakeholder group.

BUDGET IMPACT:

There is not budget impact to the City. All project costs will be paid for by the State of North Carolina.

RECOMMENDATION / ACTION REQUESTED:

Council is requested to approve memorandums of understanding and contract documents between the and City of High Point and the North Carolina State Treasurer's Office to partner in a financial software technology initiative; and, authorize the appropriate city official to execute all necessary documents.

CITY OF HIGH POINT

AGENDA ITEM



Title: **Change Order – Final Adjusting
Boring of Conduits – Bid #5030-021319**

From: Garey Edwards, PE; Electric Utilities Director
 Tyler Berrier, PE; Electric Utilities Asst. Dir.

Meeting June 3, 2019
Date:

Public Hearing: N/A

Advertised By: Purchasing

Attachments: Attachment A: Map
 Attachment B: Subsurface Reports

PURPOSE:

Final adjusting change order for J & J Underground Utilities. This change order will close out the project and allow the Electric Utilities department to process final payment to the selected vendor for work performed under the contract for boring conduits for primary power in the Carol Bay subdivision. New primary wire was needed in the subdivision and heavy amounts of rock were encountered.

BACKGROUND:

The underground cable in the Carol Bay subdivision has reached the end of its service life as most of the cable was installed as underground in the early 1980's. After several attempts by internal staff, the Electric Utilities Department was unable to install conduits by digging because of large rock quantities. Staff solicited bids with a rock price added 1,673 linear feet of rock was encountered during construction resulting in the overrun of that bid item.

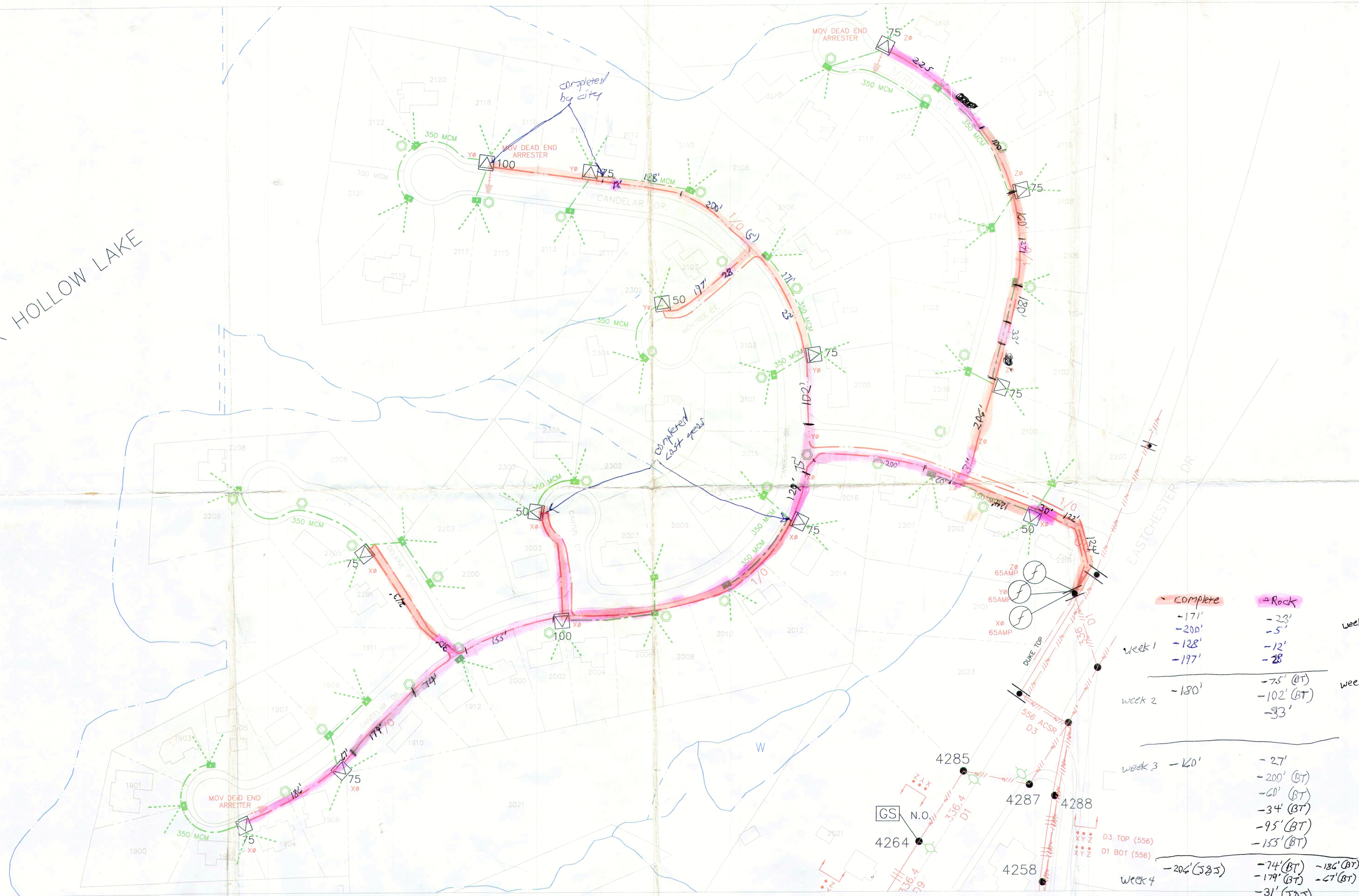
BUDGET IMPACT:

Funds are available in the operating budget for this change order.

RECOMMENDATION / ACTION REQUESTED:

City Council is requested to approve the change order to the J & J Underground Utilities contract in the amount of **\$197,869.00**.

OAK HOLLOW LAKE



COLOR CODING SCHEME
PROPOSED PRIMARY FACILITIES
REMOVE/RELOCATE/TRANSFER
PROPOSED SECONDARY FACILITIES
EXISTING FACILITIES



OH UG
MTR MAT



CITY OF HIGH POINT - DEPARTMENT OF ELECTRIC UTILITIES - P.O. BOX 230, HIGH POINT, NC 27261 (336) 883-3134

CUSTOMER CONTRIBUTION OR ADVANCE: YES ☐ NO ☒ AMOUNT: \$
APPROVED BY: DATE:
DATE TO BE STARTED: DATE TO BE COMPLETED: AS PER WORK LOAD
SERVICE ORDER # ISSUED FOR CONSTR: BY:
COMPLETED BY: DATE:

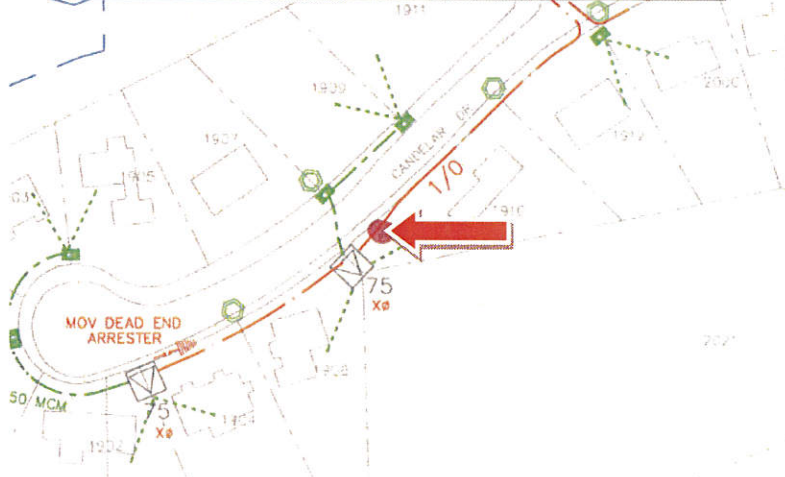
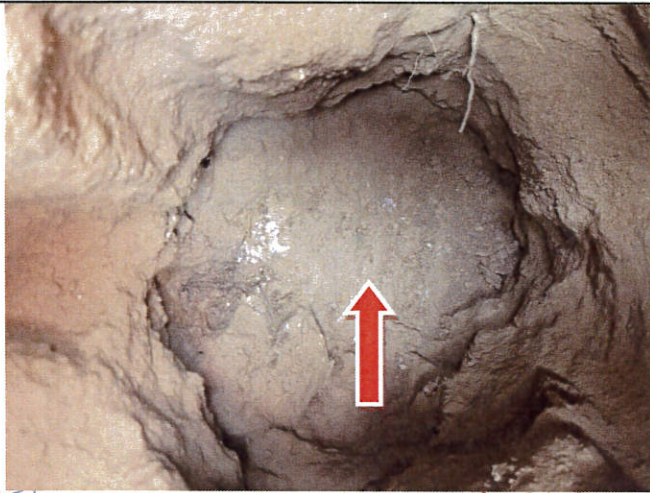
CUSTOMER NAME: CAROL BAY SUBDIVISION ADDRESS: 2100 BLOCK EASTCHESTER DR.
DESCRIPTION OF WORK: X,Y,Z 15KV UG PRIMARY CABLE
350 MCM AL. SECONDARY TO HAND HOLES.
100W HPS TOWN&COUNTRY LIGHTS ON 16.0' FIBERGLASS POLES.
DRAWN BY: CB ENGINEER: OM/CB CHECKED BY: SCALE: 1"=XX
PAGE 1 OF 1 MAP LOCATION: GRID xxxxxx CIRCUIT: W.O. # 86-2401 ER: 1,2,6

Test Hole #1910 Candelar Dr. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock



Test Hole Utility Information

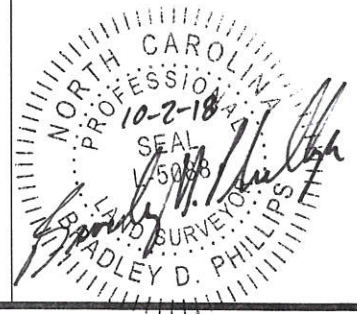
Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 3.9' Encountered Rock
Top Elevation:	843.3' Top of Rock
Northing:	827,475.3
Easting:	1,710,220.6

Baseline Station and Offset

Design Alignment Station and Offset

Project Datum Description:

Project Control was provided by Davis Martin Powell
Types of GPS field procedure: RTK
Dates of survey: 8/26/2018
Datum/Epoch: NAD 83 (2011)
Published/Fixed Control use: NC RTN
Geoid Model: 12A
Combined Grid Factor=0.999926947
Units: US Survey Foot

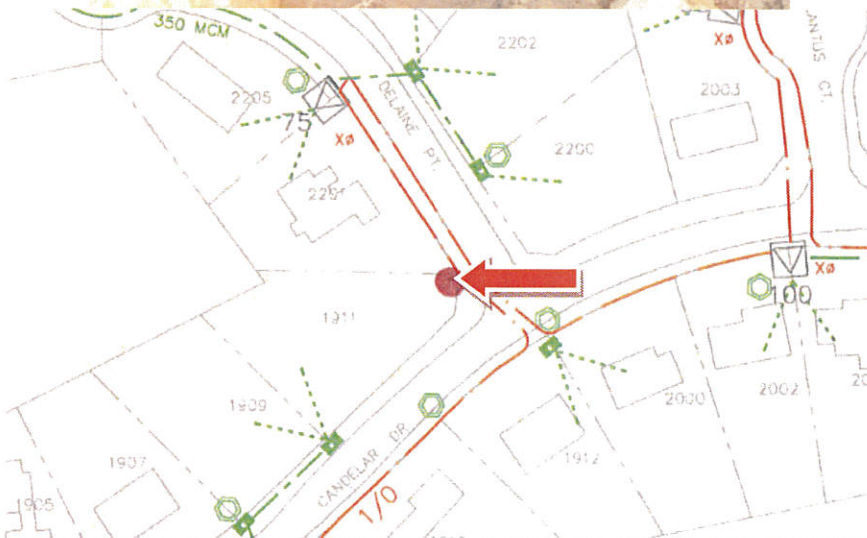


Test Hole #1911 Candelar Dr. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock



Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	5.2' Encountered Minimal Rock
Ground Elevation:	848.4'
Northing:	827,676.1
Easting:	1,710,354.4

Baseline Station and Offset

Design Alignment Station and Offset

Project Datum Description:

Project Control was provided by Davis Martin Powell

Types of GPS field procedure: RTK

Dates of survey: 8/26/2018

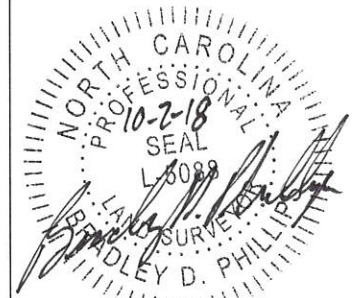
Datum/Epoch: NAD 83 (2011)

Published/Fixed Control use: NC RTN

Geoid Model: 12A

Combined Grid Factor=0.999926834

Units: US Survey Foot



Test Hole #2004 Candelar Dr. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock



Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 4.4' Encountered Rock
Top Elevation:	856.8' Top of Rock
Northing:	827,705.8
Easting:	1,710,670.8

Baseline Station and Offset

Design Alignment Station and Offset

Project Datum Description:

Project Control was provided by Davis Martin Powell

Types of GPS field procedure: RTK

Dates of survey: 8/26/2018

Datum/Epoch: NAD 83 (2011)

Published/Fixed Control use: NC RTN

Geoid Model: 12A

Combined Grid Factor=0.999926453

Units: US Survey Foot

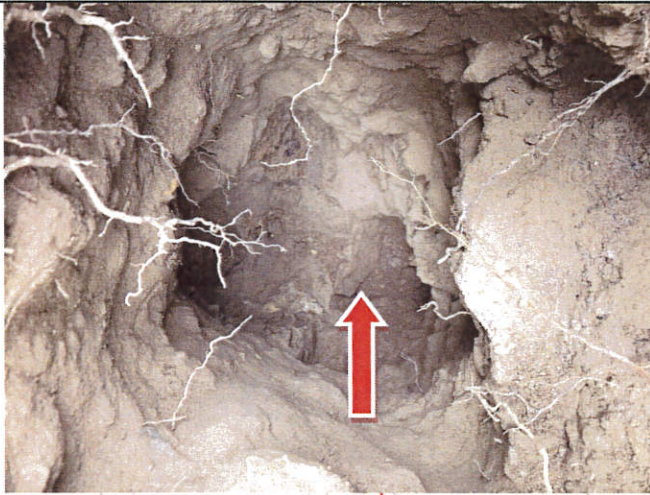


Test Hole #2016 Candelar Dr. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock



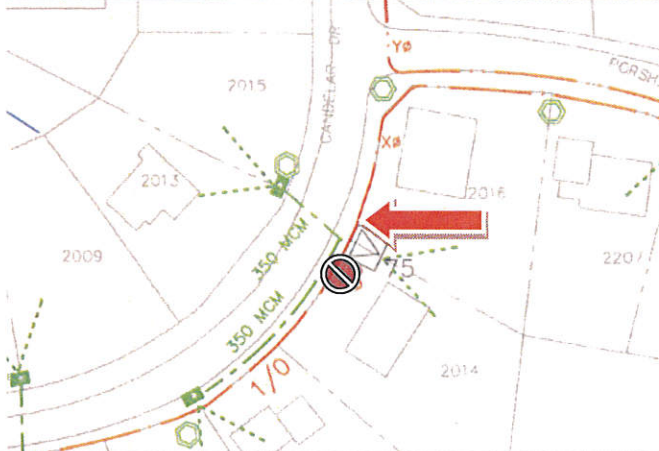
Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 2.4' Encountered Rock
Top Elevation:	859.8' Top of Rock
Northing:	827,885.9
Easting:	1,710,981.5

Baseline Station and Offset

Design Alignment Station and Offset

Test Hole was moved due to bushes and driveway.



Project Datum Description:

Project Control was provided by Davis Martin Powell
Types of GPS field procedure: RTK
Dates of survey: 8/26/2018
Datum/Epoch: NAD 83 (2011)
Published/Fixed Control use: NC RTN
Geoid Model: 12A
Combined Grid Factor=0.999926428
Units: US Survey Foot



Test Hole #2104 Candelar Dr. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock



Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 3.8' Encountered Rock
Top Elevation:	851.3' Top of Rock
Northing:	828,301.2
Easting:	1,710,948.1

Baseline Station and Offset

Design Alignment Station and Offset

Project Datum Description:

Project Control was provided by Davis Martin Powell

Types of GPS field procedure: RTK

Dates of survey: 8/27/2018

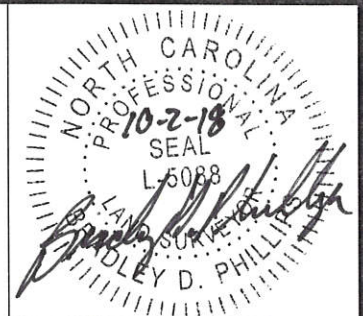
Datum/Epoch: NAD 83 (2011)

Published/Fixed Control use: NC RTN

Geoid Model: 12A

Combined Grid Factor=0.999927100

Units: US Survey Foot

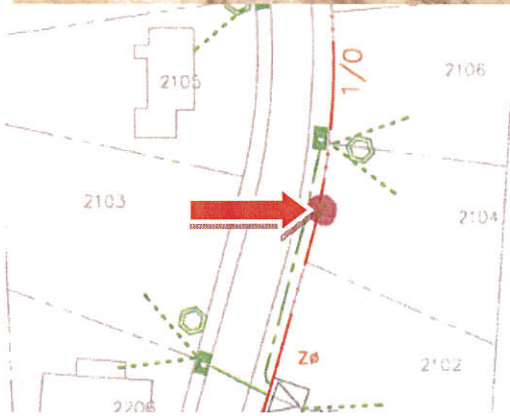
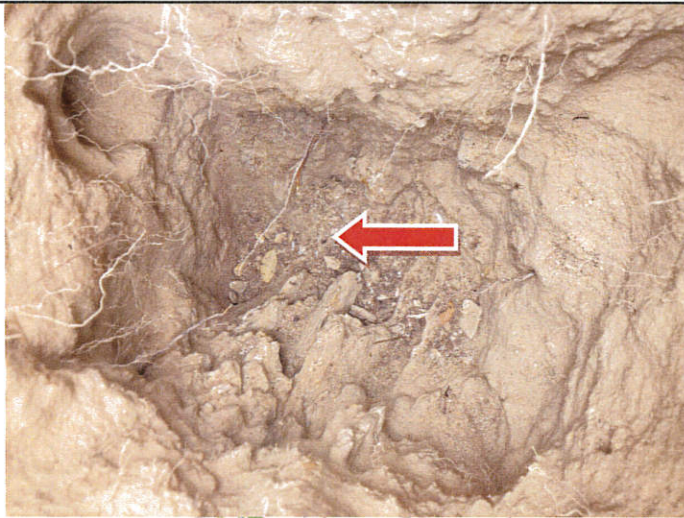


Test Hole #2104 Mirus Ct. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock



Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 2.5' Encountered Rock
Top Elevation:	865.7' Top of Rock
Northing:	828,213.8
Easting:	1,711,365.2

Baseline Station and Offset

Design Alignment Station and Offset

Project Datum Description:

Project Control was provided by Davis Martin Powell

Types of GPS field procedure: RTK

Dates of survey: 8/27/2018

Datum/Epoch: NAD 83 (2011)

Published/Fixed Control use: NC RTN

Geoid Model: 12A

Combined Grid Factor=0.999926235

Units: US Survey Foot



Test Hole #2107 Montree Ct. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock

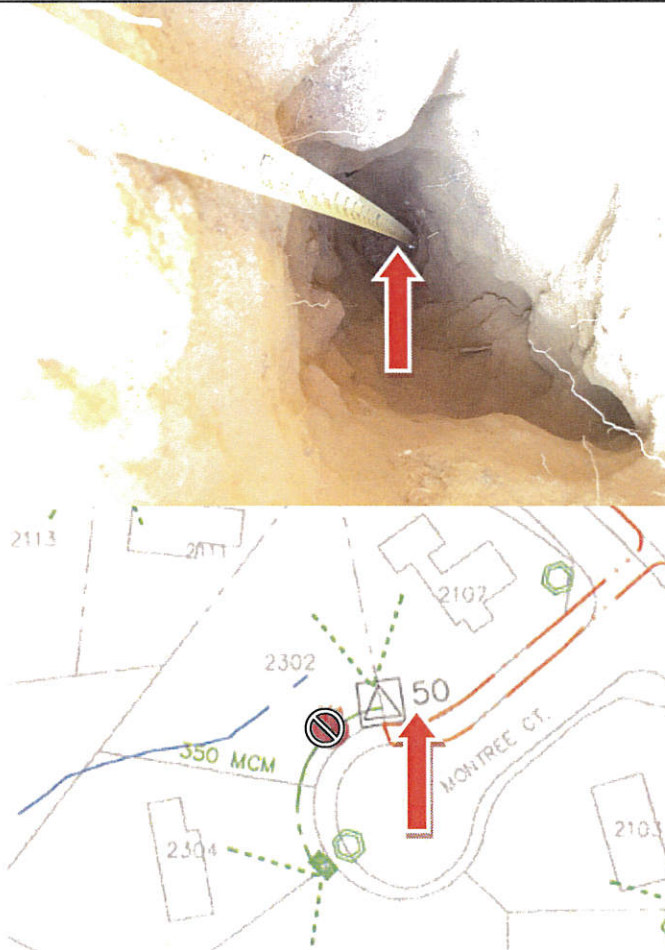
Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 4.4' Encountered Minimal Rock
Ground Elevation:	845.9'
Northing:	828,215.1
Easting:	1,710,776.3

Baseline Station and Offset

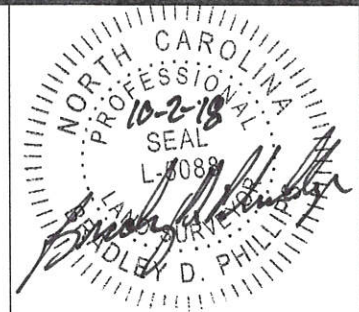
Design Alignment Station and Offset

Test Hole was moved due to trees.



Project Datum Description:

Project Control was provided by Davis Martin Powell
Types of GPS field procedure: RTK
Dates of survey: 8/26/2018
Datum/Epoch: NAD 83 (2011)
Published/Fixed Control use: NC RTN
Geoid Model: 12A
Combined Grid Factor=0.999927303
Units: US Survey Foot

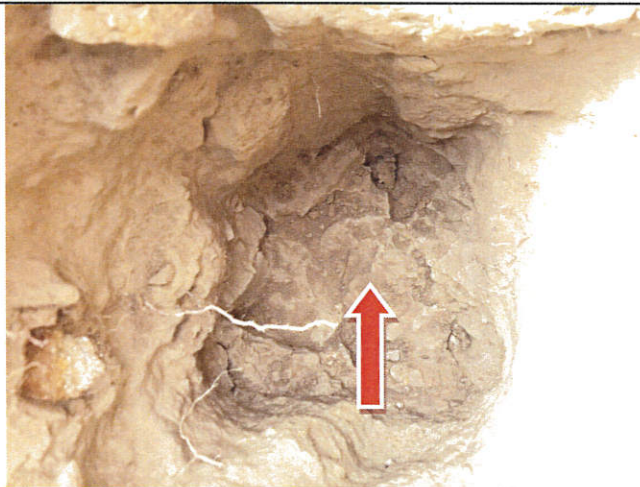


Test Hole #2110 Candelar Dr. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock



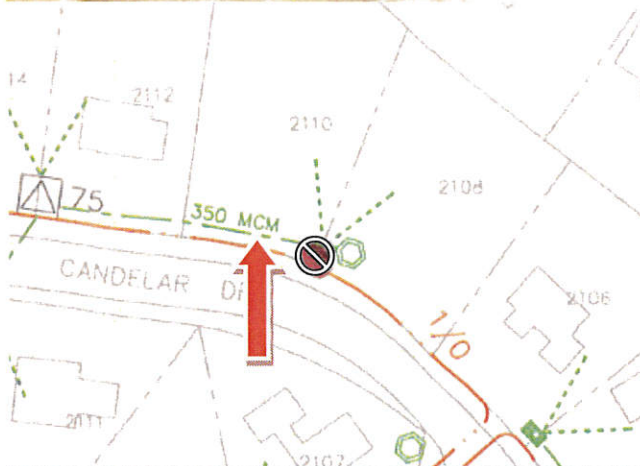
Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 1.6' Encountered Rock
Top Elevation:	847.8' Top of Rock
Northing:	828,411.5
Easting:	1,710,792.7

Baseline Station and Offset

Design Alignment Station and Offset

Test Hole was moved due to trees.



Project Datum Description:

Project Control was provided by Davis Martin Powell
Types of GPS field procedure: RTK
Dates of survey: 8/26/2018
Datum/Epoch: NAD 83 (2011)
Published/Fixed Control use: NC RTN
Geoid Model: 12A
Combined Grid Factor=0.999927336
Units: US Survey Foot

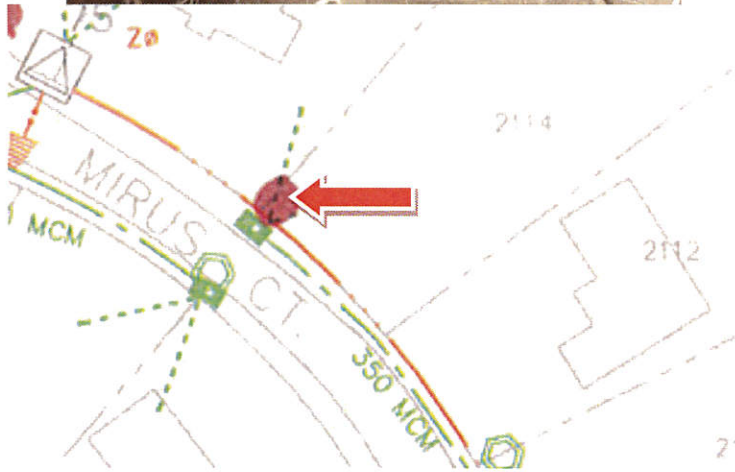
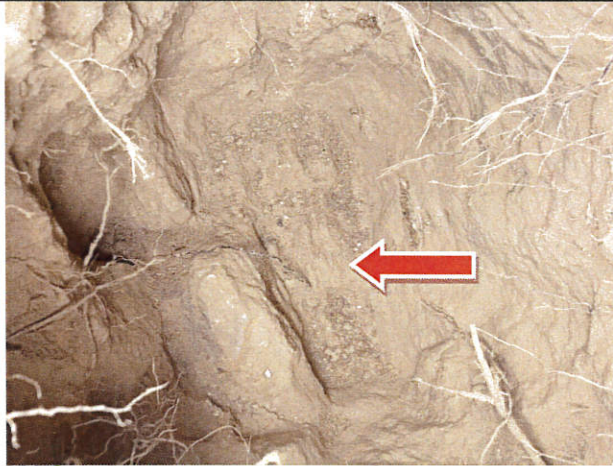


Test Hole #2114 Mirus Ct. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock



Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 2.6' Encountered Rock
Top Elevation:	852.5' Top of Rock
Northing:	828,608.7
Easting:	1,711,256.3

Baseline Station and Offset

Design Alignment Station and Offset

Project Datum Description:

Project Control was provided by Davis Martin Powell
Types of GPS field procedure: RTK
Dates of survey: 8/27/2018
Datum/Epoch: NAD 83 (2011)
Published/Fixed Control use: NC RTN
Geoid Model: 12A
Combined Grid Factor=0.999927241
Units: US Survey Foot



Test Hole #2118 Mirus Ct. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock

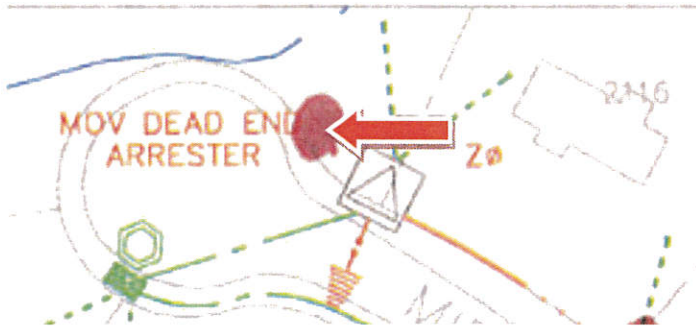


Test Hole Utility Information

Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	At 2.2' Encountered Rock
Top Elevation:	850.5' Top of Rock
Northing:	828,718.3
Easting:	1,711,112.0

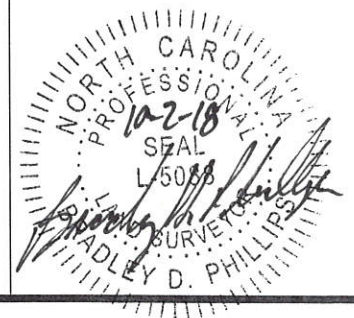
Baseline Station and Offset

Design Alignment Station and Offset



Project Datum Description:

Project Control was provided by Davis Martin Powell
Types of GPS field procedure: RTK
Dates of survey: 8/27/2018
Datum/Epoch: NAD 83 (2011)
Published/Fixed Control use: NC RTN
Geoid Model: 12A
Combined Grid Factor=0.999927411
Units: US Survey Foot



Test Hole #2207 Porsha Ln. Vacuum Excavation Report

TIP#: N/A

DMP Project #: 180203

Project Description: Utility Soft Dig Locations (High Point, NC) Locate Depth of Rock

Test Hole Utility Information

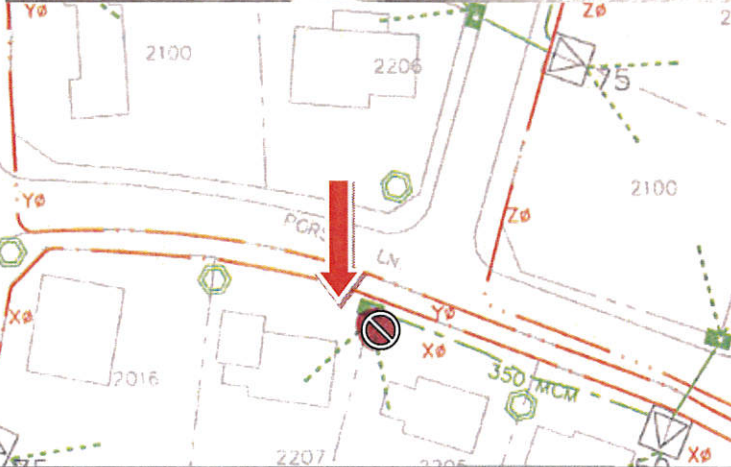
Owner:	City of High Point
Type:	Rock
Size and Material:	N/A
Depth:	5.3' Encountered Minimal Rock
Ground Elevation:	859.9'
Northing:	827,958.8
Easting:	1,711,232.9

Baseline Station and Offset

Design Alignment Station and Offset



Test Hole was moved due to bushes and driveway.



Project Datum Description:

Project Control was provided by Davis Martin Powell
Types of GPS field procedure: RTK
Dates of survey: 8/27/2018
Datum/Epoch: NAD 83 (2011)
Published/Fixed Control use: NC RTN
Geoid Model: 12A
Combined Grid Factor=0.999926726
Units: US Survey Foot



CITY OF HIGH POINT

AGENDA ITEM



Title: Approval of FY 2019-2020 Convention and Visitors Bureau budget

From: Laura Mason Altizer,
Budget & Performance Manager

Meeting Date: June 3, 2019

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Convention and Visitors Bureau budget and annual contract

PURPOSE:

To approve the FY 2019-2020 Convention and Visitors Bureau budget and annual contract.

BACKGROUND:

The Convention and Visitors Bureau requests that the City Council approve its budget on an annual basis.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends the Council to consider the FY 2019-2020 Convention and Visitors Bureau budget and annual contract.

HIGH POINT CONVENTION & VISITORS BUREAU

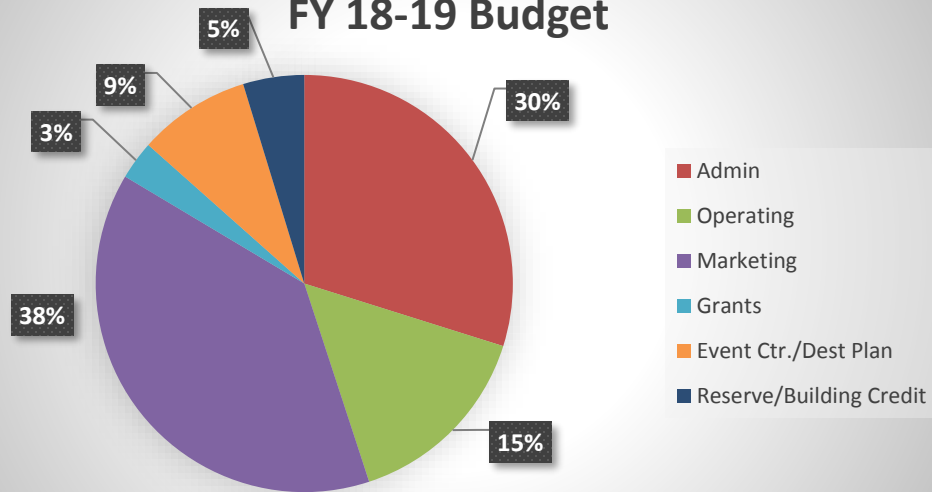
<u>No.</u>	<u>ITEM</u>	<u>A</u> <u>FY 18-19</u> <u>Board</u> <u>Approved</u>	<u>B</u> <u>FY 18-19</u> <u>Projections End</u> <u>of Year</u>	<u>C</u> <u>FY 19-20</u> <u>Budget Proposed</u>	<u>D</u> <u>Percent</u> <u>Change</u> <u>Over</u> <u>Projections</u> <u>End of Year</u>	<u>E</u> <u>Percent</u> <u>Change</u> <u>Over</u> <u>Approved</u> <u>FY 18/19</u>
<u>INCOME</u>						
<u>OCCUPANCY TAX COLLECTION</u>						
4101.0	Transient Occupancy Tax <i>City of High Point's allocation earmarked for Stadium debt Year 1</i>	1,570,286	1,700,500	1,753,574	3	12
<u>OTHER INCOME</u>						
4102.0	Interest Income	1,020	1,000	1,000	0	-2
4105.0	Reserve EBI Carry Over	110,000	110,000	100,300	-9	-9
4106.1	Sponsorship Revenue Earmarked for 501 c 3 Foundation Tourism Development	100,000	40,000	50,000	25	-50
4106.2	Sponsorship Revenue Earmarked for 501 c 3 Foundation Tourism Development	100,000	40,000	50,000	25	-50
4107.0	Regional Preferred Member Revenue for Marketing	3,000	4,000	4,000	0	33
4108.0	Rollover from Administrative Expenses Earmarked for 501 C 3 Foundation Tourism Development	11,351	0	61,517	0	0
	Administrative Expenses Unused for FY 19-20 Earmarked for 501 C 3 Foundation Tourism Development	0	0	58,625	0	0
4109.0	Building Rental Credit Earmarked for Reserves	12,000	12,000	9,955	-17	-17
TOTAL BUDGET		1,907,657	1,907,500	2,088,971	10	10
<u>GRANT PROGRAM (15% of occupancy tax)</u>						
	remaining 15% occ tax Earmarked for 501 C 3 Foundation Tourism Development	23,043	37,293	51,658	39	124
	Restricted Income for 501 c 3 Tourism Development Grants		40,000	220,142	450	0
	Total Restricted Income for Tourism Development Grants		77,293	271,800	252	1
INCOME (-1.26% grants)=Oper. Budget		1,884,614	1,870,207	1,817,171	-3	-4
<u>EXPENSES</u>						
<u>ADMINISTRATIVE EXPENSES</u>						
5201.0	Salaries (6 full-time staff positions and if we hire sales manager)	428,625	367,108	369,000	1	-14
5202.0	Retirement	21,600	21,708	20,055	-8	-7
5203.0	Life/Hosp/Dent. Ins.	65,359	59,185	72,319	22	11
5204.0	Soc. Security	32,000	31,067	32,000	3	0

No.	ITEM	A	B	C	D	E
		FY 18-19	FY 18-19	FY 19-20	Percent Change Over Projections End of Year	Percent Change Over Approved FY 18/19
		Board Approved	Projections End of Year	Budget Proposed		
5205.0	Unemployment Ins.	1,000	576	800	39	-20
	ADMINISTRATIVE EXPENSES TOTAL	548,584	479,644	494,174	3	-10
	OPERATING EXPENSES					
5301.0	Memberships/Subscriptions	5,225	4,137	3,027	-27	-42
5302.0	Admin Travel/Meetings/Convention/PR	25,000	20,500	10,000	-51	-60
5303.0	General & Administrative Operations	107,930	106,677	120,549	13	12
5304.0	Postage/General	3,000	4,225	4,000	-5	33
5305.0	Business High Point Inc. & Vision Investor	20,000	20,000	20,000	0	0
5306.0	Telephone	11,000	10,915	11,000	1	0
5307.0	Rent/Utilities	80,795	80,795	83,219	3	3
5308.0	Comm/Board Expenses	11,400	7,868	9,400	19	-18
5309.0	Equipment	13,370	14,070	13,570	-4	1
	OPERATING EXPENSES TOTAL	277,720	269,187	274,765	2	-1
5401.0	Convention Advertising	10,450	12,078	8,535	(29)	(18)
5402.0	Convention Services	244,330	132,393	328,905	148	35
5402.1	Convention Services, Registrars, etc.	8,630	7,128	20,305	185	135
5402.5	Event Booking Incentives (includes \$100,300 roll over)	150,000	49,700	220,000	343	47
5402.7	HP Market Authority	75,000	75,000	75,000	0	0
5402.8	Partners of Excellence Program	700	45	3,600	7,900	414
5402.9	Special Services/Assessments	10,000	520	10,000	1,823	0
5403.0	Entertainment	1,000	800	1,000	25	0
5404.0	Literature/Printing	13,200	12,324	17,206	40	30
5405.0	Memberships - Convention	7,950	7,494	7,950	6	0
5406.0	Postage - Convention	300	157	200	27	(33)
5407.0	Conv. - Special Promotional Projects	81,000	63,236	126,116	99	56
5408.0	Subscription/Publications	250	150	250	67	0
5409.0	Travel - Convention	14,000	16,514	13,000	(21)	(7)
5410.0	Trade Shows - Convention	4,500	3,540	0	(100)	(100)

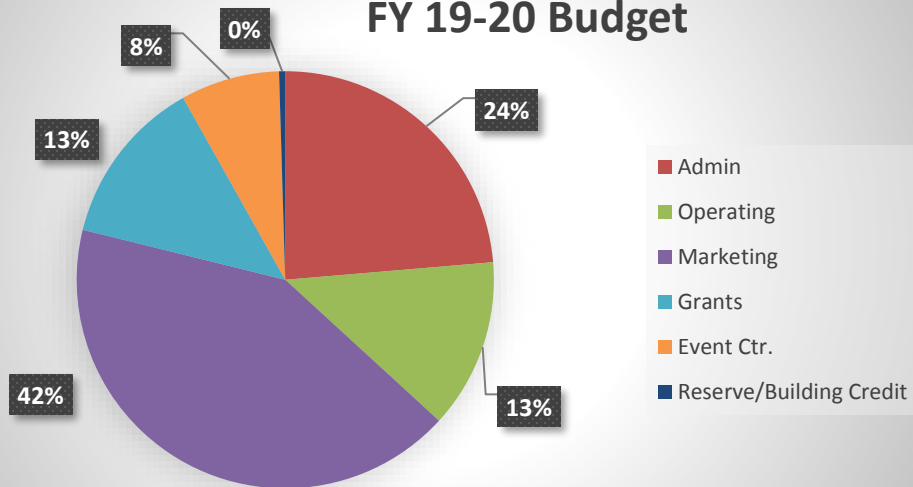
No.	ITEM	A	B	C	D	E
		FY 18-19	FY 18-19	FY 19-20	Percent Change Over Projections End of Year	Percent Change Over Approved FY 18/19
		Board Approved	Projections End of Year	Budget Proposed		
5411.0	Sponsorship Program	35,000	27,195	15,000	(45)	(57)
5412.0	Audiovisuals	0	0	0	0	0
5413.0	Intern(s)	0	0	0	0	0
CONVENTION PROMOTIONS EXPENSES TOTAL		411,980	275,881	518,162	88	26
<u>TOURISM PROMOTION EXPENSES</u>						
5501.0	Advertising	64,000	61,587	82,100	33	28
5502.0	Audiovisuals	4,000	4,000	6,000	50	50
5503.0	Tourism - Literature/Printing	26,000	17,838	24,815	39	(5)
5504.0	Memberships/Subscriptions - Tourism	400	737	400	(46)	0
5505.0	Postage - Tourism	25,585	20,805	21,000	1	(18)
5506.0	Special Projects	31,000	24,504	34,500	41	11
5507.0	Travel/Entertainment	1,000	200	500	150	(50)
5508.0	Travel Shows	3,095	3,095	2,000	(35)	(35)
5509.0	Visitor Information Center	35,093	12,150	35,000	188	(0)
5510.0	NCTIA & Governor's Council	9,850	8,300	9,000	8	(9)
5512.0	Web	15,000	12,000	71,200	493	375
5513.0	Visitor Center Marketing	57,200	58,400	11,300	(81)	(80)
5514.0	Visitor Programming	25,150	8,327	22,300	168	(11)
5515.0	Tourism Research and Data	0	0	40,000	0	0
TOURISM PROMOTION EXPENSES TOTAL		297,373	231,943	360,115	55	21
<u>EVENT CENTER/DESTINATION PLAN</u>						
EVENT CENTER/DESTINATION PLAN EXPENSES TOTAL		160,000	152,000	160,000	5	0
TOTAL EXPENSES BEFORE GRANT EXPENSES		1,695,657	1,408,655	1,807,216	28	7
<u>GRANT EXPENSES</u>						
5800.1	1.25% Restricted Tourism Grants expended by HPCVB	23,043	37,293	51,658		
	Restricted Tourism Development Grants to go to 501 c 3 from Sponsorships	101,957	40,000	100,000		

<u>No.</u>	<u>ITEM</u>	<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>
		<u>FY 18-19</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>Percent</u>	<u>Percent</u>
		<u>Board</u>	<u>Projections End</u>	<u>Budget Proposed</u>	<u>Change</u>	<u>Change</u>
		<u>Approved</u>	<u>of Year</u>		<u>Over</u>	<u>Over</u>
					<u>Projections</u>	<u>Approved</u>
					<u>End of Year</u>	<u>FY 18/19</u>
	Restricted Tourism Development Grants to go to 501 c 3 from Rollover Admin Expenses			61,517		
	Restricted Tourism Development Grants to go to 501 c 3 from Admin Expenses Unused			58,625		
	TOTAL GRANT EXPENSES	125,000	55,000	271,800	394	117
	TOTAL EXPENSES	1,820,657	1,463,655	2,079,016	42	14
	Total Marketing Expense	994,353	714,824	1,310,077	83	32
	Subtotal of Income over Expenses	87,000	443,845	9,955	(98)	(89)
	Sponsorship Expenses Earmarked for Event Center & Destination Plan	25,000	25,000	0	(100)	(100)
	Sponsorship Expenses Earmarked for 501 C 3 Foundation	25,000	25,000	0	(100)	(100)
	Sponsorship Expenses Earmarked for Reserves (Payback of Destination Marketing Plan)	25,000	25,000	0	(100)	(100)
	Admin Expenses Unused Earmarked for 501 C 3 Foundation Rollover FY 19-20		61,517			
	Building Rental Credit Earmarked for Reserves	12,000	12,000	9,955	(17)	(17)
	Total Earmarked for Reserves	87,000	148,517	9,955	(93)	(89)
	Excess of Income over Expenses	0	295,328	0	(100)	0

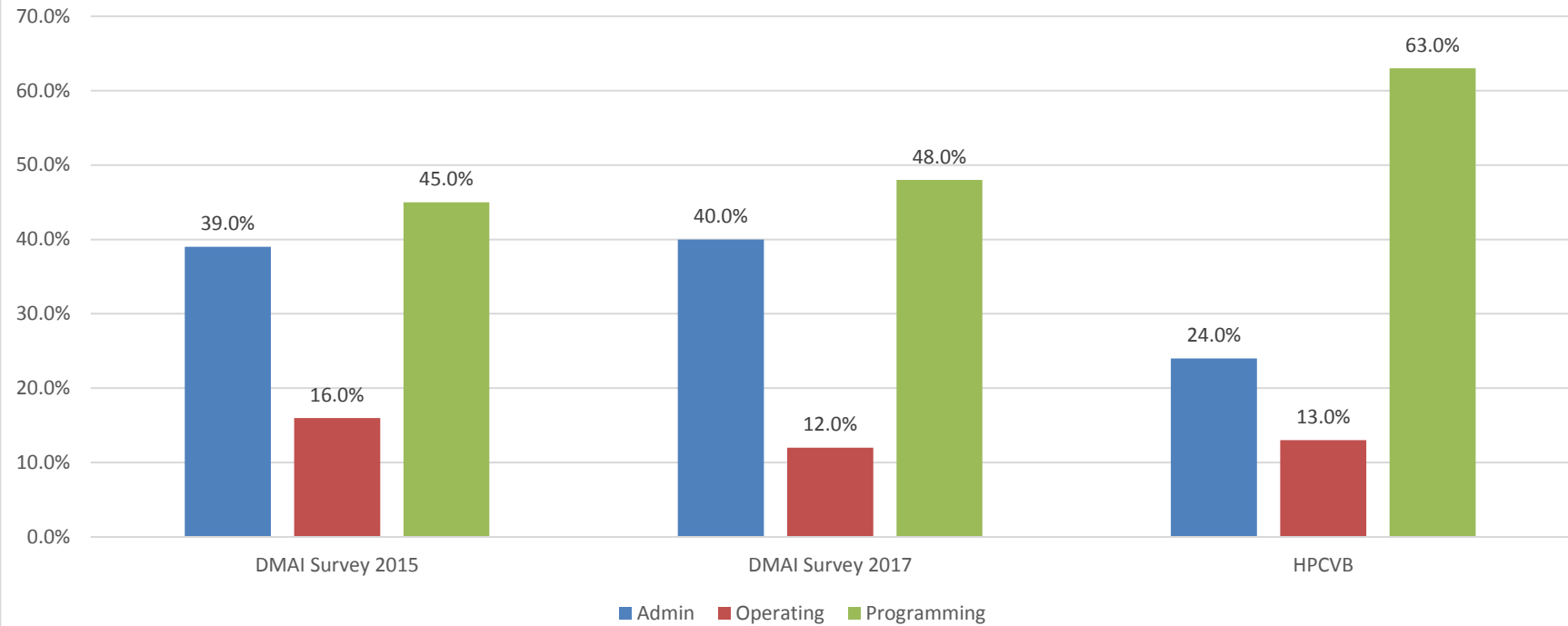
FY 18-19 Budget



FY 19-20 Budget



Comparison of HPCVB Budget breakdown with DI Standards



* DMAI - Destination Marketing Association International dba Destinations International

Office of the Mayor
City of High Point
North Carolina

PROCLAMATION...

WHEREAS, for more than 200 years, the American flag has been a proud symbol of the people of our nation and the values for which we stand; and,

WHEREAS, our flag serves as a beacon of hope, promise and possibility thanks to the heroes who have served and continue to serve in our Armed Forces; and,

WHEREAS, all Americans living here and around the world with varied backgrounds salute the flag of the United States of America; and,

WHEREAS, on August 3, 1949, President Harry S. Truman signed an act of Congress designating June 14th of each year as National Flag Day; and,

WHEREAS, in partnership with the Alexander Martin Chapter of the Daughters of the American Revolution, a special celebration of Flag Day will take place on Saturday, June 15 at 10:00 a.m. at the High Point Farmers Market at the High Point Public Library; and,

WHEREAS, all citizens of the City of High Point are encouraged to share in the celebration of our beautiful flag and all it represents.

NOW, THEREFORE, I, Jay W. Wagner, Mayor of the City of High Point, do hereby declare Saturday, June 15, 2019, as

“American Flag Day”

at the High Point Farmers Market.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of High Point, North Carolina this 3rd day of June 2019.

A handwritten signature in black ink, appearing to read "Jay W. Wagner", is written over a horizontal line.

Jay W. Wagner, Mayor

AGREEMENT
CITY OF HIGH POINT, NORTH CAROLINA
AND THE FERGUSON GROUP, L.L.C., WASHINGTON, DC

Pursuant to this Agreement, the City of High Point, NC (hereinafter referred to as "the client") and The Ferguson Group, L.L.C., (TFG) agree to assume the following obligations:

1. OBLIGATIONS OF TFG

TFG will:

- A. act as the Washington Representative to the client in Washington, D.C.;
- B. represent the client regarding legislative and regulatory matters impacting the client specifically;
- C. confer with the client and its designees at the times and places mutually agreed to by the client and TFG. This will be done on all organizational planning and program activity related to the Federal Agenda and that which has a bearing on the ability of the client to make the best use of federal program resources;
- D. coordinate with the client and its designees to develop a comprehensive strategic plan for legislative and regulatory priorities;
- E. review federal legislation under consideration, federal executive proposals, proposed administrative rules and regulations and other federal developments for the purpose of advising the client of those items that may have a bearing on the client's policies or programs;
- F. notify the client of opportunities for federal funding and relay information necessary for securing those funds;
- G. secure and furnish such detailed information as may be available on federal issues in which the client indicates an interest;
- H. review and comment on proposals of the client, which are being prepared for submission to federal agencies, when requested to do so by the client;
- I. assist the client in drafting legislation and congressional testimony;
- J. identify, develop, and cultivate on-going relationships with key congressional officials and staff members;
- K. assist the congressional delegation in any matter that is in the best interest of the client and in the same manner as any other member of the client's staff might render assistance;

- L. counsel with the client and prepare briefing materials and/or conduct briefings for the client's representatives who are preparing to meet with Members of Congress, testify before congressional committees and administrative agencies, and conduct other client business, or attend national conferences;
- M. review and assist in developing the client's Federal Agenda;
- N. consult the client's elected officials and government affairs team on federal legislative affairs;
- O. alert the client to relevant federal and foundation competitive grant opportunities;
- P. cultivate relationships with federal agencies, garner congressional support, and provide every other level of support needed to improve the client's ability to obtain competitive grants;
- Q. assist with drafting legislation;
- R. arrange appointments (and accommodations when requested) for the client's officials to facilitate the efficient and effective performance of the client's business while in Washington, D.C.; and,
- S. submit periodic reports providing the latest information on issues of interest to the client.

2. OBLIGATIONS OF THE CLIENT

The client will:

- A. pay TFG \$6,666 per month one month in advance for professional services, or \$80,000 annually;
- B. reimburse TFG for expenses, not to exceed \$5,000 annually, as described in paragraph 2, subparagraphs F, G and H, payable within thirty (30) days of submission of invoice and acceptance by the client;
- C. advise TFG of the name or names of persons authorized to request service by TFG and the person or persons to be kept advised by TFG;
- D. supply TFG with a summary of all federal issues in which the client has interests and advise TFG of any new developments, together with the pertinent details as to the substance of such developments;
- E. supply TFG with copies of budgets, planning documents, and regular reports of the client's agenda and proceedings, newspapers and other materials to assist TFG in keeping current on the client's policies and programs;
- F. reimburse TFG for: (1) all travel expenses incurred pursuant to paragraph 1, subparagraph B;

(2) all travel and incidental expenses for attendance at meetings by TFG outside Washington, D.C. or North Carolina at the request of/approval of the client; (3) all incidental Washington expenses incurred in the course of conducting the client's business;

G. reimburse TFG for all long-distance telephone expenses; and

H. reimburse TFG for the costs of document production.

3. THE CLIENT AND TFG CONCUR THAT THE FOLLOWING EXCLUSIONS SHALL APPLY TO THIS AGREEMENT.

TFG will not:

A. represent the client before formal congressional committee hearings or in any judicial or quasi-judicial hearing conducted by boards or examiners of federal agencies or commissions;

B. perform any legal, engineering, accounting or other similar professional services; and

4. EITHER PARTY MAY TERMINATE THIS AGREEMENT AT ANY TIME BY GIVING THE OTHER AT LEAST THIRTY (30) DAYS' NOTICE IN WRITING OF SUCH TERMINATION.

5. TERM OF AGREEMENT:

This agreement is for the period beginning on July 1, 2019 and ending on June 30, 2020. Contractual time may be extended upon written mutual consent of the parties.

IN WITNESS WHEREOF, the parties hereto, or their duly authorized agents or officers, have executed this Agreement effective as of the day and year first above written.

THE FERGUSON GROUP, L.L.C.

CITY OF HIGH POINT, NC

By: W. Roger Gwinn
W. Roger Gwinn, CEO

By: _____
Jay W. Wagner, Mayor

Date: June 3, 2019

Date:

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO REIMBURSEMENT
AGREEMENT WITH BSC HOLDINGS, INC.**

WHEREAS, on September 18, 2017 and in accordance with NCGS § 160A-499, 160A-320, and Title 6, Article E, Section 6-1-101 of the City Ordinances the City Council adopted a Resolution to authorize a Reimbursement Agreement ("Reimbursement Agreement") with BSC Holdings, Inc. ("BSC") for a 400 unit mixed residential development ("Project"), and

WHEREAS, the success of the Project requires expansion of infrastructure that is included on the City's Capital Improvement Plan and it is in the best interest of the City and BSC to jointly provide related improvements, which will serve not only the Project but future development in the area as well; and

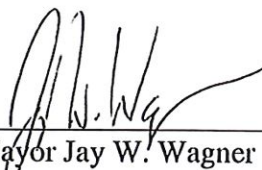
WHEREAS, the Reimbursement Agreement called for the City to reimburse BSC in an amount not to exceed \$358,300; and

WHEREAS, due to changes in the economy resulting in increased costs associated with the Project it is necessary to amend the Reimbursement Agreement as provided herein; and

WHEREAS, the cost to the City for the Improvements will not exceed the estimated cost of providing for the municipal infrastructure through either eligible force account qualified labor or through a public contract let pursuant to Article 8, Chapter 143 of the North Carolina General Statutes, or the coordination of separately constructed municipal infrastructure with the associated private development would be impracticable.

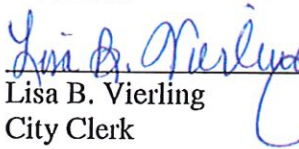
NOW, THEREFORE, BE IT RESOLVED: THE CITY COUNCIL OF THE CITY OF HIGH POINT approves the Amendment to Reimbursement Agreement with BSC Holdings, Inc. in an amount not to exceed \$500,000 and authorizes the City Manager or his designee to execute the same.

Adopted this the 3rd day of June, 2019.



Mayor Jay W. Wagner

ATTEST:



Lisa B. Vierling
City Clerk



CITY OF HIGH POINT

AGENDA ITEM

**Title: Request by City of High Point Alcoholic Control Board****From:** Randy E. McCaslin, Deputy City Manager**Meeting Date:** June 3, 2019**Public Hearing:** N/A**Advertising Date /**
Advertised By: N/A**Attachments:** G.S. 18B-700(g2)

PURPOSE:

The High Point Board of Alcoholic Control is requesting approval to use the City of High Point Employee Travel Policy.

BACKGROUND:

The North Carolina State Board of Alcoholic Control requires the local ABC Board adopt a travel policy for approved official business. The may adopt either the State Employee Travel Policy or the Local Appointing Board's Travel Reimbursement Policy. The High Point ABC Board is seeking City Council's approval to use the City of Employee travel reimbursement policy. The State requires this approval at an Official City Council Meeting and recorded as a part of the meeting minutes.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

City Council is requested to authorize the High Point Board of Alcoholic Control to use the adopted City of High Point Employee Travel Reimbursement Policy.

BK: R 8162

PG: 464-468

RECORDED:

06-10-2019

11:16:24 AM

BY: MARY JANE YATES

DEPUTY-HP



2019029109

GUILFORD COUNTY, NC

JEFF L. THIGPEN

REGISTER OF DEEDS

NC FEE \$26.00

Return to: JoAnne Caryle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Ordinance No. 7532/19-49

p/ u:

AN ORDINANCE EXTENDING THE CORPORATE LIMITS OF THE
CITY OF HIGH POINT, NORTH CAROLINA

WHEREAS, The City of High Point has been petitioned under G.S. 160A-58.1, as amended, to annex the area described herein; and,

WHEREAS, the City Clerk has investigated the sufficiency of said petition and has certified it to be valid; and

WHEREAS, a public hearing on this annexation was held at the Municipal Building at 5:30 p.m. on the 3rd day of June, 2019; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the requirements of G.S. 160A-58.1 as amended;

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

SECTION 1. By the authority granted by G.S. 160A-58.1 as amended, the following described territory is hereby annexed, and made a part of the City of High Point as of June 3, 2019.

ANNEXATION DESCRIPTION

Oasis Investment LLC - Annexation 19-02 (AN-19-02)

Guilford County Tax Parcels 169959 and 169966

BEGINNING AT AN EXISTING 1/2 INCH IRON PIPE BEING THE NORTHEASTERN CORNER OF HEREIN DESCRIBED PROPERTY, SAID EXISTING 1/2 INCH IRON PIPE BEING ON THE SOUTHERN 60 FOOT RIGHT OF WAY FOR GALLIMORE DAIRY ROAD (SR#1556) AS

DESCRIBED IN DEED BOOK 2720 PAGE 788 AND IN A WESTERN LINE OF KRM 1, LLC AS DESCRIBED RECORDED IN DEED BOOK 6615 PAGE 3002, THENCE WITH THE WESTERN LINE OF SAID KRM 1, LLC AND THE EXISTING CITY OF HIGH POINT LIMIT LINE S 43 DEG. 00 MIN. 37 SEC. E DISTANCE BEING 839.56 FEET TO AN EXISTING STONE, THENCE WITH THE WESTERN LINE OF JONATHAN SANDERS AKER AS RECORDED IN DEED BOOK 7255 PAGE 1605 S 31 DEG. 56 MIN. 15 SEC. W DISTANCE BEING 374.23 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE SAME S 01 DEG. 59 MIN. 09 SEC. E DISTANCE BEING 398.83 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE WESTERN LINE OF CLINARD & POWELL, LLC AS RECORDED IN DEED BOOK 7170 PAGE 13 S 01 DEG. 05 MIN. 46 SEC. W DISTANCE BEING 64.22 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE NORTHERN LINE OF KURT D. BORUM AND WIFE MARY GAYE S. BORUM AS RECORDED IN DEED BOOK 5880 PAGE 810 S 85 DEG. 47 MIN. 40 SEC. W DISTANCE BEING 219.62 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE NORTHERN LINE OF PATRICIA C. ROUNTREE AND WILLIAM COLEMAN ROUNTREE AS RECORDED IN DEED BOOK 7940 PAGE 866 S 85 DEG. 47 MIN. 04 SEC. W DISTANCE BEING 439.59 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE WESTERN LINE OF SAID PATRICIA C. ROUNTREE AND WILLIAM COLEMAN ROUNTREE S 01 DEG. 36 MIN. 52 SEC. E DISTANCE BEING 592.18 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE NORTHERN LINE OF BRENDA LEE ROBBINS AND JIMMY L. PEGRAM AS RECORDED IN DEED BOOK 4430 PAGE 261 N 89 DEG. 58 MIN. 22 SEC. W DISTANCE BEING 449.96 FEET TO AN EXISTING REBAR ON THE EASTERN 50 FOOT RIGHT OF WAY FOR BLACKBERRY RIDGE DRIVE, THENCE WITH THE NORTHERN TERMINUS OF BLACKBERRY RIDGE DRIVE AS SHOWN RECORDED ON PLAT BOOK 117 PAGE 100 S 89 DEG. 47 MIN. 11 SEC. W DISTANCE BEING 49.73 FEET TO AN EXISTING REBAR, THENCE WITH THE NORTHERN LINE OF CHARLES C. NICHOLS AS RECORDED IN DEED BOOK 7477 PAGE 562 N 89 DEG. 59 MIN. 59 SEC. W DISTANCE BEING 280.12 FEET TO AN EXISTING #4 REBAR, THENCE WITH THE NORTHERN LINE OF MICHAEL L. MURPHREE AND WIFE KELLY M. MURPHREE AS RECORDED IN DEED BOOK 7977 PAGE 1404 N 89 DEG. 55 MIN. 30 SEC. W DISTANCE BEING 330.38 FEET TO AN EXISTING 1/2 INCH IRON PIPE IN CONCRETE, THENCE WITH THE EASTERN LINE OF BRANDON H. TURNER AND WIFE AMBER TURNER AS RECORDED IN DEED BOOK 7247 PAGE 2284 N 00 DEG. 04 MIN. 51 SEC. E DISTANCE BEING 473.65 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE EASTERN LINE OF BRUCE L. IDOL AND WIFE ANITA W. IDOL AS RECORDED IN DEED BOOK 2655 PAGE 462 N 00 DEG. 03 MIN. 24 SEC. E DISTANCE BEING 546.04 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE SAME N 00 DEG. 00 MIN. 43 SEC. W DISTANCE BEING 190.06 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE NORTHERN LINE OF SAID BRUCE L. IDOL AND WIFE ANITA W. IDOL N 87 DEG. 01 MIN. 23 SEC. W DISTANCE BEING 403.61 FEET TO AN EXISTING CONCRETE MONUMENT, THENCE WITH THE EASTERN LINE OF DUTTON & BLUM HOLDINGS, LLC AS RECORDED IN DEED BOOK 5125 PAGE 555 N 04 DEG. 03 MIN. 14 SEC. E DISTANCE BEING 199.88 FEET AN EXISTING IRON PIPE, THENCE WITH THE SAME N 03 DEG. 59 MIN. 48 SEC. E DISTANCE BEING 200.66 FEET TO AN EXISTING IRON PIPE, THENCE WITH THE SAME N 04 DEG. 08 MIN. 47 SEC. E DISTANCE BEING 517.95 FEET TO A NEW IRON PIPE AT

THE BASE OF A DESTROYED CONCRETE RIGHT OF WAY MONUMENT ON THE SOUTHERN 60 FOOT RIGHT OF WAY FOR GALLIMORE DAIRY ROAD, THENCE WITH THE SOUTHERN 60 FOOT WIDE RIGHT OF WAY FOR GALLIMORE DAIRY ROAD AS DESCRIBED IN DEED BOOK 2720 PAGE 788 BEING A CURVE TO THE LEFT A CHORD BEARING OF S 81 DEG. 07 MIN. 25 SEC. E CHORD DISTANCE BEING 25.93 FEET AND HAVING A RADIUS OF 14,052.29 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME S 81 DEG. 10 MIN. 36 SEC. E DISTANCE BEING 258.28 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME BEING A CURVE TO THE LEFT A CHORD BEARING OF S 83 DEG. 13 MIN. 02 SEC. E CHORD DISTANCE BEING 347.04 FEET AND HAVING A RADIUS OF 4,872.76 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME S 85 DEG. 15 MIN. 29 SEC. E DISTANCE BEING 305.19 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME BEING A CURVE TO THE LEFT A CHORD BEARING OF S 85 DEG. 52 MIN. 26 SEC. E DISTANCE BEING 335.12 FEET AND HAVING A RADIUS OF 15,590.62 FEET TO A NEW IRON PIPE, THENCE WITH THE SAME BEING A CURVE TO THE LEFT A CHORD BEARING OF N 87 DEG. 12 MIN. 17 SEC. E CHORD DISTANCE BEING 436.62 FEET AND HAVING A RADIUS OF 1,977.91 FEET TO THE POINT AND PLACE OF BEGINNING CONTAINING 79.523 ACRES MORE OR LESS.

SECTION 2. Upon and after June 3, 2019 the foregoing property and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of High Point, and shall be entitled to the same privileges and benefits as other parts of the City of High Point. Said territory shall be subject to municipal taxes according to G.S. 160A-58.3.

SECTION 3. The Mayor of the City of High Point shall cause to be recorded in the Office of the Register of Deeds for **Guilford County** and in the Office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1, thereof, together with a duly certified copy of this ordinance.

Adopted by City Council,
this the 3rd day of June, 2019.
Lisa B. Vierling, City Clerk

City Clerk's Office

Mary Brooks

DEPUTY CITY CLERK



NORTH CAROLINA'S INTERNATIONAL CITY™

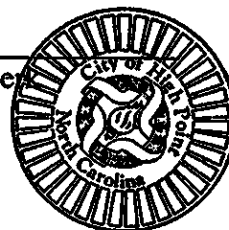
City of High Point
Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on June 3, 2019 and upon approval by City Council will be recorded in Book 94 of the Official Minute Books and Ordinance Book XX, Ordinance No. 7532/19-49, page 161 of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 10th day of June 2019.

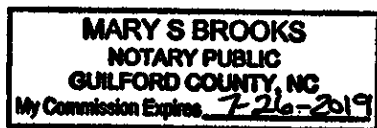
Lisa B. Vierling
Lisa B. Vierling, City Clerk



ACKNOWLEDGEMENT

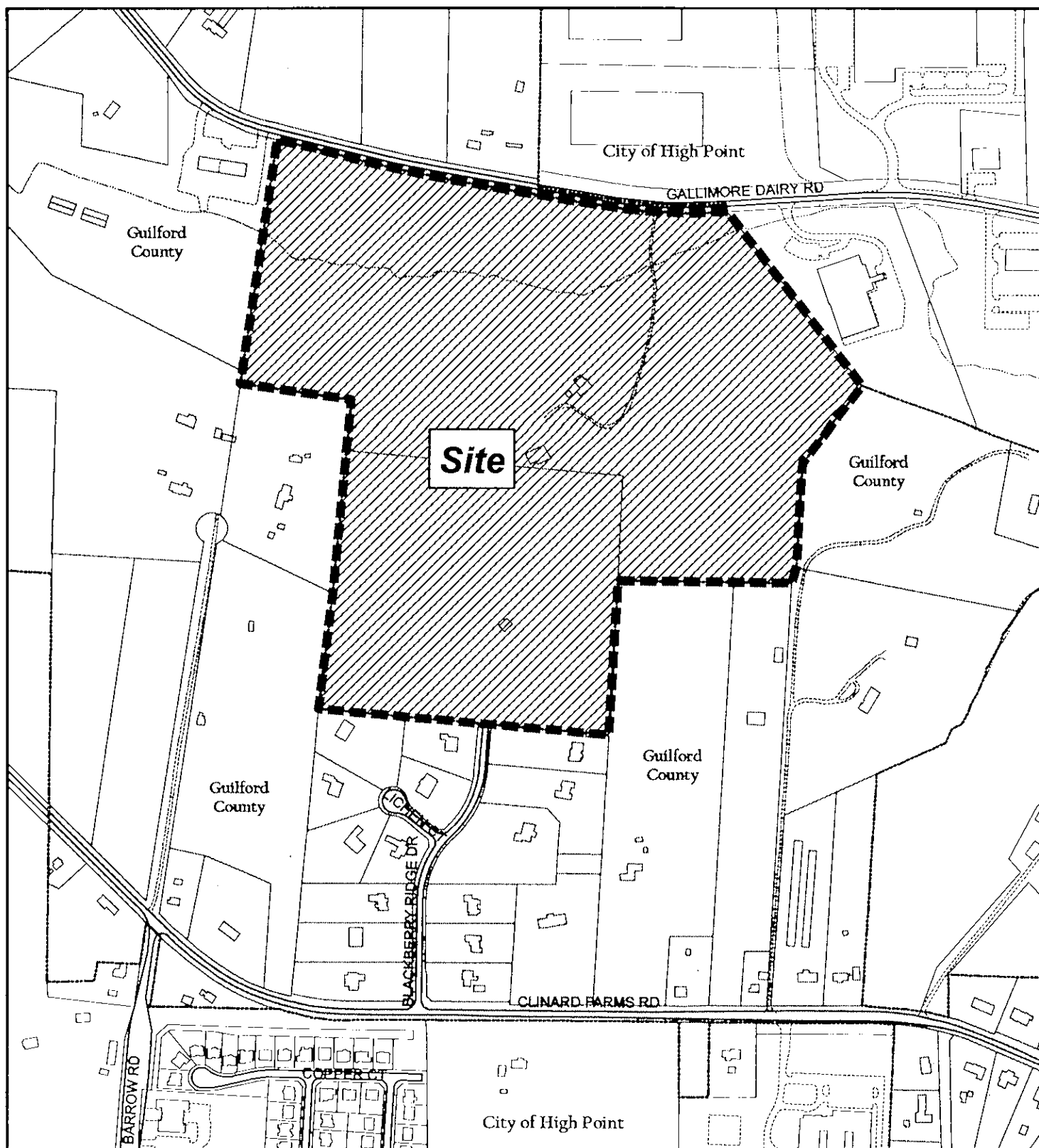
I, Mary S. Brooks, a Notary Public of said County and State, do hereby certify that Lisa B. Vierling, is known to me as City Clerk of the City of High Point; that this person personally appeared before me this date; and, upon authority duly given and as an act of said City, issued and executed the foregoing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

WITNESS my hand and official Notarial Seal, this 10th day of June 2019.



Mary S. Brooks
Mary S. Brooks, Notary Public

Commission Expires: 7/26/2023



ANNEXATION REQUEST: AN-19-02

Applicant: Oasis Investment Group LLC
Area: 79.52 acres

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

**Planning & Development
 Department**

City of High Point



Scale: 1"=500'
 G:\Planning\Secure\BAC\ANX\2019MX\Drawn 19-02

CITY COUNCIL ANNEXATION APPROVAL
The Annexation Ordinance for this property was approved by
High Point Council on **JUNE 3**, 2019 with the
effective date of Annexation being **JUNE 3**, 2019
and the following Ordinance Number **7532/19-49**

Signed *[Signature]* Mayor

Certificate stating no approval is required by Division of
Highways of the North Carolina Department of
Transportation.

This plat does not require certificate of approval by the
Division of Highways as provided in N.C.G.S. 136-102b, subsection (g)

Signed *[Signature]* Planning Director

APPROVAL FOR RECORDATION BLOCK

Approval for recordation by the City of High Point, North
Carolina on the **5th** day of **June**, 2019, pursuant to the
City of High Point Development Ordinance.

Signed *[Signature]* Director of Planning and Development

AIRPORT OVERLAY DISTRICT NOTICE

This property is located within the city of High Point Airport
Overlay District and is subject to aircraft noise that may be
objectionable dependent upon the use and location of the
property. Please refer to the city's Airport Overlay District
regulations and the City of High Point Department of Planning &
Development for more information on potential noise impacts.

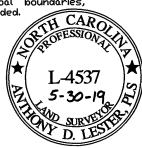
The owner(s) of this subdivision are required to provide
notification that this property is within the Airport Overlay
District to all prospective lot purchasers, by means of a
written disclosure statement.

Certificate of Survey Accuracy

I, **Anthony D. Lester**, certify that this plat was drawn
under my supervision from an actual survey made under my
supervision (detailed description recorded in Book's 5270, 7415,
Page's 2550, 1220.) that the boundaries not surveyed are
clearly indicated as drawn from information found in Book
see Page 2550 that the ratio of precision or positional
accuracy as calculated is 1"=24.142' that this plat was
prepared in accordance with G.S. 47-30 as amended. Witness
my original signature, license number and seal this 20 day
of May, A.D., 2019.

(d) the provisions of this section shall not apply to
boundary plats of State lines, county lines, or lines
whereby municipalities, nor to plats of municipal boundaries,
whether or not required by law to be recorded.

[Signature]
Anthony D. Lester
PLS-4537

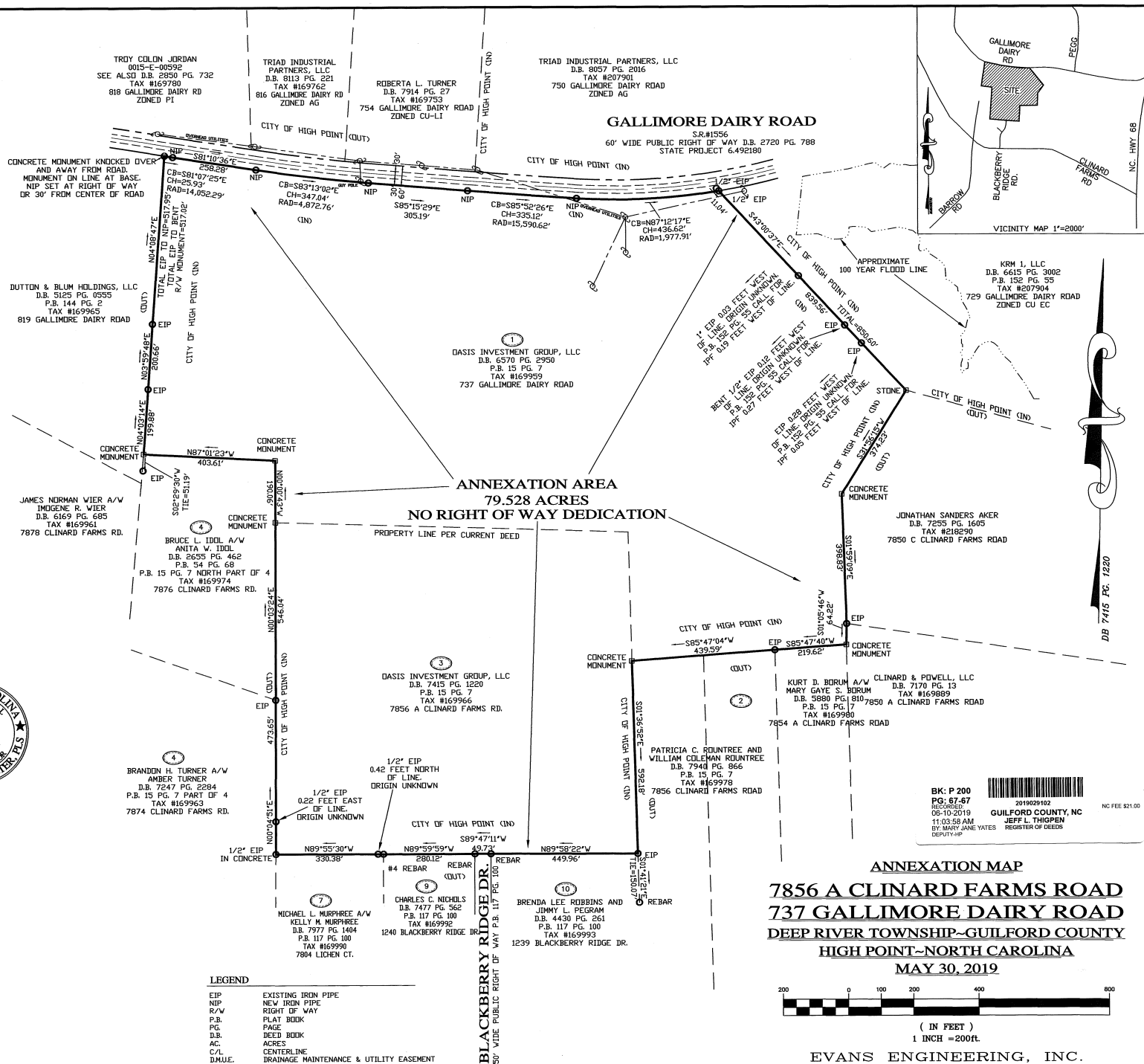


SITE NOTES:

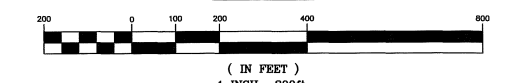
1. AREA DETERMINED BY LEAST SQUARES METHOD.
2. THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD
AREA AS DETERMINED BY THE DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT PER PANEL MAP 3710781400J
ZONE "X" DATED JUNE 18, 2007.
3. BOUNDARY LINES NOT SURVEYED ARE SHOWN DASHED.
4. DEED REFERENCES:
D.B. 6570 PG. 2550 GUILFORD COUNTY IS SUBJECT PROPERTY.
D.B. 7415 PG. 1220 GUILFORD COUNTY IS SUBJECT PROPERTY.
SEE ALSO PLAT BOOK 15 PAGE 7, EVANS ENGINEERING
HAS NOT PERFORMED ANY TITLE SEARCH.
5. TOTAL AREA= 79.528 ACRES.
6. THIS SURVEY IS OF AN ACTUAL FIELD SURVEY HAVING
AN ERROR OF LESS THAN 1/24.142' FEET. AW, KS
7. ALL DISTANCES SHOWN HEREIN ARE IN US SURVEY FEET
UNLESS SPECIFIED OTHERWISE.
8. THERE ARE NO NORTH CAROLINA GEODETIC SURVEY MARKERS
WITHIN 2000 FEET OF SUBJECT PROPERTY AS SHOWN.
9. PROPERTY IS PART OF OLD COUNTY TAX MAP 94-7003-1090-5
AND CURRENTLY LISTED AS PARCEL 1D 019966 AND 169955.
10. NUMBER OF LOTS 2.

LEGEND

EIP	EXISTING IRON PIPE
NIP	NEW IRON PIPE
R/W	RIGHT OF WAY
P.B.	PLAT BOOK
PG.	PAGE
D.B.	DEED BOOK
AC.	ACRES
C/L	CENTERLINE
D.M.U.E.	DRAINAGE MAINTENANCE & UTILITY EASEMENT
D.E.	DRAINAGE EASEMENT
D.U.E.	DRAINAGE & UTILITY EASEMENT
U.E.	UTILITY EASEMENT
NTS	NOT TO SCALE
Q	POWER POLE



ANNEXATION MAP
7856 A CLINARD FARMS ROAD
737 GALLIMORE DAIRY ROAD
DEEP RIVER TOWNSHIP-GUILFORD COUNTY
HIGH POINT-NORTH CAROLINA
MAY 30, 2019



EVANS ENGINEERING, INC.
ENGINEERS, SURVEYORS, PLANNERS
4609 DUNDAS DRIVE
PHONE: (336) 854-8877 FAX: (336) 854-8876
GREENSBORO, N.C. 27407
LICENSE: C-0168

[PROJECT: 823-55F]-[H]-[HERB PARKS/737 GALLIMORE DAIRY/SURVEYORS/737 GALLIMORE ANNEX PLAT.DWG]

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 19-06
(City of High Point)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 3, 2019

Public Hearing: Yes

Advertising Date: May 22, 2019 and May 29, 2019

Advertised By: Planning & Development

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

PURPOSE:

A request by the City Council to amend the boundary of the Airport Overlay (ARO) District that changes approximately 227.67 acres from Zones 1 & 2 to Zone 3 and approximately 39.5 acres from Zone 1 to Zone 2. The area lies between Gallimore Dairy Road and Clinard Farms Road, generally east of Barrow Road and west of Pegg Road.

BACKGROUND:

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

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval** of this request as outlined in the attached staff report.
- B. On May 28, 2019, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 19-06. The Planning & Zoning Commission recommended **approval** of this request, as outlined in the staff report and recommended by staff, by a vote of 7-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

City of High Point

Zoning Map Amendment 19-06

At its May 28, 2019 public hearing, the Planning and Zoning Commission reviewed a request to amend the boundary of approximately 227.67 acres of the Airport Overlay (ARO) District. All members of the Commission were present except for Mr. Ray Wheatley and Mr. John McKenzie. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking on the request:

No one spoke in favor nor in opposition to the request.

Planning & Zoning Commission Action

Zoning Map Amendment

The Commission recommended **approval** of Zoning Map Amendment 19-06, as recommended by staff, by a vote of 7-0.

Consistency & Reasonableness Statements

The Commission adopted a statement that the Zoning Map Amendment is consistent because the proposed ARO District amendment does not conflict with the Land Use Plan and other adopted plans and it does not conflict with the noise metrics upon which the district is based. Furthermore, the request is reasonable because the change of the subject site to Zones 2 & 3 as proposed will continue to provide noise mitigation protection measures by limiting incompatible uses, requiring design standards and providing notification to potential property owners.

The Planning & Zoning Commission adopted these statements by a vote of 7-0.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ZONING MAP AMENDMENT ZA-19-06
May 28, 2019**

Request	
Applicant: City Council	Owners: Oasis Investment LLC, Joyce G Beard, First Community Banc Shares Inc (a Nevada Corporation), Gossett Land LLC, JJNAN LLC, KRM 1 LLC
Zoning Proposal: To amend the Airport Overlay District to: • Change approximately 225.57 acres from Zone 1 to Zone 3, • Change approximately 0.29 acres from Zone 2 to Zone 3, • Change approximately 1.81 acres from Zone 2 to Zone 3, and • Change approximately 39.5 acres from Zone 1 to Zone 2.	From: ARO - 1 Airport Overlay District (Zone 1)
	To: ARO - 2 Airport Overlay District (Zone 2) ARO - 3 Airport Overlay District (Zone 3)

Site Information	
Location:	This map amendment request pertains to approximately 267.17 acres lying between Gallimore Dairy Road and Clinard Farms Road, generally east of Barrow Road and west of Pegg Road.
Tax Parcel Numbers:	Guilford County Tax Parcels 169884, 169887, 169889, 169890, 169895, 169899, 169907 thru 09, 169956, 169959, 169963, 169966, 169967, 169970 thru 72, 169974, 169978 thru 82, 169986 thru 99, 207903, 207904, 212506, 212507, 212511 and 218290
Site Acreage:	Approximately 267.17 acres
Current Land Use:	Single family detached dwellings, agricultural uses with multiple accessory structures, industrial uses, and undeveloped parcels.
Physical Characteristics:	The site contains a mixture of wooded areas and open pasture lands. Multiple streams run through the area, converging at the Sandy Ridge tributary stream to the east of the site.
Water and Sewer Proximity:	A 12-inch City water line and a 15-inch City sewer line both lie to the east within Gallimore Dairy Road. There is also a 12-inch sewer line that runs along Clinard Farms Road.
General Drainage and Watershed:	The terrain drains in a general easterly direction toward the Sandy Ridge tributary stream. This tributary runs in a southeasterly direction. Development is subject to the City Lake General Watershed Area (GWA) requirements. Engineered storm water treatment measures are required for development with a total impervious surface area greater than 24% of the

	site, and for single family developments with a gross density of 2 units per acre or more.
Overlay Districts:	City Lake General Watershed Area (GWA) Airport Overlay (Zone 1 and Zone 2)

Adjacent Property Zoning and Current Land Use			
North:	CZ-EC AG	Conditional Zoning Employment Center District Agricultural District (<i>Guilford County</i>)	An industrial/office/warehouse facility is under construction. Single family dwelling and undeveloped parcels.
South:	R-5 CZ R-5 AG RS-40	Residential Single Family-5 District Conditional Zoning Residential Single Family-5 District Agricultural District (<i>Guilford County</i>) Residential Single Family-40 District (<i>Guilford County</i>)	Single family detached dwellings, elementary/middle school and undeveloped parcels.
East:	AGR AG	Agricultural/Rural District Agricultural District (<i>Guilford County</i>)	Single family detached dwelling and undeveloped parcels.
West:	AG	Agricultural District (<i>Guilford County</i>)	Commercial nursey/landscaping facility and single family detached dwellings.

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement	This request is neither consistent or inconsistent with the goals and objectives of the Community Growth Vision Statement.
Land Use Plan Map Classification:	The subject site has a Restricted Industrial land use designation. This classification is intended to accommodate office, warehouse, research & development, distribution, and light manufacturing or assembly uses on larger sites in unified developments.
Land Use Plan Goals Objective & Policies:	This request is neither in conflict with the goals and objectives of the Land Use Plan, nor does it promote those goals and objectives.
Relevant Area Plan:	Not applicable.
Zoning History:	The ARO District was adopted by City Council in 2003. The district is based upon a noise analysis by Wyle Laboratories of the Piedmont Triad International Airport (PTIA) cargo hub and runway expansion. In 2012, the City Council approved revisions to the ARO District based on the results of the PTIA Part 150 Airport Noise Compatibility Study.

Transportation Information
Not applicable to this zoning case.

School District Comment

Not applicable to this zoning case.

Details of Proposal

In April 1998, Federal Express (Fed Ex) selected the Piedmont Triad International Airport (PTIA) as the location for an air cargo hub facility. The airport improvements made to accommodate the air cargo facility included the construction of a new runway parallel to the existing main runway. In October 1998, the Planning & Development Department began an area plan for the northwest portion of the City's Planning Area, which included evaluating the impact from the PTIA expansion. The adopted Johnson Street/Sandy Ridge Road Area Plan identified an area of concern due to the potential night time aircraft noise impacts and recommended that additional analysis of potential noise impacts was needed.

Based on the area plan recommendations, the City retained the services of Wyle Laboratories to assess potential aircraft noise impacts from PTIA flight arrivals and departures, and to assist in developing land use policy and standards that mitigate those impacts on noise sensitive land uses. The Wyle noise analysis was based upon data from the approved Environmental Impact Statement for the airport expansion.

The ARO District was adopted by City Council in 2003 and later revised in 2012 in response to the PTIA Part 150 Airport Noise Compatibility Study, which reflected changes in the aircraft used on the runways and their flight tracks. The ARO is an overlay district that is applied in addition to the underlying zoning district to property when it is annexed into the city. The ARO district is divided into 4 different zones that have different noise mitigation standards. The 4 zones are based upon specific noise metrics and the zones utilize physical features such as streets and streams as boundaries. Property lines are used as boundaries when such physical features are not practical or feasible.

Zone 1: The intent of Zone 1 is to prevent the development of land uses sensitive to objectionable noise resulting from daytime and nighttime aircraft flights. No new residences are allowed, new daytime noise sensitive uses like schools are prohibited, and certain land uses presenting safety concerns are barred.

Zone 2: The intent of Zone 2 is to prevent the development of land uses sensitive to objectionable noise resulting from nighttime aircraft flights. No new residences are allowed.

Zone 3: The intent of Zone 3 is to protect residents by reducing the interior level of objectionable noise resulting from nighttime aircraft flights. New residences within new subdivisions are required to meet design standards that reduce interior sound levels by 30 dB.

Zone 4: The intent of Zone 4, along with the other three zones, is to provide public notification of potential night time aircraft noise impacts.

Notification: Each of the four ARO zones require notification by a seller of property to a future owner regarding the potential for aircraft over-flight noise. Furthermore, within all zones the owner of a new subdivision must provide a waiver of claims to protect the City against actions from all existing and future landowners resulting from aircraft noise impacts on properties or other consequences of the noise mitigation requirements within the district.

The applicant for ZA-19-07 (a separate Map Amendment application) requested department staff review the potential for changing the ARO for two parcels, totaling approximately 79.5 acres of land within Zone 1 of the ARO District to allow a medical-related industrial/business research park. As part of this development, there will be a limited residential component intended to complement and support the park. Residential uses are prohibited in Zones 1 and 2 of the ARO District.

Staff conducted a comprehensive review of this area beyond the specific 79.5 acres the applicant desires to develop. Staff concluded that an approximate 267.17 acres was feasible for consideration for amendment while continuing to maintain effective noise mitigation. The request was presented to the City Council for discussion and they initiated this zoning map amendment at the March 18, 2019 regular meeting.

Staff Analysis

The ARO District is based upon the noise analysis of aircraft flight data from the Part 150 study. Amendments to the district should not be made without consideration and support of the noise metrics and analysis on which the district is based. Otherwise, such district amendments would be arbitrary and without a basis in the noise metric data that created the district. In June, PTIA will begin an update to the Part 150 study and revisions to the ARO District may be warranted after that study is complete.

Staff inquired with the executive director of PTIA to gather comments and concerns regarding this proposed change. The airport executive director does not object to the changes on the condition that an aviation easement is provided to the airport by the property owner. That issue can be addressed as part of the conditional zoning of property within this subject site.

Staff reviewed the noise metrics and the basis for the ARO zone boundaries near the subject site. Based upon those noise metrics, the proposed change can be supported

Consistency with Adopted Policy Guidance

Whether and the extent to which the proposed zoning map amendment is appropriate for its proposed location, and is consistent with the City's adopted policy guidance.

The proposed ARO District amendment does not conflict with the Land Use Plan and other adopted plans and it does not conflict with the noise metrics upon which the district is based.

Reasonableness/Public Interest:

Why a decision to approve, or to deny, the proposed conditional zoning would be reasonable and in the public interest.

The change of the subject site to Zones 2 & 3 as proposed will continue to provide noise mitigation protection measures by limiting incompatible uses, requiring design standards and providing notification to potential property owners.

Recommendation

Staff Recommends Approval:

The Planning & Development Department recommend approval of the proposed amendment to the ARO District.

Required Action

Planning and Zoning Commission:

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

City Council:

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

Report Preparation

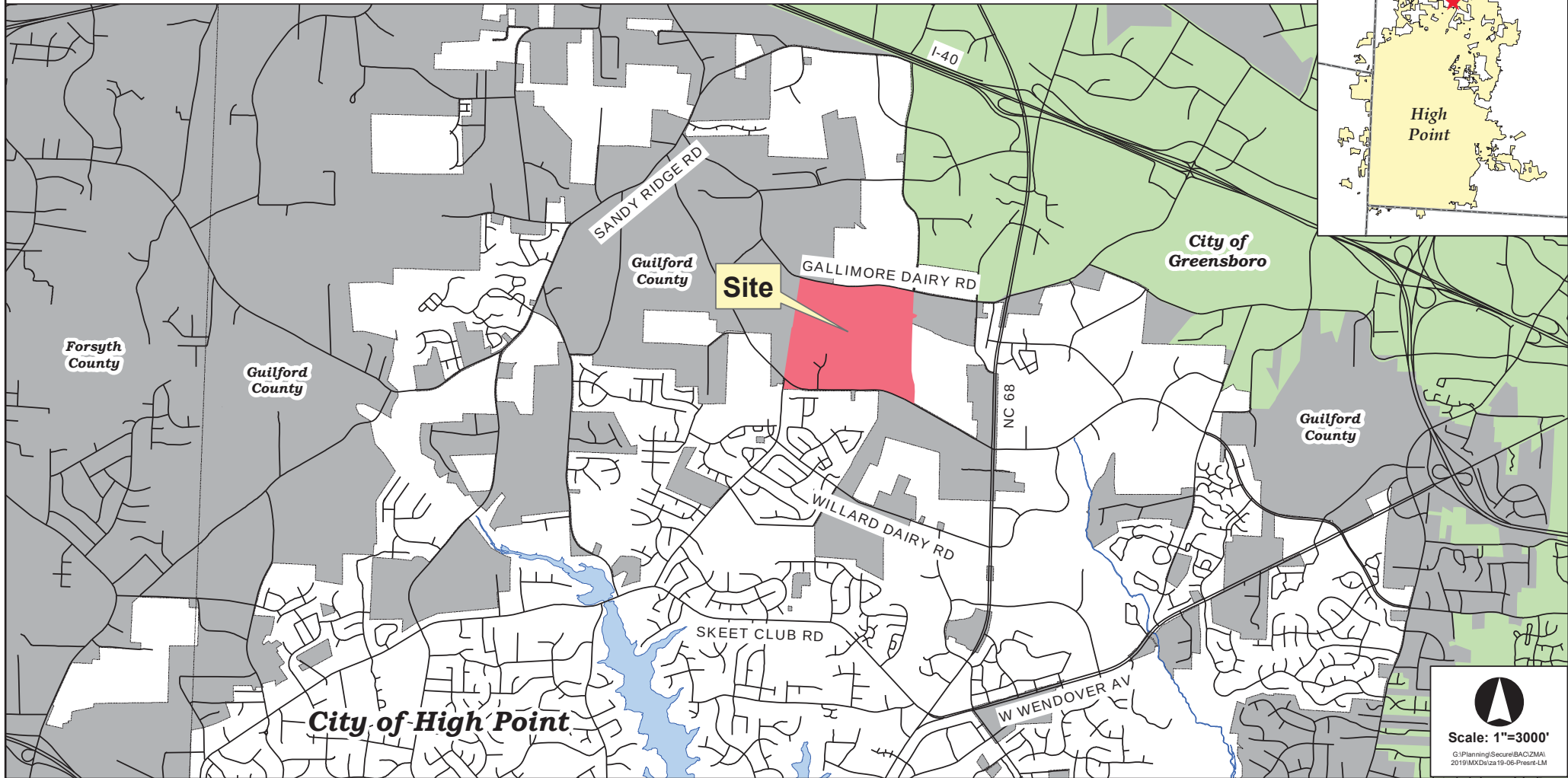
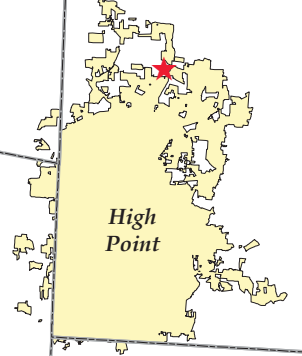
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

ZONING MAP AMENDMENT: ZA-19-06

Applicant: City of High Point

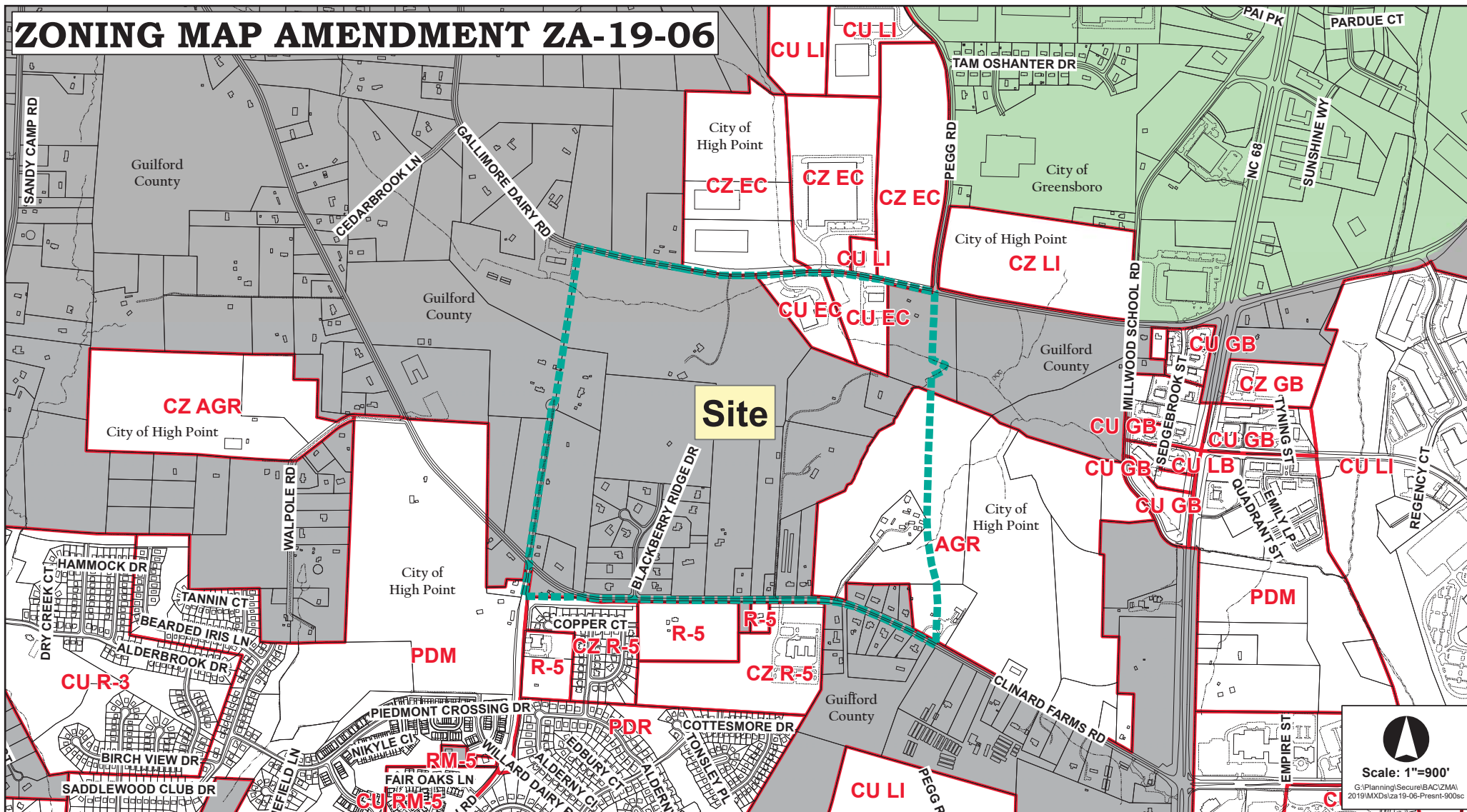
Vicinity Map



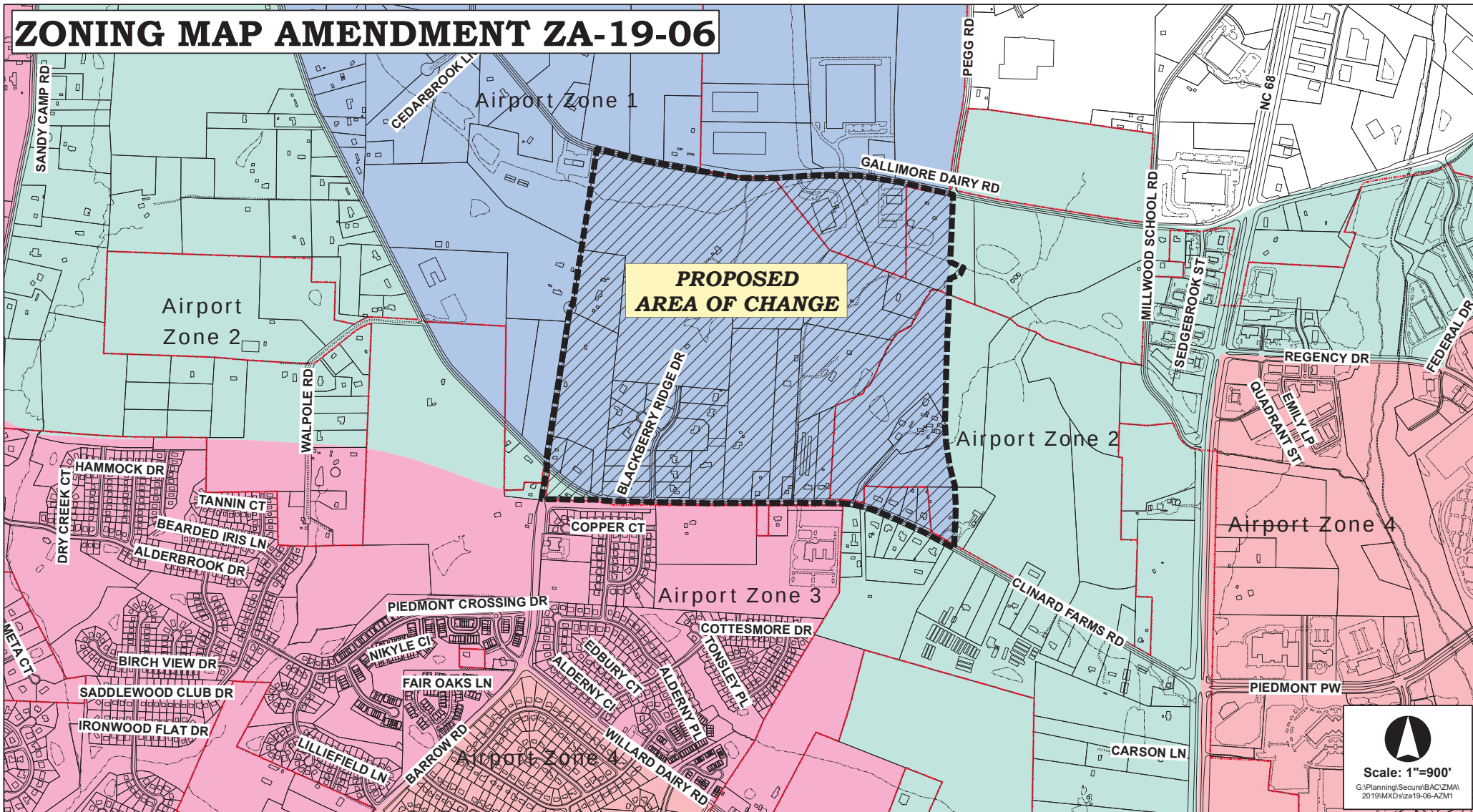
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ZONING MAP AMENDMENT ZA-19-06

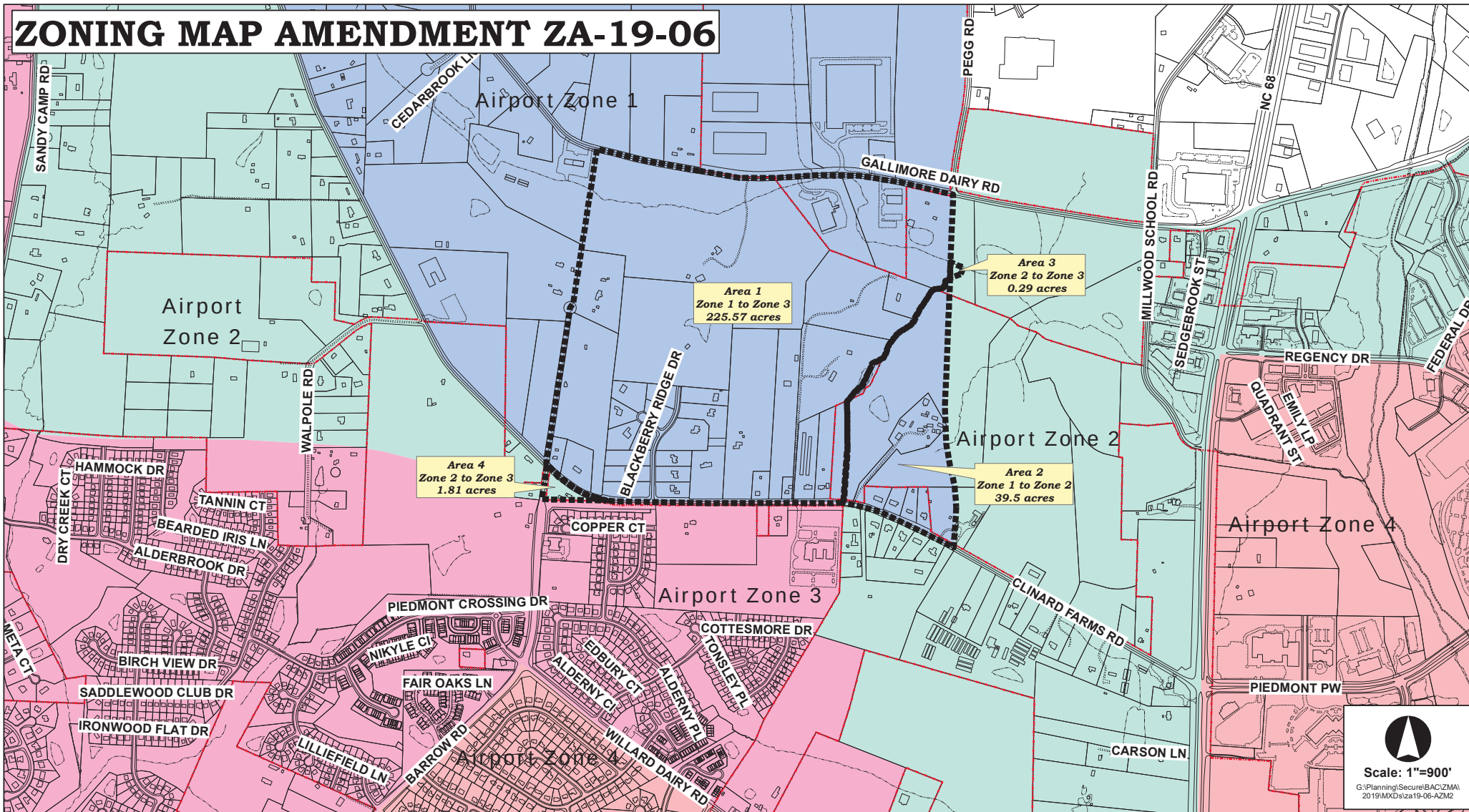


ZONING MAP AMENDMENT ZA-19-06



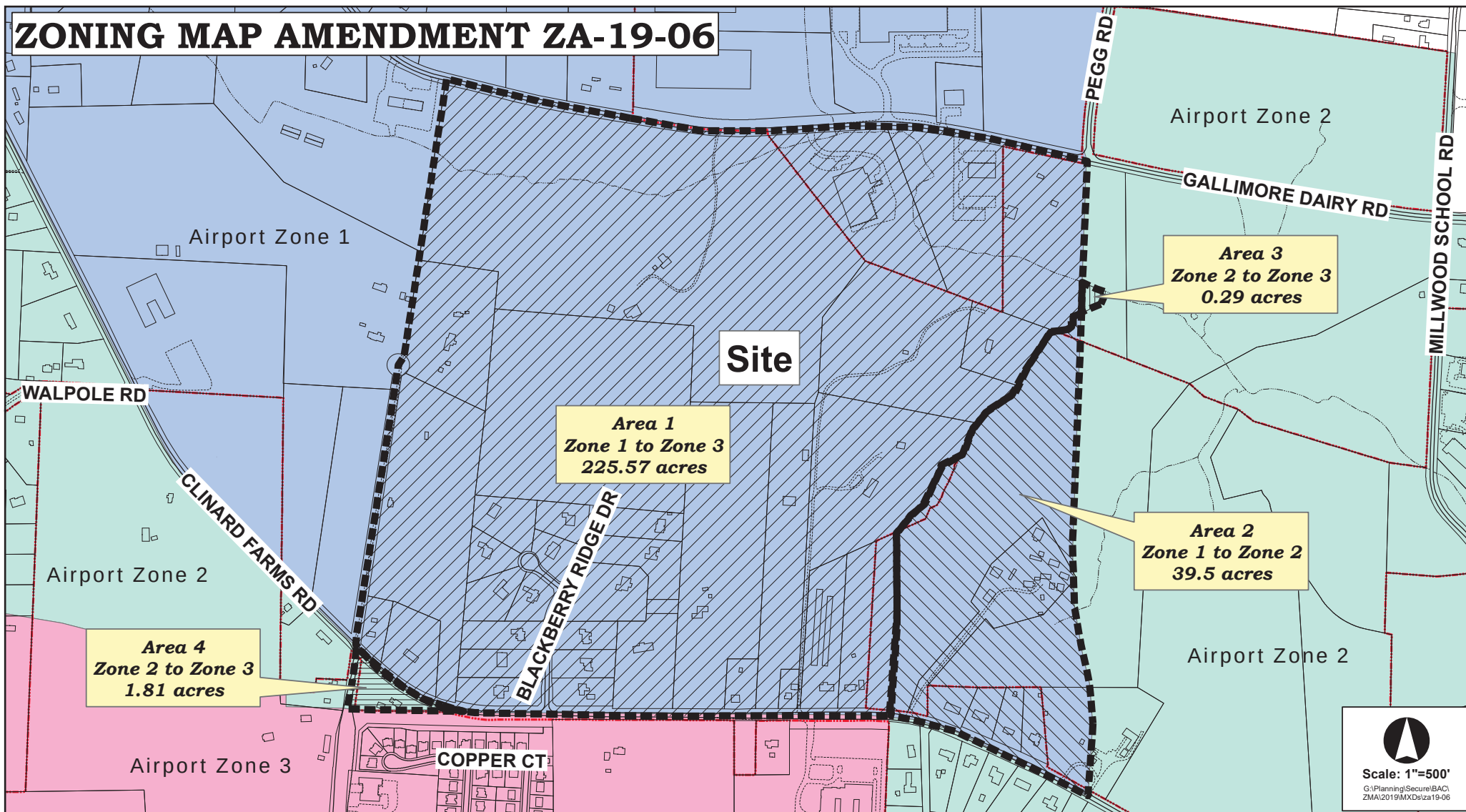
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ZONING MAP AMENDMENT ZA-19-06

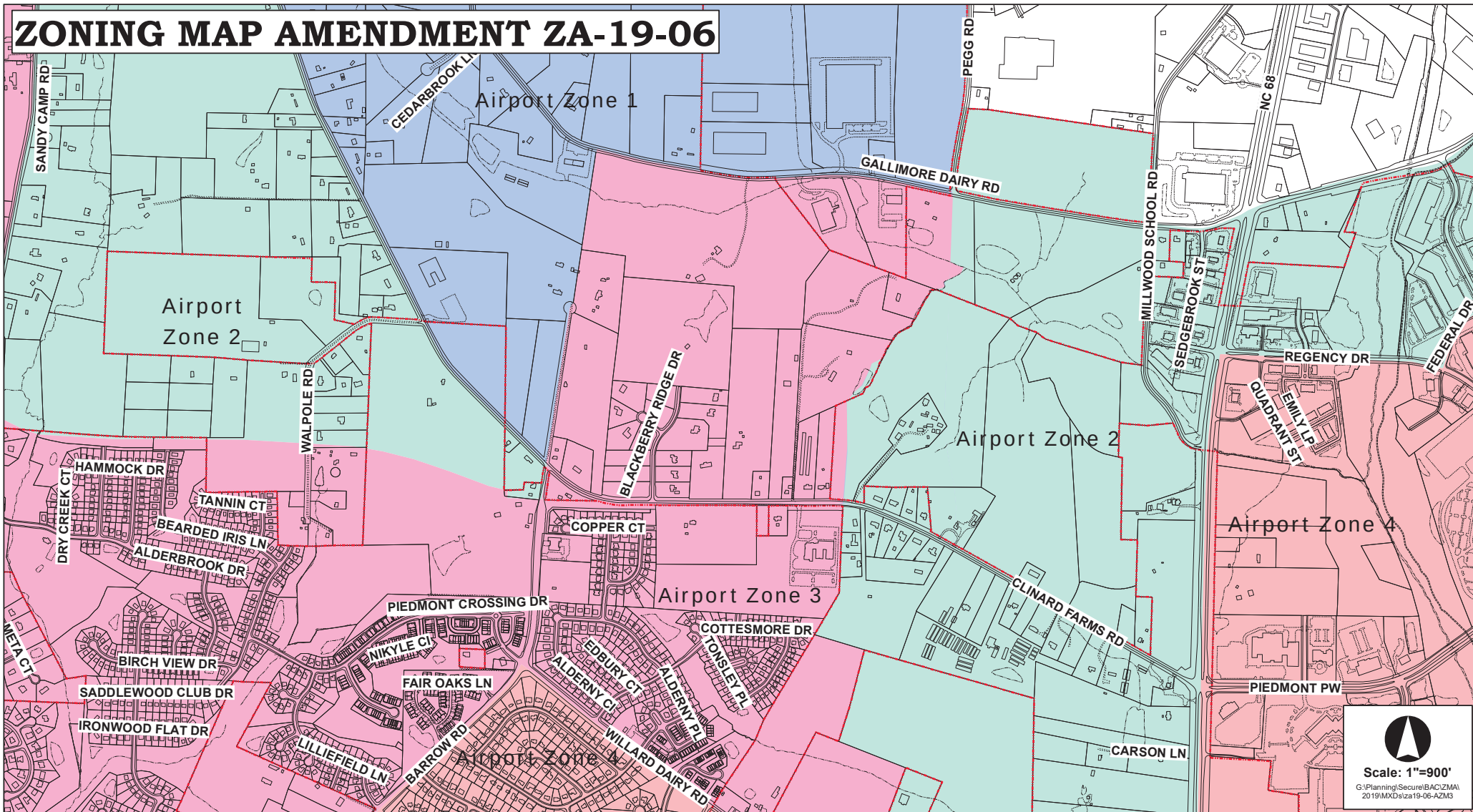


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ZONING MAP AMENDMENT ZA-19-06



ZONING MAP AMENDMENT ZA-19-06



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DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

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

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on May 28, 2019 and before the City Council of the City of High Point on June 3, 2019 regarding **Zoning Map Amendment Case 19-06 (ZA-19-06)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on May 19, 2019, for the Planning and Zoning Commission public hearing and on May 22, 2019 and May 29, 2019, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **June 3, 2019**.

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

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Airport Overlay - Zone 2 (ARO – Zone 2) and Airport Overlay - Zone 3 (ARO – Zone 3).**

The property is approximately 267.17 acres lying between Gallimore Dairy Road and Clinard Farms Road, generally east of Barrow Road and west of Pegg Road. The site is more specifically described below.

Amending the Airport Overly District to:

- **Area #1** - Change approximately 225.57 acres from Zone 1 to Zone 3.
Guilford County Tax Parcels 169889 (portion lying west of stream), 212506 (portion lying west of stream), 169890 (portion lying west of stream), 169884, 169887, 169956, 169959, 169963, 169966, 169967, thru 72, 169974, 169978 thru 82, 169986 thru 99, 207903, 207904, and 218290.
- **Area #2** - Change approximately 39.5 acres from Zone 1 to Zone 2.
Guilford County Tax Parcels 169890 (portion lying east of stream), 212506 (portion lying east of stream), 212507, 169895, 169907, 169908, 169909, 212511 (western half of parcel), 169889 (eastern portion lying east of stream).
- **Area #3** - Change approximately 0.29 acres from Zone 2 to Zone 3,
Eastern most portion of Guilford County Tax Parcel 169890 lying east of the stream.
- **Area #4** - Change approximately 1.81 acres from Zone 2 to Zone 3.
Guilford County Tax Parcel 169970

(See attached Map)

SECTION 2.

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

SECTION 3.

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

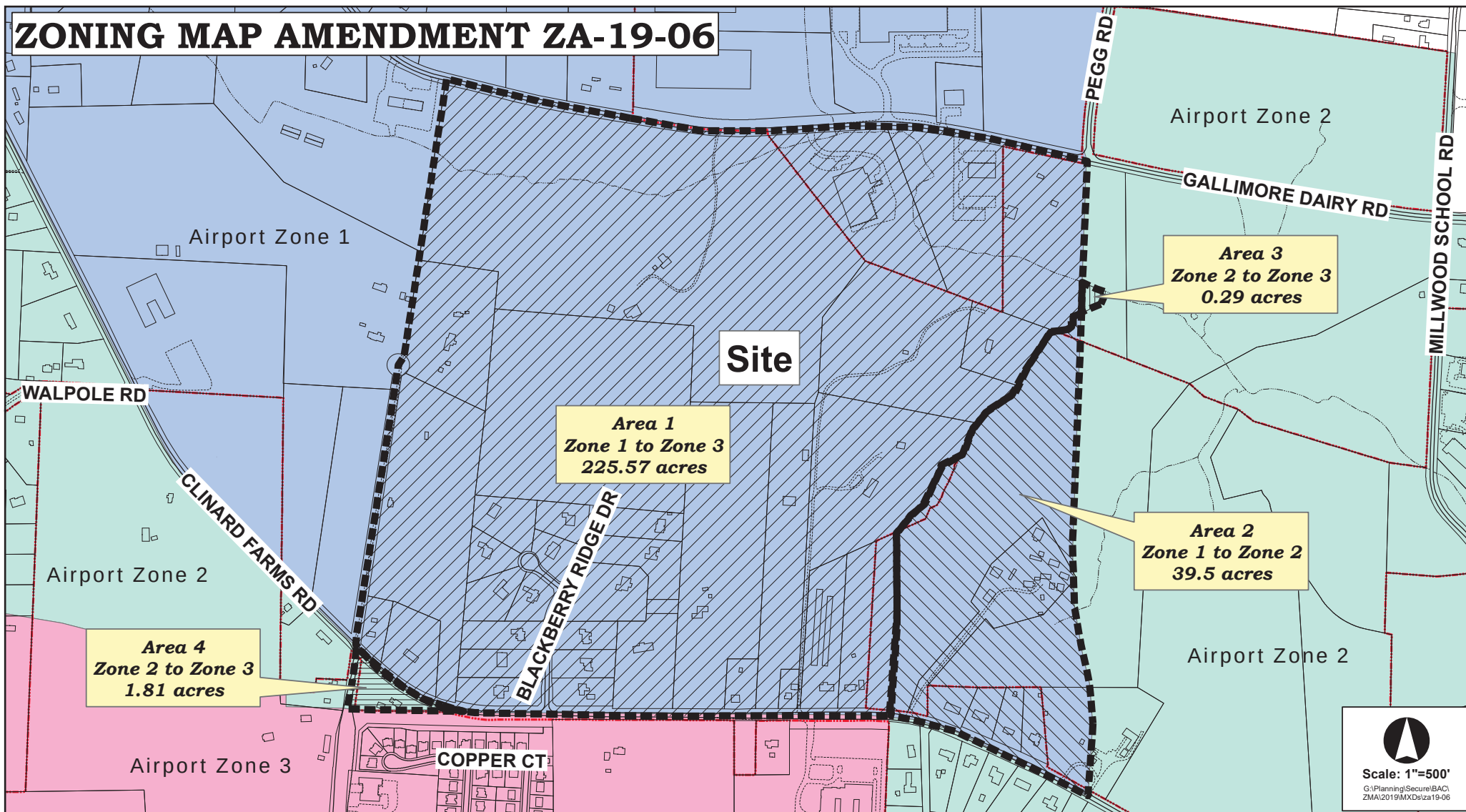
SECTION 4.

This ordinance shall become effective upon the date of adoption.

3rd day of June, 2019.

Lisa B. Vierling, City Clerk

ZONING MAP AMENDMENT ZA-19-06



ORDINANCE

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

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

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

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

PROPERTY LOCATION

OWNER (S)

1124 Textile Dr.

Fred Thompson Sr & Sandra Thompson
1124 Textile Dr.
High Point, NC 27260

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

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

Adopted by City Council,
This the 3rd day of June, 2019

Lisa B. Vierling, City Clerk

City Clerk's Office

Mary Brooks

DEPUTY CITY CLERK



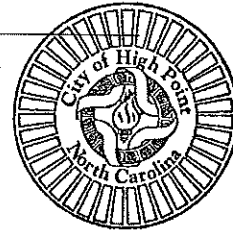
City of High Point
Municipal Office Building
211 South Hamilton Street
High Point, NC 27261

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on June 3, 2019 and upon approval by City Council will be recorded in Book 94 of the Official Minute Books and Ordinance Book XX, Ordinance No. 7530/19-47, page 159 of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 4th day of June 2019.

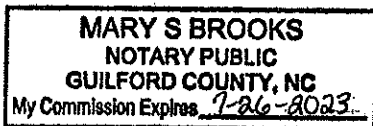
Lisa B. Vierling
Lisa B. Vierling, City Clerk



ACKNOWLEDGEMENT

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

WITNESS my hand and official Notarial Seal, this 4th day of June 2019.



Mary S Brooks
Mary S. Brooks, Notary Public

Commission Expires: 7/26/2023

CITY OF HIGH POINT

AGENDA ITEM



Title: Public Hearing- Proposed CHP Annual Budget FY 2019-2020

From: Greg Demko, City Manager

Meeting Date: June 3, 2019

Public Hearing: Yes

Advertising Date / May 20, 2019

Advertised By: Budget Office

Attachments: City Manager's Message
Legal Advertisement

PURPOSE:

To receive public comment on the proposed City of High Point 2019-2020 Annual Budget.

BACKGROUND:

Each year, prior to the adoption of the Annual Budget for the City of High Point, the High Point City Council establishes a public hearing date and time to receive comments from the public. These comments are taken into consideration by Council in budget work sessions.

BUDGET IMPACT:

RECOMMENDATION / ACTION REQUESTED:

Acknowledge public hearing was held to receive public input on the annual budget.

May 16, 2019

Honorable Mayor and Members of the City Council
City of High Point, North Carolina

I am pleased to present the City Manager's Proposed 2019-2020 Annual Budget for your review and consideration. A budget is more than just numbers on a page. A budget is the single most important policy document a local government adopts. It is the tangible translation of the organization's mission, vision, and values into a practical and logical guide for service delivery.

This budget was developed with the principles of the City Council's Strategic Plan guiding the way. Substantial progress has been made in the implementation of the key elements of this plan, and I expect to see much more progress in the upcoming fiscal year and beyond.

It continues to be an exciting time to be in High Point! High Point is undergoing positive transformational change, and I am honored that the City Council has placed their trust in me to lead our talented staff in implementing Council's strategic plans, programs, and initiatives that will truly change this great community for generations to come.

BUDGET AT A GLANCE

- *No tax rate increase*
- *A 1.8% electric rate decrease effective October 1.*
- *No garbage collection fee increase*
- *No stormwater fee increase*
- *No motor vehicle fee increase*
- *4% water and sewer fee increase, effective October 1*
- *Continues 0-4% pay for performance program*
- *Continues 1% city match for 401k contributions*
- *Adds 7 full time positions citywide*
- *Continues funding for redevelopment and blight removal efforts*
- *Continues neighborhood street resurfacing investments*
- *Funds anticipated 5% increase in city funded health and dental premiums*
- *Continues utility assistance program*
- *Continues partnership with Forward High Point*
- *Continues investment to reduce deferred maintenance at Parks and Recreation facilities*
- *Replaces three paratransit bus*
- *Continues fleet replacement program to replace large equipment and light duty vehicles*

STRATEGIC PLAN

The original strategic plan that was developed in March 2016 continues to guide and shape the focus of City Council and City Staff. By remaining committed to the elements of this plan we have achieved continuing progress towards these goals. This budget continues to fund programs and initiatives related to these strategic goals while maintaining fiscal sustainability. The initial goals are below:

- Increase the population of active, engaged, and entrepreneurial and working young professionals living in High Point by 25%
- 100% proactive enforcement of codes
- Create a downtown catalyst project that produces:
 - 500 private sector jobs
 - 15-20 new restaurants and shops
 - 250 additional housing units
 - A centralized gathering place

In addition to the three goals identified above, in January 2018 the City Council identified three additional items for City Staff to focus on in the future. These items are:

- How do we address underperforming schools?
- How do we plan for and build around our catalyst project?
- How can we utilize technology to communicate?

Did You Know?

Over 2,000 churches in 24 states have joined the Operation Inasmuch program. Over 27,000 volunteers nationwide have helped to serve the neediest in their communities by donating labor and materials to improve unsafe housing.

Progress on these six strategic plan elements are discussed below.

HIGH POINT YOUNG PROFESSIONALS

The goal of engaging and increasing the young professional population has continued to grow and be successful. The High Point Young Professionals (HPYP) group was formed for this purpose. HPYP is a group for locals under 40 years of age that encourages their members to connect, engage and lead in their community. The group offers networking, social and service events, and provides a platform for growth across business, civic and personal levels.

The City Council took the lead on this initiative, but realized this effort needed to be led by the business community to thrive. A partnership with Business High Point will help continue to grow this organization and create an instrument that will engage these young professionals to be leaders in the community for the next generation.



CORE CITY INVESTMENT INITIATIVE

Investment for code enforcement and blight removal in our core city continues to be a key element of addressing our strategic plan. We are seeing evidence that the multi-pronged approach we have taken is helping to stabilize property tax values and increase neighborhood pride.

As reported to Council in early May 2019 by the Community Development Director, the Core City Investment Initiative has invested \$2.6 million dollars into the core city and has had tremendous results. From July 2015 to March of 2019, this funding has helped achieve the following outcomes:

CORE CITY INVESTMENT INITIATIVE (continued)

- The Operation Inasmuch program has repaired 91 homes
- The Core City Homebuyer Incentive program has helped encourage 107 property purchases in the core city
- The City has acquired 47 underutilized residential lots from the County through the tax foreclosure program
- Demolitions of substandard housing have been performed by the City (53 cases) and by the property owner (137 cases)
- Housing violations have been repaired by the property owner in 339 cases
- Nuisance violations have been brought up to standards in 3,351 separate cases, with the work being done by the city in 1,050 cases and by the property owner in 2,301 cases
- New construction on 30 new single family homes has occurred with an investment of over \$2.5 million. This includes housing built by Community Housing Solutions (4 units), Habitat for Humanity (13 units) and Pinnacle Financial Partners (13 units)



The proposed budget continues funding of \$800,000 for the Core City Investment Initiative. The progress in the target area will continue to achieve the goals of increasing property values and community pride in our neighborhoods.

Did You Know?

Over 2,000 churches in 24 states have joined the Operation Inasmuch program. Over 27,000 volunteers nationwide have helped to serve the neediest in their communities by donating labor and materials to improve unsafe housing.



CATALYST PROJECT

The multi-purpose stadium project, which is the cornerstone of our downtown catalyst project, opened to great fanfare on May 2, 2019. BB&T Point features approximately 3,800 fixed seats and has a total capacity of 5,000. The High Point Rockers of the Atlantic League of Professional Baseball has 69 home games scheduled through September 2019.

In addition to the stadium, the City has partnered with a master developer to add additional amenities adjacent to the stadium. Elliott Sidewalk Communities has announced The Outfields, an \$80 million project that will include the following features:

- \$18.2 million, 120 room hotel with a restaurant and shops
- \$17 million mixed use retail, office and residential building
- \$23 million, 130 unit apartment building
- \$13 million parking deck
- \$2 million plaza
- \$4 million in land and utility improvements

The first building, a 55,000 square foot mixed use building at 275 North Elm Street, is expected to break ground this summer. The first announced tenant of this building, a food hall, will occupy the first floor. This building is expected to open in summer 2020.

Recent History

The High Point Rockers hosted its first home game at BB&T Point on May 2, 2019. There was a sell out crowd on hand to witness the first home run in franchise history, hit by Dante Bichette, Jr. The Rockers went on to win their first home game against the Sugarland Skeeters with a score of 3-0.



CATALYST PROJECT (continued)

A key element of creating an energized downtown High Point are facilities being developed through philanthropic efforts. Dr. Nido Qubein of High Point University is spearheading this effort.

The accompanying catalyst area projects, funded by private donors, include the Nido and Mariana Qubein Children's Museum, the Congdon Events Center and a downtown park. The announced Children's Museum is a 50,000 square foot, \$18 million dollar facility expected to open in 2020. The Events Center, much expanded from the original concept, is expected to be a new 25,000-square-foot facility connecting The Factory and Plant Seven, two historic structures adjacent to BB&T Point.



The partnership with Elliott Sidewalk Properties and collaboration with the philanthropic efforts also address our additional strategic plan goal of addressing development around and in conjunction with the Catalyst project.

UNDERPERFORMING SCHOOLS

In order to encourage more local participation in Guilford County School matters, the City Council has partnered with the Guilford County Board of Education to hold their meetings at High Point City Hall. The board has met in City Council Chambers on a quarterly basis since May, 2018. This has allowed our citizens that have a difficult time attending meetings in downtown Greensboro the ability to interact with the School Board on a more frequent basis.

UTILIZING TECHNOLOGY TO COMMUNICATE

By creating and strengthening of the Communications and Public Engagement (CPE) Department, communication and outreach to citizens continue to grow. The CPE Department has an active and engaged presence on social media on multiple platforms.

Since creating this goal in January 2018, the CPE department has increased social media engagement by incorporating Nextdoor into the community outreach model. This has allowed the department to expand the city's message onto the platform and to hear the questions and issues that are on the mind of residents. The department has also incorporated new Facebook algorithms to strategically target audiences based on their individual interests.

In addition to social media, the CPE Department has also expanded use of video technology to tell the story of the city in areas of economic development, downtown development, recreation and other community interest topics.

TOTAL FY 2019-2020 BUDGET OF ALL FUNDS

This budget was prepared in accordance with the provisions of the North Carolina General Statutes and the policies of the North Carolina Local Government Commission. This budget is balanced and reflects the City Council's commitment to responsible fiscal management, while enhancing services that improve the quality of life for the citizens of High Point.

Funds included in the budget are adequate to continue providing the services that are expected by our citizens. The budget funds the critical elements of the City Council's Strategic Plan while looking forward to the needs of the future.

The total FY 2019-2020 budgeted expenditures for the City of High Point amount to \$398,170,113. This is an increase of \$191,176 or 0.05% from the FY 2018-19 Budget. Below is a chart of total 2019-2020 budgeted revenues and expenditures compared to the 2018-19 Adopted Budget:

CITY OF HIGH POINT				
TOTAL BUDGET OF ALL FUNDS SUMMARY				
Fund	Adopted FY 2019 Budget	Proposed FY 2020 Budget	\$ Change Prop/Orig	% Change Prop/Orig
General Fund	114,714,702	112,090,881	(2,623,821)	-2.3%
General Debt Svc Fund	10,366,055	10,420,089	54,034	0.5%
General Capital Projects Fund	1,887,000	2,253,323	366,323	19.4%
Economic Dev. Incentive Fund	475,000	800,000	325,000	68.4%
Insurance Reserve Fund	17,437,491	19,691,335	2,253,844	12.9%
Market Authority Fund	3,040,000	3,175,000	135,000	4.4%
Special Grants Fund	4,406,381	3,991,544	(414,837)	-9.4%
CDBG Fund	3,234,941	3,153,396	(81,545)	-2.5%
Central Services Fund	17,385,020	15,046,595	(2,338,425)	-13.5%
Water Sewer Fund	53,856,238	55,891,585	2,035,347	3.8%
Water Sewer Cap Proj Fund	7,975,000	8,383,550	408,550	5.1%
Electric Fund	132,956,660	131,610,753	(1,345,907)	-1.0%
Electric Cap Proj Fund	-	1,050,000	1,050,000	100.0%
Transit Fund	4,331,485	4,524,137	192,652	4.4%
Transit Cap Proj Fund	830,000	570,000	(260,000)	100.0%
Parking Fund	431,040	378,729	(52,311)	-12.1%
Landfill Operations Fund	16,792,887	18,069,950	1,277,063	7.6%
Landfill Cap Proj Fund	-	25,000	25,000	100.0%
Stormwater Fund	7,859,037	6,624,246	(1,234,791)	-15.7%
Stormwater Cap Proj Fund	-	420,000	420,000	100.0%
Total	397,978,937	398,170,113	191,176	0.05%

FY 2019-2020 MAJOR REVENUES HIGHLIGHTS

Total revenues for FY 2019-2020 are projected to increase \$191,176, which is a .05% increase from the FY 2018-19 Adopted Budget. The FY 2019-2020 Budget proposes very few changes to our current revenue. The proposed budget keeps the property tax rate the same for the fourth year in a row, at 64.75 cents.

The proposed budget includes the following rate changes:

- Electric rate decrease of 1.8% due to a decrease in wholesale power costs from Electricities, effective October 1, 2019
- Water/Sewer rate increase of 4% effective October 1, 2019
- The combined rate changes to the average electric and water/sewer customers would result in an \$0.37 cent monthly rate increase
- Transit fare increases—regular fare/single ride ticket increase from \$1.00 to \$1.25 and senior/disabled fare increase from \$0.50 to \$0.60 that went into effect April 1, 2019
- Oak Hollow Campground RV campsite increased from \$35.00 to \$40.00 nightly effective July 1, 2019

There are no proposed rate changes for stormwater fees, garbage collection fees, or motor vehicle fees. Greater details are outlined within each fund on the following pages.

FY 2019-2020 EXPENDITURE HIGHLIGHTS

This budget continues to address issues related to the strategic plan initiatives that have been formulated and affirmed over the last three years. While we have seen a lot of progress with our initiatives and anticipate increased property values from these efforts, this is a long term effort. Our assessed valuation has increased year over year, and we anticipate this trend to continue and grow. City staff will continue to monitor the progress of valuations and will work with the Guilford County Tax Office closely in the future.

City departments were requested to identify 4% in budget reductions in the General Fund to help match expenditures to expected revenue. The Management staff reviewed these reductions and were able to reduce the General Fund budget by approximately \$1.8 million.

The reductions were made to be able to continue to invest in our most important asset: our employees. The goal was to continue the pay for performance plan, the 1% 401k match and the health and dental benefits at current levels. Another budget consideration was a recently announced the increase from the Local Government Employees Retirement System (LGERS). The LGERS rate increase and other major expenditure highlights included in the FY 2019-2020 Proposed Budget are discussed on the next page.

Did You Know?

The Piedmont Environmental Center offers 11 miles of foot trail over 376 acres of hardwood and pine forest.

With the newly completed greenway connector, the city has 11 miles of continuous paved greenway stretching from Armstrong Park to Gallimore Dairy Road.



FY 2019-2020 EXPENDITURE HIGHLIGHTS (continued)

- Continuation of the City's Pay for Performance Program with a 0% - 4% merit increase. This proposal will help the city remain competitive in the retention of staff, and will give department directors more flexibility to reward high performing employees. The cost of this pay plan is approximately \$1.2 million citywide. The cost by each major fund is: General Fund (\$845,000), Water/Sewer (\$100,000), Electric (\$130,000), all others (\$125,000).
- Adds a total of 7 full time positions citywide, including 1 Crime Lab and Forensics Manager in the Police Department, 1 Wastewater Operator and 2 Plant Mechanics in the Water/Sewer Fund, one Stormwater Specialist, one GIS Analyst in Electric, and one Heavy Truck Mechanic in Fleet Services. The budget also combines two part-time Warehouse Attendant positions to a full-time Warehouse Attendant position.
- Continuation of a program to match up to 1% of employee 401k contributions at a citywide cost of \$160,000 for non-sworn positions.
- Funds and increase in the Local Government Employees Retirement System (LGERS). The LGERS rate for general employees increased from 7.75% to 8.95% and increased for law enforcement officers from 8.5% to 9.7%. This increase costs approximately \$930,000 citywide. There are planned increases for LGERS contributions through 2023.
- Continues funding for redevelopment and blight removal efforts at \$800,000 to continue this integral part of the long range strategic plan
- Creation of a Workers Compensation division of the Insurance Reserve Fund. Workers Compensation charges that have been charged in departmental operating budgets will now be accounted for in the Insurance Reserve Fund.
- Continues the second year repayment of the twenty-year internal loan for the Catalyst Project land purchases. The General Fund is repaying the Internal Service Fund \$443,323 as planned.
- Continued funding of the Forward High Point downtown development group in the amount of \$250,000.
- Continues funding the the Utility Assistance Program for \$200,000 annually.
- Continues investment to address deferred maintenance at Parks and Recreation facilities throughout the City. A total of \$320,000 is planned for various improvements.
- Includes transferring street lighting electricity cost from the General Fund to the Electric Fund, decreasing the General Fund by \$2.3 million annually.
- Continued investment of \$2.5 million for neighborhood street resurfacing. This is the fifth year of increased funding for resurfacing as a result of implementing the increased municipal vehicle fee.
- Replaces \$4.4 million in vehicles funded with pay-as-you-go funding from the Fleet division of the Central Services Fund.
- Includes funds to replace three paratransit busses. The total cost is \$375,000. The budget also includes \$150,000 for new and enhanced bus stop signage. The cost of these items are shared between the city, state and federal transit programs.
- Pay-as-you-go projects of \$32.7 million are included in the proposed budget, which is consistent with the level of investment we have made in the past. Details are included later in this message.

Fun Fact

A January 2019 study conducted by the Global Value Chains Center at Duke University found that the High Point Furniture Market generates more than \$6.73 billion in economic impact to the State of North Carolina.

2019-2020 MAJOR FUND SUMMARIES

GENERAL FUND

The 2019-2020 General Fund Budget of \$112,090,881 is \$2,623,821 or 2.3% less than the adopted 2018-19 budget of \$114,714,702. The FY 2019-2020 General Fund Budget is balanced with current revenues of \$112,090,881. There is no use of appropriated fund balance for the proposed budget.

General Fund revenues and expenditures are summarized below:

CITY OF HIGH POINT GENERAL FUND BUDGET SUMMARY					
Sources and Uses of Funds	FY 2018 Actual	Adopted FY 2019 Budget	Proposed FY 2020 Budget	\$ Change Prop/Orig	% Change Prop/Orig
REVENUES					
Fund Balance	-	3,043,012	-	(3,043,012)	-100.0%
Property Tax	59,139,786	61,112,628	61,815,760	703,132	1.2%
Sales & Use Taxes	27,688,002	29,568,000	30,260,000	692,000	2.3%
Intergovernmental Revenues	10,279,342	10,365,973	10,439,526	73,553	0.7%
Licenses & Permits	3,020,834	2,791,150	3,329,650	538,500	19.3%
Charges for Services	4,686,151	4,838,064	4,825,645	(12,419)	-0.3%
Miscellaneous Revenues	1,213,061	895,875	1,420,300	524,425	58.5%
Lease Purchase Proceeds	-	2,100,000	-	(2,100,000)	-100.0%
Net Total Revenues	106,027,176	114,714,702	112,090,881	(2,623,821)	-2.3%
EXPENDITURES					
Personnel Services	73,790,755	76,677,831	79,975,159	3,297,328	4.3%
Operating Expenditures	27,135,086	25,681,282	22,182,475	(3,498,807)	-13.6%
Capital Outlay	3,246,529	2,117,518	124,933	(1,992,585)	-94.1%
Debt Service	566,897	835,909	1,036,039	200,130	23.9%
Contingency	-	400,000	400,000	-	0.0%
SubTotal	104,739,267	105,712,540	103,718,606	(1,993,934)	-1.9%
Interfund Activities	9,930,315	9,002,162	8,372,275	(629,887)	-7.0%
Total Uses of Funds	114,669,582	114,714,702	112,090,881	(2,623,821)	-2.3%

Did You Know?

The John Haley house, located on the grounds of the High Point Museum, is one of the earliest surviving structures in Guilford County. It was built in 1786.



GENERAL FUND REVENUES

Below is a summary of major General Fund revenue changes:

- Property tax revenues represent 55.1% or \$61,112,628 of the total General Fund revenues. Property tax collections are projected to increase approximately \$703,132 or 1.2%. The projected collections include no change to the tax rate of 64.75 cents.

CITY OF HIGH POINT TAX RATE HISTORY	
YEAR	TAX RATE
FY 2008-09	\$0.6330
FY 2009-10	\$0.6330
FY 2010-11	\$0.6330
FY 2011-12	\$0.6620
FY 2012-13	\$0.6750
FY 2013-14	\$0.6750
FY 2014-15	\$0.6640
FY 2015-16	\$0.6500
FY 2016-17	\$0.6475
FY 2017-18	\$0.6475
FY 2018-19	\$0.6475
FY 2019-20 (proposed)	\$0.6475

Did You Know?

High Point native Lucius Benjamin "Luke" Appling was a shortstop for the Chicago White Sox from 1930-1950. He was elected to the Baseball Hall of Fame in 1964..

- Sales tax revenues represent 27.0% of General Fund revenues and are projected to increase approximately \$692,000 or 2.3% due to estimated sales tax growth and the continued effect of a broadening of the sales tax base.
- License and permit fees are projected to increase \$538,500 or 19.3% due primarily to increased building activity and the impact of fee changes implemented in the previous fiscal year.
- Charges for Services and intergovernmental revenues are basically flat compared to last year with a combined increase of \$60,000.
- Miscellaneous Revenues are increasing by approximately \$524,425 due to increased interest income.
- There are no lease purchase revenues for capital expenditures planned in this year's budget.

TAX RATE AND COLLECTIONS

The proposed FY 2019-2020 tax rate is 64.75 cents, unchanged from the Fiscal Year 2018-19 rate. The value of one cent in tax rate will produce approximately \$998,000 of revenue. The total tax rate is divided between the General Fund and the General Debt Service Fund. The General Fund receives 61.35 cents, and the General Debt Service Fund receives 3.4 cents.

Of the total current year estimated collections of \$64,064,870, the General Fund will receive \$60,700,846, and the General Debt Service Fund will receive \$3,364,024. A blended collection rate of 99.4% is planned for current year tax collections since historically 99.0% of real property tax and 99.8% of automobile property tax is collected within the fiscal year.

ASSESSED PROPERTY VALUES

The combined total assessed valuation estimates for our four County taxing authorities is \$9,987,853,109 for FY 2019-2020, for a 2.8% increase over previous year estimates. Below is a chart of our historic assessed value history:

CITY OF HIGH POINT ASSESSED VALUE HISTORY								
Fiscal Year	REAL PROPERTY				Personal Property	Public Service Companies	Total	
	Residential Property	Commercial Property	Industrial Property	Total			Assessed Value	% Inc yr/yr
2006	3,481,796,314	2,491,980,410	942,275,410	6,916,052,134	1,372,316,382	117,923,262	8,406,291,778	0.9%
2007	3,615,085,429	2,530,768,578	942,311,760	7,088,165,767	1,409,442,958	122,178,728	8,619,787,453	2.5%
2008	3,778,859,150	2,729,035,922	994,596,450	7,502,491,522	1,441,055,968	131,332,066	9,074,879,556	5.3%
2009	4,231,853,123	2,408,171,911	1,005,788,880	7,645,813,914	1,452,697,393	131,984,351	9,230,495,658	1.7%
2010	4,279,155,000	2,483,747,575	1,008,165,180	7,771,067,755	1,417,186,050	131,456,290	9,319,710,095	1.0%
2011	n/a	n/a	n/a	7,682,834,650	1,402,419,615	129,766,404	9,215,020,669	-1.1%
2012	n/a	n/a	n/a	7,655,916,694	1,455,701,042	129,074,157	9,240,691,893	0.3%
2013	4,300,290,483	1,949,336,323	987,346,355	7,236,973,161	1,501,465,603	148,989,146	8,887,427,910	-3.8%
2014	4,315,429,943	2,149,860,980	969,318,600	7,434,609,523	1,489,840,190	128,387,727	9,052,837,440	1.9%
2015	4,397,388,367	1,872,215,206	977,839,178	7,247,442,751	1,555,428,785	126,857,380	8,929,728,916	-1.4%
2016	4,349,667,380	2,014,352,593	914,694,134	7,278,714,107	1,587,787,369	140,281,138	9,006,782,614	0.9%
2017	4,429,691,766	1,942,245,655	993,448,540	7,365,385,961	1,674,065,813	141,688,783	9,181,140,557	1.9%
2018	4,581,596,716	2,093,081,705	1,036,916,309	7,711,594,730	1,724,751,200	144,885,945	9,581,231,875	4.4%
2019 (est)	4,709,881,424	2,151,687,993	1,065,949,966	7,927,519,383	1,773,044,234	148,942,751	9,849,506,368	2.8%
2020 (est)	4,723,819,508	2,204,033,570	1,082,169,860	8,010,022,938	1,835,486,595	142,343,576	9,987,853,109	1.4%

GENERAL FUND EXPENDITURES

Below is a summary of major General Fund expenditure changes:

- Personnel services are increasing \$3.3 million or 4.3%, which will continue the average 3% pay for performance merit program, which will help retain and recruit talented employees. Also included is an anticipated 5% mid-year increase to city funded health insurance premiums, an increase in Local Government Employees Retirement System contributions, and full year funding for positions added in the previous fiscal year. New position changes include funding for a Crime Lab and Forensics Manager.
- Operating expenditures are decreasing \$3.5 million or 13.6%, primarily due to budgeting street lighting electricity cost to the Electric Fund (\$2.3 million) and decreases in fleet, computer and radio allocated charges.
- Capital outlay is budgeted at \$124,933, a decrease of \$1,992,585 from the previous year. There was \$2.0 million in fire equipment purchased last year which accounted for the larger amount last year. Also included is \$1.81 million in pay as you go capital, which has increased by \$123,000 from the previous year, and \$2.5 million for street resurfacing. These projects are listed later in this message.
- Debt service related to short term operating financing for capital equipment is increasing by \$200,130 due to the lease-purchase financing agreement for fire apparatus purchased last year.

WATER AND SEWER FUND

The \$55,891,585 Water and Sewer Fund proposed budget for 2019-2020 represents a 3.8% or \$2.0 million increase from the 2018-2019 adopted budget, as summarized below:

CITY OF HIGH POINT WATER SEWER FUND BUDGET SUMMARY					
Sources and Uses of Funds	FY 2018 Actual	Adopted FY 2019 Budget	Proposed FY 2020 Budget	\$ Change Prop/Orig	% Change Prop/Orig
REVENUES					
Fund Balance	-	1,089,482	916,755	(172,727)	-15.9%
Intergovernmental Revenues	51,385,505	410,586	398,689	(11,897)	-2.9%
Charges for Services	393,661	52,031,170	53,726,141	1,694,971	3.3%
Miscellaneous Revenues	740,039	325,000	850,000	525,000	161.5%
Net Total Revenues	52,519,205	53,856,238	55,891,585	2,035,347	3.8%
EXPENDITURES					
Personnel Services	8,615,629	9,618,630	10,481,279	862,649	9.0%
Operating Expenditures	10,637,304	11,736,971	13,079,467	1,342,496	11.4%
Debt Service	16,569,466	17,000,747	16,419,196	(581,551)	-3.4%
PayGo Capital	5,639,550	8,509,356	8,684,670	175,314	2.1%
Reimbursements	5,982,945	6,540,534	6,876,973	336,439	5.1%
Contingency	-	300,000	300,000	-	0.0%
SubTotal	47,444,894	53,706,238	55,841,585	2,135,347	4.0%
Interfund Activities	50,000	150,000	50,000	(100,000)	-66.7%
Total Uses of Funds	47,494,894	53,856,238	55,891,585	2,035,347	3.8%

Fun Fact

The High Point Fire Department was organized in 1890 with volunteers. The first paid firefighters operated from a home on Trade Street owned by Mrs. Fuller, where the first fire horse was kept.

WATER AND SEWER RATES

The 2019-2020 Water and Sewer Fund includes a 4.0% water and sewer rate increase effective October 1, 2019. This increase is to fund increasing operating costs and the debt service on the ongoing capital improvement program, including \$30.8 million in water and wastewater bonds that will be issued in the June 2019. These bonds will be used for major capital projects to increase capacity and ensure safe delivery of water and water treatment for our customers. In addition to the bonds, this budget includes \$8.65 million in pay-as-you-go project funding.

This rate increase is in line with the long-range capital financing plan that has been developed by Davenport & Company. This plan calls for annual rate increases between the 3.0% to 5.0% range to pay for this critical infrastructure development. This strategy was adopted in the early 2000s to avoid some of the 15-22% rate increases that were needed due to a lack of proper long range planning. The plan has been verified by Wildan Financial Services, which creates a detailed financial model based on historical and current financial trends to project future fund performance. This verification is necessary to calculate necessary coverage ratios associated with bond covenants and maintain strong bond ratings.

WATER AND SEWER RATES (continued)

Below is a history of water and sewer rate increases:

CITY OF HIGH POINT HISTORIC ANNUAL WATER AND SEWER RATE INCREASES			
FISCAL YEAR	EFFECTIVE DATE	WATER % CHANGE	SEWER % CHANGE
FY 2000-01	7/1/2000	17.20%	15.70%
FY 2001-02	7/1/2001	5.00%	22.20%
FY 2002-03	7/1/2002	8.00%	15.00%
FY 2003-04	7/1/2003	6.30%	14.50%
FY 2004-05	10/1/2004	4.90%	4.90%
FY 2005-06	10/1/2005	4.90%	4.90%
FY 2006-07	10/1/2006	4.90%	4.90%
FY 2007-08	11/8/2007	4.85%	4.85%
FY 2008-09	10/1/2008	5.90%	5.90%
FY 2009-10	10/1/2009	5.00%	5.00%
FY 2010-11	10/1/2010	4.90%	4.90%
FY 2011-12	10/1/2011	4.90%	4.90%
FY 2012-13	no increase	0.00%	0.00%
FY 2013-14	no increase	0.00%	0.00%
FY 2014-15	7/1/2014	3.00%	3.00%
FY 2015-16	10/1/2016	3.50%	3.50%
FY 2016-17	10/1/2017	4.00%	4.00%
FY 2017-18	10/1/2017	3.00%	3.00%
FY 2018-19	10/1/2018	3.00%	3.00%
FY 2019-20 (proposed)	10/1/2018	4.00%	4.00%

FYI

The first public water system in High Point was established in 1902.

The current High Point Water and Sewer Department maintains 714 miles of water mains and lines and 658 miles of wastewater lines. The department also operates a water treatment plant and two wastewater treatment plants.

Water and sewer revenue rates are a critical component of funding the operation, maintenance and needed capital improvements for water treatment facilities and distribution lines, and for wastewater collection lines and treatment systems. Property taxes are not used to finance water and sewer utility services.



ELECTRIC FUND

The 2019-2020 Electric Fund Budget of \$131,610,753 represents a 1.0% or \$1.35 million decrease. Rates are projected to decrease 1.8% effective October 1, 2019. The current Electricities rate projection anticipates no rate change for FY 2021 or FY 2022, then anticipates small rate increases through FY 2032. Electricities has projected that once its outstanding debt is satisfied there will be a sizable decrease in wholesale power costs. The Electric Fund has been building a rate stabilization fund for the past four years, and the long-range financial plan projects that these funds will offset and minimize future rate increases.

Wholesale power cost for FY 2019-2020 is budgeted at \$96,236,000, which is the single largest expense in the Electric Fund and citywide budget. A planned rate study is underway and will be completed in Fiscal Year 2019-2020, and results of that study will guide the city in determining future rates.

The budget plan continues to invest funds to maintain electric infrastructure, including undergrounding of electric utilities, and includes \$9.2 million in major capital projects. These routine capital investments are necessary to maintain efficient and ongoing operation of the Electric System.

Did You Know?

Tubby Smith, a 1973 graduate of High Point College, has returned to his alma mater as Head Basketball Coach. In his 28 seasons as a head coach, Smith has achieved 26 winning seasons, including a national championship with the University of Kentucky. Coach Smith is also the second coach in NCAA history to lead 5 different teams to the NCAA tournament.

CITY OF HIGH POINT ELECTRIC FUND BUDGET SUMMARY					
Sources and Uses of Funds	FY 2018 Actual	Adopted FY 2019 Budget	Proposed FY 2020 Budget	\$ Change Prop/Orig	% Change Prop/Orig
REVENUES					
Fund Balance	-	-	293,282	293,282	0.0%
Charges for Services	129,904,254	132,645,047	130,203,471	(2,441,576)	-1.8%
Miscellaneous Revenues	1,102,883	311,613	1,114,000	802,387	257.5%
Total Revenues	131,007,137	132,956,660	131,610,753	(1,345,907)	-1.0%
EXPENDITURES					
Personnel Services	9,252,918	10,054,186	10,906,611	852,425	8.5%
Operating Expenditures	8,019,580	7,331,686	8,633,621	1,301,935	17.8%
Wholesale Power Cost	97,839,072	92,721,000	96,236,000	3,515,000	3.8%
Reimbursements	3,297,526	3,894,288	3,953,021	58,733	1.5%
Electric Capital	5,786,034	11,845,500	9,271,500	(2,574,000)	-21.7%
Contingency	-	5,900,000	-	(5,900,000)	-100.0%
SubTotal	124,195,130	131,746,660	129,000,753	(2,745,907)	-2.1%
Interfund Activities	1,110,000	1,210,000	2,160,000	950,000	78.5%
Total Uses of Funds	125,305,130	132,956,660	131,160,753	(1,795,907)	-1.4%

CAPITAL IMPROVEMENT PROGRAM

Capital investments and reinvestments are critical elements in the City's total financial program. Capital improvements are financed by one of four basic methods, described on the following pages. The City has engaged Davenport & Company, LLC of Richmond, Virginia as our financial advisor since 2003. Davenport has assisted the City with general obligation and revenue bond planning and modeling, financial policies, rating agency strategies and interactions, bond issuance, investment analysis, and bond refunding analysis.

Capital investments are necessary for a city to replace existing infrastructure and to invest in new infrastructure. Debt financing of this infrastructure is a sound financial strategy as long as the borrowing is done in a strategic and conservative manner. Local policies are in place to ensure that borrowing is done responsibly, and oversight of our borrowing practices are in place through the Local Government Commission. The City is well prepared to address replacement of existing infrastructure to meet and provide for future growth and development.

GENERAL OBLIGATION BONDS

General obligation bonds are a common type of municipal bond that are secured by the full faith and credit of the tax rate to repay bond holders. This debt instrument was used to fund the 2004 bond authorization. The majority of those projects have been completed and it is time to begin making plans for a future bond authorization. Any new GO Bond authorization will include the following steps:

- Refining the existing debt capacity model
- Developing a debt affordability model which identifies sources of repayment for existing debt service and funds available for future debt service, including accumulated reserves
- Modeling the City's Capital Improvement Plan
- Analyzing the impacts of funding scenarios relative to the City's debt capacity and affordability
- Developing a comprehensive plan of finance
- Implementing the plan of finance

Planning is underway to seek authorization through a bond election in November 2019. Details are continuing to be refined with City Council and City Staff. The planned bond authorization will be able to be funded within the current tax rate and revenue.

TWO-THIRDS GENERAL OBLIGATION BONDS

Two-thirds bonds are State authorized General Obligation bonds that may be issued without voter approval. The statute allows a local government to issue up to 2/3 of the amount of GO bonds that were paid off in the previous year. These bonds can be used for any other general obligation purpose other than the financing of auditoriums, coliseums, arenas, stadiums, civic centers or convention centers, art galleries, museums, historic properties, public transportation systems, cable television systems or redevelopment projects.

Since 2007, Council has authorized the issuance and use of \$28,115,000 in two-thirds bonds to complete a wide variety of needed improvements.

Fun Fact

The High Point Public Library has 296,780 in its e-book collection!

If you read one book a day, you can complete the collection in 813 years!

WATER/SEWER AND STORMWATER REVENUE BONDS

Revenue bonds are municipal bonds that finance income-producing projects that are secured by a specified revenue source, such as water and sewer or stormwater rates. Revenue bonds are issued by the government agency for operations that run in the manner of a business, with operating revenues and expenses, such as our Water & Sewer Fund. The pledge to repay the bond is guaranteed by the rates of the Water & Sewer Fund.

Over the next five years, staff has identified an estimated \$188 million in additional major water and wastewater projects. The long term financial plan includes bond funding \$96 million of this plan and cash funding \$92 million. \$30.8 million in Revenue Bonds are being finalized in June, 2019.

BOND AGENCY RATINGS

The City's capacity to finance and pay for needed improvements is evaluated from time to time by the following rating agencies: Moody's Investment Services, Standard & Poor's, and Fitch Ratings. Protecting and enhancing our bond ratings is one of our highest priorities. Our current bond ratings are listed below:

CITY OF HIGH POINT CURRENT BOND RATINGS			
	Moody's	Standard & Poor's	Fitch
GENERAL OBLIGATION BONDS	Aa 1	AAA	AA+
REVENUE BONDS	Aa 2	AAA	AA+
LIMITED OBLIGATION BONDS	n/a	AA+	AA-

Did You Know?

High Point natives Ray and Red Hayworth both played in Major League Baseball. Ray was a catcher and played for several teams from 1926-1945. Red was also a catcher and played for the St. Louis Browns in the 1944-45 season. After their playing days were over, both brothers continued to work in front office jobs in professional baseball.

PAY-AS-WE-GO FINANCING

The City has made a commitment to fund a healthy level of pay-as-we-go financing for routine improvements, infrastructure maintenance, and grant matches of capital projects funded from state and federal grant programs. Below is a summary of pay-as-we-go projects in each fund.

GENERAL FUND PAY-AS-WE-GO

General Fund pay-as-we-go capital investments for FY 2019-2020 include:

Street Resurfacing	\$2,500,000
Fire Station Renovations	50,000
Parks & Rec parking lot improvements	75,000
Miracle League surface improvements	175,000
Appling Way Catalyst project	804,000
Southside Rec. Center improvements	70,000
Replacement bookmobile	150,000
Theatre renovations	75,000
GIS Base Mapping	40,000
NCDOT Matching Funds	100,000
Traffic Signal expansion	50,000
Mendenhall Terminal Improvements	70,000
Sidewalk construction	50,000
Cemetery improvements	71,000
Bridge inspections and repairs	30,000
General Fund Total	\$4,310,000

WATER AND SEWER PAY-AS-WE-GO

Water and Sewer pay-as-we-go capital reinvestments include:

Replace Obsolete Neighborhood Water Lines	\$1,750,000
Replace Obsolete Neighborhood Sewer Lines	1,750,000
Registers Creek Lift Station	1,800,000
Tanglebrook sewer outfall	1,092,550
Appling Way sewer lines	301,000
SCADA upgrade	140,000
Water Storage Tank Maintenance	100,000
Water System Assessment	150,000
Richland Creek outfall	250,000
Eastside UV System upgrade	400,000
Westside centrifuge upgrade	100,000
Security system upgrade	175,000
Alum Sludge Removal	250,000
Water System Improvements	<u>125,000</u>
Water & Sewer Total	\$8,383,550

ELECTRIC PAY-AS-WE-GO

The Electric pay-as-we-go projects include:

Electric System Improvements	\$3,154,000
Automated Meter Reading	1,000,000
Outdoor Lighting	110,000
South Main bridge replacement	300,000
Downtown underground	200,000
Street lighting	700,000
Penny Road second transformer	750,000
Jackson Lake transformer	1,457,500
Medium voltage breaker replacement	500,000
Fairfield transformer	750,000
Deep River/Penny transmission line	1,000,000
100kv breakers	300,000
Overhead conversion	<u>100,000</u>
Electric Capital Total	\$10,321,500

SOLID WASTE PAY-AS-WE-GO

The Solid Waste pay-as-we-go budget includes:

Resurfacing – Ingleside and KV Landfill	\$350,000
Landfill land purchase	170,000
Kersey Valley road relocation	1,500,000
Environmental Services building	25,000
MRF Ongoing maintenance	50,000
KV Phase I-IV reserve	<u>171,000</u>
Landfill Capital Total	\$2,266,000

Did You Know?

The High Point Electric Utility was established in 1893. The utility maintains approximately 700 miles of circuits, 13 substations and serves close to 40,000 customers.

OTHER PAY-AS-WE-GO

The other 2019-2020 pay-as-we-go investments include the scheduled replacement of vehicles, normal computer and radio replacements, routine stormwater projects, and others outlined below:

Fleet Replacement Program	\$4,400,000
Fleet shop equipment	250,000
Stormwater projects	2,415,285
Computer System Replacements	<u>678,651</u>
Other Capital Total	\$7,743,936

FUND BALANCES/RETAINED EARNINGS

Fund balances and retained earnings are critical, but often misunderstood and overlooked part of the Annual Budget. Fund balances and retained earnings consist of unencumbered and unappropriated monies. They are essential for maintaining our strong bond ratings as well as maintaining positive year-round and year-to-year cash flows. Strong fund balances are essential as we plan ahead for subsequent budgets.

The North Carolina Local Government Commission recommends maintaining an 8.0% balance in each fund. This is necessary for maintaining positive year-round cash flows, reducing the need for short-term borrowing, and assisting in maintaining investment grade bond rating. The High Point City Council adopted Fiscal Policy calls for a minimum 10.0% fund balance of estimated expenditures as a signal of financial strength and fiscal stability. The City of High Point applies the policy to all operating funds *except* the Water-Sewer Fund, which calls for a 50% fund balance, and the Economic Development, General Debt, and General Capital Project funds, which are covered by more specific strategic plans.

The table below summarizes changes in annual fund balances/retained earnings, including estimates for June 30, 2019:

CITY OF HIGH POINT FUND BALANCE AVAILABLE FOR APPROPRIATION					
FUND	FUND BALANCE POLICY	ESTIMATED BALANCE JUNE 30, 2019	FUND BALANCE MINIMUM PER POLICY	FUND BALANCE PERCENTAGE	\$ ABOVE MINIMUM FUND BALANCE
GENERAL	10%	12,500,000	11,209,088	11.2%	1,290,912
GENERAL DEBT	50%	12,358,000	5,210,045	118.6%	7,147,955
ECONOMIC DEV.	n/a	1,562,000	n/a	n/a	n/a
CENTRAL SERVICE	n/a	2,750,000	n/a	n/a	n/a
WATER & SEWER *	50%	56,750,000	27,945,793	99.9%	27,887,452
ELECTRIC	10%	34,560,000	13,161,075	26.0%	21,105,643
ELECT. RATE STABIL.	n/a	19,447,152	n/a	n/a	n/a
MASS TRANSIT	10%	1,525,000	452,414	16.3%	283,111
PARKING	10%	115,000	37,873	30.4%	77,127
SOLID WASTE	10%	4,850,000	1,806,995	26.8%	3,043,005
STORMWATER	10%	6,630,000	662,425	82.4%	4,798,283
TOTAL		153,047,152	60,485,708	30.5%	65,633,488
* \$22.3 million of the Water & Sewer funds shown above the minimum fund balance have been identified to fund pay as you go capital improvements in the 5 year CIP					

CONCLUSION

I am pleased to present to you a budget that addresses the strategic goals of the City Council of High Point. This budget provides quality programs and services our residents have come to expect and enjoy, while making strategic reductions in some areas to be more efficient with limited resources. High Point's financial condition is stable and strong. The FY 2019-2020 Budget is balanced, meets all statutory requirements, and confronts many of the critical issues that Council has expressed interest in addressing.

While our work is underway, and tremendous progress has been seen in the community, there is still much to be done. We will continue to work the plan that has been laid out for us in order to make positive transformations in our City. I look forward to a bright future as we continue to make High Point the single most livable, safe and prosperous community in America.

I want to acknowledge all of the staff members who assist in the preparation of this policy document. The efforts and professionalism of Eric Olmedo, Laura Altizer, Roslyn McNeill, Cindy Smith, Bobby Fitzjohn, Randy McCaslin, Randy Hemann, Jeron Hollis and the rest of our executive team are appreciated. I also thank the Mayor and City Council for your leadership and commitment to the City of High Point.

Respectfully submitted,



Greg Demko
City Manager



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0955 **Legals**

PUBLIC NOTICE CITY OF HIGH POINT BUDGET HEARING

The public will take notice that the Proposed Budget for the City of High Point for the Fiscal Year 2019-2020 has been filed with the City Council of the City of High Point. The Proposed Budget is available for public inspection in the office of the City Clerk, 211 S. Hamilton Street, High Point, North Carolina. A copy of the Proposed Budget is also available in the High Point Public Library located at 901 N. Main Street, as well as on the City website: [HYPERLINK](http://WWW.HIGHPOINTNC.GOV)

"<http://WWW.HIGHPOINTNC.GOV>"
WWW.HIGHPOINTNC.GOV

One public hearing on the Proposed Budget will be held. The public hearing will be held on Monday, June 3, 2019 at 5:30 P.M. The hearing will be held in the City Council cham-

0955 **Legals**

bers of the Municipal Building, 211 S. Hamilton Street, High Point, North Carolina.

Oral and written comments will be received from any interested citizen at the hearing.

Laura Mason Altizer
Budget & Performance
Manager
City of High Point
PO Box 230
High Point, NC 27261
May 20, 2019

PROFESSIONAL SERVICE DIRECTORY

3000 **Church Page**

Veteran collector looking to buy a variety of antiques, and estate items from the past. Call 336-591-4200 to let me know what you have.



**NORTH CAROLINA
CITY OF HIGH POINT**

CONSULTANT CONTRACT

THIS CONTRACT is made, and entered into this the _____ day of _____, 2019, by and between the **CITY of HIGH POINT**, a North Carolina municipal corporation, (hereinafter referred to as "CITY"), and **GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA)**, a not for profit corporation duly authorized to do business in the State of North Carolina, (hereinafter referred to as "CONSULTANT"). CITY and CONSULTANT are hereinafter collectively referred to as the "Parties".

STATEMENT OF PURPOSE

WHEREAS, the CITY, the State and Local Government Finance Division ("SLGFD") of the North Carolina Department of State Treasurer ("DST"), and other entities and organizations, are members of a Steering Committee, under the Local Government Technology Initiative Steering Committee Memorandum of Understanding dated the _____ day of _____, 2019 (the "Steering Committee MOU"), and

WHEREAS, the purpose of the Local Government Technology Initiative ("LOGOTIN" or the "Project") is to identify a software product that could be utilized by local government units in North Carolina to meet essential financial, compliance, and reporting obligations in an efficient and transparent manner, and

WHEREAS, funding and authority for the Project have been granted by the North Carolina General Assembly in accordance with Senate Bill 257, page J8 of the conference report (Session Law 2017-57), and Project funding has been appropriated and allocated to the SLGFD Operations Budget,

NOW, THEREFORE For and in consideration of the mutual promises to each other and other good and valuable consideration, as hereinafter set forth, the Parties hereto do mutually agree as follows:

1. **SCOPE OF SERVICES AND ROLE OF CITY.** CONSULTANT hereby agrees to provide the services and/or materials under this Contract pursuant to the provisions and specifications set forth in the GFOA Proposal dated _____, 2019 prepared for the Project (hereinafter collectively referred to as "Services"). The GFOA Proposal is labelled "Attachment 1" and is hereby incorporated into this Contract by reference. Time is of the essence with respect to all provisions of this Contract that specify a time for performance.

Under the Local Government Technology Initiative Contract Administrator Memorandum of Understanding dated the _____ day of _____, 2019 (the "Contract Administrator MOU") the CITY has agreed to act as the Contract Administrator for the Steering Committee, entering into this Contract as a representative and agent of the Steering Committee, and not for the direct benefit of the CITY. The Contract Administrator MOU is attached to this Contract as "Attachment 2" and is incorporated into this Contract by reference. The CITY and CONSULTANT acknowledge that the SLGFD and the Steering Committee are third-party beneficiaries of this Contract.

2. **TERM OF CONTRACT.** The Term of this Contract for services is from the date of execution to June 30, 2020 unless sooner terminated as provided herein.
3. **PAYMENT TO CONSULTANT.** Prior to CONSULTANT'S commencement of each Task (as the Tasks are defined in Attachment 1), the Steering Committee shall guarantee to the Parties that sufficient funds are available and have been encumbered to pay CONSULTANT. CONSULTANT shall submit itemized invoices to CITY and shall receive compensation after the Services have been delivered to and accepted by the Steering Committee according to the schedule set forth in the "Pricing" section of Attachment 1.

Payment will be processed upon receipt and approval of the invoice by the Steering Committee in accordance with the procedures set forth in Attachment 2. All payments to CONSULTANT shall be dependent upon and subject to the availability of funds appropriated and allocated to DST for the Project. CITY and CONSULTANT acknowledge that (a) the sole source of funds available for payments due under this contract is the funding appropriated by the NC General Assembly and allocated and available to DST in accordance with Session Law 2017-57, and (b) all payments hereunder must be approved by the Steering Committee prior to disbursement by the CITY. No CITY funds shall be made available to pay the CONSULTANT, and CITY'S payment responsibilities under this Contract are limited to disbursing the funds appropriated to DST.

4. **INDEPENDENT CONTRACTOR.** CITY and CONSULTANT agree that CONSULTANT is an independent contractor and shall not represent itself as an agent or employee of CITY for any purpose in the performance of CONSULTANT'S duties under this Contract. Accordingly, CONSULTANT shall be responsible for payment of all federal, state and local taxes as well as business license fees arising out of CONSULTANT'S activities in accordance with this Contract. For purposes of this Contract taxes shall include, but not be limited to, Federal and State Income, Social Security and Unemployment Insurance taxes.

CONSULTANT, as an independent contractor, shall perform the Services required hereunder in a professional manner and in accordance with the standards of applicable professional organizations and licensing agencies.

5. **HOLD HARMLESS**

The City assumes no responsibility for the success of the Project or the processes established for the initiation or governance and monitoring of the same, including without limitation financial responsibility arising from any loss, damage, and expense (including legal expense) relating thereto, and the GFOA hereby irrevocably waives and releases all claims and causes of action relating thereto (collectively, the "Released Claims") to the fullest extent permitted by North Carolina Law. Furthermore, to the fullest extent permitted by North Carolina law, the GFOA agrees to indemnify, defend, compensate, and reimburse the City for, and protect and hold harmless the City from and against, all actions, proceedings and claims brought or threatened against the City, and all loss, damage, and expense (including legal expenses) relating to the Released Claims where such action, proceeding, or claim has arisen out of or is related to, this Contract, if any payment is made by the GFOA under this paragraph, GFOA will not seek recovery of that payment from the City at any time. The City shall be held harmless and made whole by the GFOA for any damages, financial, equitable, or legal exposures that the City may incur as a result of this Contract.

In the event this paragraph conflicts with any other provision of this Contract, or any agreements related to this Contract by incorporation or reference in any manner, this paragraph shall govern and control.

6. **OWNERSHIP OF WORK.** All Deliverables (as defined in Attachment 1) prepared by the CONSULTANT for this Contract shall be jointly owned by the DST SLGFD and the Steering Committee, which shall have all common law, statutory and other reserved rights, including copyright.

Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the project shall not be construed as publication in derogation of the SLGFD's and the Steering Committee's reserved rights.

7. **INSURANCE AND INDEMNITY.** To the fullest extent permitted by laws and regulations, CONSULTANT shall indemnify and hold harmless the CITY, the members of the Steering Committee and all their officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or mediation) arising out of or resulting from CONSULTANT's performance of this Contract or the actions of the CONSULTANT or its officials, employees, or contractors under this Contract or under contracts entered into by the CONSULTANT in connection with this Contract. This indemnification shall survive the termination of this Contract.

CONSULTANT shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act, with minimum limits of \$150,000.00. Additionally, CONSULTANT shall maintain, at its expense, the following minimum insurance coverage: \$250,000/\$500,000 – Professional Liability - Error and Omissions.

CONSULTANT, upon execution of this Contract, shall furnish to the CITY a Certificate of Insurance reflecting the minimum limits stated above. The Certificate shall provide for thirty-(30) days advance written notice in the event of a decrease, termination or cancellation of coverage. Providing and maintaining adequate insurance coverage is a material obligation of the CONSULTANT. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina. The limits of coverage under each insurance policy maintained by the CONSULTANT shall not be interpreted as limiting the CONSULTANT's liability and obligations under the Contract. Notwithstanding the foregoing, nothing contained in this Section 6 shall be deemed to constitute a waiver of the governmental immunity of the CITY, which immunity is hereby reserved to the CITY.

8. **HEALTH AND SAFETY.** CONSULTANT shall be responsible for initiating, maintaining and supervising all safety precautions and programs required by OSHA and all other regulatory agencies while providing Services under this Contract.
9. **NON-DISCRIMINATION IN EMPLOYMENT.** The Consultant shall maintain a non-discrimination policy and shall comply with all State and Federal laws relating to equal employment opportunity.
10. **GOVERNING LAW.** This Contract shall be governed by and in accordance with the laws of the State of North Carolina. All legal proceedings relating in any way to this Contract shall be brought in federal or state courts in Wake County, North Carolina.
11. **TERMINATION.**

11.1 EVENT OF DEFAULT. Any one or more of the following acts or omissions of the CONSULTANT shall constitute an Event of Default hereunder:

- a. Failure to perform the Services satisfactorily or on schedule,
- b. Failure to submit any report required hereunder; and/or
- c. Failure to perform any other covenant, term, or condition of this Contract.

Upon the occurrence of an Event of Default, the CITY may take one, or more, or all of the following actions:

1. Give CONSULTANT written Notice of the Event of Default, specifying the Event of Default and requiring it to be remedied within, in the absence of greater or lesser specification of time, seven (7) calendar days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Contract, effective two (2) days after giving the CONSULTANT written Notice of Termination; and/or
2. Deduct all expenses incurred by the CITY for damages caused by the CONSULTANT's Event of Default; and/or
3. Treat this Contract as breached and pursue any of its remedies at law or in equity, or both, including damages and specific performance.

11.2 TERMINATION FOR CONVENIENCE. This Contract may be terminated, without cause, by either party upon thirty (30) days written notice to the other party. This termination notice period shall begin upon receipt of the Notice of Termination.

Termination of this Contract, under either section 10.1 or 10.2, shall not form the basis of any claim for loss of anticipated profits by either party.

12. **SUCCESSORS AND ASSIGNS.** CONSULTANT shall not assign its interest in this Contract without the written consent of CITY. CONSULTANT has no authority to enter into contracts on behalf of CITY.
13. **COMPLIANCE WITH LAWS.** CONSULTANT represents that it is in compliance with all Federal, State, and local laws, regulations or orders, as amended or supplemented. The implementation of this Contract shall be carried out in strict compliance with all Federal, State, or local laws.
14. **NOTICES.** All required Notices shall be in writing and sent by (i) hand delivery; (ii) United States registered or certified mail, return receipt requested; (iii) a national third-party courier who provides signature receipts of delivery; or (iv) email. Notices are effective as of the date of actual receipt. If a Notice is sent by email and there exists an e-mail acknowledgement confirming receipt, then the Notice is effective as of the time of the e-mail transmission.

CITY OF HIGH POINT:

Greg Demko, or successor
P.O. Box 230
HIGH POINT, NC 27261
Email: greg.demko@highpointnc.gov

CONSULTANT:

[Name of contact], or successor
[Address Line 1]
[Address Line 2]
Email: _____

With Copy to:

State and Local Government Finance Division
Greg C. Gaskins, Deputy Treasurer
3200 Atlantic Ave.
Raleigh, NC 27604
Email: greg.gaskins@nctreasurer.com

15. **AUDIT RIGHTS.** For all Services being provided hereunder, CITY shall have the right to inspect, examine, and make copies of all books, accounts, invoices, records and other writings relating to the performance of the Services. Audits shall take place at times and locations mutually agreed upon by both

parties. Notwithstanding the foregoing, CONSULTANT must make the materials to be audited available within one (1) week of the request for them.

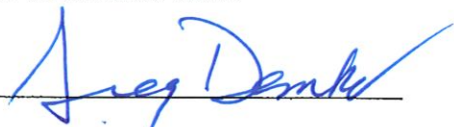
16. **EQUIPMENT.** CONSULTANT shall supply, at its sole expense, all equipment, tools, materials, and/or supplies required to provide Services hereunder, unless otherwise agreed in writing.
17. **ENTIRE CONTRACT.** Except as set forth herein, this Contract, including all Attachments, shall constitute the entire understanding between CITY and CONSULTANT and shall supersede all prior understandings and agreements relating to the subject matter hereof and may be amended only by written mutual agreement of the parties.
18. **HEADINGS.** The subject headings of the sections are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions. This Contract shall be deemed to have been drafted by both parties and no interpretation shall be made to the contrary.
19. **EXISTENCE.** CONSULTANT warrants that it is a not for profit corporation duly organized, validly existing, and in good standing under the laws of the State _____ and is duly qualified to do business in the State of North Carolina and has full power and authority to enter into and fulfill all the terms and conditions of this contract.
20. **CORPORATE AUTHORITY.** By execution hereof, the person signing for CONSULTANT below certifies that he/she has read this Contract and that he/she is duly authorized to execute this Contract on behalf of the CONSULTANT.
21. **E-VERIFY.** As a condition of payment for services rendered under this Contract, CONSULTANT shall comply with the requirements of Article 2 of Chapter 64 of the General Statutes. If CONSULTANT provides the services to the CITY utilizing a subcontractor, CONSULTANT shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the General Statutes as well. CONSULTANT shall verify, by affidavit, compliance of the terms of this section upon request by the CITY.
22. **INELIGIBLE VENDORS.** As provided in §147-86.60 and §147-86.82 of the General Statutes, the following companies are ineligible to contract with the State of North Carolina or any political subdivision of the State: a) any company identified as engaging in investment activities in Iran, as determined by appearing on the Final Divestment List created by the State Treasurer pursuant to G.S. 147-86.58, and b) any company identified as engaged in a boycott of Israel as determined by appearing on the List of restricted companies created by the State Treasurer pursuant to G.S. 147-86.81. A contract with the State or any of its political subdivisions by any company identified in a) or b) above shall be void *ab initio*.

SIGNATURE WARRANTY. Each undersigned individual warrants that he or she is duly authorized by the respective Party to sign this Contract on behalf of and to bind their respective Party to the terms and conditions herein. Each Party to this Contract represents and warrants that the execution, delivery and performance of this Contract and the consummation of the transactions provided in this Contract have been duly authorized by all necessary actions of the respective person or entity, including receipt of approvals from any governing board and/or agencies, and that the person executing this Contract on its behalf, if applicable, has the full capacity to bind that entity.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be executed by their respective duly authorized representatives as of the date first above written.

CITY OF HIGH POINT

By: _____



Print Name: Greg Demko

Print Title: City Manager

GOVERNMENT FINANCE OFFICERS ASSOCIATION

By: _____

Authorized Representative

Print Name: _____

Print Title: _____

ATTACHMENTS 1 and 2 to follow

CITY OF HIGH POINT

AGENDA ITEM



Title: Ward WTP Caustic and Alum Pump Replacement

From: Terry Houk – Public Services Director
Derrick Boone – Asst. Public Services Director
Wendell Pickett- Water Plant Superintendent

Meeting Date: June 3, 2019

Public Hearing: No

Advertising Date: April 15, 2019
Advertised By: Public Services Department

Attachments: Bid Tabulation

PURPOSE:

To hire a contractor to demolish the existing alum and caustic chemical feed system at the Ward Water Plant and to install a new chemical feed system with associated pumps, valves, plumbing, electrical conduit and instrumentation control work. The project also includes the rehabilitation and coating application of both the caustic and alum containment areas.

BACKGROUND:

Alum and Caustic are chemicals used at the water plant as part of the treatment process. The existing alum and caustic chemical feed pumps were installed as part of an upgrade in 1996. The existing pumps and feed system require increased maintenance due to age and it is difficult to find replacement parts.

BUDGET IMPACT:

Funds for this are available in the FY 2018-2019 budget.

RECOMMENDATION / ACTION REQUESTED:

City Council is requested to award a contract to Brushy Mountain Builders in the amount of \$245,000.00 for work at the Ward Water Plant.



Picture of Existing Caustic Feed System



Picture of Existing Alum Feed System

May 21, 2019

Re: City of High Point, NC
Ward Water Treatment Plant
Caustic & Alum Pump Replacement
Bid No. 54-051519
DMP Project 170197 (BF)

Mr. Derrick Boone, Assistant Director
Public Services Department
City of High Point
PO Box 230
High Point, NC 27261

Dear Derrick:

The Bid Opening was conducted by the Purchasing Department on May 15, 2019 for the above referenced project. One (1) bid was submitted and read, as summarized below.

	Brushy Mountain Builders, Inc. Lenoir NC
Base Bid	\$ 200,000
Alternate A, Caustic Area Coating	\$ 30,000
Alternate B, Alum Area Coating	\$ 15,000
TOTAL BID	\$ 245,000

The low bid submitted by Brushy Mountain Builders is slightly higher than the estimated construction cost of \$217,000. Bids were advertised by the Purchasing Department and at least five general contractors ordered plans. The low level of interest in this project may be attributed to the relatively small and specialized scope of the project and area contractor's current workload/resource availability.

Brushy Mountain Builders is currently licensed by the NC Contractor's Board (Unlimited; Building, PU(Water Lines & Sewer Lines), PU(Water Purification & Sewage Disposal). DMP checked three (3) references provided by the Bidder, and all have reported favorably on the contractor's qualifications, and indicated the Bidder has successfully completed similar water/wastewater projects.

City of High Point
 Frank L. Ward Water Treatment Plant
 Caustic and Alum Pump Replacement
 Bid Tabulation

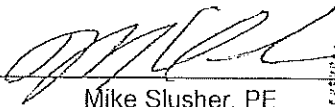
DAVIS • MARTIN • POWELL
 ENGINEERS & SURVEYORS
 T: 336-886-4821 | F: 336-886-4458 | License: F-0245
 6415 Old Plank Road | High Point, NC 27265 | www.dmp-inc.com

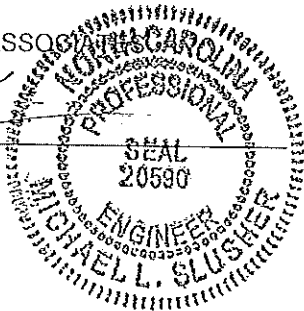


		Brushy Mountain Builders 3390 Gaither Walker Circle Lenior, NC 28645
ITEM	DESCRIPTION	LUMP SUM AMOUNT
PART A - BASE BID		
	Complete construction of the Caustic and Alum Pump Replacement including all work shown and specified.	\$200,000.00
PART B - ALTERNATE BID ITEMS		
B1.	Rehab & coating application in the Caustic Containment area	\$30,000.00
B2.	Rehab & coating applciation in the Alum Containment area	\$15,000.00
TOTAL BID (PARTS A, B)		\$245,000.00

THIS IS TO CERTIFY THAT THIS TABULATION IS CORRECT AND A TRUE AND ACCURATE COPY OF THE BIDS SUBMITTED. THIS THE 15TH DAY OF MAY, 2019.

DAVIS • MARTIN • POWELL & ASSOCIATES

By: 
 Mike Slusher, PE



We would therefore recommend the City Council award this contract to Brushy Mountain Builders, Inc. in the amount of \$245,000, which includes all alternate bid items.

A Certified Bid Tabulation is enclosed and we returned the original bid documents to Purchasing.

If you have any questions or need additional information, please feel free to call.

Sincerely,

DAVIS • MARTIN • POWELL & ASSOCIATES



Michael L. Slusher, PE
President

c: File

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**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Public Services**

COUNCIL AGENDA DATE: **June 3, 2019**

BID NO.: **54-051519** CONTRACT NO.: DATE OPENED: **May 15, 2019**

DESCRIPTION:

Ward WTP Caustic and Alum Pump Replacement

PURPOSE:

To hire a contractor to demolish the existing alum and caustic chemical feed systems at the Ward Water Plant and replace the pumps, valves, accessories and related electrical and control work. The project also includes the rehabilitation and coating application of both the caustic and alum containment areas.

COMMENTS:

RECOMMEND AWARD TO: **Brushy Mountain Builders, Inc.** AMOUNT: **\$245,000**

JUSTIFICATION:

Only responsive bidder.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
621758	533101			\$245,000
TOTAL BUDGETED AMOUNT				\$245,000

DEPARTMENT HEAD: **Terry Houk** Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point, ou=Public
Services, email=terry.houk@highpointnc.gov, c=US
Date: 2019.05.23 08:41:20 -04'00' DATE: **May 23, 2019**

The Purchasing Division concurs with recommendation submitted by the **Public Services** and recommends award to the lowest responsible, responsive bidder **Brushy Mountain Builders** in the amount of \$ **245,000.00**.

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
Date: 2019.05.23 10:17:40 -04'00' DATE: **May 23, 2019**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Bobby Fitzjohn** Digitally signed by Bobby Fitzjohn
Date: 2019.05.23 13:14:41 -04'00' DATE: **May 23, 2019**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2019.05.28 10:23:59 -04'00' DATE: **May 28, 2019**

DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

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

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on May 28, 2019 and before the City Council of the City of High Point on June 3, 2019 regarding Zoning Map Amendment Case 19-06 (ZA-19-06) a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on May 19, 2019, for the Planning and Zoning Commission public hearing and on May 22, 2019 and May 29, 2019, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on June 3, 2019.

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

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Airport Overlay - Zone 2 (ARO – Zone 2) and Airport Overlay - Zone 3 (ARO – Zone 3).**

The property is approximately 267.17 acres lying between Gallimore Dairy Road and Clinard Farms Road, generally east of Barrow Road and west of Pegg Road. The site is more specifically described below.

Amending the Airport Overlay District to:

- **Area #1** - Change approximately 225.57 acres from Zone 1 to Zone 3.
Guilford County Tax Parcels 169889 (portion lying west of stream), 212506 (portion lying west of stream), 169890 (portion lying west of stream), 169884, 169887, 169899, 169956, 169959, 169963, 169966, 169967, 169971, 169972, 169974, 169978 thru 82, 169986 thru 99, 207903, 207904, and 218290.
- **Area #2** - Change approximately 39.5 acres from Zone 1 to Zone 2.
Guilford County Tax Parcels 169890 (portion lying east of stream), 212506 (portion lying east of stream), 212507, 169895, 169907, 169908, 169909, 212511 (western half of parcel), 169889 (eastern portion lying east of stream).
- **Area #3** - Change approximately 0.29 acres from Zone 2 to Zone 3,
Eastern most portion of Guilford County Tax Parcel 169890 lying east of the stream.
- **Area #4** - Change approximately 1.81 acres from Zone 2 to Zone 3.
Guilford County Tax Parcel 169970

(See attached Map)

SECTION 2.

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

SECTION 3.

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

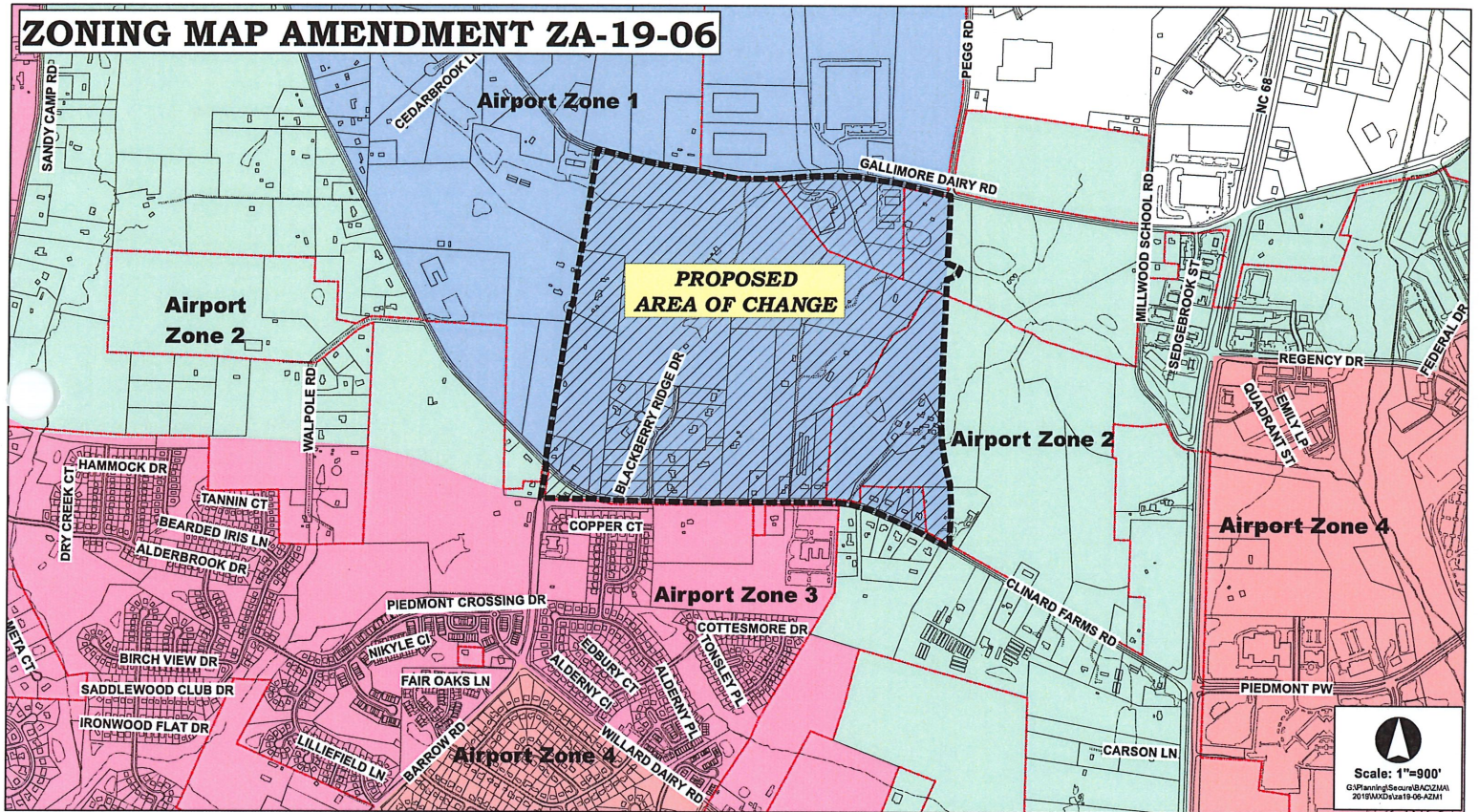
SECTION 4.

This ordinance shall become effective upon the date of adoption.

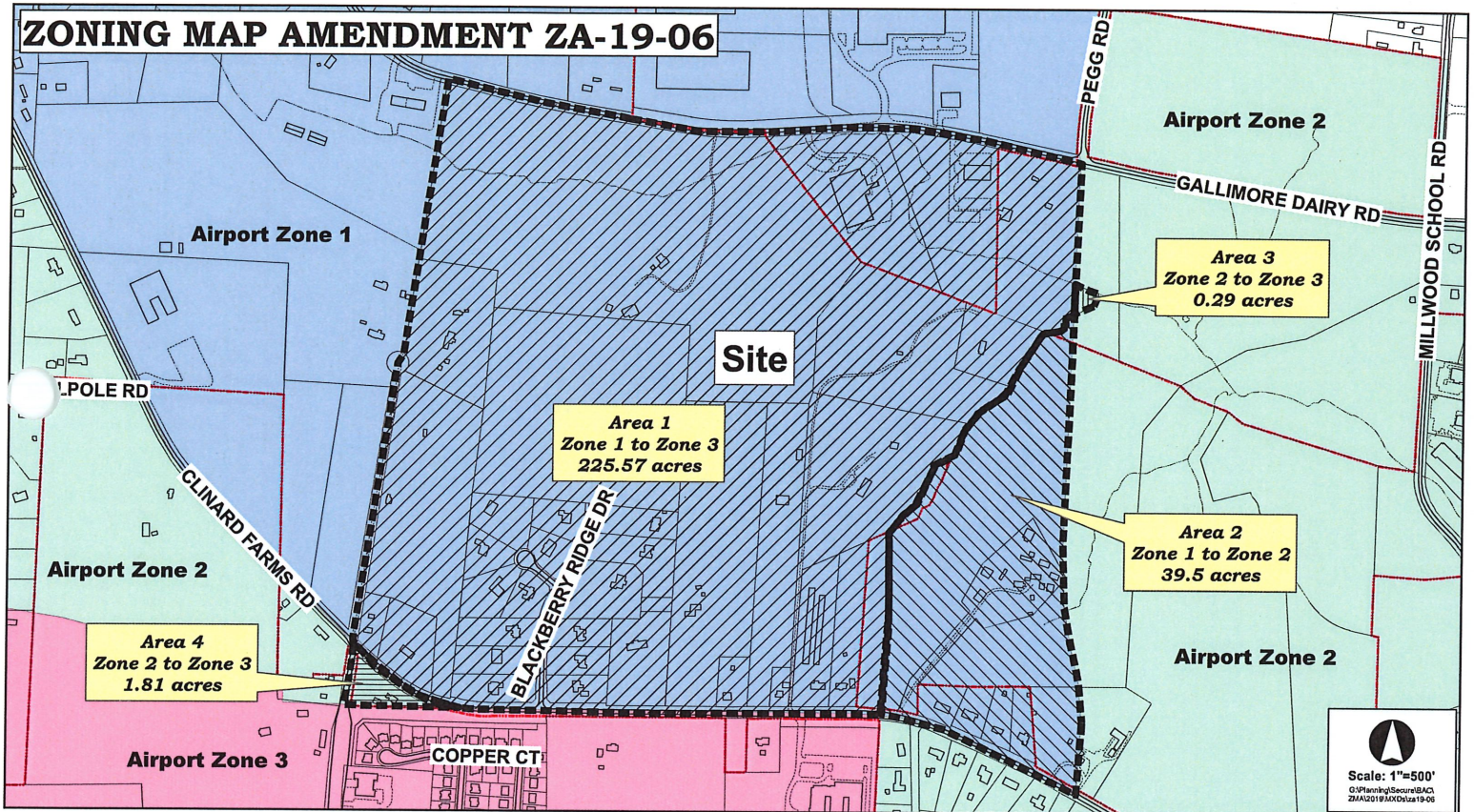
3rd day of June. 2019.

Lisa B. Vierling, City Clerk

ZONING MAP AMENDMENT ZA-19-06



ZONING MAP AMENDMENT ZA-19-06



Office of the Mayor
City of High Point
North Carolina

PROCLAMATION...

WHEREAS, the citizens of High Point stand firmly committed to promoting reading as a necessary life skill that assures academic success and intellectual development as we prepare students for this ever-changing world; and,

WHEREAS, Dr. Meg Sheehan's, principles provide significant leadership in parental involvement in the educational investment and promotion of reading as a lifelong skill that is key to the community's quality of life; and,

WHEREAS, community engagement and participation in reading with children for the month of July is needed for every child to have an enjoyable reading, enriching experience.

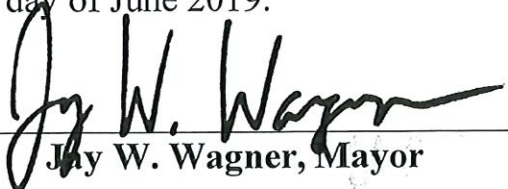
NOW THEREFORE BE RESOLVED, that the High Point City Council enthusiastically endorses the month of July as

"Children and Families Reading Month"

In the City of High Point and encourage everyone to read with a child.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of High Point, North Carolina this 3rd day of June 2019.




Jay W. Wagner, Mayor

CITY OF HIGH POINT

AGENDA ITEM



Title: Adoption of FY 2019-2020 Annual Budget

From: Laura Mason Altizer,
Budget & Performance Manager

Meeting Date: June 3, 2019

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Budget ordinance, fee schedules

PURPOSE:

Consideration of an ordinance to adopt the FY 2019-2020 Annual Budget ordinance and associated fee schedule for the City of High Point.

BACKGROUND:

Staff has worked in conjunction with the City Council and the City Manager to prepare the FY 2019-2020 Annual Budget. The Proposed Budget was presented to the City Council on Thursday, May 16th. A budget worksession was held on Wednesday, May 29 and Thursday, May 30th. A public hearing on the Proposed Budget was held at the City Council meeting Monday, June 3rd.

Listed below are the ordinances and schedules necessary to adopt the 2019-2020 Budget:

- FY 2019-2020 Budget Ordinance
- Current Comprehensive Fee Schedule
- Proposed Changes for Electric and Water Sewer Fees (effective October 1, 2019)

BUDGET IMPACT: N/A

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends and asks the Council to approve the budget ordinance.

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

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

Section 1. The following amounts are hereby appropriated for the operation and maintenance of the City's various governmental departments and divisions for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

(1) That for said fiscal year there is hereby appropriated out of the GENERAL FUND for general governmental operations the sum of:

\$ 112,090,881

(2) That for said fiscal year there is hereby appropriated out of the SPECIAL GRANTS FUND for purposes outlined within the various grant provisions, the sum of:

\$ 3,991,544

(3) That for said fiscal year there is hereby appropriated out of the COMMUNITY DEVELOPMENT FUND for purposes outlined within the grant, the sum of:

\$ 3,153,396

(4) That for said fiscal year there is hereby appropriated out of the ECONOMIC DEVELOPMENT FUND, the sum of:

\$ 800,000

(5) That for said fiscal year there is hereby appropriated out of the GENERAL DEBT SERVICE FUND for the payment of debt service charges on general obligation debt, the sum of:

\$ 10,420,089

(6) That for said fiscal year there is hereby appropriated out of the GENERAL CAPITAL PROJECTS FUND for the purpose of construction and/or acquisition of certain long-lived assets, the sum of:

\$ 2,253,323

(7) That for said fiscal year there is hereby appropriated out of the CENTRAL SERVICES FUND the following, the sum of:

Fleet Services	\$ 11,978,869
Radio Repair Shop	2,219,075
Computer Replacement	<u>848,651</u>
	\$ <u>15,046,595</u>

(8) That for said fiscal year there is hereby appropriated out of the WATER and SEWER FUND the following:

Operations	\$ 31,088,839
Debt Service	16,419,196
Transfer to Capital Projects Fund	<u>8,383,550</u>
TOTAL WATER and SEWER FUND	\$ <u>55,891,585</u>

(9) That for said fiscal year there is hereby appropriated out of the WATER and SEWER CAPITAL PROJECTS FUND for the following, the sum of:

Water Sewer Capital Projects	\$ <u>8,383,550</u>
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(10) That for said fiscal year there is hereby appropriated out of the ELECTRIC FUND the following:

Operations	\$ 122,339,253
Capital Projects	8,221,500
Transfer to Capital Projects Fund	<u>1,050,000</u>
TOTAL ELECTRIC FUND	\$ <u>131,610,753</u>

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

(11) That for said fiscal year there is hereby appropriated out of the ELECTRIC CAPITAL PROJECTS FUND for the following, the sum of:

Electric Capital Projects	\$ <u>1,050,000</u>
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(12) That for said fiscal year there is hereby appropriated out of the MASS TRANSIT FUND for the following, the sum of:

	\$ <u>4,524,137</u>
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(13) That for said fiscal year there is hereby appropriated out of the MASS TRANSIT CAPITAL PROJECTS FUND for the purpose of operating High Point's Transit System, the sum of:

	\$ <u>570,000</u>
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(14) That for said fiscal year there is hereby appropriated out of the PARKING FACILITIES FUND for the purpose of operating City parking facilities, the sum of:

	\$ <u>378,729</u>
--	-------------------

(15) That for said fiscal year there is hereby appropriated out of the SOLID WASTE FUND the following:

Operations	\$ 15,828,950
Capital Projects	2,216,000
Transfer to Capital Projects Fund	<u>25,000</u>
TOTAL SOLID WASTE FUND	\$ <u>18,069,950</u>

(16) That for said fiscal year there is hereby appropriated out of the LANDFILL CAPITAL PROJECTS FUND for the following, the sum of:

Solid Waste Capital Projects	\$ <u>25,000</u>
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(17) That for said fiscal year there is hereby appropriated out of the STORM WATER FUND the following:

Operations	\$ 3,217,632
Debt Service	1,371,329
Capital Projects	1,615,285
Transfer to Capital Projects Fund	<u>420,000</u>
TOTAL STORM WATER FUND	\$ <u>6,624,246</u>

(18) That for said fiscal year there is hereby appropriated out of the STORM WATER CAPITAL PROJECTS FUND for the following, the sum of:

Storm Water Capital Projects	\$ <u>420,000</u>
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(19) That for said fiscal year there is hereby appropriated out of the MARKET AUTHORITY FUND, the sum of:

	\$ <u>3,175,000</u>
--	---------------------

(20) That for said fiscal year there is hereby appropriated out of the INSURANCE RESERVE FUND, the sum of:

	\$ <u>19,691,335</u>
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CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2019 and ending June 30, 2020:

General Fund	
Ad Valorem Taxes	\$ 61,815,760
Sales & Use Taxes	30,260,000
Intergovernmental Revenues	10,439,526
Licenses & Permits	3,329,650
Charges for Services	4,825,645
Miscellaneous	1,420,300
Total Revenues and Other Financing Sources	<u>\$ 112,090,881</u>
Grants Fund	
Intergovernmental Revenues	<u>\$ 3,991,544</u>
Community Development Fund	
Intergovernmental Revenues	<u>\$ 3,153,396</u>
Economic Development Fund	
Transfer From General Fund	\$ 75,000
Transfer From Electric Fund	400,000
Miscellaneous	25,000
Fund Balance Appropriated	300,000
Total Revenues and Other Financing Sources	<u>\$ 800,000</u>
General Debt Service Fund	
Ad Valorem Taxes	\$ 3,363,159
Miscellaneous	2,063,380
Transfer from Other Funds	4,993,550
Total Revenues and Other Financing Sources	<u>\$ 10,420,089</u>
General Capital Projects Fund	
Transfer from Other Funds	2,253,323
Total Revenues and Other Financing Sources	<u>\$ 2,253,323</u>
Central Services Fund	
Charges for Services	9,211,638
Miscellaneous Revenues	4,986,567
Fund Balance Appropriated	848,390
Total Revenues and Other Financing Sources	<u>\$ 15,046,595</u>
Water and Sewer Fund	
Charges for Services	\$ 53,726,141
Non-operating Revenues	1,248,689
Administrative Reimbursements	-
Retained Earnings Appropriated	916,755
Total Revenues and Other Financing Sources	<u>\$ 55,891,585</u>
Water and Sewer Capital Projects Fund	
Transfer from Water and Sewer Fund	<u>\$ 8,383,550</u>
Electric Fund	
Charges for Services	\$ 130,203,471
Non-operating Revenues	1,114,000
Retained Earnings Appropriated	293,282
Total Revenues and Other Financing Sources	<u>\$ 131,610,753</u>

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

Electric Capital Projects Fund	
Transfer from Electric Fund	\$ <u>1,050,000</u>
Mass Transit Fund	
Charges for Services	\$ 607,700
Intergovernmental Revenues	2,431,462
License and Permits	390,000
Transfer From Other Funds	305,500
Appropriated Fund Balance	789,475
Total Revenues and Other Financing Sources	\$ <u>4,524,137</u>
Mass Transit Capital Projects Fund	
Transfer From Other Funds	570,000
Total Revenues and Other Financing Sources	\$ <u>570,000</u>
Parking Facilities Fund	
Charges for Services	\$ 283,000
Transfer From Other Funds	95,729
Total Revenues and Other Financing Sources	\$ <u>378,729</u>
Solid Waste Fund	
Operating Revenue	\$ 15,656,450
Miscellaneous	222,500
Transfer from Landfill Maintenance Reserve Fund	2,191,000
Total Revenues and Other Financing Sources	\$ <u>18,069,950</u>
Landfill Capital Projects Fund	
Transfer from Solid Waste Fund	\$ <u>25,000</u>
Storm Water Fund	
Charges for Services	\$ 5,234,954
Miscellaneous	220,000
Retained Earnings Appropriated	1,169,292
Total Revenues and Other Financing Sources	\$ <u>6,624,246</u>
Storm Water Capital Projects Fund	
Transfer from Storm Water Fund	\$ <u>420,000</u>
Market Authority Fund	
Room Occupancy Taxes	\$ 425,000
Licenses & Permits	1,750,000
Transfer from General Fund	240,000
Transfer from Water-Sewer Fund	50,000
Transfer from Electric Fund	710,000
Total Revenues and Other Financing Sources	\$ <u>3,175,000</u>
Insurance Reserve Fund	
Insurance Premiums	19,671,335
Miscellaneous	20,000
Total Revenues and Other Financing Sources	\$ <u>19,691,335</u>

Section 3. There is hereby levied the following rates of tax on each one hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2019, for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations.

Rate per \$100 Valuation
General Fund \$.6475

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

Such rates of tax are based on an estimated total valuation of property for purpose of taxation of **\$9,987,853,109** and an estimated rate of collections of **99.4%** during the current year.

Section 4. That the reserve for encumbrances at June 30, 2019, representing the unearned portion of contracts as of that date, shall be re-appropriated and distributed as it applied in order to properly account for the payment against which the fiscal year in which it is paid.

Section 5. That the unencumbered balances as of June 30, 2019 of those capital projects and operating encumbrances which were not completed in Fiscal Year 2018-2019 be reappropriated into the Fiscal Year 2019-2020 budget in order to allow completion.

Section 6. That the unencumbered balances in Grant funds which remain as of June 30, 2019 be reappropriated into the Fiscal Year 2019-2020 budget for the completion of their original purposes.

Section 7. That the landfill closure funds previously expended and established as a liability in the Landfill Development and Maintenance Capital Reserve Fund and which remain as of June 30, 2019 be appropriated in the Fiscal Year 2019-2020 budget for their intended purposes.

Section 8. The number of persons to be employed and the salaries and wages to be paid shall be those which are included in the detailed operation budgets; unless provision is made by the City Manager or City Council for employing additional persons.

Section 9. The City Manager is hereby authorized to approve transfers of appropriations within any fund. Transfers between funds and authorization for making expenditures from excess revenue shall be made by the City Council.

Section 10. Utility payments will be applied in the following order: Deposits, credit/collection fees, oldest bill first, miscellaneous fees/charges, and utility services.

Section 11. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 12. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 5th day of June, 2019.

Attest: Lisa B. Vierling, MMC
City Clerk

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Adopted November 7, 2016

Updated June 3, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Transit System

Hi Tran

Effective April 1, 2019

Fares

Proposed

Regular Fare/Single Ride Ticket	\$ 1.25	\$ 1.00
Senior Citizen (60+) With Proof of Age	\$ 0.60	\$ 0.50
Individual with Disability with HPTS ID Card	\$ 0.60	\$ 0.50
Medicare Cardholder	\$ 0.60	\$ 0.50
Children 43" or Shorter (limit 3 per paying adult)		Free
Transfers (with use of smart card)		Free

In addition to paying the exact cash fare, Hi Tran has several types of passes that passengers may use to make riding convenient

Regular Fare Passes	\$ 10.00
Half Fare Passes	\$ 5.00
Regular Fare 30-Day Pass	\$ 40.00
Reduced Fare 30-Day Pass	\$ 20.00
Reloadable Value Card - Card must be purchased for \$2 and then passengers may add as little as \$2 and up to \$50	

Transit System Access

Fares

Proposed

Individual One-Way Trip	\$ 2.50
PCA (Personal Care Attendant)	Free
Agency Purchased One-Way Trip	\$ 14.00
Replacement Half Fare ID Card	\$ 5.00

In addition to paying the exact care fare, individuals or agencies may purchase tickets in bulk at the appropriate rate

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Oak Hollow Lake

Launch Fees

Oak Hollow	Price
Launch Fee	\$ 7.00
Water Skiing	add \$ 1.00
Kayaks and Canoes and Paddleboards	\$ 4.00
10 Boats Launches (Does not include water ski fee)	\$ 60.00

Rentals	Price
Sail Boat Rental - 2 person limit per boat for 4 hours	\$ 25.00
* Must have sailing experience	
Solo Kayak (all day)	\$ 12.00
Tandem Kayak (all day)	\$ 20.00
Stand Up Paddleboard (all day)	\$ 15.00

Storage	Price
Boat Storage - per month	\$ 30.00
Kayak Storage - per month	\$ 15.00

Bank Fishing (All Day - Per Person)	Price
Adults ages 16-59	\$ 2.00
Youth ages 12-15, Senior Citizen (ages 55+), and people with disabilities	\$ 1.00
Children under the age of 12	FREE

*Children ages 15 and under must be accompanied by an adult

Yearly Bank Fishing Pass	Price
Youth ages 12-15, Senior Citizen (ages 55+), and people with disabilities	\$ 25.00
Adults ages 16-59	\$ 30.00

*Children ages 15 and under must be accompanied by an adult

Yearly Non-Powered Boats Pass – Kayaks and Canoes Only	Price
Both Lakes	\$ 120.00
One Lake (Designated)	\$ 75.00

Life Jackets	Price
For All Lake Users	FREE

Oak Hollow Park Shelters

Shelter

Shelter Rate	Price
Per 4-hour period	\$ 40.00

City of
HIGH POINT
 NORTH CAROLINA
Comprehensive Fee Schedule

Oak Hollow Marina

Meeting Room

Room Rate	2-Hour	4-Hours	8-Hours
Per Day	\$ 50.00	\$ 100.00	\$ 150.00
*After Hours Fee - \$25.00 per hour			

Oak Hollow Family Campground

Camp Sites

Effective July 1, 2019

	Proposed	Price
Camp Sites – Section D and Tent (Daily Fee)		\$ 30.00
Camp Sites – Section A, B, C (Cablevision included)	\$ 40.00	\$ 35.00
Each additional person above 4, per night		\$ 5.00

- * Fees include one vehicle and not more than 4 persons
- * Camping units with sanitary facilities must attach to sewer lines
- * Camping visit limit – (21) days in any 30-day period. Extensions beyond **(21)** days permitted if space is available with approval by the Special Facilities Manager.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Public Services

Residential Water Rates (1 unit = 748 gallons)

Effective October 1, 2019

Commodity Charges	Proposed	Inside Rate	Proposed	Outside Rate
All Units	\$ 3.11	\$ 2.90	\$ 6.23	\$ 5.81

Irrigation Water Rates (1 unit = 748 gallons)

Effective October 1, 2019

Commodity Charges	Proposed	Inside Rate	Proposed	Outside Rate
All Units	\$ 4.65	\$ 4.34	\$ 9.30	\$ 8.67

Commercial and Industrial Rates (1 unit = 748 gallons)

Effective October 1, 2019

Commodity Charges	Proposed	Inside Rate	Proposed	Outside Rate
First 35 Units	\$ 3.11	\$ 2.90	\$ 6.23	\$ 5.81
Next 765 Units	\$ 2.82	\$ 2.63	\$ 5.64	\$ 5.25
Next 2200 Units	\$ 2.51	\$ 2.34	\$ 5.01	\$ 4.68
Over 3000 Units	\$ 2.16	\$ 2.02	\$ 4.33	\$ 4.04
Intergovernmental	\$ 2.16	\$ 2.02	\$ 4.33	\$ 4.04

Fixed Charges	Proposed	Inside Rate	Proposed	Outside Rate
WT1 5/8" & 3/4"	\$ 9.90	\$ 8.77	\$ 18.78	\$ 17.53
WT2 1"	\$ 23.46	\$ 21.90	\$ 46.92	\$ 43.80
WT3 1 1/2"	\$ 46.86	\$ 43.75	\$ 93.72	\$ 87.51
WT4 2"	\$ 74.97	\$ 69.99	\$ 149.95	\$ 139.98
WT5 3"	\$ 150.01	\$ 140.04	\$ 300.02	\$ 280.08
WT6 4"	\$ 234.37	\$ 218.80	\$ 468.75	\$ 437.61
WT7 6"	\$ 468.75	\$ 437.59	\$ 937.50	\$ 875.17
WT8 8"	\$ 749.26	\$ 699.46	\$ 1,498.52	\$ 1,398.93
WT10 10"	\$ 1,358.95	\$ 1,268.62		
WT12 12"	\$ 2,014.93	\$ 1,881.00		

Residential Sewer Rates (Based on water usage)

Effective October 1, 2019

Commodity Charges	Proposed	Inside Rate	Proposed	Outside Rate
All Units	\$ 5.41	\$ 5.05	\$ 10.82	\$ 10.09

Fixed Charges	Proposed	Inside Rate	Proposed	Outside Rate
WT1 5/8" & 3/4"	\$ 14.54	\$ 13.57	\$ 29.08	\$ 27.13
WT2 1"	\$ 36.40	\$ 33.98	\$ 72.80	\$ 67.96
WT3 1 1/2"	\$ 72.83	\$ 67.99	\$ 145.66	\$ 135.98
WT4 2"	\$ 116.47	\$ 108.73	\$ 232.94	\$ 217.45
WT5 3"	\$ 232.96	\$ 217.48	\$ 465.92	\$ 434.97
WT6 4"	\$ 364.01	\$ 339.82	\$ 728.02	\$ 679.64
WT7 6"	\$ 728.00	\$ 679.61	\$ 1,456.00	\$ 1,359.23
WT8 8"	\$ 1,164.84	\$ 1,087.42	\$ 2,329.68	\$ 2,174.85

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Public Services

Residential Sewer Rates (cont'd)

Industrial Surcharge	BOD	SS
Inside Rate	\$ 59.34	\$ 52.74
Outside Rate	\$ 118.68	\$ 105.48

Residential Flat Rate

Effective October 1, 2019

Inside Rate	\$ 52.48	\$ 48.99
Outside Rate	\$ 104.95	\$ 97.97
Septage Tickets		
1 Ticket per 1000 Gallons of Tank Capacity or Fraction Thereof	\$ 46.45	\$ 43.36
1 Ticket per 3000 Gallons of Tank Capacity or Fraction Thereof	\$ 139.35	\$ 130.09

Tap/Meter Fee Structure - Residential (effective January, 2018)

Water Service and Meter	Price
5/8" Water Meter	\$ 205.00
5/8" Water Tap Only (no meter)	\$ 1,610.00
5/8" Irrigation Meter (set in parallel with existing meter)	\$ 565.00
1" Water Meter	\$ 260.00
1" Irrigation Meter (set in parallel with existing meter)	\$ 620.00
1" Water Tap (no meter) ** For Residential Home Only**	\$ 1,610.00
1 1/2" Water Meter (no box)	\$ 455.00
2" Water Meter (no box)	\$ 590.00
3" Water Meter with By-Pass	\$ 3,100.00
4" Water Meter with By-Pass	\$ 3,900.00

Hydrant Meter

Application Fee	\$ 50.00
5/8" Hydrant Meter Deposit - Refundable	\$ 500.00
3" Hydrant Meter Deposit - Refundable	\$ 1,220.00
Additional Trip to Set Meter	\$ 25.00

Sewer service line with clean-out

4" Sewer Tap	\$ 2,080.00
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Sewer clean-out/preparation (locating and excavation must be paid by plumber)

4" Sewer Clean-Out	Actual Cost
6" Sewer Clean-Out	Actual Cost

Frontage Fee

Sewer - per LF	\$ 20.00
Water - per LF	\$ 15.00

Acreage Fee

Sewer - per AC	\$ 350.00
Water - per AC	\$ 350.00

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Parking

<i>Parking Decks</i>				
Broad Street	Hourly	Daily	Monthly	
292 Spaces	\$ 1.00	\$ 7.00	\$ 35.00	
Plaza				
654 Spaces	\$ 1.00	\$ 7.00	\$ 35.00	
Main Street (Hotel)*				
252 Spaces	\$ 1.00	\$ 7.00	\$ 35.00	
The Pit				
36 Spaces	N/A	N/A	\$ 25.00	

* Note: The Main Street deck is currently operated by the Red Lion Hotel, with rates established by hotel management. The current lease agreement expires in December 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Planning & Development

Fee Standards

Payment Due

Fees for applications and plan reviews are due with the submission of the application or plan. In accordance with the city's Development Ordinance, no action shall be taken on proceedings before the Board of Adjustment, Planning and Zoning Commission, Historic Preservation Commission or Technical Review Committee until all applicable fees have been paid in full. Permit fees are due at the time of permit issuance. Inspection fees are due prior to plan approval or certificate, as applicable. Regional stormwater facility fees are due prior to plan approval. Development fees cannot be waived or refunded except as authorized herein.

Fee Waivers

Development fees may be waived or reduced only as stated herein. Fee waivers do not relinquish the development from any application, plan review, permit or inspection requirements.

Development fees are waived for all projects applicable to any City-owned property. Fees may be waived for economic development projects as part of a City Council approved economic development incentives package. During times of natural disaster, the City Manager is authorized to waive fees for a particular emergency incident. The City Manager or the applicable Department Director, is authorized to waive or reduce a fee where it is determined in writing that the calculation of the fee to a specific project results in an excessive and unreasonable cost or where it is determined that a fee waiver or reduction is needed to correct a customer service error. In addition, fees may be waived for a particular project by City Council action.

Refunds

Development fees are not refundable except as stated herein. Upon the request of the applicant, application fees for Board Action applications that require public notice are authorized for a 50% refund when an application is withdrawn prior to the public notice being given on the request. Regional stormwater facility fees are not refundable unless the applicable land development plan is voided or revised accordingly and no impervious surface has been installed. Infrastructure inspection fees are refundable where infrastructure has not been installed. Upon the request of the permit holder, an 80% refund of the permit fee is authorized where no field inspections or construction under the permit has occurred and the permit has not expired. For all issued permits a minimum of \$75 is retained.

Abandonment

Development submittals are considered abandoned in accordance with the applicable provisions of the Development Ordinance. Where a specific time of abandonment is not established by the Development Ordinance, then those submittals may be considered abandoned 6 months after the date of submittal if approval is not obtained, or after 60 days for non-payment of application or permit fee.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Planning & Development

Module 1

Guidance

Module I pertains to the application fees for the review of buildings and property to determine compliance with State and local codes. Fees are intended to defray the cost of research, inspection, report preparation and other operational costs the City incurs with processing these requests.

Item	Applications		
	Sub-Item/ Description	Fee	
Code Confirmation	Report	\$	25.00
	Site Compliance Inspection	\$	50.00
Code Compliance	Residential Building	\$	50.00
	Commercial Building	\$	75.00
Building Evaluation	Residential Building	\$	200.00
	Commercial Building	\$	-
Water and Sewer Extension Policy Exemption		\$	100.00

Code Confirmations provide written reports for owners, agents and legal representatives to confirm in writing the property's allowable principal uses, zoning districts, environmental regulations, and any pending violations, usually requested as part of due diligence in real estate transactions.

Code Compliance provides an inspection and certification of the building and property's compliance with current State Building and local development codes, usually requested as part of State licensing and similar situations where a determination of a building's compliance with existing codes is requested.

Building Evaluations provide a multi-trade review of an existing building's condition relative to applicable State Building and local codes to identify deficiencies and record major code requirements relative to a proposed use of the building.

Water and Sewer Extension Policy Exemptions enable an owner of property located outside the corporate limits to request an exemption from annexation for City water and/or sewer service in accordance with City Council adopted policy.

Module 2

Board Action

Module II pertains to fees associated with the review of development applications considered by the City Council, Board of Adjustment, Historic Preservation Commission and Planning & Zoning Commission. Fees are intended to defray the cost of public notice, report preparation and other operational costs the city incurs with processing these applications.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Planning & Development

Module 2 *(cont'd)*

Applications		
Item	Sub-Item/ Description	Fee
Annexation (Voluntary - Includes Plat Recording Fees)		\$ 200.00
Appeal (BOA)		\$ 200.00
Certificate of Appropriateness	Major Work	\$ 80.00
	Minor Work	\$ 40.00
Development Agreement		\$ 400.00
Historic Preservation Community Review (non-hearing item)		\$ 40.00
Plan Amendment		\$ 200.00
Street Abandonment		\$ 500.00
Street Name Change	Application	\$ 200.00
	Sign Replacement Cost	1/2 sign cost(s)
Special Use	Special Use	\$ 1,000.00
	Minor Amendment	\$ 200.00
Text Amendment		\$ 200.00
Variance (BOA)		\$ 200.00
Vested Rights		\$ 400.00
Zoning Map Amendment	General Zoning District	\$ 500.00
	Conditional Zoning District	\$ 1,000.00
	Planned Development District	\$ 1,200.00

Module 3

Land Development

Module III pertains to fees associated with the review of land development applications and plans, which include subdivision, site plans, public infrastructure plans, and stormwater treatment facilities. Fees are intended to defray the cost of processing applications, reviewing plans, conducting infrastructure inspections along with the other operational costs the city incurs with processing land development applications and plans.

Applications		
Item	Sub-Item/ Description	Fee
Easement Reconveyance		\$ 100.00
Right of Way Encroachment Agreement		\$ 150.00
Watershed Variance		\$ 150.00

Plan Reviews		
Item	Sub-Item/ Description	Fee
Sketch Plan		\$ -
Site Plan (Includes watershed & landscape component plan reviews)	Residential Plan (Single-family attached & multi-family)	\$300 + \$4 per dwelling unit
	Small Non-Residential Plan (< 3,000 sq. ft. & no built upon area)	\$ 50.00
		\$300 + \$4 per acre or portion thereof
	Non-Residential Plan (Non-residential & mixed use)	thereof

City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Planning & Development

Module 3 (cont'd)

Plan Reviews		
Item	Sub-Item/ Description	Fee
Group Development (Includes watershed & landscape component plan reviews)	Residential Plan (Single-family attached & multi-family)	\$300 + \$4 per dwelling unit
	Non-Residential Plan (Non-residential & mixed use)	\$300 + \$4 per acre or portion thereof
Subdivision (Includes watershed & landscape component plan reviews)	Preliminary Plan (With infrastructure)	\$300 + \$20 per lot
	Preliminary Plan (Without infrastructure)	\$ 100.00
	Final Plat (Includes plat recording fees)	\$ 100.00
Minor Plan Revision (Revision to an approved plan)	Residential Plan	\$100 + \$4 each added dwelling unit
	Non-Residential Plan	\$100 + \$4 each added 1,000sf.
	Subdivision	\$100 + \$20 each added lot
Grading Plan		\$345 + \$115 for each acre over 1 acre
Street & Utility Plan		\$ 50.00
Common Signage Plan		\$ 100.00
Design Review Plan		\$ 50.00
Exclusion Map (Includes plat recording fees)		\$ 100.00
Land Development Plan - Minimum Fee		\$ 50.00

Infrastructure		
Item	Sub-Item/ Description	Fee
Infrastructure Inspections	Roadway Inspection	\$0.50 per linear ft.
	Sewer Line Inspection	\$0.75 per linear ft.
	Storm Sewer Line Inspection	\$0.50 per linear ft.
	Water Line Inspection	\$0.75 per linear ft.
Right-of-Way Disturbance Permit	Residential Application	\$ 50.00
	Commercial Application	\$ 150.00
	0-400 square feet of excavation	\$0.25 per sf.
	>400 square feet of excavation	\$100 + \$0.50 per sf.
Public Regional Stormwater Facility (Application of Public Regional Stormwater Facility fee to Streets: The facility fee applies to all impervious surface within a development, including public and private streets; however, where a developer constructs a 4-lane or larger public street within a development, then the fee shall apply to only 50% of the impervious	0-1 acre of impervious surface	\$0.35 per sf.
	>1-5 acres of impervious surface	\$30,000 per ISA acre
	>5-10 acres of impervious surface	\$150,000 + \$15,000 per ISA acre over 5 acres
	>10 acres of impervious surface	\$225,000 + \$9,000 per ISA acre over 10 acres
	Minimum Fee	\$ 2,000.00
	Outside Corporate Limits (Fee for property outside the corporate limits is 100% greater)	[Total Fee] x 2

City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Planning & Development

Module 3 (cont'd)

Infrastructure		
Item	Sub-Item/ Description	Fee
Randleman Lake Credit Area	Used when development within the "Randelmen Lake Credit Area" exceeds 50% BUA	\$50/Acre
Uwharrie General Watershed Area	Used when development within the "Uwharrie General Watershed Area" exceeds 50% BUA	\$50/Acre

Module 4

Construction Permit

Module IV pertains to fees associated with the plan review, permitting and inspection of buildings, structures and land uses. These fees are intended to offset the city's cost for administering and operating the construction inspection program.

Residential Construction Permit		
Item	Sub-Item/ Description	Fee
Construction (To calculate construction fees, the schedule uses the February version of the International Code Council (ICC) Building Valuation Data (BVA) Trase-based Calculations	New Structure (Includes all associated electrical, mechanical, plumbing & zoning inspections)	For building area < or = to 1300sf use ICC table value x sf. x 0.004 plus building area. For area > 1300sf use ICC table value x 0.005
	Building Addition (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$75 Per Trade
	Alteration (Includes inspections for permitted trades)	\$75 Per Trade
	Repair (Includes inspections for permitted trades)	\$75 Per Trade
	Manufactured Dwelling (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$ 200.00
	Modular Dwelling (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$ 300.00
	Accessory Structure (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$75 Per Trade
	Deck Addition (Deck addition to existing building) (Includes inspections for permitted trades)	\$75 Per Trade
	Screen Porch Addition (Screen porch addition to existing building) (Includes inspections for permitted trades)	\$75 Per Trade
	Swimming Pool (Includes inspections for permitted trades)	\$75 Per Trade

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Planning & Development

Module 4 *(cont'd)*

Residential Construction Permit <i>(Cont'd)</i>		
Item	Sub-Item/ Description	Fee
Residential Plan Review	Applies only to attached housing - fee covers the entire building containing the attached units	\$ 100.00
Change of Occupancy	Change of Occupancy Only	\$ 150.00
Residential Driveway	Inspection	\$30 per driveway
NC Homeowner Recovery Fee	(Mandatory State fee applied to any type of CR permit for a SF dwelling issued to a licensed general contractor; \$1.00 is retained & \$9.00 sent to State)	\$ 10.00
Residential Provisional Power	Application	\$ 100.00
Residential Temporary Certificate of Occupancy	Application	\$ 100.00
Residential Construction Minimum Fee	For Unlisted Items	\$75 Per Trade

Residential Over-The-Counter Permit		
Trade	Sub-Item/ Description	Fee
Building	Re-Roofing (>\$15,000 value)	\$ 75.00
	Window Replacement (>\$15,000 value)	\$ 75.00
	Siding Replacement (>\$15,000 value)	\$ 75.00
Electrical	New Service	\$ 75.00
	Service Upgrade	\$ 75.00
	Sub-Panel	\$ 75.00
	Outlets and Fixtures	\$ 75.00
	Generator	\$ 75.00
	Temporary Service	\$ 75.00
Mechanical	HVAC Unit Addition or Replacement	\$ 75.00
	Duct Work Only	\$ 75.00
	Fuel Line Only	\$ 75.00
		\$75 per
	Fuel Appliance (Includes fuel line inspection)	appliance
Plumbing	Service Line -Water Line Only	\$ 75.00
	Service Line - Sewer Line Only	\$ 75.00
	Service Line -Water and Sewer Line	\$ 75.00
	Fixtures and Connections	\$ 75.00
	Water Heater - Electric	\$ 75.00
	Water Heater - Gas	\$ 75.00
Small Accessory Structure	Smaller Than 12'x12'x12'	\$ 25.00

Commercial Construction Permit		
Item	Sub-Item/ Description	Fee
Commercial Construction Permit Application	Application	\$ 75.00

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Planning & Development

Module 4 *(cont'd)*

Commercial Construction Permit <i>(Cont'd)</i>			
Item	Sub-Item/ Description	Fee	
Construction (To calculate construction fees, the schedule uses the February version of the International Code Council (ICC) Building Valuation Data (BVA) rounded to the nearest whole number to determine the construction value based upon occupancy and building type). Changes will be effective July 1 of each year	New Structure (Includes all associated electrical, mechanical, plumbing & zoning inspections)	20,000sf use ICC table value x sf. x 0.004 plus building area. For area > 20,000sf use ICC table value x 0.0015	
	Addition (Includes all associated electrical, mechanical, plumbing & zoning inspections)	20,000sf use ICC table value x sf. x 0.004 plus building area. For area > 20,000sf use ICC table value x 0.0015	
	Alteration - Area Based (Includes all associated electrical, mechanical, plumbing & zoning inspections)	20,000sf use ICC table value x sf. x 0.004 plus building area. For area > 20,000sf use ICC table value x 0.0015 x 50%	
	Alteration - Non Area Based (Used where a square foot floor area cannot be determined; includes all associated electrical, mechanical, plumbing & zoning inspections)	\$100 per trade	
Trade-based Calculations	Alteration - Roof Replacement (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$30 per 5,000 sq. ft. + \$100 per trade	
	Modular (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$500 per unit	
	Swimming Pool (Includes inspections for permitted trades)	\$100 per trade	
	Deck Addition (Deck addition to existing building) (Includes inspections for permitted trades)	\$100 per trade	
	Repair (Includes inspections for permitted trades)	Old \$75 per trade	New \$100 per trade
	Outdoor Advertising Sign (Includes all associated inspections)	\$ 400.00	
	Communications Tower (Includes all associated inspections)	\$ 400.00	
	Wall (Structural inspections only)	\$1.50 per linear ft.(use minimum fee if necessary)	

City of
HIGH POINT
NORTH CAROLINA

Comprehensive Fee Schedule

Planning & Development

Module 4 *(cont'd)*

Commercial Construction Permit <i>(Cont'd)</i>		
Item	Sub-Item/ Description	Fee
Interior Demolition	Single Trade/Stand Alone Applications (Interior demolition only)	\$ 150.00
Fire Protection	Automatic Fire Extinguishing System - Sprinkler with or without Standpipe	\$ 150.00
	Automatic Fire Extinguishing System - Clean Agent	\$ 100.00
	Automatic Fire Extinguishing System - Dry Chemical	\$ 100.00
	Automatic Fire Extinguishing System -UL-300 Hood System	\$ 100.00
	Automatic Fire Extinguishing System - CO2 Inert Gas	\$ 100.00
	Automatic Fire Extinguishing System - Other System	\$ 100.00
	Battery System	\$ 100.00
	Compressed Gas	\$ 100.00
	Cryogenic Fluid	\$ 100.00
	Fire Alarm and Detection System - Manual Fire Alarm System Only	\$ 100.00
	Fire Alarm and Detection System - Automatic Fire Alarm System	\$ 150.00
	Fire Alarm and Detection System - Electrical	\$ 50.00
	Flammable and Combustible Liquid - Install, Repair or Modification	\$ 100.00
	Flammable and Combustible Liquid - Tanks (Removal or Installation)	\$100 per tank
	Fire Pumps	\$ 100.00
	Hazardous Material	\$ 100.00
	Industrial Oven	\$ 100.00
	Private Fire Hydrant	\$ 100.00
	Spraying or Dipping	\$ 100.00
	Standpipe System	\$ 100.00
	Access Control - Fire	\$ 50.00
	Access Control - Electrical	\$ 50.00
	Underground Flush	\$ 50.00
	Temporary Membrane Structures and Tents (400 sq. ft. to 1,200 sq. ft.)	\$75 per tent
	Temporary Membrane Structures and Tents (Greater than 1,200 sq. ft.)	\$150 per tent
Commercial Plan Review	Review and revision to an approved plan	\$ 100.00
Change of Occupancy	Change of Occupancy Only (For Single Trade/Stand Alone Applications)	\$ 150.00
Commercial Driveway	Inspection	\$50 per driveway

City of
HIGH POINT
NORTH CAROLINA

Comprehensive Fee Schedule

Planning & Development

Module 4 *(cont'd)*

Commercial Construction Permit <i>(Cont'd)</i>		
Item	Sub-Item/ Description	Fee
ABC Code Compliance	Inspection	\$ 75.00
Commercial Provisional Power	Application	\$ 200.00
Commercial Temporary Certificate of Occupancy	Application	\$ 250.00
Commercial Construction Minimum Fee	For Unlisted Items	\$ 100.00
Commercial Over-The-Counter Permit		
Trade	Sub-Item/ Description	Fee
Electrical	Replacement (For replacement of same size receptacles, outlets & fixtures)	\$ 100.00
	Minor Work - Relocation and/or up to 5 new devices (For addition of new receptacles, outlets & fixtures)	\$ 100.00
	Minor Low Voltage Work - Relocation and/or up to 5 new devices (For low voltage drops & devices)	\$ 100.00
	Temporary Service - 60 amp or less	\$ 100.00
	Temporary Service - Greater than 60 amp	\$ 100.00
	Service Change - 200 amp or less	\$ 100.00
	Service Change - Greater than 200 amp	\$ 100.00
Mechanical	HVAC Unit Replacement (For replacement of same size unit)	\$100 per unit
Plumbing	Water Line Replacement	\$ 100.00
	Sewer Line Replacement	\$ 100.00
	Fixture Replacement	\$ 100.00
Fire Protection	Sprinkler System Heads (Relocation and/or up to 10 new heads)	\$ 75.00
	Fire Alarm: Detection System (Devices - relocation and/or up to 5 new devices)	\$ 75.00
	Fire Alarm: Detection System (Devices - electrical)	\$ 75.00
Structure Removal Permit		
Item	Sub-Item/ Description	Fee
Residential Structure	Demolition	\$ 100.00
	Moved Structure	\$ 150.00
Commercial Structure	Demolition	\$ 200.00
	Moved Structure	\$ 150.00
Sign Permit		
Item	Sub-Item/ Description	Fee
Sign Plan Revision	Revision to an approved plan	\$ 25.00
Zoning Compliance		\$50 per sign
Structural Compliance		\$ 75.00
Electrical Compliance		\$ 75.00

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Planning & Development

Module 4 *(cont'd)*

Zoning Compliance Permit		
Item	Sub-Item/ Description	Fee
Standard Permit		\$ 50.00
Temporary Use Permit		\$ 50.00
Residential Fence Permit		\$ 25.00
Non-Residential Fence Permit		\$ 50.00
ABC Code Compliance	Inspection	\$ 75.00

Permit Assessment		
Item	Sub-Item/ Description	Fee
Residential - Reinspection	Building, Electrical, Plumbing and Mechanical	\$ 50.00
Commercial - Reinspection	Building, Fire, Electrical, Plumbing and Mechanical	\$ 75.00
Work without a Permit		[Permit Fee] x 2
After Hours Inspection	(Note: Fee applied per hour & per trade; min. of 2 hours assessed)	Old \$60 per hour New \$100 per hour
Document Management	Applied when significant (more than 15mins) of staff time is spent preparing electronic documents for	\$ 50.00
Document Scanning	Page sizes greater than 11"x17" Max 30 pages	\$5.00/page
Record Conversion	Applied when a request needs to be converted from one record type to another	25
Code Compliance Inspection	Initial site inspection conducted on all projects done by "Unlicensed" (including owners) contractors	50

Energy Efficiency Permit Rebates		
Item	Sub-Item/ Description	Rebate
Residential New Construction	USGBC Leadership in Energy and Environmental Design (LEED) Certification	50% of [Permit Fee]; Max. \$500
	NC Healthy Built Home Certification	50% of [Permit Fee]; Max. \$500
Residential New Construction	USEPA Energy Star Certification	50% of [Permit Fee]; Max. \$500
	NAHB Model Green Building Home Guideline Certification	50% of [Permit Fee]; Max. \$500
	ICC/NAHB National Green Building Standard Certification	50% of [Permit Fee]; Max. \$500
Residential Construction	Geothermal Heat Pump	\$ 40.00
	Photovoltaic Energy System	\$ 40.00
	Solar Hot Water Heating	\$ 40.00
	Gray/Rain Water Collection	\$ 40.00
	Tankless Hot Water Heating	\$ 40.00
Commercial Construction	Geothermal Heat Pump	\$ 80.00
	Photovoltaic Energy System	\$ 80.00
	Solar Hot Water Heating	\$ 80.00
	Gray/Rain Water Collection	\$ 80.00
	Tankless Hot Water Heating	\$ 80.00

City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Planning & Development

Module 5

Code Violations

Module V pertains to the costs associated with the abatement of public nuisance violations. Fees are intended to offset a portion of the City's cost for administering and processing the abatement of a violation.

Administrative Fees			
Item	Sub-Item/ Description		Fee
Administrative Abatement Cost	Public Nuisance Code - Abatements	\$	100.00
Vehicle Release	Vehicle Violation - Release from Impoundment	\$	150.00

Inspection Fees

Fees - Roadways and Utilities

Construction Inspection Rates

Water Lines Per Linear Foot	\$	0.75
Sewer Lines Per Linear Foot	\$	0.75
Roadways Per Linear Foot	\$	0.50
Storm Drainage Per Linear Foot	\$	0.50
Minimum Fee - Flat Fee	\$	100.00

Fees - Grading Permits & Erosion Control Inspection

First acre of disturbed land	\$	345.00
Each additional acre of disturbed land or part thereof (round up)	\$	115.00

Driveway Inspections

Driveway Permit fees by:

Residential - Per Permit	\$	30.00
Commercial - Per Permit	\$	50.00
Industrial - Per Permit	\$	50.00

Erosion Control Surety

The Surety is Based on Per Disturbed Acre	\$	2,000.00
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A surety is required on most land disturbing projects greater than an acre in size. The surety is refundable once the site is stabilized with a sufficient amount of continuous growth of ground cover to prevent erosion. The surety must be either a bond issued in the state of North Carolina or a check which will be held within the city's account.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

ELECTRIC RATE SCHEDULE RATE Z-STREET LIGHTING SERVICE

Availability

Available to Municipal, County, State, or Federal Government, on the City's distribution system. This schedule is not available for service to non-governmental entities.

Monthly Rate

(A) BRACKET MOUNTED LUMINAIRES

All-night outdoor lighting service using City standard equipment mounted on standard poles (thirty- five (35) foot, class 6 wood poles):

Lumens	Wattage	kWh Per Month	Type of Fixture	Monthly Charge
High Pressure Sodium Vapor				
9,500	100	47	Urban (Cobra Head	\$ 13.60
9,500	100	47	Pedestrian light	\$ 47.06
27,500	250	104	Urban (Cobra Head)	\$ 16.85
27,500	250	104	Vector	\$ 46.28
50,000	400	156	Urban (Cobra Head)	\$ 20.20
50,000	400	156	Vector	\$ 50.32
124,000	1000	391	Urban (Cobra Head)	\$ 39.81
Mercury Vapor (closed to new installations)				
7,500	175	75	Urban (Cobra Head)	\$ 11.43
10,000	250	104	Urban (Cobra Head)	\$ 11.20
20,000	400	152	Urban or Suburban	\$ 15.17
LED - Proposed				
4,649	54	15	Closed to new install. 100w HPS Eq.	\$ 10.88
4,985	47	13	Ped. Lgt (LED Bulb in Exist. Fix.)	\$ 37.65
16,974	150	41	Urban Cobra Head 250 w HPS Eq.	\$ 13.48
26,435	238	64	Urban (Cobra head) 400 w Eq.	\$ 16.16
11,424	86	23	OSQ (250 w KIM Fixture Eq.)	\$ 35.73
47,185	376	102	Mongoose (Vector Eq.)	\$ 40.26
4,985	47	13	T/C Post Top (100w HPS Eq.)	\$ 11.45

(B) OTHER LUMINAIRES

Decorative and non-standard luminaires can be installed on request, at the City's option, at the rate in (A) above plus an extra monthly charge equal to 1.7% of the estimated difference in cost installed between the luminaire and structure requested and the equivalent luminaire and wood pole in (A) above.

(C) UNDERGROUND CHARGES

Additional monthly charge for the underground conductor system:

Feet Per Pole	From Overhead System	From Underground System
0-100 Feet	\$0.69	\$0.49
100-200 Feet	\$1.24	\$1.05
200-300 Feet	\$2.22	\$2.02
300-400 Feet	\$3.19	\$2.99
400-500 Feet	\$4.15	\$3.94

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

ELECTRIC RATE SCHEDULE RATE Z-STREET LIGHTING SERVICE (cont'd)

Monthly Rate (Cont'd)

(D) OTHER CHARGES

Additional monthly charge for the following items:

Item	Charge Per Month	Item	Charge Per Month
Extra Pole (35' Wood)	\$2.71	Down Guy	\$0.92
Extra Pole Height (40' Wood)	\$2.96	Fiberglass Pole (30/35')	\$5.17
Extra Pole Height (45' Wood)	\$4.45	Fiberglass Pole (40')	\$6.88
Extra Pole Height (50' Wood)	\$10.06	Long Bracket	\$1.10
Extra Pole Height (55' Wood)	\$10.97	Aluminum Pole (50')	\$20.00
Lighting Control Center	\$66.70	Decorative Base	\$4.26

- (E) Service using overhead conductors is not available in any area designated by the City as underground distribution area, nor in any area, location, or premises being served from an underground source.
- (F) When the installation requires the cutting and replacing of pavement of more than one drive or one walkway per luminaire, 1.7% of the estimated cost of this cutting and replacing of pavement will be added to the charges above.
- (G) When an installation is in an area served by a concrete-encased duct system, additional charges stated above, will not apply and, instead, the additional monthly charge will be 1.7% of the estimated cost of the underground conductor system

Explanatory Notes

- A. Lamps will burn from approximately one half-hour after sunset until approximately one half-hour before sunrise. The City will readily replace burned-out lamps and otherwise maintain the luminaires during regular day-time working hours following notification by the Customer.
- B. Luminaires will be installed only on City-owned poles, and all facilities necessary for service under this Schedule, including fixtures, lamps, controls, poles, hardware, transformers, conductors, and other appurtenances shall be owned and maintained by the City.
- C. Equipment (such as disconnecting switches) not supplied by the City as standard is not available under this Schedule, and shall not be installed by the Customer.
- D. This Schedule is not available for seasonal or other part-time operation of outdoor luminaires.
- E. All facilities necessary for service under this Schedule, including fixtures, lamps, controls, poles, or other structures, hardware, transformers, conductors, and other appurtenances shall be owned and maintained by the City. Variance from this ownership clause must be approved by the Director of Electric Utilities.

SALES TAX

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 1-RESIDENTIAL SERVICE, ALL ELECTRIC, ENERGY CONSERVATION

(Formerly Rate Schedule RCSC)

Availability

Available only to residential customers in residences, condominiums, mobile homes, or individually metered apartments, which provide independent and permanent facilities, complete for living, sleeping, eating, cooking, and sanitation. In addition, all energy required for all water heating, cooking, clothes drying, and environmental space conditioning must be supplied electrically, and all electric energy used in such dwelling must be recorded through a single meter.

To qualify for service under this schedule, the residence needs to be a new structure, built to current state building code requirements and all air conditioning/heat pumps need to have a Seasonal Energy Efficiency Ratio (SEER) rating of at least 13. Any existing residence that can be modified to meet these requirements will qualify.

Type of Service

The City will furnish 60 Hertz service through one meter, at one delivery point, where available, single - phase, 120/240 volts; or 3-phase, 208Y/120 volts; or other available voltages at the City's option.

Three-phase service will be supplied, if available. Where three-phase and single-phase service is supplied through the same meter, it will be billed on the rate below. Where three-phase service is supplied through a separate meter, it will be billed on the applicable General Service schedule.

Monthly Rate

	Base Rate		Proposed Rate	
Basic Facilities Charge per month:	\$	13.15	\$	12.91
Energy Charge:	Billing Months	Billing Months		
	July-October	November-June		
For the first 350 kWh	\$0.110309/ kWh		\$	0.108323/kWh
For all over 350 kWh	\$0.116055/ kWh		\$	0.113966/kWh
For the first 350 kWh		\$0.110309/ kWh	\$	0.108323/kWh
For all over 950 kWh		\$0.098083/ kWh	\$	0.096318/kWh

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Electric

RATE 3-RESIDENTIAL SERVICE, ENERGY CONSERVATION WITH WATER HEATING

(Formerly Rate Schedule RCEC)

Availability

Available only to residential customers in residences, condominiums, mobile homes, or individually metered apartments, which provide independent and permanent facilities, complete for living, sleeping, eating, cooking, and sanitation.

Heaters having only a lower element may have wattages up to but not exceeding the specific wattages as shown below for various tank capacities:

<u>Tank Capacity in Gallons</u>	<u>Maximum Single Element Wattage</u>
30 - 39	3500
40 - 49	4500
50 - and Larger	5500

To qualify for service under this schedule, the residence needs to be a new structure, built to current state building code requirements and all air conditioning/heat pumps need to have a Seasonal Energy Efficiency Ratio (SEER) rating of at least 13. Any existing residence that can be modified to meet these requirements will qualify.

Type of Service

The City will furnish 60 Hertz service through one meter, at one delivery point, where available, single-phase, 120/240 volts; or 3-phase, 208Y/120 volts; or other available voltages at the City's option.

Three-phase service will be supplied, if available. Where three-phase and single-phase service is supplied through the same meter, it will be billed on the rate below. Where three-phase service is supplied through a separate meter, it will be billed on the applicable General Service schedule.

Monthly Rate

	Base Rate	Proposed Rate
Basic Facilities Charge per month:	\$ 13.15	\$ 12.91

Energy Charge:

	Billing Months July-October	Billing Months November-June
For the first 350 kWh	\$0.110309 / kWh	\$ 0.108323/kWh
For all over 350 kWh	\$0.116055 / kWh	\$ 0.113966/kWh
For the first 350 kWh	\$0.110309 / kWh	\$ 0.108323/kWh
For the next 950 kWh	\$0.107930 / kWh	\$ 0.105987/kWh
For all over 1,300 kWh	\$0.103085 / kWh	\$ 0.101229/kWh

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 12-RESIDENTIAL SERVICE, ALL ELECTRIC *(Formerly Rate Schedule RAE)*

Availability

Available only to residential customers in residences, condominiums, mobile homes, or individually metered apartments which provide independent and permanent facilities complete for living, sleeping, eating, cooking, and sanitation. In addition, all energy required for all water heating, cooking, clothes drying, and environmental space conditioning must be supplied electrically, and all electric energy used in such dwelling must be recorded through a single meter.

Type of Service

The City will furnish 60 Hertz service through one meter, at one delivery point, where available, single-phase, 120/240 volts; or 3-phase, 208Y/120 volts; or other available voltages at the City's option.

Three-phase service will be supplied, if available. Where three-phase and single-phase service is supplied through the same meter, it will be billed on the rate below. Where three-phase service is supplied through a separate meter, it will be billed on the applicable General Service schedule.

Monthly Rate

	Base Rate		Proposed Rate	
Basic Facilities Charge per month:	\$	13.15	\$	12.91
Energy Charge:	Billing Months	Billing Months		
	July-October	November-June		
For the first 350 kWh	\$0.111033 / kWh		\$	0.109034/kWh
For all over 350 kWh	\$0.123748 / kWh		\$	0.121520/kWh
For the first 350 kWh		\$0.111033 / kWh	\$	0.109034/kWh
For the next 950 kWh		\$0.112374 / kWh	\$	0.110351/kWh
For all over 1,300 kWh		\$0.105209 / kWh	\$	0.103315/kWh

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
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Comprehensive Fee Schedule

Electric

RATE 15-RESIDENTIAL SERVICE, ENERGY CONSERVATION *(Formerly Rate Schedule REC)*

Availability

This schedule is closed and not available to locations where the customer was not served by the City prior to August 18, 1994.

Available only to residential customers in residences, condominiums, mobile homes, or individually metered apartments, which provide independent and permanent facilities, complete for living, sleeping, eating, cooking, and sanitation.

To qualify for service under this schedule, the residence needs to be a new structure, built to current state building code requirements and all air conditioning/heat pumps need to have a Seasonal Energy Efficiency Ratio (SEER) rating of at least 13. Any existing residence that can be modified to meet these requirements will qualify.

Type of Service

The City will furnish 60 Hertz service through one meter, at one delivery point, where available, single-phase, 120/240 volts; or 3-phase, 208Y/120 volts; or other available voltages at the City's option.

Three-phase service will be supplied, if available. Where three-phase and single-phase service is supplied through the same meter, it will be billed on the rate below. Where three-phase service is supplied through a separate meter, it will be billed on the applicable General Service schedule.

Monthly Rate

	Base Rate		Proposed Rate	
Basic Facilities Charge per month:	\$	13.15	\$	12.92
Energy Charge:	Billing Months	Billing Months		
	July-October	November-June		
For the first 350 kWh	\$0.110309 / kWh		\$	0.108323/kWh
For all over 350 kWh	\$0.121119 / kWh		\$	0.118939/kWh
For the first 350 kWh		\$0.110309 / kWh	\$	0.108323/kWh
For the next 950 kWh		\$0.110131 / kWh	\$	0.108149/kWh
For all over 1,300 kWh		\$0.105187 / kWh	\$	0.103294/kWh

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
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Comprehensive Fee Schedule

Electric

RATE 16-RESIDENTIAL SERVICE, ELECTRIC WATER HEATER *(Formerly Rate Schedule RC)*

Availability

Available only to residential customers in residences, condominiums, mobile homes, or individually metered apartments, which provide independent and permanent facilities, complete for living, sleeping, eating, cooking, and sanitation. In addition, all energy required for all water heating must be supplied electrically, and all electric energy used in such dwelling must be recorded through a single meter.

Type of Service

The City will furnish 60 Hertz service through one meter, at one delivery point, where available, single-phase, 120/240 volts; or 3-phase, 208Y/120 volts; or other available voltages at the City's option.

Three-phase service will be supplied, if available. Where three-phase and single-phase service is supplied through the same meter, it will be billed on the rate below. Where three-phase service is supplied through a separate meter, it will be billed on the applicable General Service schedule.

Monthly Rate

	Base Rate		Proposed Rate	
Basic Facilities Charge per month:	\$	13.15	\$	12.92
Energy Charge:	Billing Months	Billing Months		
	July-October	November-June		
For the first 350 kWh	\$0.110309 / kWh		\$	0.108323/kWh
For the next 950 kWh	\$0.122043 / kWh		\$	0.119846/kWh
For all over 1300 kWh	\$0.121921 / kWh		\$	0.119726/kWh
For the first 350 kWh		0.110309 / kWh	\$	0.108323/kWh
For the next 950 kWh		0.122043 / kWh	\$	0.119846/kWh
For all over 1,300 kWh		0.113420 / kWh	\$	0.111378/kWh

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 18-RESIDENTIAL SERVICE, NON-ELECTRIC WATER HEATER

(Formerly Rate Schedule R)

Availability

Available only to residential customers in residences, condominiums, mobile homes, or individually metered apartments, which provide independent and permanent facilities, complete for living, sleeping, eating, cooking, and sanitation. In addition, all energy required for all water heating is not supplied electrically, and all electric energy used in such dwelling must be recorded through a single meter.

Type of Service

The City will furnish 60 Hertz service through one meter, at one delivery point, where available, single-phase, 120/240 volts; or 3-phase, 208Y/120 volts; or other available voltages at the City's option.

Three-phase service will be supplied, if available. Where three-phase and single-phase service is supplied through the same meter, it will be billed on the rate below. Where three-phase service is supplied through a separate meter, it will be billed on the applicable General Service schedule.

Monthly Rate

	Base Rate		Proposed Rate	
Basic Facilities Charge per month:	\$	13.15	\$	12.91
Energy Charge:	Billing Months	Billing Months		
	July-October	November-June		
For the first 350 kWh	\$0.110309 / kWh		\$	0.108323/kWh
For the next 950 kWh	\$0.124519 / kWh		\$	0.122278/kWh
For all over 1300 kWh	\$0.121919 / kWh		\$	0.119724/kWh
For the first 350 kWh		0.110309 / kWh	\$	0.108323/kWh
For the next 950 kWh		0.124519 / kWh	\$	0.122278/kWh
For all over 1,300 kWh		0.112082 / kWh	\$	0.110065/kWh

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Electric

Rate 10-General Service; Commercial/Industrial (Formerly Schedule C)

Availability

- (a) Available to the individual customer.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential or Industrial Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

	Base Rate	Proposed Rate
Basic Facilities Charge per month:	\$ 17.42	\$ 17.11

Demand Charge:

For the first 30 kW of Billing Demand per month	No charge	
For all over 30 kW of Billing Demand per month	\$ 5.75 / kW	\$ 5.65

Energy Charge:

For the First 125 kWh per KW Billing Demand Per Month:		
For the first 3,000 kWh	\$0.155648 / kWh	\$ 0.152846/kWh
For the next 87,000 kWh	\$0.078115 / kWh	\$ 0.076709/kWh
For all over 90,000 kWh	\$0.061944 / kWh	\$ 0.060829/kWh
For the Next 275 kWh Billing Demand Per Month:		
For the first 6,000 kWh	\$0.107497 / kWh	\$ 0.105562/kWh
For the next 95,000 kWh	\$0.079609 / kWh	\$ 0.078176/kWh
For all over 101,000 kWh	\$0.077005 / kWh	\$ 0.075619/kWh
For all Over 400 kWh per kW Billing Demand Per Month:		
For all kWh per month	\$0.071242 / kWh	\$ 0.06996/kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

City of
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Comprehensive Fee Schedule

Electric

RATE 10-GENERAL SERVICE; Commercial/Industrial *(Cont'd)*

The demand for billing purposes each month shall be the largest of the following:

- (1) The maximum integrated thirty-minute demand measured in the previous 12 months including the month for which the bill is rendered.
- (2) Fifty percent (50%) of the customer's maximum-recorded demand.
- (3) 30 Kilowatts (kW).

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt- hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 11-GENERAL SERVICE, COMMERCIAL, WATER HEATER (Formally Schedule W)

Availability

This rate is available only to customers receiving service at 575 volts or less on Rate 10 or Rate 21, provided that water heaters are of the insulated storage type, and that energy used is limited to the heating of water for purposes other than space heating.

Type of Service

The City will furnish 60 Hertz service, single or three (3) phase, sub-metered at the same point of delivery and at the same voltage as the energy which is delivered to the customer on Rate 10 or Rate 21.

Monthly Rate

	Base Rate	Proposed Rate
For the first 100 kWh	\$0.132387 / kWh	\$ 0.130004/kWh
For all over 100 kWh	\$0.091425 / kWh	\$ 0.089779/kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt- hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE SCHEDULE 21-INDUSTRIAL SERVICE (Formally Schedule P)

Availability

Available only to establishments classified as "Manufacturing Industries" by the Standard Industrial Classification Manual, 1957 or later revision published by the Bureau of the Budget, United States Government. Service under this Schedule shall be used solely by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.

This Schedule is not available for auxiliary or breakdown service, and power delivered hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.

The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary right-of-way, rights, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event that it is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, satisfactory point of delivery and permits. (a) Available to the individual customer.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate	Base Rate	Proposed Rate
Basic Facilities Charge per month:	\$ 27.11	\$ 26.62
Demand Charge:		
For the first 30 kW of Billing Demand per month	No Charge	
For all over 30 kW of Billing Demand per month	\$5.69/kW	\$ 5.59
Energy Charge:		
For the First 125 kWh per KW Billing Demand Per Month:		
For the first 3,000 kWh	\$0.154665 /kWh	\$ 0.151881/kWh
For the next 87,000 kWh	\$0.083727 /kWh	\$ 0.082220/kWh
For all over 90,000 kWh	\$0.066313 /kWh	\$ 0.065119/kWh
For the Next 275 kWh Billing Demand Per Month:		
For the first 140,000 kWh	\$0.077129 /kWh	\$ 0.075741/kWh
For all over 140,000 kWh	\$0.069417 /kWh	\$ 0.068167/kWh
For all Over 400 kWh per kW Billing Demand Per Month:		
For all kWh per month	\$0.065921 /kWh	\$ 0.064734/kWh

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE SCHEDULE 21-INDUSTRIAL SERVICE *(cont'd)*

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) The maximum integrated thirty-minute demand measured in the previous 12 months including the month for which the bill is rendered.
- (2) Fifty percent (50%) of the customer's maximum-recorded demand.
- (3) 30 Kilowatts (kW).

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 24- BUILDING CONSTRUCTION SERVICE *(Formerly Schedule GP)*

Availability

- (a) Available only as temporary service to builders for use in the construction of buildings or other establishments which will receive, upon completion, permanent electric service from the City's lines.
- (b) This Schedule is not available for permanent service to any building or other establishment, or for service to construction projects of types other than the foregoing, to rock crushers, asphalt plants, carnivals, fairs, or other non-permanent connections. Such service will be provided on the City's General Service
- (c) This Schedule is not available for auxiliary or breakdown service, and power delivered hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other Schedule of the City.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

	Base Rate	Proposed Rate
Basic Facilities Charge per month:	\$ 16.24	\$ 15.94

Energy Charge:

For the first 50 kWh	\$0.000000 / kWh	
For all over 50 kWh	\$0.086567 / kWh	\$ 0.085009/kWh

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Electric

RATE 25-GENERAL SERVICE, ALL ELECTRIC (Formerly Schedule CAE)

Availability

- (a) Available to the individual customer, with a 12-month average load factor over 80 percent.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premise.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential or Industrial Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits.
- (e) Available only to establishments in which environmental space conditioning is required and all energy for all such conditioning is supplied electrically through the same meter as all other electric energy used in the establishment.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

	Base Rate	Proposed Rate	Proposed Rate
Basic Facilities Charge per month:	\$ 27.04	\$ 26.55	
Demand Charge:			
For the first 30 kW of Billing Demand per month	No charge		
For all over 30 kW of Billing Demand per month	\$5.74 / kW	\$ 5.64	
Energy Charge:	Billing Months April-November	Billing Months December-March	
For the First 125 kWh per KW Billing Demand Per Month:			
For the first 3,000 kWh	\$0.150113 / kWh	\$0.142689 / kWh	\$ 0.147410/kWh \$ 0.140121/kWh
For the next 87,000 kWh	\$0.084110 / kWh	\$0.084113 / kWh	\$ 0.082596/kWh \$ 0.082599/kWh
For all over 90,000 kWh	\$0.056723 / kWh	\$0.056723 / kWh	\$ 0.055702/kWh \$ 0.055702/kWh
For the Next 275 kWh Billing Demand Per Month:			
For the first 140,000 kWh	\$0.080212 / kWh	\$0.076247 / kWh	\$ 0.078768/kWh \$ 0.074875/kWh
For all over 140,000 kWh	\$0.072232 / kWh	\$0.068659 / kWh	\$ 0.070932/kWh \$ 0.067423/kWh
For all Over 400 kWh per kW Billing Demand Per Month:			
For all kWh per month	\$0.069232 / kWh	0.065809 / kWh	\$ 0.067986/kWh \$ 0.064624/kWh

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 25-GENERAL SERVICE, ALL ELECTRIC *(cont'd)*

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) Fifty percent (50%) of the customer's maximum-recorded demand.
- (2) 30 Kilowatts (kW).

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Electric

RATE 33-GENERAL SERVICE & INDUSTRIAL TIME OF DAY *(Formerly Schedule 0)*

Availability

- (a) Available on a voluntary and limited basis to individual establishments.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premise.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate	Base Rate	Proposed Rate
Basic Facilities Charge	\$ 79.75	\$ 78.37
Demand Charge		
On-Peak	\$17.14 per kW	
Energy Charges	\$0.048650 per kWh	

Determination of On-Peak Hours:

SEASON	CALENDAR MONTHS	ON-PEAK HOURS
Winter	December-February	07:00-10:00
Spring	March-May	07:00-09:00
Summer	June-September	07:00-08:00
Fall	October-November	07:00-09:00

Proposed Wording & Rate Changes

Demand Charge	
On-peak June 1 – September 30 (Summer)	\$16.83 per kW
On-Peak October 1 – May 31 (Winter)	\$ 9.19 per kW
Energy Charges	
On-Peak	\$ 0.087346 per kWh
Off-Peak	\$ 0.038322 per kWh

Determination of On-Peak Hours:

SEASON	CALENDAR MONTHS	ON-PEAK HOURS
Winter	October 1 – May 31	06:00 - 13:00
Summer	June 1 – September 30	13:00 - 21:00

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 33-GENERAL SERVICE & INDUSTRIAL TIME OF DAY (cont'd)

Determination of Off-Peak Hours:

All other weekday hours and all Saturday and Sunday hours. All hours for the following holidays shall be considered as Off-Peak: New Year's Day, Memorial Day, Good Friday, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, and Christmas Day.

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) The maximum integrated thirty-minute demand measured during the on peak period hours.
- (2) Fifty percent (50%) of the customer's maximum-recorded demand.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
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Comprehensive Fee Schedule

Electric

RATE 34- COMMERCIAL & INDUSTRIAL COINCIDENT PEAK *(Formerly Schedule CPC)*

Availability

- (a) Available on an experimental case basis for Industrial and Commercial customers whose anticipated total electrical demand exceeds 300 kilowatts and 60% load factor. Until otherwise evaluated and accepted by City Council this rate shall be limited to fifty accounts.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential or Industrial Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. This Schedule is available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate		Base Rate	Proposed Rate
Basic Facilities Charge		\$ 81.05	\$ 79.59
Demand Charge			
Summer Demand Charge	(June - September)	\$22.25 per kW	\$ 21.85 per kW
Winter Demand Charge	(October - May)	\$7.41 per kW	\$ 7.28 per kW
Energy Charges		\$ 0.061944 per kWh	\$ 0.060829 /kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

City of
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Comprehensive Fee Schedule

Electric

RATE 34- COMMERCIAL & INDUSTRIAL COINCIDENT PEAK *(cont'd)*

Determination of Billing Demand

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm - 6pm
December-February	7am - 9am
All other months	7am-9am and 2pm-6pm

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt- hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 35-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW LOADS 100kW-500kW

(Formerly Schedule CP-100)

Availability

- (a) Available only to new commercial or industrial loads which begin receiving service after July 1, 1998. The demand of the new load must equal or exceed 100 KW, but be less than 500 KW during at least three months of a twelve-month period.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. Available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz .service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

	Base Rate	Proposed Rate
Basic Facilities Charge	\$ 142.68	\$ 140.11
Demand Charge		
Summer Demand Charge (June - September)	\$ 25.68 per kW	\$ 25.22 per kW
Winter Demand Charge (October - May)	\$ 7.14 per kW	\$ 7.01 per kW
Energy Charges	\$ 0.049934 per kWh	\$ 0.049035/kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 35-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW LOADS 100kW-500kW *(cont'd)*

Determination of Billing Demand *(Cont'd)*

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm - 6pm
December-February	7am - 9am
All other months	7am-9am and 2pm-6pm

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 36-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW LOADS 500kW-3000kW
(Formerly Schedule CP-100)

Availability

(a) Available only to new commercial or industrial loads which begin receiving service after July 1, 1998. The demand of the new load must equal or exceed 500 KW but be less than 3,000 KW during at least three months of a twelve-month period.

(b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.

(c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.

(d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. Available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate		Base Rate	Proposed Rate
Basic Facilities Charge		\$ 356.68	\$ 350.26
Demand Charge			
Summer Demand Charge	(June - September)	\$ 24.96 per kW	\$ 24.51 per kW
Winter Demand Charge	(October - May)	\$ 4.27 per kW	\$ 4.19 per kW
Energy Charges		\$ 0.048508 per kWh	\$ 0.047635/kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 36-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW LOADS 500kW-3000kW (cont'd)

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm - 6pm
December-February	7am - 9am
All other months	7am - 9am and 2pm - 6pm

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 37-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW LOADS EXCEEDING 3000kW

(Formerly Schedule CP-3000)

Availability

- (a) Available only to new industrial loads, which begin receiving service after July 1, 1998. The demand of the new load must equal or exceed 3000 *fON* during at least three months of a twelve-month period.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premise.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. This Schedule is available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

	Base Rate	Proposed Rate
Basic Facilities Charge	\$ 356.68	\$ 350.26
Demand Charge		
Summer Demand Charge (June - September)	\$ 22.77 per kW	\$ 22.36 per kW
Winter Demand Charge (October - May)	\$ 3.56 per kW	\$ 3.50 per kW
Energy Charges		
First 438 kWh per On Peak Demand	\$ 0.043071 per kWh	\$ 0.042296/kWh
All remaining kWh	\$ 0.041716 per kWh	\$ 0.040965/kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 37-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW LOADS EXCEEDING 3,000kW (cont'd)

Determination of Billing Demand

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm - 6pm
December-February	7am - 9am
All other months	7am - 9am and 2pm - 6pm

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 41 - GENERAL SERVICE, NEW CONSTRUCTION

Availability

This schedule shall be used solely by the contracting Customer in a single enterprise, located entirely on single, contiguous premises. This schedule is not available for auxiliary or breakdown service. Power delivered under this schedule shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in a contract with the Customer.

The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, franchises, and permits, for the delivery of such power. The City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, franchises, and permits.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

	Base Rate	Proposed Rate
Basic Facilities Charge per month	\$ 24.71	\$ 23.93

Demand Charge:

For the first 30 kW of Billing Demand per month	No charge	
For all over 30 kW of Billing Demand per month	\$3.94 per kW	\$ 3.78 per kW

Energy Charge:

For the First 125 kWh per KW Billing Demand Per Month:

For the first 3,000 kWh	\$0.119450 per kWh	\$ 0.109332/kWh
For the next 87,000 kWh	\$0.073551 per kWh	\$ 0.065266/kWh
For all over 90,000 kWh	\$0.072936 per kWh	\$ 0.064674/kWh

For the Next 275 kWh Billing Demand Per Month:

For the first 6,000 kWh	\$0.069058 per kWh	\$ 0.060951/kWh
For the next 134,000 kWh	\$0.060959 per kWh	\$ 0.053176/kWh
For all over 140,000 kWh	\$0.059964 per kWh	\$ 0.052221/kWh

For all Over 400 kWh per kW Billing Demand Per Month:

For all kWh per month	\$0.057385 per kWh	\$ 0.049744/kWh
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Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 41 - GENERAL SERVICE, NEW CONSTRUCTION *(cont'd)*

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) The maximum integrated thirty-minute demand measured in the previous 12 months including the month for which the bill is rendered.
- (2) Fifty percent (50%) of the customer's maximum recorded demand.
- (3) 30 Kilowatts (kW).

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

This rate was designed to match a Duke Power LGS Rate, and will be adjusted whenever the North Carolina Utilities Commission approves a change in the Duke Power rate.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Electric

RATE 43 - INDUSTRIAL SERVICE, NEW CONSTRUCTION

Availability

Available only to initial customer of new commercial buildings completed after September 1, 2003. The customer shall be an establishment classified as "Manufacturing Industries" by the Standard Industrial Classification Manual, 1957 or later revision published by the Bureau of the Budget, United States Government, and only where more than fifty percent (50%) of the total electric consumption of such establishment is used for its manufacturing processes. Minimum load to qualify is 30 f<JN.. Minimum load to qualify is 30 f<JN.

This schedule shall be used solely by the Customer in a single enterprise, located entirely on single, contiguous premises. This schedule is not available for auxiliary or breakdown service. Power delivered under this schedule shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in a contract with the Customer.

The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, franchises, and permits, for the delivery of such power. The City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, franchises, and permits.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 25 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

	Base Rate	Proposed Rate
Basic Facilities Charge per month	\$ 19.91	\$ 19.27

Demand Charge:

For the first 30 kW of Billing Demand per month	No charge	
For all over 30 kW of Billing Demand per month	\$ 4.62 per kW	\$ 4.35

Energy Charge:

For the First 125 kWh per KW Billing Demand Per Month:

For the first 3,000 kWh	\$0.123850 per kWh	\$ 0.11207/kWh
For the next 87,000 kWh	\$0.071732 per kWh	\$ 0.063023/kWh
For all over 90,000 kWh	\$0.068882 per kWh	\$ 0.060341/kWh

For the Next 275 kWh Billing Demand Per Month:

For the next 140,000 kWh	\$0.058919 per kWh	\$ 0.050966/kWh
For all over 140,000 kWh	\$0.057055 per kWh	\$ 0.049211/kWh

For all Over 400 kWh per kW Billing Demand Per Month:

For all kWh per month	\$0.054647 per kWh	\$ 0.046945/kWh
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City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 43-INDUSTRIAL SERVICE, NEW CONSTRUCTION *(cont'd)*

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) The maximum integrated thirty-minute demand measured in the previous 12 months including the month for which the bill is rendered.
- (2) Fifty percent (50%) of the customer's maximum recorded demand.
- (3) 30 Kilowatts (kW).

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

This rate was designed to match a Duke Power I Rate, and will be adjusted whenever the North Carolina Utilities Commission approves a change in the Duke Power rate.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 45 - TIME OF DAY ~~INDUSTRIAL~~ SERVICE, NEW CONSTRUCTION

Delete

Availability

Available only to new commercial or industrial loads which begin receiving service after July 1, 2003. The demand of the new load must equal or exceed 500 kW during at least three months of a twelve-month period. Service under this Schedule shall be used solely by the contracting customer in a single enterprise, located entirely on a single contiguous site or premises.

This Schedule is not available for auxiliary or breakdown service and power delivered hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the Customer.

The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, franchises, and permit for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event the City is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, franchises, and/or permits.

Available only to initial customer of new commercial buildings completed after September 1, 2003. The customer shall be an establishment classified as "Manufacturing Industries" by the Standard Industrial Classification Manual, 1957 or later revision published by the Bureau of the Budget, United States Government, and only where more than fifty percent (50%) of the total electric consumption of such establishment is used for its manufacturing processes. Minimum load to qualify is 30 kW.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 25 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

	<u>Industrial</u>	<u>Commercial</u>
Basic Facilities Charge	\$ 34.31	\$ 33.24

Demand Charge

Summer (June-Sept.)		
For the first 2000 kW Billing Demand	\$16.0301 per kW	\$16.2522 per kW
For the next 3000 kW Billing Demand	\$14.6869 per kW	\$14.8877 per kW
For all over 5000 kW Billing Demand	\$13.3312 per kW	\$13.5105 per kW
Winter (Oct-May)		
For the first 2000 kW Billing Demand	\$ 9.4497 per kW	\$ 9.5670 per kW
For the next 3000 kW Billing Demand	\$ 8.0938 per kW	\$ 8.1900 per kW
For all over 5000 kW Billing Demand	\$ 6.7261 per kW	\$ 6.8004 per kW

Energy Charge

All Energy	\$0.041543 per kWh	\$0.042932 per kWh
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City of HIGH POINT NORTH CAROLINA

Comprehensive Fee Schedule

Electric

RATE 45 - TIME OF DAY ~~INDUSTRIAL SERVICE, NEW CONSTRUCTION~~ (cont'd)

Delete

Proposed Wording & Rate Changes

Basic Facilities Charge \$32.17

Demand Charge

On-peak June 1 – September 30 (Summer) \$16.83 per kW
On-Peak October 1 – May 31 (Winter) \$ 9.19 per kW

Energy Charges

On-Peak \$ 0.087346 per kWh
Off-Peak \$ 0.038322 per kWh

Determination of On-Peak Hours:

SEASON	CALENDAR MONTHS	ON-PEAK HOURS
Winter	October 1 – May 31	06:00 - 13:00
Summer	June 1 – September 30	13:00 - 21:00

Determination of Off-Peak Hours:

All other weekday hours and all Saturday and Sunday hours. All hours for the following holidays shall be considered as Off-Peak: New Year's Day, Memorial Day, Good Friday, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, and Christmas Day.

Determination of On-Peak Hours:

SEASON	CALENDAR MONTHS	ON-PEAK HOURS
Winter	December-February	07:00-10:00
Spring	March-May	07:00-09:00
Summer	June-September	07:00-08:00
Fall	October-November	07:00-09:00

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) The maximum integrated thirty-minute demand measured during the applicable season on- peak period during the month for which the bill is rendered.
- (2) Fifty percent (50%) of the customer's maximum recorded demand.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

This rate was designed to match a Duke Power OPT I & OPT G Rates, and will be adjusted whenever the North Carolina Utilities Commission approves a change in the Duke Power rate.

Effective for bills rendered on and after July 1, 2016.

October 1, 2019

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 38 - INDUSTRIAL COINCIDENT PEAK, NEW LOADS EXCEEDING 3,000kW

Availability

- (a) This rate was closed on December 1, 2003. This rate was designed for the contracting customer based on anticipated load characteristics and is not available to any other customers with different load characteristics.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premise.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. This Schedule is available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

Base Rate

Basic Facilities Charge	\$ 140.62
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Demand Charge

Summer Demand Charge	(June - September)	\$ 22.07 per kW
Winter Demand Charge	(October - May)	\$ 1.39 per kW

Energy Charges

First 438 kWh per On Peak Demand	\$ 0.042030 per kWh
All remaining kWh	\$ 0.039227 per kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 38 - INDUSTRIAL COINCIDENT PEAK, NEW LOADS EXCEEDING 3,000kW (cont'd)

Determination of Billing Demand

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm - 6pm
December-February	7am - 9am
All other months	7am - 9am and 2pm - 6pm

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019.

City of
HIGH POINT
NORTH CAROLINA
Comprehensive Fee Schedule

Electric

RATE 20 & 22--TRAFFIC SIGNAL SERVICE

Availability

This rate is available to appropriate City Departments and State and Federal Agencies, for the energy requirements of traffic and safety signal systems.

Power delivered hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City.

Type of Service

The City will furnish 60 Hertz service, single or three (3) phase, sub-metered at the same point of delivery and at the same voltage as the energy which is delivered to the customer on Rate 10 or Rate 21.

Monthly Rate

Basic Facilities Charge per month	\$5.43
For the first 50 kWh	\$0.215921 / kWh
For all over 100 kWh	\$0.093717 / kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt- hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019.

Electric

Rate 29 - FLOOD LIGHTING SERVICE

Approve Wording Change

Availability

Available to the individual customer at locations on the City's distribution system.

Monthly Rate

(A) BRACKET MOUNTED LUMINAIRES

All-night outdoor lighting service using City standard equipment mounted on standard poles (thirty- five (35) foot, class 6 wood poles):

<i>Lumens</i>	<i>kWh Per Month</i>	<i>Type of Fixture</i>	<i>Monthly Charge</i>
<i>High Pressure Sodium Vapor</i>			
27,500	104	250 Watt	\$ 20.60
50,000	156	400 Watt	\$ 22.48
20,000	94	250 Watt	\$ 20.60
40,000	155	400 Watt	\$ 22.48
110,000	302	1,000 Watt	\$ 30.40
21,286	54	199 Watt (250w/400w eq.)	\$ 22.48
47,185	102	376 Watt Mongoose (roadway)	\$ 40.46
51,571	113	420 Watt (1,000 w eq.)	\$ 30.40

(B) OTHER LUMINAIRES

Decorative and non-standard luminaires can be installed on request, at the City's option, at the rate in (A) above plus an extra monthly charge equal to 1.7% of the estimated difference in cost installed between the luminaire and structure requested and the equivalent luminaire and wood pole in (A) above.

(C) UNDERGROUND CHARGES

Additional monthly charge for the underground conductor system:

<i>Feet Per Pole</i>	<i>Overhead System</i>	<i>Underground System</i>
0-100 Feet	\$0.69	\$0.49
100-200 Feet	\$1.24	\$1.05
200-300 Feet	\$2.22	\$2.02
300-400 Feet	\$3.19	\$2.99
400-500 Feet	\$4.15	\$3.94

(D) OTHER CHARGES

Additional monthly charge for the following items:

<i>Item</i>	<i>Charge Per Month</i>	<i>Item</i>	<i>Charge Per Month</i>
Extra Pole (35' Wood)	\$2.71	Down Guy	\$0.92
Extra Pole Height (40' Wood)	\$2.96	Fiberglass Pole (30/35')	\$5.17
Extra Pole Height (45' Wood)	\$4.45	Fiberglass Pole (40')	\$6.88
Extra Pole Height (50' Wood)	\$10.06	Long Bracket	\$1.10
Extra Pole Height (55' Wood)	\$10.97	Aluminum Pole (50')	\$20.00
Lighting Control Center	\$66.70	Decorative Base	\$4.26

Monthly Rate (Cont'd)

- (E) Service using overhead conductors is not available in any area designated by the City as underground distribution area, nor in any area, location, or premises being served from an underground source.
- (F) When the installation requires the cutting and replacing of pavement of more than one drive or one walkway per luminaire, 1.7% of the estimated cost of this cutting and replacing of pavement will be added to the charges above.
- (G) When an installation is in an area served by a concrete-encased duct system, additional charges stated above, will not apply and, instead, the additional monthly charge will be 1.7% of the estimated cost of the underground conductor system

Explanatory Notes

- A. Lamps will burn from approximately one half-hour after sunset until approximately one half-hour before sunrise. The City will readily replace burned-out lamps and otherwise maintain the luminaires during regular day-time working hours following notification by the Customer.
- B. Luminaires will be installed only on City-owned poles, and all facilities necessary for service under this Schedule, including fixtures, lamps, controls, poles, hardware, transformers, conductors, and other appurtenances shall be owned and maintained by the City.
- C. Equipment (such as disconnecting switches) not supplied by the City as standard is not available under this Schedule, and shall not be installed by the Customer.
- D. This Schedule is not available for seasonal or other part-time operation of outdoor luminaires.
- E. All facilities necessary for service under this Schedule, including fixtures, lamps, controls, poles, or other structures, hardware, transformers, conductors, and other appurtenances shall be owned and maintained by the City. Variance from this ownership clause must be approved by the Director of Electric Utilities.

SALES TAX

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019

October 1, 2019

Electric

OUTDOOR LIGHTING SERVICE

Approve Wording Change

Availability

Available to Municipal, County, State, or Federal Government, on the City's distribution system. This schedule is not available for service to non-governmental entities.

Monthly Rate

(A) BRACKET MOUNTED LUMINAIRES

All-night outdoor lighting service using City standard equipment mounted on standard poles (thirty- five (35) foot, class 6 wood poles):

<i>Lumens</i>	<i>Wattage</i>	<i>kWh Per Month</i>	<i>Type of Fixture</i>	<i>Monthly Charge</i>
High Pressure Sodium Vapor (Closed to new installations)				
9,500	100	47	Suburban	\$ 10.44
9,500	100	47	Urban (Cobra Head)	\$ 14.31
9,500	100	47	Post Top (Town & Country)	\$ 14.31
22,000	200	84	Suburban	\$ 15.83
27,500	250	94	New Style Town & Country	\$ 28.10
27,500	250	104	Urban (Cobra Head)	\$ 17.53
27,500	250	104	Architectural/Parking Lot	\$ 35.73
50,000	400	156	Architectural/Parking Lot	\$ 37.58
Metal Halide				
9,000	100	43	New Style Town & Country	\$ 17.53
20,000	250	94	Urban (Cobra Head)	\$ 29.60
20,000	250	94	Architectural/Parking Lot	\$ 39.67
40,000	400	155	Urban (Cobra Head)	\$ 36.00
40,000	400	155	Architectural/Parking Lot	\$ 41.50
110,000	1,000	302	High Mast, Conc. Base (Single Fix.)	\$ 101.73
110,000	1,000	302	High Mast, Conc. Base (+ Double)	\$ 32.79
Mercury Vapor (closed to new installations)				
4,000	100	41	Post top (Town & Country)	\$ 10.44
7,500	175	75	Post Top (Town & Country)	\$ 14.31
7,500	175	75	Suburban	\$ 10.44
7,500	175	75	Urban (Cobra Head)	\$ 14.31
20,000	400	152	Urban or Suburban	\$ 15.83
LED				
5,682	50	14	Suburban	\$ 10.44
9,500	54	15	Urban (Cobra Head)	\$ 10.88
4,985	47	13	Post Top (town & Country)	\$ 14.31
16,974	150	41	Urban (Cobra Head)	\$ 21.34
26,435	238	65	Urban (Cobra Head)	\$ 26.31
11,424	86	23	Architectural/Parking Lot	\$ 35.73
16,959	130	35	Architectural/Parking Lot (Closed)	\$ 37.58
51,571	420	113	High Mast, Conc. Base (Single Fix.)	\$ 101.73
51,571	420	113	High Mast, Conc. Base (+ Double)	\$ 32.79

Electric

OUTDOOR LIGHTING SERVICE (cont'd)

(B) OTHER LUMINAIRES

Decorative and non-standard luminaires can be installed on request, at the City's option, at the rate in (A) above plus an extra monthly charge equal to 1.7% of the estimated difference in cost installed between the luminaire and structure requested and the equivalent luminaire and wood pole in (A) above.

(C) UNDERGROUND CHARGES

Additional monthly charge for the underground conductor system:

<i>Feet Per Pole</i>	<i>From Overhead System</i>	<i>From Underground System</i>
0-100 Feet	\$0.69	\$0.49
100-200 Feet	\$1.24	\$1.05
200-300 Feet	\$2.22	\$2.02
300-400 Feet	\$3.19	\$2.99
400-500 Feet	\$4.15	\$3.94

(D) OTHER CHARGES

Additional monthly charge for the following items:

<i>Item</i>	<i>Charge Per Month</i>	<i>Item</i>	<i>Charge Per Month</i>
Extra Pole (35' Wood)	\$2.71	Down Guy	\$0.92
Extra Pole Height (40' Wood)	\$2.96	Fiberglass Pole (30/35')	\$5.17
Extra Pole Height (45' Wood)	\$4.45	Fiberglass Pole (40')	\$6.88
Extra Pole Height (50' Wood)	\$10.06	Long Bracket	\$1.10
Extra Pole Height (55' Wood)	\$10.97	Aluminum Pole (50')	\$20.00
Lighting Control Center	\$66.70	Decorative Base	\$4.26

Monthly Rate (Cont'd)

- (E) Service using overhead conductors is not available in any area designated by the City as underground distribution area, nor in any area, location, or premises being served from an underground source.
- (F) When the installation requires the cutting and replacing of pavement of more than one drive or one walkway per luminaire, 1.7% of the estimated cost of this cutting and replacing of pavement will be added to the charges above.
- (G) When an installation is in an area served by a concrete-encased duct system, additional charges stated above, will not apply and, instead, the additional monthly charge will be 1.7% of the estimated cost of the underground conductor system.

Explanatory Notes

- A. Lamps will burn from approximately one half-hour after sunset until approximately one half-hour before sunrise. The City will readily replace burned-out lamps and otherwise maintain the luminaires during regular day-time working hours following notification by the Customer.
- B. Luminaires will be installed only on City-owned poles, and all facilities necessary for service under this Schedule, including fixtures, lamps, controls, poles, hardware, transformers, conductors, and other appurtenances shall be owned and maintained by the City.
- C. Equipment (such as disconnecting switches) not supplied by the City as standard is not available under this Schedule, and shall not be installed by the Customer.
- D. This Schedule is not available for seasonal or other part-time operation of outdoor luminaires.

Electric

OUTDOOR LIGHTING SERVICE *(cont'd)*

Explanatory Notes *(cont'd)*

- E. All facilities necessary for service under this Schedule, including fixtures, lamps, controls, poles, or other structures, hardware, transformers, conductors, and other appurtenances shall be owned and maintained by the City. Variance from this ownership clause must be approved by the Director of Electric Utilities.

SALES TAX

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019.

October 1, 2019

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

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

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on May 28, 2019 and before the City Council of the City of High Point on June 3, 2019 regarding **Zoning Map Amendment Case 19-07 (ZA-19-07)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on May 19, 2019, for the Planning and Zoning Commission public hearing and on May 22, 2019 and May 29, 2019, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **June 3, 2019**.

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

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Employment Center (EC) District**. The property is approximately 79.5 acres and lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road. The property is also known as Guilford County Tax Parcels 169959 and 169966.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. **USES:**

A. **Permitted Uses**

Any uses allowed in the Employment Center (EC) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

B. **Restricted Uses:**

1. A maximum of 160 residential dwelling units, as permitted in the EC District under the Residential Use Classification of the Principal Use Table, shall be permitted
2. Allowable residential dwelling units shall be restricted to the southern 650 feet of the zoning site (southern portion of Guilford County Tax Parcel 169966 - see exhibit 1)

Part II. CONDITIONS:

- A. Sketch Plan: The purpose of the sketch plan is to illustrate the approximate location of vehicular access points, area of the property where residential dwelling units may be permitted and areas of the zoning site subject to Phase I and Phase II (full build) conditions referred to in this ordinance.
- B. Landscaping, Buffers and Screening.
Unless a higher planting rate is required, A Type B Perimeter Planting Yard shall be installed along the southern boundary of the zoning site (southern property line of Guilford County Tax Parcel 169966). Except as permitted by the Development Ordinance, no grading or encroachments shall be permitted in the stream buffers adjacent to this southern property line. This perimeter planting yard shall be installed in conjunction with any development upon Guilford County Tax Parcel 169966.
- C. Transportation Conditions.
 - 1. Right-of-way Dedication
 - a. Gallimore Dairy Road: As a part of the Land Development Permit approval for phase I of the development, the property owner shall dedicate sixty (60) feet of right-of-way, as measured from the existing centerline of Gallimore Dairy Road, along the entire frontage of the zoning site.
 - b. Road Extension (proposed Barrow Road extension): As a part of the Land Development Permit approval for phase I of the development, the property owner shall dedicate sixty (60) feet of right-of-way along the entire length of the westernmost property line of the zoning site (westernmost property line of Guilford County Tax Parcel 169959).
 - 2. Access:
 - a. Gallimore Dairy Road: Only two points of vehicular access shall be permitted to Gallimore Dairy Road.
 - 1) Access Point #1 (Main Access): The main access (eastern most access) shall generally align with the Gallimore Industrial Center driveway on the north side of Gallimore Dairy Road.
 - 2) Access Point #2 (Secondary Access): The Road Extension along the westernmost boundary of the zoning site shall serve as the second access point.
 - b. Blackberry Ridge Drive: No vehicle access shall be permitted to Blackberry Ridge Drive.

3. Improvements

a) Phase I:

1) Gallimore Dairy Road at main access (Access Point #1)

- i As part of the driveway permit approval the property owner shall install a westbound left turn into the rezoning site with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.
- ii As part of the driveway permit approval the property owner shall install an eastbound right turn lane into the rezoning site with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT
- iii As part of driveway permit approval the property owner shall install a separate left turn lane and a shared through right to enhance exiting movements from the site.

2) Gallimore Dairy Road / Pegg Road Intersection

- i As part of Land Development Permit approval the property owner shall install a westbound right turn lane with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.
- ii As part of Land Development Permit approval the property owner shall install an eastbound left turn lane with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.

3) As part of Land Development Permit approval the property owner shall install a new traffic signal (signalize intersection) at the intersection of Gallimore Dairy Road & Pegg Road Intersection.

b) Phase II:

1) Gallimore Dairy Road at main access (Access Point #1)

- i As part of Land Development Permit approval the property owner shall install a new traffic signal (signalize intersection) at the intersection of Gallimore Dairy Road & Main Access (Access Point #1).
- ii As part of Land Development Permit approval the property owner shall lengthen the westbound left turn lane to the Pegg Road intersection and provide an additional left turn lane with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.
- iii As part of Land Development Permit approval the property owner shall lengthen the eastbound right turn lane and provide appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.
- iv As part of Land Development Permit approval the property owner shall reconfigure the main access point to Gallimore Dairy Road to provide a left turn lane, through lane, and two right turn lanes.

- 2) Gallimore Dairy Road / Barrow Road Extension Intersection (Access Point #2):
 - i As part of Land Development Permit approval the property owner shall construct two lanes of the proposed four lane Barrow Road Extension from Gallimore Dairy Road to the southern property boundary (southern property line of Guilford County Tax Parcel169959).
 - ii As part of Land Development Permit approval the property owner shall construct westbound left turn lane with one-hundred (100) feet of storage and appropriate taper and construct an eastbound right turn lane with one-hundred (100) feet of storage and appropriate taper
 - 3) Gallimore Dairy Road

As part of Land Development Permit approval the property owner shall construct an additional through lane eastbound and westbound from NC 68 to the main entrance of the rezoning site.
 - 4) Gallimore Dairy Road / Pegg Road Intersection

As part of Land Development Permit approval the property owner shall modify the traffic signal at the intersection of Gallimore Dairy and Pegg Road to accommodate additional lanes.
4. Other Transportation Conditions: The City of High Point Transportation Director and the North Carolina Department of Transportation (NCDOT) shall approve the exact location and design of all access points and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

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

SECTION 5

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

SECTION 6.

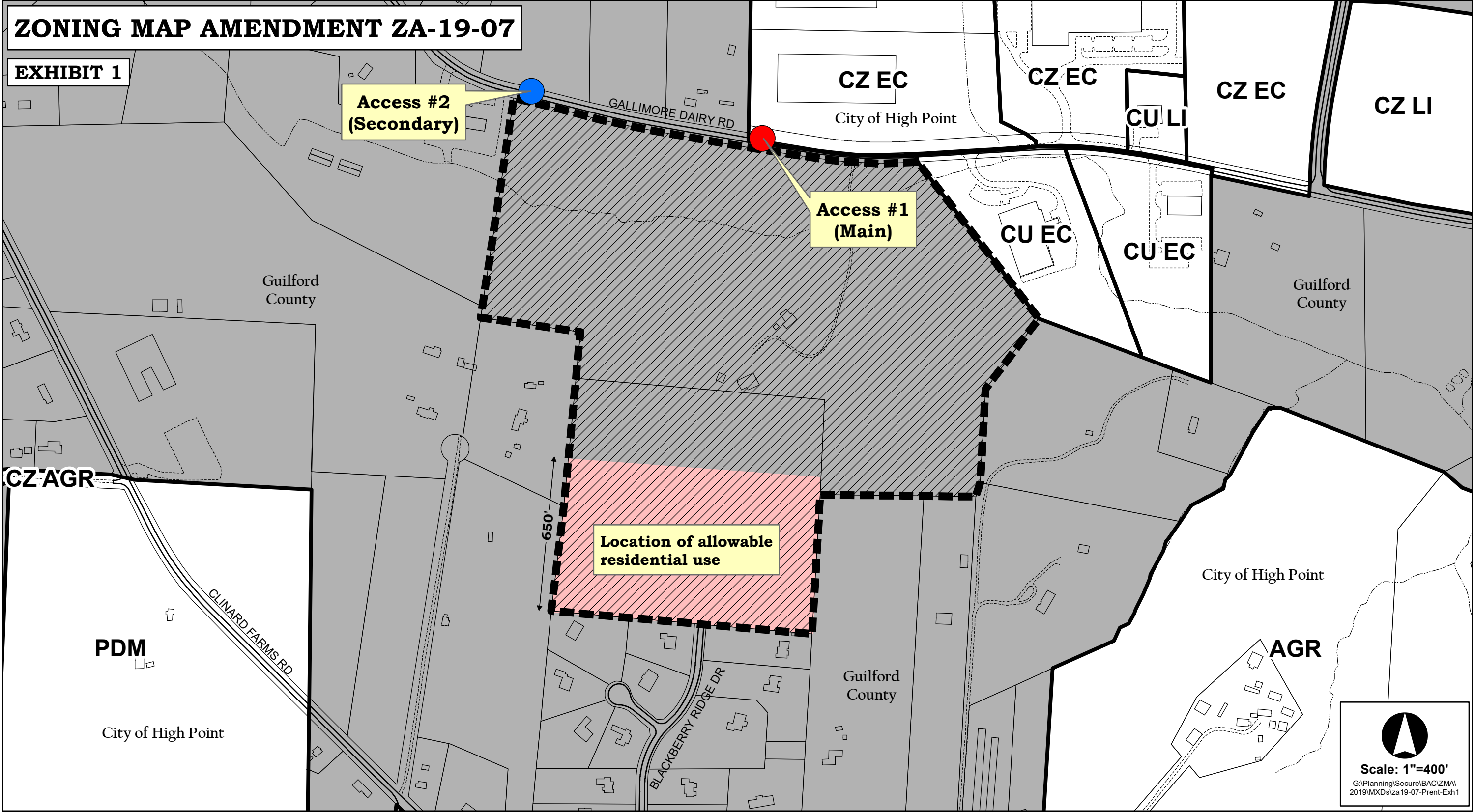
This ordinance shall become effective upon the date of adoption.

3rd day of June, 2019.

Lisa B. Vierling, City Clerk

ZONING MAP AMENDMENT ZA-19-07

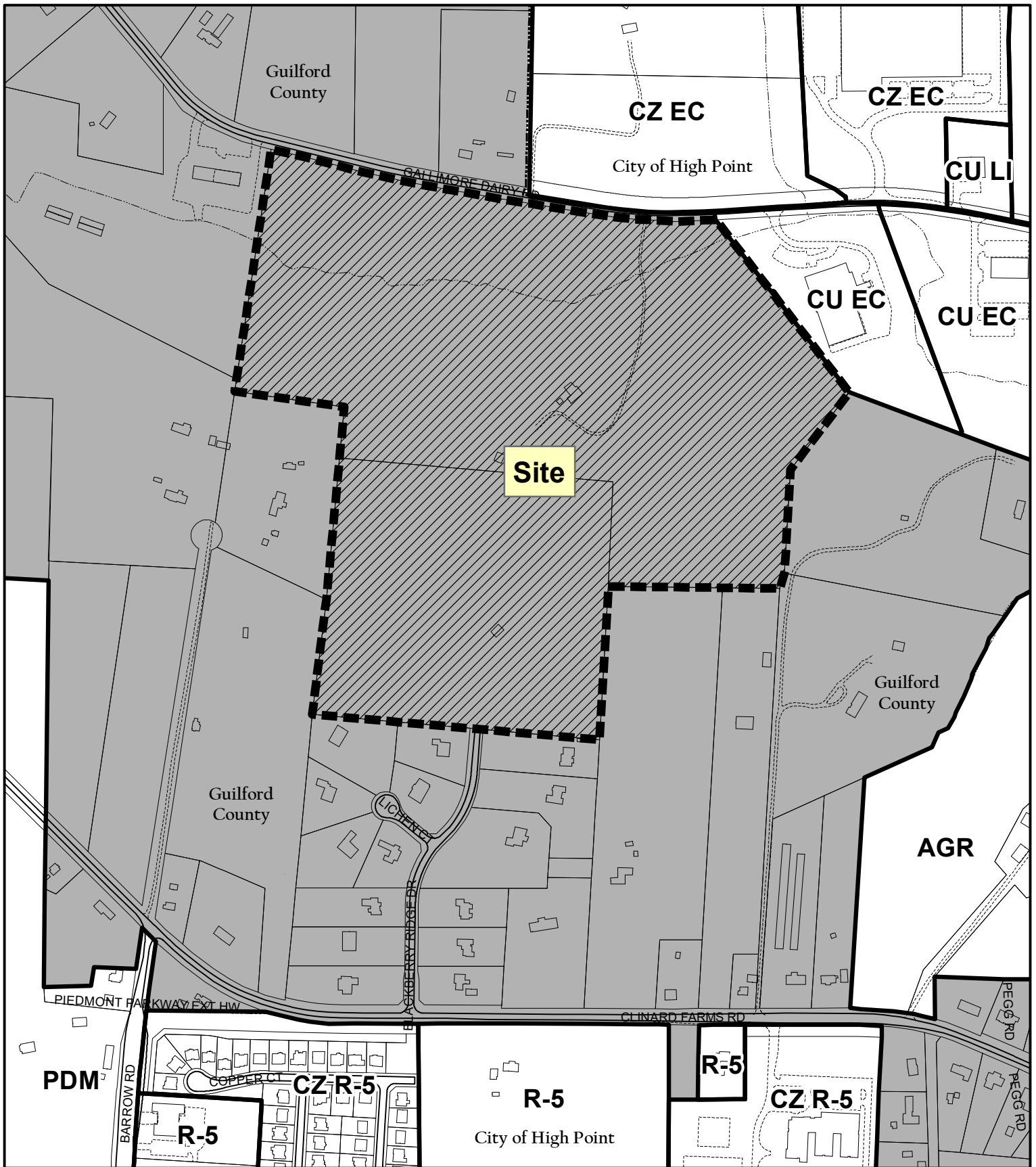
EXHIBIT 1





Scale: 1"=400'

G:\Planning\Secure\BAC\ZMA\2019\MXDs\za19-07-Prent-Exh1



ZONING MAP AMENDMENT ZA-19-07

From: Agricultural (Guilford County AG)
To: Conditional Zoning Employment Center (CZ EC)

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

**Planning & Development
 Department**

City of High Point



Scale: 1"=500'
 G:\Planning\Secure\BAC\ZMA\2019\MXD\za19-07

CITY OF HIGH POINT

AGENDA ITEM



Title: Circuit Breakers, Relay Panels
& Circuit Switchers - Bid #27-011819

From: Garey S. Edwards, Electric Utilities Director

Meeting Date: February 4, 2019

Public Hearing: N/A

Advertised By: N/A

Attachments: Attachment A: Southeastern Engineers Bid Recommendation
Attachment B: Southeastern Engineers Tabulation

PURPOSE:

Purchasing this equipment will allow the City to upgrade existing substations and increase the electric system's capacity.

BACKGROUND:

The 127 kV circuit breakers in schedule I are replacing existing 30-40 year old units. This is the second year of a 4 year change-out program, replacing units at Oak Hollow, Burton and Deep River Substations. The schedule II relay panels are what will be used in conjunction with the 127 kV breakers above. The circuit switchers in schedule III are to be installed at the new Hammer Substation and the other two are to be installed at the Oak Hollow Substation.

BUDGET IMPACT:

Funds are included in the 2018-19 budget to cover this project.

RECOMMENDATION / ACTION REQUESTED:

Award to the following three (3) companies:

Schedule I - 127 kV Circuit Breakers
Schedule II - Relay Panels
Schedule III - 115 kV Circuit Switchers

ABB, Inc.	\$393,300.00
Electrical Power Products, Inc.	\$62,620.00
Robert W. Capman & Co.	\$145,641.00*

***Note:** We are recommending purchasing an additional Circuit Switcher (Schedule III) for use at the 2nd station transformer at Oak Hollow Substation. This will change the bid quantity from 2 to 3 units.

127 kV Circuit Breaker



115 kV Circuit Switcher



BID TABULATION

Circuit Breakers, Relay Panels, and Circuit Switchers

Bid No. 27-011819

City of High Point

High Point, North Carolina

Date: January 18, 2019

Time: 1:00 PM, EST

<u>Bidder</u>	<u>ABB</u>	<u>Birmingham Control Systems</u>	<u>EP²</u>	<u>Hitachi</u>	<u>S&C Electric</u>
<u>Schedule I</u>					
121 KV Circuit Breakers (9)	Unit				
	Ext.				
	\$ 43,700.00	\$ N/A	\$ N/A	\$ 50,999.00	\$ N/A
Manufacturer:	\$ 393,300.00	\$	\$	\$ 458,991.00	\$
Delivery:	ABB			Hitachi	
	16-20 Wks.			14-16 Wks.	
<u>Schedule II</u>					
Relay & Control Board -					
Oak Hollow (1)	\$ N/A	\$ 26,995.00	\$ 27,721.00	\$ N/A	\$ N/A
Relay & Control Board -					
Deep River (1)	\$ N/A	\$ 18,395.00	\$ 18,994.00	\$ N/A	\$ N/A
SEL-311C11HR3E54X1					
(shipped loose) (3)	\$ N/A	\$ 17,685.00	\$ 15,481.00	\$ N/A	\$ N/A
Total	\$	\$ 63,075.00	\$ 62,196.00	\$	\$
Manufacturer:					
Delivery:		12-14 Wks.	13-14 Wks.		
<u>Schedule III</u>					
Circuit Switchers (2)	Unit				
	Ext.				
	\$ N/A	\$ N/A	\$ N/A	\$ N/A	\$ 48,547.00
Manufacturer:	\$	\$	\$	\$	\$ 97,094.00
Delivery:					18 Weeks
Bid Bond	Yes	Yes	Yes	Yes	Yes

*SEL submitted a proposal, but it was rejected for lack of a bid bond.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Electric**

COUNCIL AGENDA DATE: **Feb 4, 2019**

BID NO.: **27-011819**

CONTRACT NO.:

DATE OPENED: **Jan 18, 2019**

DESCRIPTION:

These are the circuit switchers in schedule III of the bid, one is to be installed at the new Hammer Substation and the other two are to be installed at the Oak Hollow Substation.

PURPOSE:

For use at the new Hammer Substation and the other two are for use at the Oak Hollow Substation.

COMMENTS:

The Hammer Substation will help ease the loading at the Eastchester Substation and the other two are for protection of the station transformers at the Oak Hollow Substation. We are recommending purchasing an additional Circuit Switcher (Schedule III) for use at the 2nd station transformer at Oak Hollow Substation.

RECOMMEND AWARD TO: **Robert W. Capman & Co.**

AMOUNT: **\$145,641.00**

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631181022905	40201	\$48,547.00
631799	533701	631191023705	40201	\$97,094.00
TOTAL BUDGETED AMOUNT				\$145,641.00

DEPARTMENT HEAD: **Garey S. Edwards**

Digitally signed by Garey S. Edwards
Date: 2019.01.23 15:02:44 -05'00'

DATE:

The Purchasing Division concurs with recommendation submitted by the **Electric Department** and recommends award to the lowest responsible, responsive bidder **Capman & Co.** in the amount of \$ **145,641.00**.

PURCHASING MANAGER: **Erik Conti**

Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2019.01.23 16:50:59 -05'00'

DATE: **Jan 23, 2019**

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR: **Kelly Latham**

Digitally signed by Kelly Latham
DN: cn=Kelly Latham, o, ou,
email=kelly.latham@highpointnc.gov, c=US
Date: 2019.01.24 08:55:12 -05'00'

DATE:

CITY MANAGER: **Greg Demko**

Digitally signed by Greg Demko
Date: 2019.01.24 10:31:26 -05'00'

DATE: **1/24/2019**



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Electric**

COUNCIL AGENDA DATE: **February 4, 2019**

BID NO.: **27-011819** CONTRACT NO.: DATE OPENED: **Jan 18, 2019**

DESCRIPTION:

The 127 kV circuit breakers in schedule I of Bid # 27-011819 are for replacing existing 30-40 year old units. This is the second year of a 4 year change-out program, replacing units at Oak Hollow, Burton and Deep River Substations.

PURPOSE:

Replacing old outdated equipment.

COMMENTS:

These improvements are needed because of growth in High Point and replacing old /outdated oil circuit breakers.

RECOMMEND AWARD TO: **ABB, Inc.** AMOUNT: **\$393,300.00**

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631181023205	40201	\$393,300.00
TOTAL BUDGETED AMOUNT				\$393,300.00

DEPARTMENT HEAD: **Garey S. Edwards** Digitally signed by Garey S. Edwards
Date: 2019.01.23 14:38:07 -05'00' DATE:

The Purchasing Division concurs with recommendation submitted by the **Electric Department** and recommends award to the lowest responsible, responsive bidder **ABB, Inc.** in the amount of \$ **393,300.00**.

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o=ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2019.01.23 16:48:47 -05'00' DATE: **Jan 23, 2019**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Kelly Latham** Digitally signed by Kelly Latham
DN: cn=Kelly Latham, o=ou,
email=kelly.latham@highpointnc.gov, c=US
Date: 2019.01.24 08:56:43 -05'00' DATE:

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
Date: 2019.01.24 10:32:37 -05'00' DATE: **1/24/2019**



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Electric**

COUNCIL AGENDA DATE: **Feb 4, 2019**

BID NO.: **27-011819** CONTRACT NO.: DATE OPENED: **Jan 18, 2019**

DESCRIPTION:

These are the schedule II relay panels are what will be used in conjunction with the 127 kV breakers.

PURPOSE:

To coordinate with the new 127 kV breakers.

COMMENTS:

These improvements are needed because of growth in High Point and replacing old /outdated oil circuit breakers.

RECOMMEND AWARD TO: **Electircal Power Products, Inc.** AMOUNT: **\$62,620.00**

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631181023205	40201	\$62,620.00
TOTAL BUDGETED AMOUNT				\$62,620.00

DEPARTMENT HEAD: **Garey S. Edwards** Digitally signed by Garey S. Edwards
DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US
Date: 2019.01.23 14:45:51 -05'00' DATE:

The Purchasing Division concurs with recommendation submitted by the **Electric Department** and recommends award to the lowest responsible, responsive bidder **Electrical Power Products** in the amount of \$ **62,620.00**.

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US
Date: 2019.01.23 16:47:26 -05'00' DATE: **Jan 23, 2019**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Kelly Latham** Digitally signed by Kelly Latham
DN: cn=Kelly Latham, o, ou, email=kelly.latham@highpointnc.gov, c=US
Date: 2019.01.24 08:57:23 -05'00' DATE:

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
Date: 2019.01.24 10:33:24 -05'00' DATE: **1/24/2019**

**HIGH POINT CITY COUNCIL
REGULAR MEETING
May 20, 2019 – 5:30 P.M.
COUNCIL CHAMBERS – HIGH POINT MUNICIPAL BUILDING**

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

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

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

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

RECOGNITIONS AND PRESENTATIONS

2019-215 Senatorial Statement - High Point Rockers

Senator Michael Garrett will present a Senatorial Statement to Mayor Wagner recognizing the High Point Rockers baseball team in their inaugural season.

Mayor Wagner introduced Senator Michael Garrett to present the Senatorial Statement.

Senator Garrett recognized the High Point Rockers on the behalf of himself, Senator Jerry Tillman and eight (8) other members of the Senate on their Inaugural Baseball Season; stated the Senatorial Statement was read in to the journal of the North Carolina Senate; spoke to this event as being a great example of what happens when private sector and government works together; and congratulated the City of High Point.

[applause, photo opportunity]

2019-216 Recognition - Eagle Scout Award - Erik Charles John Baukema

Erik Baukema from Scout Troop 26 sponsored by the IHM Catholic Church will be in attendance for recognition of achieving the Boy Scout Eagle Award. His Eagle Scout project was designing and building two twelve-foot outdoor benches for Southwest Guilford High School. His Court of Honor ceremony will be held June 14, 2019.

Mayor Wagner read the recognition into the record; and introduced the Eagle Scout Award recipient.

[applause, photo opportunity]

2019-217 Resolution - Southwest Guilford High School Men's Basketball Team

Mayor Wagner will present a Resolution to the Southwest Guilford High School Men's basketball team for capturing the North Carolina High School Athletic Association 4A State Championship.

Mayor Wagner read resolution into the record; and presented it to the Southwest Guilford High School Men's Basketball Team.

[applause, photo opportunity]

2019-227 Resolution-Wesleyan Christian Academy Men's Soccer Team

Mayor Wagner will present a Resolution to the Wesleyan Christian Academy Men's soccer team for capturing the North Carolina Independent School Athletic Association 4-A State Championship.

Mayor Wagner read the resolution into the record; and presented it to the Wesleyan Christian Academy Men's Soccer Team.

[applause, photo opportunity]

2019-228 Proclamation-Older Americans Month

Mayor Jay Wagner will read a Proclamation into the record proclaiming the month of May 2019 as "Older Americans month".

Mayor Wagner read the Proclamation in to the record proclaiming the month of May 2019 as "Older Americans month".

[applause, photo opportunity]

2019-218 Recognition - VITA

Grace Francis-Olivares from the IRS will be in attendance to present a letter to the City for participating the Volunteer Income Tax Assistance program. Staff will recognize volunteers and partners as well as present information about the VITA program.

Alisha Doulen recognized all of the Volunteer Income Tax Assistance (VITA) grant program coordinators in attendance; thanked the city for 13 years of volunteer service; and introduced Richard L. Freeman, Territory Manager, Stakeholder Partnerships, Education and Communication (SPEC) to present the letter of recognition.

Mr. Freeman spoke to how High Point played a major role of success in the program; to the history of VITA celebrating its 50th anniversary; thanked everyone

who volunteered and supported the program; spoke to the 2,100 tax returns completed this year; and presented a letter of appreciation to the Mayor.

[applause, photo opportunity]

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

CONSENT AGENDA ITEMS

Mayor Pro-Tem Ewing asked if the donation of property for address 801 East Green Drive required a separate vote. Randy McCaslin, Deputy City Manager replied no.

Finance Committee Chairman Council Member Moore reported that the Finance Committee did meet as scheduled on Thursday, May 16, 2019 and placed all of the following Finance-related matters on the Consent Agenda with a favorable recommendation for approval.

Council Member Moore then made a motion, seconded by Council Member Peters, to approve the finance-related items on the Consent Agenda. The motion carried unanimously by a unanimous 9-0 vote.

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

2019-208 Contract - Dalton Contracting, LLC - Concrete Sidewalk/Curbing Removal & Replacement

Council is requested to approve a contract with Dalton Contracting, LLC in the amount of \$116,288.00 for sidewalk and curb repair and maintenance.

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

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

2019-209 Contract - Blythe Construction - Asphalt Supplier

Council is requested to approve a contract with Blythe Construction, Inc. in the amount of \$450,000 to supply asphalt materials used by crews for patching and short overlays.

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

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

2019-210 Contract - Kemp Construction Inc. - Ward Water Treatment Plant

Council is requested to award a contract to Kemp Construction Inc. in the amount of \$338,900 to rehabilitate the Ward Water Treatment Plant Filters 5-8, repair and reassemble the cluster filters 30-inch effluent valves, inspect and replace any damaged nozzles.

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

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

2019-211 Contract - JCI Jones Chemicals - Sodium Hypochlorite

Council is requested to award a contract to JCI Jones Chemicals for the purchase of sodium hypochlorite in the annual amount of \$168,200 for a total 3-year contract award of \$504,600. The contract is for a three-year period with the option to renew for two additional one-year periods beginning June 1, 2019 thru May 31, 2022.

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

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

2019-212 Contract - Asplundh Tree Expert Co - Tree Trimming Services

Council is requested to approve a continuation of a contract with Asplundh Tree Expert Co. in the amount of \$875,500 to provide utility line clearance tree services for the coming 2019-2020 fiscal year.

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

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

2019-213 Contract - DataVoice International - Cayenta - Upgrade of Workforce Management System

Council is requested to approve a sole source contract with DataVoice International in the amount of \$55,575.00 for work order system upgrades that will allow communication between Cayenta and DataVoice International to improve customer service.

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

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

2019-214 Resolution -Donation of Property - 801 E. Green Drive

Council is requested to adopt a resolution accepting donation of real property located at 801 E. Green Drive from Harriet S. Bennett. Property will be used for infill housing needs. Expenses are estimated at \$2,000 for attorney/title work.

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

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

**Resolution No. 1842/19-28
Resolution Book, Volume XX, Page 101**

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - Council Member Moore, Chair

PENDING ITEMS

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

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

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

PLANNING & DEVELOPMENT COMMITTEE - Council Member Williams, Chair

2019-219 Resolution of Intent-Annexation 19-02

Council is requested to adopt a Resolution of Intent that establishes a public hearing date of Monday, June 3, 2019, at 5:30 p.m. to consider a voluntary noncontiguous annexation of approximate 79.5 acres lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road. The property is also known as Guilford County Tax Parcels 169959 and 169966.

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

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

**Resolution No. 1843/19-29
Resolution Book XX Page 102**

2019-220 Zoning Map Amendment Application - 435 N. Wrenn Street

To initiate a zoning map amendment for an approximate 0.25 acres lying along the west side of N. Wrenn Street, approximately 80 feet south of W. Westwood Avenue (435 N. Wrenn Street), from the Mixed Use - Downtown (MX-D) District to the Central Business (CB) District.

Heidi Galanti, Planning Services Administrator with the Planning and Development Department introduced the item. She spoke to the purpose of the MX-D District was to create a cohesive downtown area that encouraged the desired development style and mix of uses typical in traditional downtown areas, and that the MX-D District does not allow the establishment of new Market Showrooms and that the property was previously used as a Market Showroom and was vacant at that time of the zoning change in 2017. Ms. Galanti stated the request would go to the Planning and Zoning Commission in June and would come before the City Council at the second meeting in July.

Council Member Williams asked was this request just an initiation. Ms. Galanti responded yes it was just an initiation. She stated the owner was given a notice before the rezoning, that it was vacant for about a year before the rezoning; the property owner lives in Colorado; and that either the owner or a representative would be here in June or July.

Mayor Pro-Tem Ewing spoke in opposition to the request and stated without the creation of the Mixed Use- Downtown (MX-D) District there would not be economic progress for the downtown redevelopment area. The Plan was put into place to encourage downtown redevelopment.

Council Member Golden concurred, and stated the owner had an opportunity to protest when a notice was given to him before the rezoning. Council Member Williams concurred with Mayor Pro-Tem Ewing and Council Member Golden.

Council Member Moore asked staff what the request was based on. Ms. Galanti stated that the property was a very small parcel that fronts on Wrenn Street with no frontage on N. Main Street which creates a unique situation.

A motion was made by Mayor Pro Tem Ewing, seconded by Council Member Williams, that the Zoning Map Amendment Application be denied. The motion for denial carried by the following 5-4 vote:

Aye (5): Mayor Wagner, Council Member Williams, At-Large Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Mayor Pro Tem Ewing

Nay (4): Council Member Scarborough, Council Member Peters, Council Member Moore, and Council Member Hudson

2019-221 Zoning Map Amendment Application - N. Main Corridor

To initiate zoning map amendments for 52 parcels (approximately 58 acres) in blocks along and adjacent to the N. Main Street corridor, between Westchester/Eastchester Drive northward to I-74/Old Plank Road, as part of the Comprehensive Zoning Map Amendment project.

Herb Shannon, Senior Planner with the Planning and Development Department spoke to The Comprehensive Zoning Map Amendment project as being a multi-year undertaking that began in 2017 following the adoption of the new Development Ordinance, stated the first group of properties rezoned under this project was approved by the City Council in September of 2018; the next group of properties is located along or near the N. Main Street corridor between Westchester/Eastchester Drive north to I-74/Old Plank Road, that were last zoned in the 1980s and 1990s. Mr. Shannon spoke to many of the identified properties have zoning conditions that have been met or are no longer valid; to the proposed districts allow all the existing uses of land on the parcels; to the group including 52 parcels totaling approximately 58 acres; and stated the amendments will be brought to public hearing in phases in the next six months.

A motion was made by Council Member Williams, seconded by Council Member Moore, to initiate zoning map amendments for these 52 parcels

(approximately 58 acres) in blocks along and adjacent to the N. Main Street corridor, between Westchester/Eastchester Drive northward to I-74/Old Plank Road, as part of the Comprehensive Zoning Map Amendment project. The motion carried by the following unanimous 9-0 vote:

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

Ordinance No. 7527/19-44
Ordinance Book XX Page 156

PUBLIC HEARINGS - Planning & Development Committee

2019-222 Ordinance - Zoning Map Amendment 19-04-Piedmont International University

Monday, May 20, 2019 at 5:30 p.m. is the date and time established to receive public comment on a request by Piedmont International University to rezone approximately 20.7 acres from a Conditional Zoning Institutional (CZ I) District to the Office Institutional (OI) District and the Single Family Residential-3 (R-3) District. The site lies approximately 900 feet north of the intersection of Eastchester Drive and N. Centennial Street, between Eastchester Drive and N. Centennial Street, and south of Countryside Drive.

Herb Shannon, Senior Planner with the Planning and Development Department stated the property was used historically for the John Wesley college; the owner wanted to sell property; and that homes on centennial street would be sub divided and sold as individual parcels because the property was longer considered a campus style setting. Mr. Shannon said there was a new buyer that wanted to purchase 15 acres to form classrooms in the building for the church.

Council Member Scarborough asked if the building would continue to be used by the church. Mr. Shannon replied yes for activities, worship service, and a place to house guest speakers.

Following the presentation of the staff report, Chairman Williams opened the public hearing and asked if there were any comments. There being none, the public hearing was closed.

Adopted an Ordinance approving Zoning Map Amendment 19-04 to rezone approximately 20.7 acres from a Conditional Zoning Institutional (CZ-I) District to the Office Institutional (OI) District and the Single Family Residential-3 (R-3) District based on consistency with the Land Use Map designations and the Eastchester Corridor Plan and that the requested OI zoning district serves as a

transition between more intense business zoning to the east and south, and residential zoning to the north and west; and that the request is reasonable and in the public interest because the requested zoning districts are consistent with the surrounding zoning pattern and, as applied, are compatible with the adjacent residential area.

A motion was made by Council Member Williams, seconded by Council Member Jones, that this Ordinance approving Zoning Map Amendment 19-04 be adopted. The motion carried by the following unanimous 9-0 vote:

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

**Ordinance No. 7528/19-45
Ordinance Book Volume XX, Page 157**

GENERAL BUSINESS AGENDA

2019-225 Appointment - Human Relations Commission - Bhandari

Council Member Hudson is recommending the appointment of Dev Bhandari to the Human Relations Commission to replace Shyam Aravamudhan who resigned on May 10, 2019. Mr. Bhandari is the Ward 4 appointee on the Human Relations Commission. Appointment will be effective immediately and will expire November 1, 2020.

A motion was made by Council Member Hudson, seconded by Council Member Jones to appoint Dev Bhandari to the Human Relations Commission. The motion carried by the following unanimous 9-0 vote.

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

2019-223 Minutes To Be Approved

Finance Committee (Special Meeting); Wednesday, May 1st @ 10:00 a.m.
Finance Committee; Thursday, May 2nd @ 3:00 p.m.
Special Meeting of the High Point City Council; Monday, May 6th @ 4:00 p.m.
Regular Meeting of the High Point City Council; Monday, May 6th @ 5:30 p.m.
Community Housing, Neighborhood Dev. & Public Safety Committee; Tuesday, May 7th @ 10:00 a.m.
Prosperity & Livability Committee; Wednesday, May 8th @ 9:00 a.m.

A motion was made by Council Member Hudson, seconded by Council Member Jones, that the preceding minutes be approved. The motion carried by the following unanimous 9-0 vote:

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

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 6:07 p.m. upon motion duly made by Council Member Moore and second by Mayor Pro-Tem Ewing.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Mary S. Brooks, Deputy City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Zoning Map Amendment 19-07
(Oasis Investment LLC)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 3, 2019

Public Hearing: Yes

Advertising Date: May 22, 2019 and May 29, 2019

Advertised By: Planning & Development

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

PURPOSE:

A request by Oasis Investment LLC to rezone approximately 79.5 acres from the Agricultural (AG) District, currently within Guilford County's jurisdiction, to the Conditional Zoning Employment Center (CZ EC) District. The site is lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road. Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.

BACKGROUND:

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

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

- A. Staff recommended **approval** of this request as outlined in the attached staff report.
- B. On May 28, 2019, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 19-07. The Planning & Zoning Commission recommended **approval** of this request, as outlined in the staff report and recommended by staff, by a vote of 7-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Oasis Investment LLC

Zoning Map Amendment 19-07

At its May 28, 2019 public hearing, the Planning and Zoning Commission reviewed a request to rezone approximately 79.5 acres to the Conditional Zoning Employment Center (CZ EC) District. All members of the Commission were present except for Mr. Ray Wheatley and Mr. John McKenzie. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking on the request:

The applicant's representative, Mr. Marc Isaacson, attorney, Isaacson-Sheridan, 804 Green Valley Road, Suite 200; Greensboro, spoke to the Commission. Mr. Isaacson provided an overview of the proposal to develop a pharmaceutical research campus on the site. He explained the applicant is proposing to develop a facility that will usher through the research, development, testing and manufacturing of new medical-related drugs. At buildout, the facility will contain approximately 1.3 million square feet, including a hotel, restaurant and a daycare facility for the convenience of test clients, and a limited number of residences intended for employees.

Planning & Zoning Commission Action

Zoning Map Amendment

The Commission recommended **approval** of Zoning Map Amendment 19-07, as recommended by staff, by a vote of 7-0.

Consistency & Reasonableness Statements

The Commission adopted a statement that the Zoning Map Amendment is consistent because the site is designated Restricted Industrial by the Land Use Plan and advances the goals and objectives of the Community Growth Vision Statement. Furthermore, approval of the requested CZ-EC District is similar and compatible with previous conditional zoning approvals granted in this area.

The Planning & Zoning Commission adopted these statements by a vote of 7-0.

**CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT**

**STAFF REPORT
ZONING MAP AMENDMENT ZA-19-07
May 28, 2019**

Request	
Applicant: Oasis Investment LLC	Owner: Oasis Investment LLC
Zoning Proposal: To annex and apply initial City zoning.	From: AG Agricultural District (Guilford County)
	To: CZ EC Conditional Zoning Employment Center District.

Site Information	
Location:	The site is lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road.
Tax Parcel Number:	Guilford County Tax Parcels 169959 and 169966
Site Acreage:	Approximately 79.5 acres
Current Land Use:	Two single family detached dwellings
Physical Characteristics:	The site is heavily wooded with a moderate to severely sloping terrain. A perennial stream, running in a west to east direct, bisects the northern portion of the property and a second perennial stream, running in a south to north direction runs, through the middle of the property. The steeper terrain is along these stream corridors.
Water and Sewer Proximity:	A 12-inch City water line and a 15-inch City sewer line both lie to the east of the site along the Gallimore Dairy Road.
General Drainage and Watershed:	The site drains in a easterly direction, and development is subject to the City Lake General Watershed Area (GWA) requirements. Engineered stormwater measures are required for non-residential development with an impervious surface area that is greater than 24% of the site.
Overlay Districts:	City Lake General Watershed Area Airport Overlay District – Zone 1

Adjacent Property Zoning and Current Land Use			
North:	CZ-EC	Conditional Zoning Employment Center District	An industrial/office/warehouse facility is under construction.
	AG	Agricultural District (Guilford County)	Single family dwelling and undeveloped parcel
South:	AG	Agricultural District (Guilford County)	Single family detached dwellings
East:	CU-EC	Conditional Use Employment Center District	Machinery manufacturing facility and agricultural accessory structures
West:	AG	Agricultural District (Guilford County)	Commercial nursery/landscaping facility

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement	The following goals and objectives of the Community Growth Vision Statement are relevant to this request: Goal #6: Keep High Point's economy strong and make it more diversified. Obj.#6D: Continue to identify and recruit new industries that are unrelated to the traditional industries of furniture and textiles in order to achieve greater diversification.
Land Use Plan Map Classification:	The site has a Restricted Industrial land use designation. This classification is intended to accommodate office, warehouse, research & development, distribution, and light manufacturing or assembly uses on larger sites in unified developments.
Land Use Plan Goals, Objectives & Policies:	The following goals and objective of the Land Use Plan are relevant to this request: Goal #1: Ensure that development respects the natural environment; Goal #5: Promote an urban growth pattern that occurs in an orderly fashion and conserves the land resources of the city and its planning area. Obj. #9. Where feasible and appropriate, provide a transition in land uses between more and less intensive land uses;
Relevant Area Plan:	There are no area plans that are applicable to this area.
Zoning History:	Since the late 1980s, approximately 21 zoning requests (totaling approximately 516 acres) have been approved in this northern portion of the City's Planning area to support restricted industrial uses. Abutting parcels to the north and northeast have been annexed and granted CZ-EC District zoning to accommodate office, warehouse, research & development, and light industrial uses.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	Gallimore Dairy Road		Major Thoroughfare	1,730 feet
Vehicular Access:	Two access points are proposed to be provided from Gallimore Dairy Road.			
Traffic Counts: (Average Daily Trips)	Gallimore Dairy Road		4,700 ADT (NCDOT 2017 traffic counts)	
Estimated Trip Generation:	Based on a concept plan and Traffic Impact Analysis provided by the applicant, development of the site is estimated to generate approximately 16,540 trips. Phase 1—————5,573 average daily trips (633 trips in AM peak hour) Phase 2 (buildout)—10,967 average daily trips (1,097 trips in AM peak hour)			
Traffic Impact Analysis (TIA):	Required		TIA Comments	
	<u>Yes</u> X	<u>No</u>	See attached TIA executive summary	
Conditions:	See attached Conditional Zoning Ordinance 19-07 for detailed transportation conditions. A summary is as follow: <u>Right-of-way Dedication</u> a. Sixty (60) feet of right-of-way dedication, as measured from the existing centerline, along Gallimore Dairy Road.			

	b. Sixty (60) feet of right-of-way dedication along the entire length of the westernmost property line for road extension. <u>Access:</u> Only two points of vehicular access shall be permitted to Gallimore Dairy Road. No vehicle access shall be permitted to Blackberry Ridge Drive. <u>Improvements</u> a. Phase I: <u>Gallimore Dairy Road at main access (Access Point #1)</u> Installation of a westbound left turn and eastbound right turn lane into the rezoning site, both with appropriate storage and appropriate taper. Installation of a separate left turn lane and a shared through right to enhance exiting movements from the site. <u>Gallimore Dairy Road / Pegg Road Intersection-</u> Installation of a westbound right turn lane and eastbound left turn lane, both with appropriate storage and appropriate taper. Installation of a new traffic signal at the intersection of Gallimore Dairy Road & Pegg Road. b. Phase II: <u>Gallimore Dairy Road at main access (Access Point #1)</u> Installation of a new traffic signal at the intersection of Gallimore Dairy Road & Main Access. Lengthen the westbound left turn lane to the Pegg Road intersection and provide an additional left turn lane with appropriate storage and appropriate taper. Lengthen the eastbound right turn lane and provide appropriate storage and appropriate taper. Reconfigure the main access point to Gallimore Dairy Road to provide a left turn lane, through lane, and two right turn lanes. <u>Gallimore Dairy Rd/Barrow Rd Extension Intersection (Access Point #2):</u> Construction of road extension from Gallimore Dairy Road with a westbound left turn lane and eastbound right turn lane. <u>Gallimore Dairy Road</u> Construction of an additional through lane eastbound and westbound from NC 68 to the main entrance of the rezoning site. <u>Gallimore Dairy Road / Pegg Road Intersection</u> Modify traffic signal to accommodate additional lanes.
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School District Comment

The residential aspect of the proposed development is associated with the proposed research facility and will have no impact on the school district.

Details of Proposal

The applicant has submitted an annexation application (AN-19-02) and this zoning map amendment application to establish initial city zoning for an approximate 79.5 acres of land located in the northern portion of the City's Planning Area. This site is within an area designated by the adopted Land Use

Map for Restricted Industrial development and the applicant has requested to establish a CZ EC District to facilitate the development of an approximate 1.3 million square-foot medical-related industrial/business research park. The facility is intended to be developed in a campus like setting with a hotel and personal service uses to serve this facility with a limited residential component for research staff and clients.

In conjunction with this application, the applicant has submitted a conditional zoning ordinance in which they have offered conditions pertaining to the location and number of residential dwelling units, landscaping, right-of-way dedication, location and number of vehicular access points, and transportation-related improvements.

Staff Analysis

The requested EC District was specifically designed for development in areas designated by the Land Use Plan as Restricted Industrial, and is intended accommodate office, warehouse, research and development, light industrial, and supporting activities in a well-planned, high quality business park setting. In addition to typical business park uses, the district also allows retail and service uses intended to serve employees working in the immediate vicinity. In addition to an expectation for high quality design, the district includes standards to help ensure compatibility between development and nearby residential uses. Region-serving commercial and intensive forms of industrial development are prohibited as well as outdoor manufacturing, processing, and storage activities.

Section 2.4.5.(C) of the Development Ordinance states that the advisability of a conditional zoning is a matter committed to the legislative discretion of the City Council and is not controlled by any one factor. In determining whether to approve or deny a conditional zoning, the City Council shall weigh the relevance of and consider the following issues outlined below. Based on the applicant's submittal and proposed conditions, as they existed on the date of this report, the Planning and Development Department offers the following comments relative to these ordinance considerations.

Consistency with Adopted Policy Guidance

Whether and the extent to which the proposed conditional zoning district is appropriate for its proposed location, and is consistent with the City's adopted policy guidance.

The site is designated Restricted Industrial by the Land Use Plan and advances the goals and objectives of the Community Growth Vision Statement.

Reasonableness/Public Interest:

Why a decision to approve, or to deny, the proposed conditional zoning would be reasonable and in the public interest.

Approval of the requested CZ-EC District is similar and compatible with previous conditional zoning approvals granted in this area.

Compatibility with Surrounding Areas

- Whether the proposed conditional zoning district will result in a development that is compatible with the character of surrounding existing or proposed development and land uses.
- Where there are issues of compatibility, the proposed conditional zoning district shall provide for appropriate transition areas that address incompatibility through increased buffering, landscaping, fencing, building height, mass and scale or other means designed to promote a complimentary character of development.

- Determination of complimentary character may be based on densities/intensities, use types, lot sizes and dimensions, building height, mass and scale, exterior lighting, siting of service areas, or other aspects that may be identified by the City Council.
- ❖ Adjacent annexed parcels along Gallimore Dairy Road have a similar industrial zoning. The requested CZ EC District is consistent with the zoning for those existing parcels.
- ❖ The zoning site abuts a large lot residential subdivision to the south (Samuel's Field). The applicant has offered a condition that a Type B perimeter planting yard will be installed adjacent to this subdivision.
- ❖ If developed, the residential uses within the proposed development will be restricted to the southern portion of the site; thus providing a transition between higher intensity nonresidential uses to the north and the large lot residential subdivision to the south.

Mitigation of Impacts

Whether the applicant's proposed conditional zoning district, including the proposed use(s), written conditions, and conditional zoning plan (if applicable), will satisfactorily:

Mitigation #1	Minimize or effectively mitigate any identified adverse impact on adjacent and nearby land, such as that caused by traffic, parking, noise, lighting, trash, loading areas, etc. ❖ Adjacent lands to the north, east and west are developed with industrial uses, or are denoted in adopted policy guidance for industrial land uses. ❖ The EC District has required standards pertaining to screening of ground-based mechanical equipment, orienting loading bays to not face adjacent public streets and prohibiting outdoor manufacturing/assembly activities. Furthermore, the Development Ordinance governs exterior lighting, perimeter landscaping and screening of solid waste facilities. Taken in total, these standards will effectively mitigate adverse impact on adjacent lands.
Mitigation #2	Minimize or effectively mitigate any identified adverse environmental impact on water and air resources, minimizes land disturbance, preserves trees and protects habitat. The site is within the City Lake General Watershed Area and development is required to meet the watershed standards of the Development Ordinance. Furthermore, environmental standards of the Development Ordinance will address required stream buffers and limit disturbance along the various streams.
Mitigation #3	Minimize or effectively mitigate any identified adverse impact on municipal facilities and services, such as streets, potable water and wastewater facilities, parks, police and fire. ❖ The site is within an area adequately served by City of High Point utilities and municipal services. ❖ Conditions offered by the applicant to install turn lanes for traffic entering the site, to install and upgrade existing traffic signals, to limit the number and location of access points, and to phase improvements to Gallimore Dairy Road as development progresses will in total mitigate traffic impacts.

Mitigation #4	Minimize or effectively mitigate any identified adverse effect on the use, enjoyment or value of adjacent lands.
	❖ The EC District standards address building orientation, fencing, location of mechanical equipment, loading docks, outdoor storage and prohibits outdoor manufacturing; which collectively mitigates impact to adjacent lands. ❖ To ensure compatibility with an adjacent residential subdivision to the south, conditions were offered to ensure the installation of a higher perimeter landscaping yard next to this development and to prohibit access to Blackberry Ridge Drive from the proposed development.

Supportive Changes in the Area

Whether and the extent to which there have been changes in the type or nature of development in the area of the proposed conditional zoning district that support the application.

Since the early 1990s, there have been multiple industrial projects developed, consistent with the goals and objectives of the Restricted Industrial Land Use classification, in this northern portion of the City's Planning Area.

Promotes a Preferred Development Patterns

Whether and the extent to which the proposed conditional zoning district will results in development that promotes a logical, preferred, and orderly development pattern.

The requested CZ-EC District is similar to zoning that was approved on other nearby properties.

Recommendation

Staff Recommends Approval

The Planning & Development Department recommends approval of the request to rezone this 79.5 acre area to the CZ EC District. As conditioned, the requested will be compatible with the surrounding area and in conformance with adopted plans.

Required Action

Planning and Zoning Commission:

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

City Council:

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

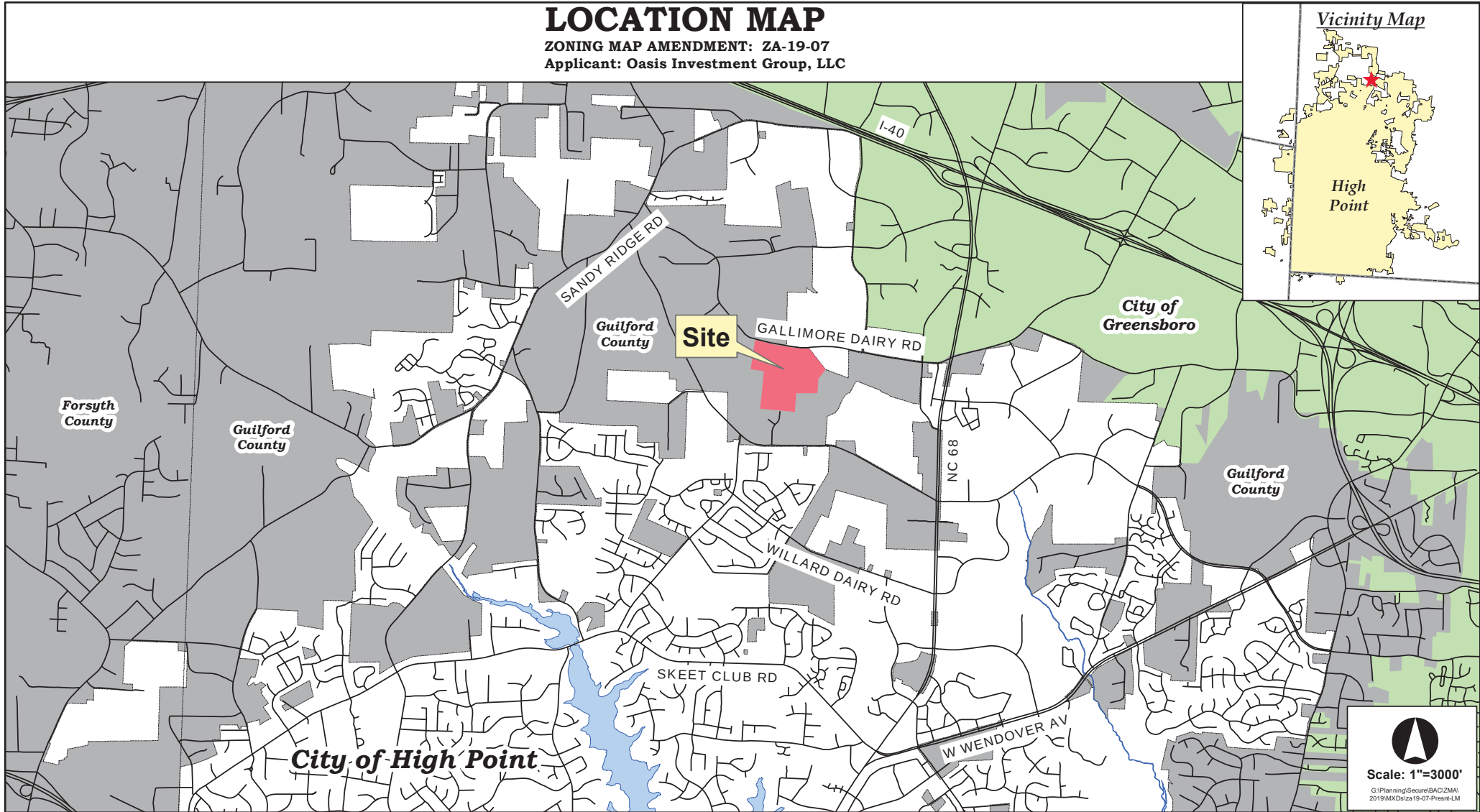
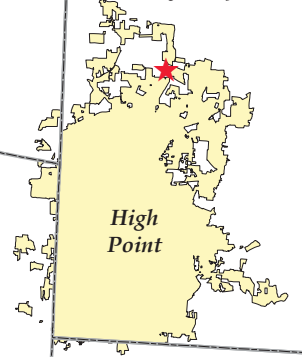
Report Preparation

This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

ZONING MAP AMENDMENT: ZA-19-07
Applicant: Oasis Investment Group, LLC

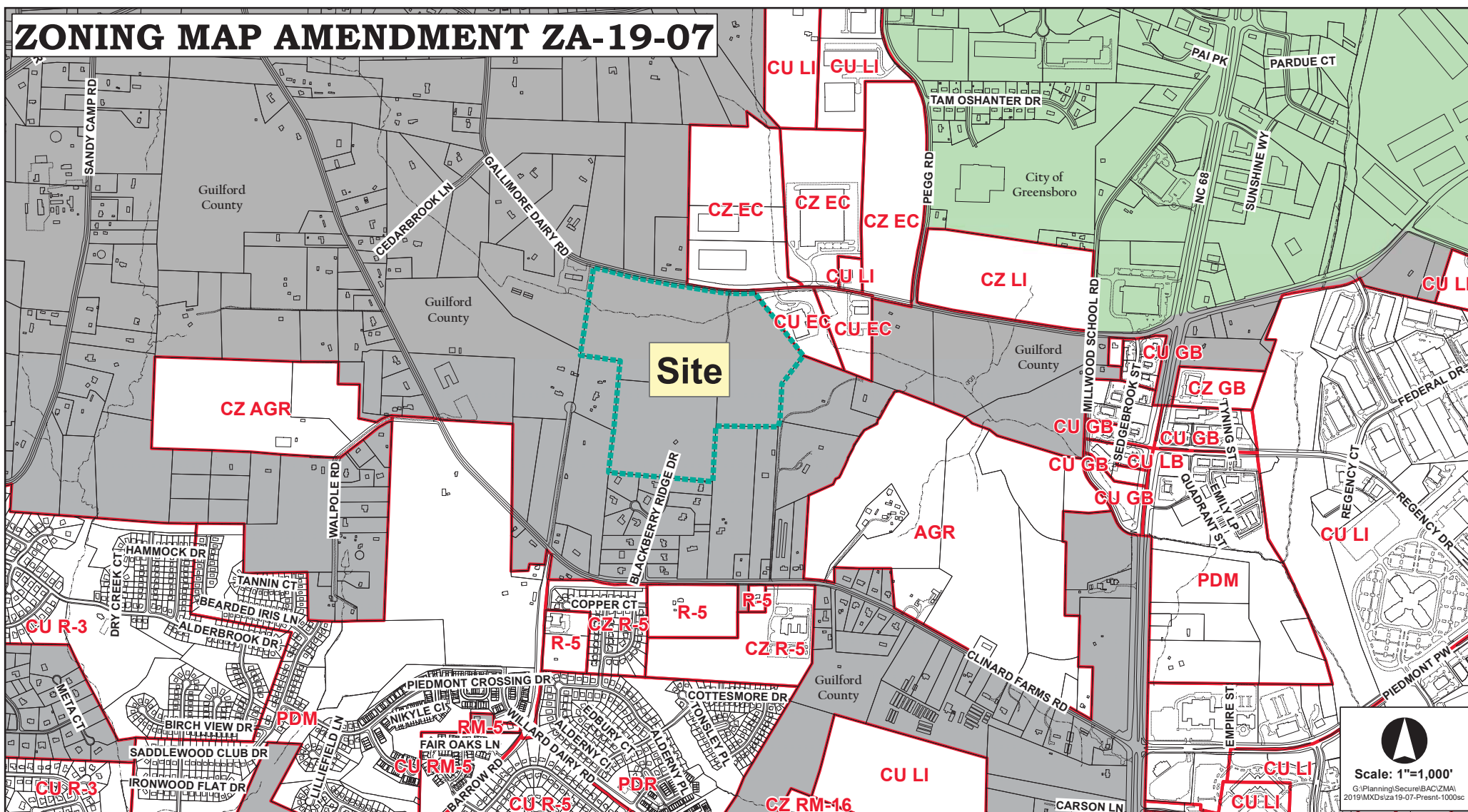
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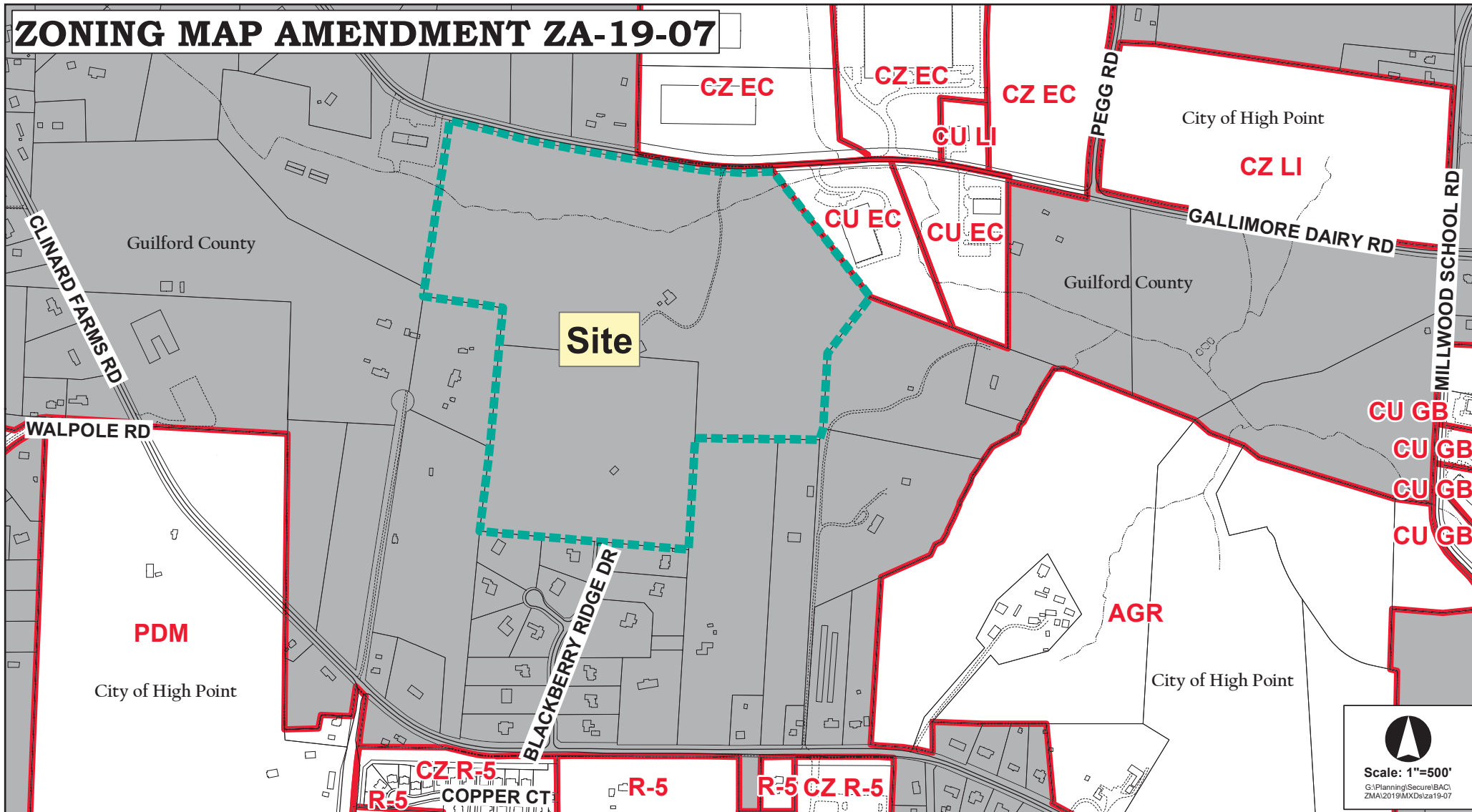
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ZONING MAP AMENDMENT ZA-19-07

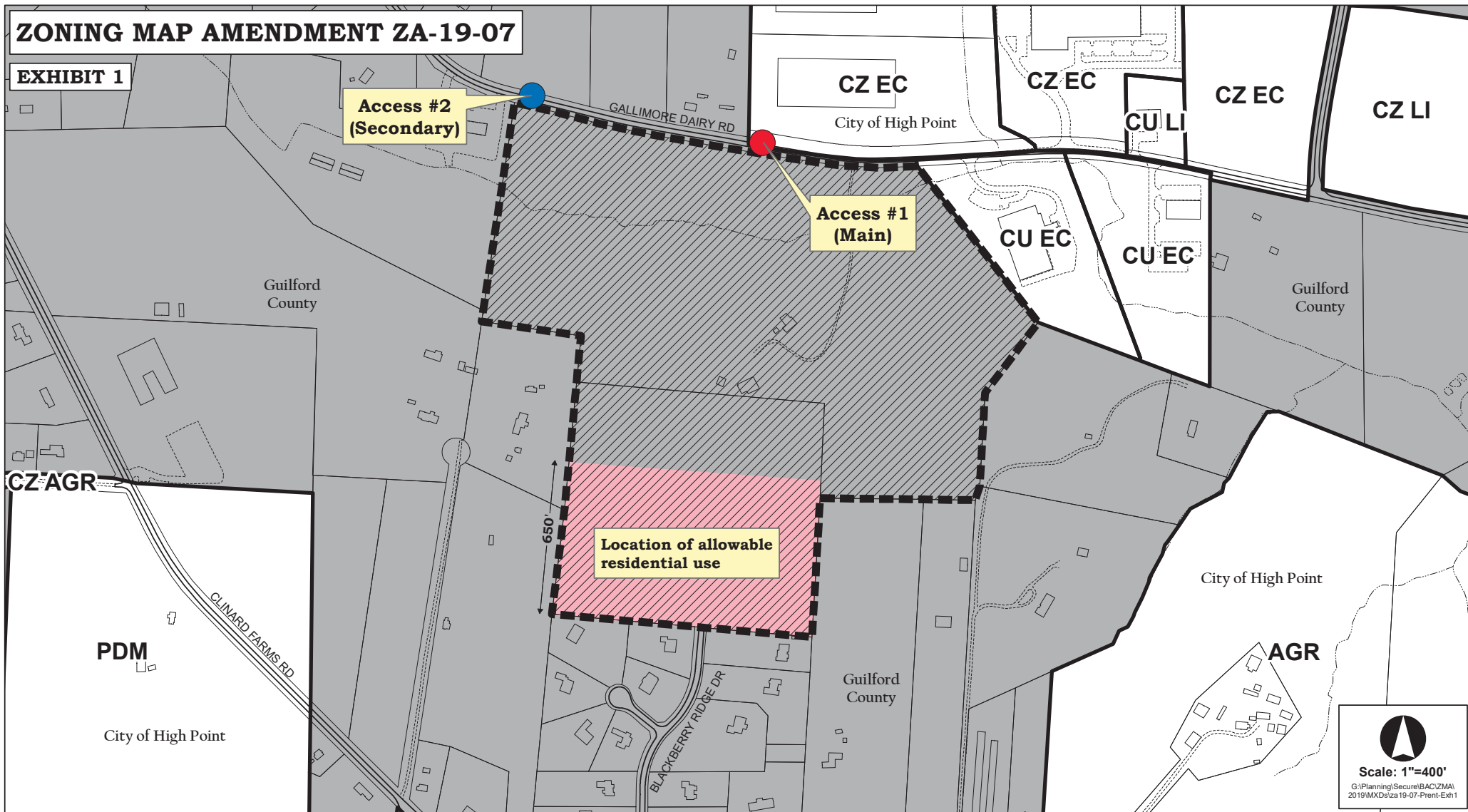


ZONING MAP AMENDMENT ZA-19-07

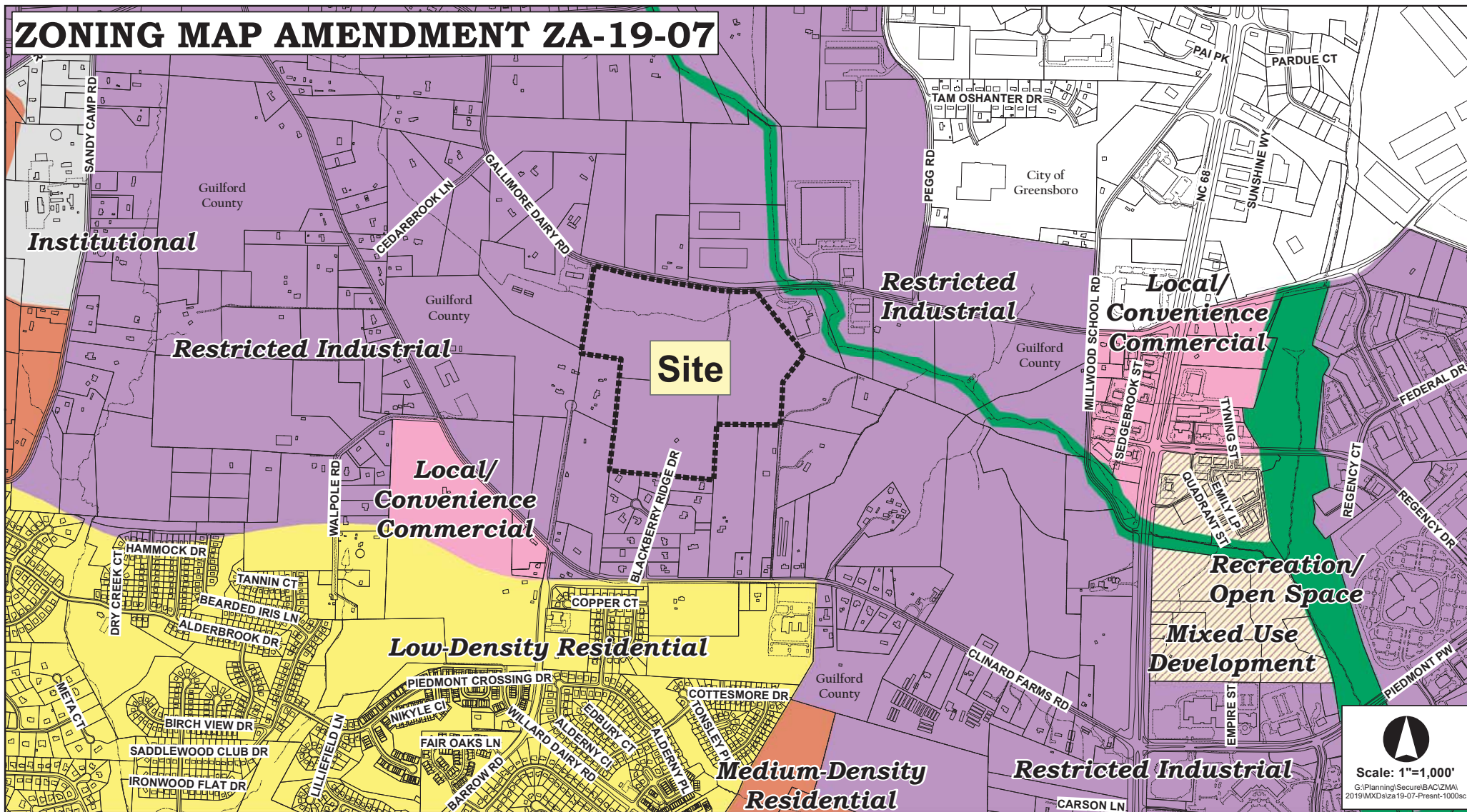


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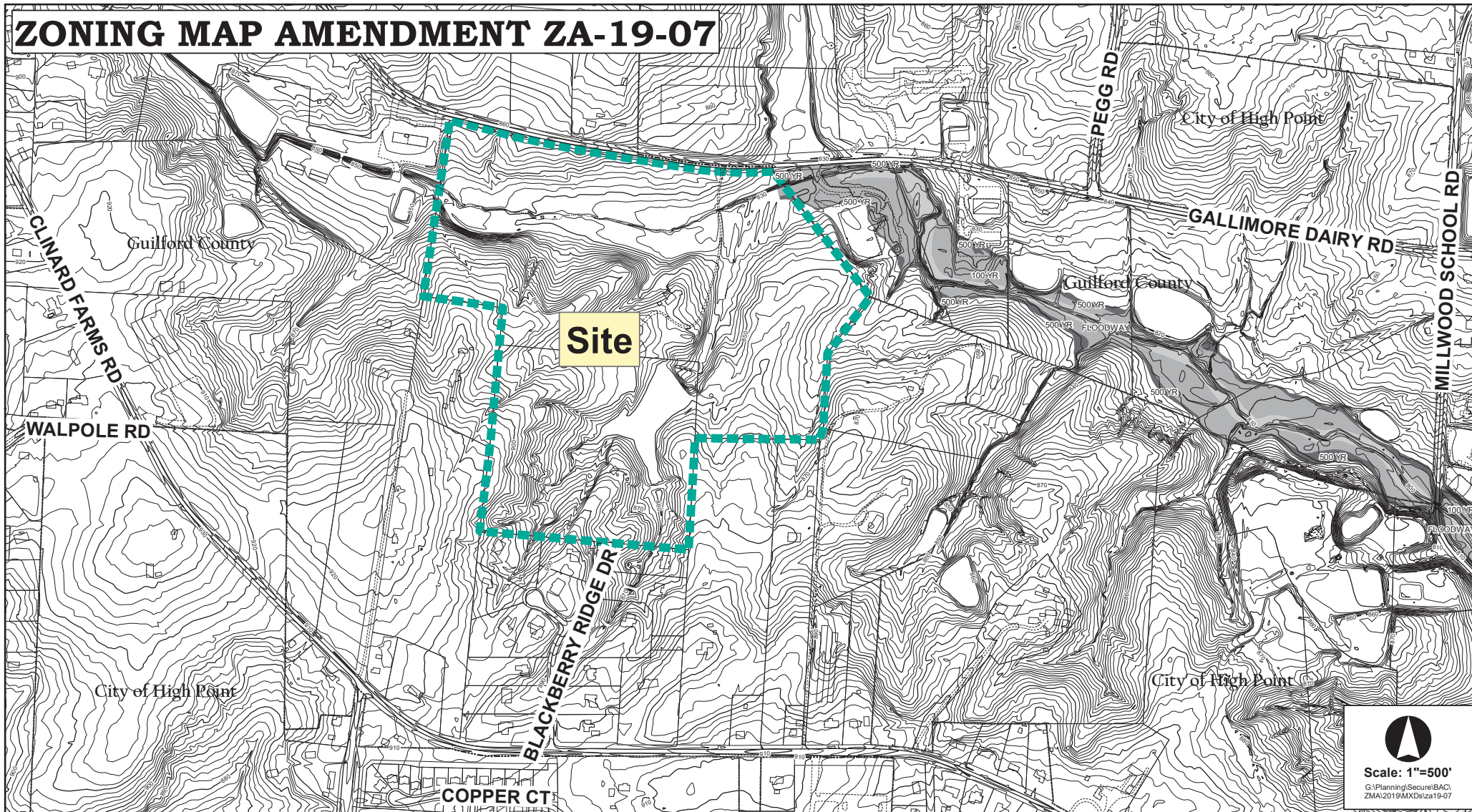
EXHIBIT 1



ZONING MAP AMENDMENT ZA-19-07

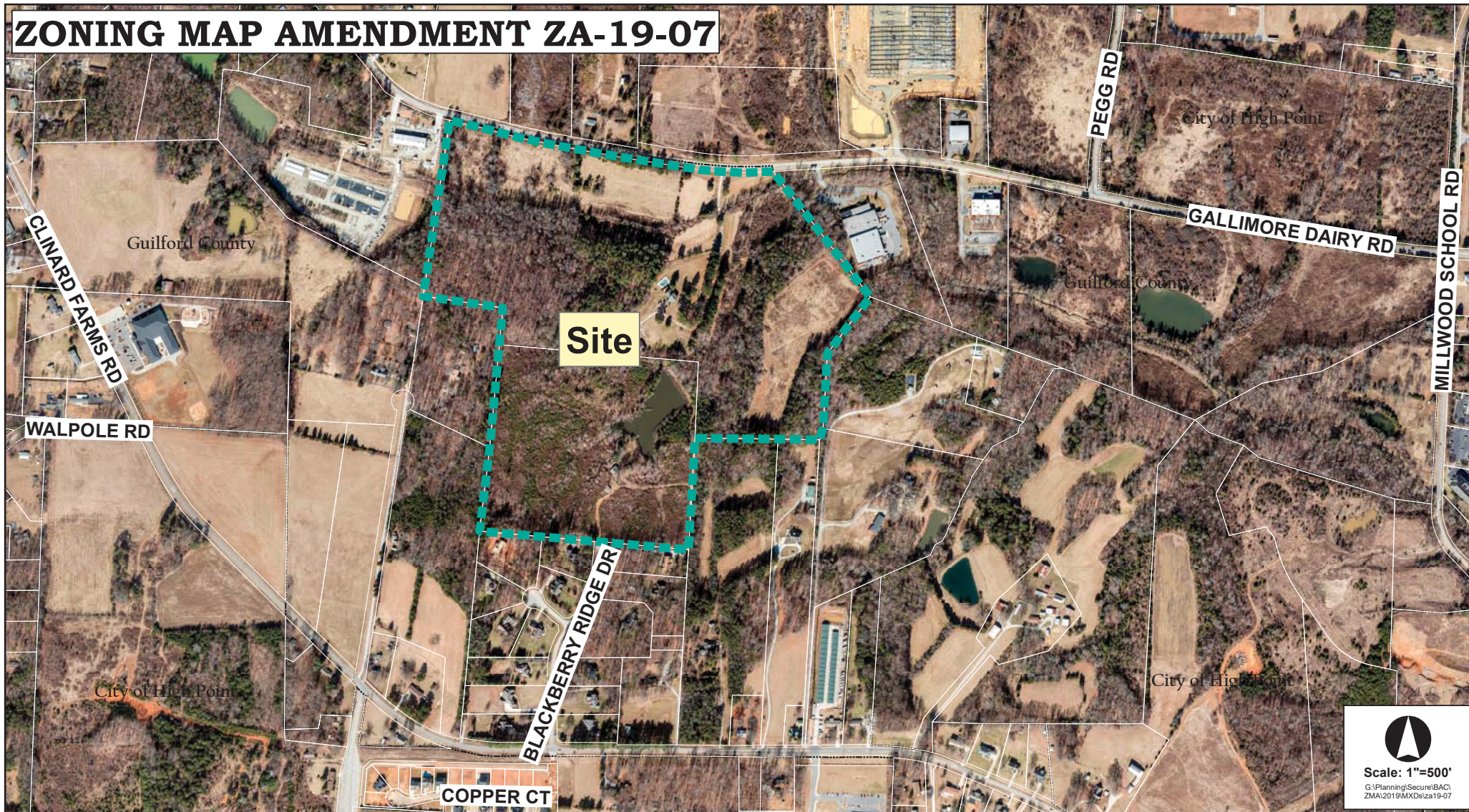


ZONING MAP AMENDMENT ZA-19-07



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ZONING MAP AMENDMENT ZA-19-07



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AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 2.4.19, ZONING MAP AMENDMENT, OF THE DEVELOPMENT ORDINANCE.

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

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on May 28, 2019 and before the City Council of the City of High Point on June 3, 2019 regarding **Zoning Map Amendment Case 19-07 (ZA-19-07)** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings were published in the High Point Enterprise on May 19, 2019, for the Planning and Zoning Commission public hearing and on May 22, 2019 and May 29, 2019, for the City Council public hearing pursuant to Chapter 160A-364 of the General Statutes of North Carolina; and

WHEREAS, the proposed amendment was adopted by the City Council of the City of High Point on **June 3, 2019**.

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

SECTION 1

That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Employment Center (EC) District**. The property is approximately 79.5 acres and lying along the south side of Gallimore Dairy Road, approximately 1,800 feet west of Pegg Road. The property is also known as Guilford County Tax Parcels 169959 and 169966.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. USES:

A. Permitted Uses

Any uses allowed in the Employment Center (EC) District subject to the standards of the Development Ordinance and the specific conditions listed in this ordinance.

B. Restricted Uses:

1. A maximum of 160 residential dwelling units, as permitted in the EC District under the Residential Use Classification of the Principal Use Table, shall be permitted
2. Allowable residential dwelling units shall be restricted to the southern 650 feet of the zoning site (southern portion of Guilford County Tax Parcel 169966 - see exhibit 1)

Part II. CONDITIONS:

- A. Sketch Plan: The purpose of the sketch plan is to illustrate the approximate location of vehicular access points, area of the property where residential dwelling units may be permitted and areas of the zoning site subject to Phase I and Phase II (full build) conditions referred to in this ordinance.
- B. Landscaping, Buffers and Screening.
Unless a higher planting rate is required, a Type B Perimeter Planting Yard shall be installed along the southern boundary of the zoning site (southern property line of Guilford County Tax Parcel 169966). Except as permitted by the Development Ordinance, no grading or encroachments shall be permitted in the stream buffers adjacent to this southern property line. This perimeter planting yard shall be installed in conjunction with any development upon Guilford County Tax Parcel 169966.
- C. Transportation Conditions.
 - 1. Right-of-way Dedication
 - a. Gallimore Dairy Road: As a part of the Land Development Permit approval for Phase I of the development, the property owner shall dedicate sixty (60) feet of right-of-way, as measured from the existing centerline of Gallimore Dairy Road, along the entire frontage of the zoning site.
 - b. Road Extension (proposed Barrow Road extension): As a part of the Land Development Permit approval for Phase I of the development, the property owner shall dedicate sixty (60) feet of right-of-way along the entire length of the westernmost property line of the zoning site (westernmost property line of Guilford County Tax Parcel 169959).
 - 2. Access:
 - a. Gallimore Dairy Road: Only two points of vehicular access shall be permitted to Gallimore Dairy Road.
 - 1) Access Point #1 (Main Access): The main access (eastern most access) shall generally align with the Gallimore Industrial Center driveway on the north side of Gallimore Dairy Road.
 - 2) Access Point #2 (Secondary Access): The Road Extension along the westernmost boundary of the zoning site shall serve as the second access point.
 - b. Blackberry Ridge Drive: No vehicle access shall be permitted to Blackberry Ridge Drive.

3. Improvements

a) Phase I:

1) Gallimore Dairy Road at main access (Access Point #1)

- i As part of the driveway permit approval the property owner shall install a westbound left turn into the rezoning site with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.
- ii As part of the driveway permit approval the property owner shall install an eastbound right turn lane into the rezoning site with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT
- iii As part of driveway permit approval the property owner shall install a separate left turn lane and a shared through right to enhance exiting movements from the site.

2) Gallimore Dairy Road / Pegg Road Intersection

- i As part of Land Development Permit approval the property owner shall install a westbound right turn lane with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.
- ii As part of Land Development Permit approval the property owner shall install an eastbound left turn lane with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.

- 3) As part of Land Development Permit approval the property owner shall install a new traffic signal (signalize intersection) at the intersection of Gallimore Dairy Road & Pegg Road Intersection.

b) Phase II:

1) Gallimore Dairy Road at main access (Access Point #1)

- i As part of Land Development Permit approval the property owner shall install a new traffic signal (signalize intersection) at the intersection of Gallimore Dairy Road & Main Access (Access Point #1).
- ii As part of Land Development Permit approval the property owner shall lengthen the westbound left turn lane to the Pegg Road intersection and provide an additional left turn lane with appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.
- iii As part of Land Development Permit approval the property owner shall lengthen the eastbound right turn lane and provide appropriate storage and appropriate taper. Turn lane length and taper length will be determined by NCDOT.

- iv As part of Land Development Permit approval the property owner shall reconfigure the main access point to Gallimore Dairy Road to provide a left turn lane, through lane, and two right turn lanes.
- 2) Gallimore Dairy Road / Barrow Road Extension Intersection (Access Point #2):
 - i As part of Land Development Permit approval the property owner shall construct two lanes of the proposed four lane Barrow Road Extension from Gallimore Dairy Road to the southern property boundary (southern property line of Guilford County Tax Parcel 169959).
 - ii As part of Land Development Permit approval the property owner shall construct westbound left turn lane with one-hundred (100) feet of storage and appropriate taper and construct an eastbound right turn lane with one-hundred (100) feet of storage and appropriate taper
- 3) Gallimore Dairy Road
As part of Land Development Permit approval the property owner shall construct an additional through lane eastbound and westbound from NC 68 to the main entrance of the rezoning site.
- 4) Gallimore Dairy Road / Pegg Road Intersection
As part of Land Development Permit approval the property owner shall modify the traffic signal at the intersection of Gallimore Dairy and Pegg Road to accommodate additional lanes.
- 4. Other Transportation Conditions: The City of High Point Transportation Director and the North Carolina Department of Transportation (NCDOT) shall approve the exact location and design of all access points and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans that are required to be approved by the City of High Point.

SECTION 4

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

SECTION 5

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

SECTION 6.

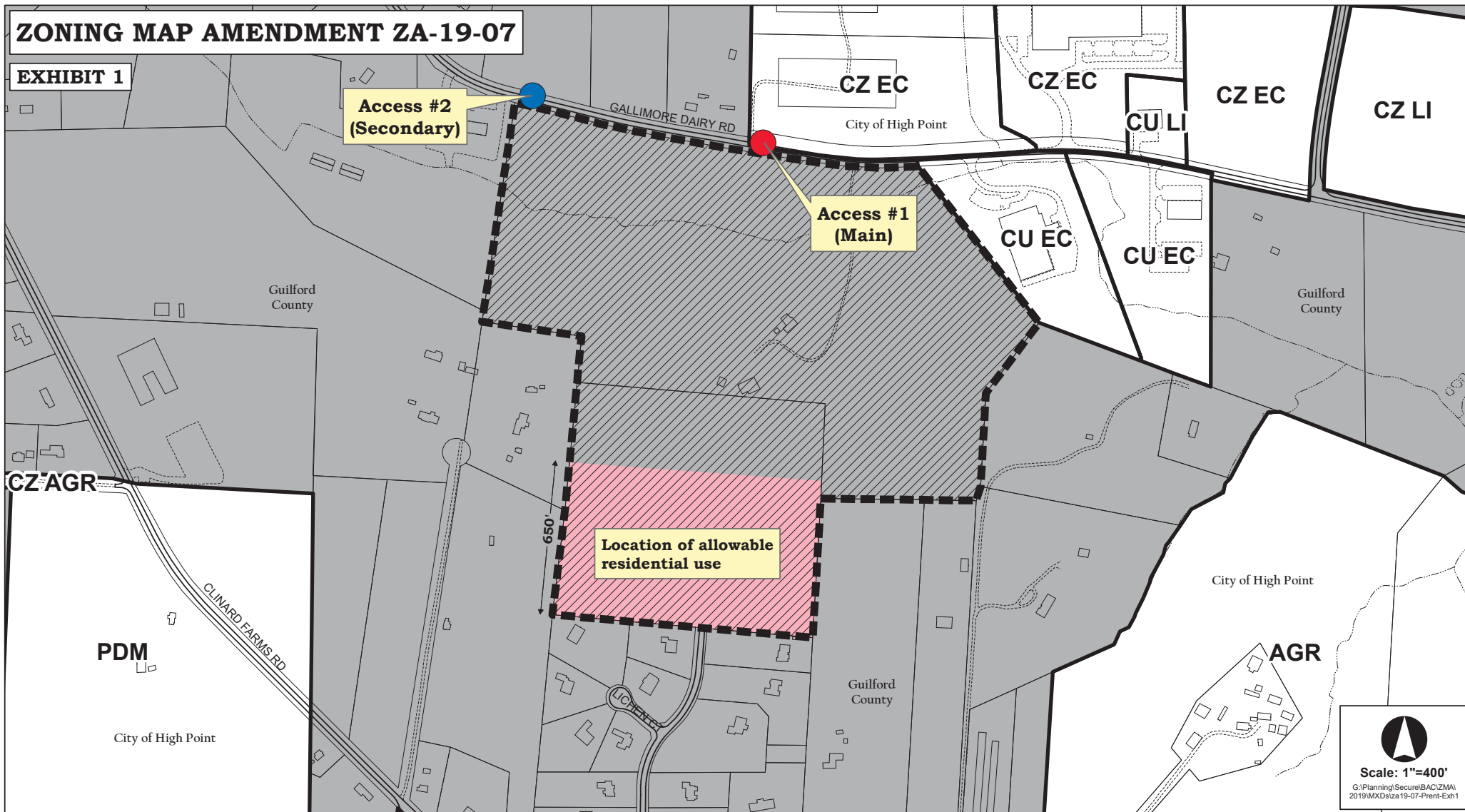
This ordinance shall become effective upon the date of adoption.

____th day of XXXXXXXXXX xx, 20XX.

Lisa B. Vierling, City Clerk

ZONING MAP AMENDMENT ZA-19-07

EXHIBIT 1



The applicant's traffic engineer submitted the following Executive Summary from their Traffic Impact Analysis (TIA).

In addition to this summary, the complete TIA has been submitted to the City of High Point Transportation Department for review.



Transportation Impact Analysis

Gallimore Dairy Road Mixed-Use Development High Point ETJ, NC

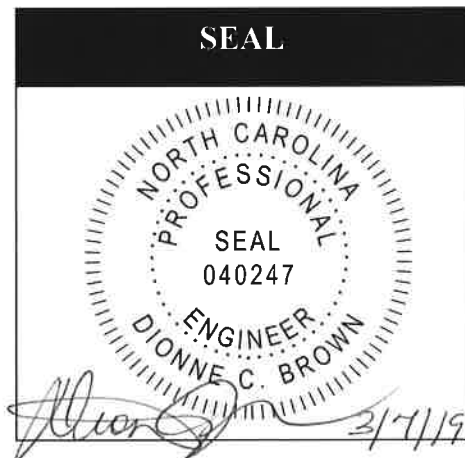
Prepared for Oasis Investment Group, LLC
March 07, 2019

Analysis by: Monisha Badarinath, E.I.
Nina Baez

Drafting/Graphics by: Monisha Badarinath, E.I.
Nina Baez

Reviewed by: Dionne Brown, P.E.

Sealed by: Dionne Brown, P.E.



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**Gallimore Dairy Road Mixed-Use Development – Transportation Impact Analysis
High Point ETJ, NC
Prepared for Oasis Investment Group, LLC
March 07, 2019**

Executive Summary

The proposed Gallimore Dairy Road Mixed-Use Development is located on the south side of Gallimore Dairy Road, west of Pegg Road in High Point ETJ, North Carolina. This development was analyzed for two (2) phases. Phase 1 consists of 489,000 square feet of office space and 16 townhomes. Phase 2 will add approximately 788,000 square feet of office space, 13,800 square feet of retail space, a daycare of 8,700 square feet, 140 apartment dwelling units and a hotel with 110 hotel rooms. For traffic analysis purposes, years 2022, and 2024 were used for Phases 1, and 2, respectively. These years do not necessarily represent the actual timetable for this development and is scheduled to be constructed over the next +/- 10 years.

The site plan shows two (2) accesses on Gallimore Dairy Road. Phase 1 of the site will be accessed on Gallimore Dairy Road approximately 2,450 feet west of Pegg Road. This new connection is expected to be the main entrance to the development with the build-out of the site. Phase 2 of the site will provide a second access to the site on Gallimore Dairy Road via the Barrow Road Stub Road Extension to be located approximately 3,425 feet west of Pegg Road. This Barrow Road Stub Road Extension is planned for construction just prior to the full build-out of the site.

Trip Generation

Based on trip generation rates and equations published in Trip Generation (Institute of Transportation Engineers, 10th Edition), Phase 1 of this development has a trip generation potential of 719 trips in the AM peak and 649 trips in the PM peak. At full build, this development has a trip generation potential of 2,087 trips in the AM peak and 1,911 trips in the PM peak. With the effects of internal capture and pass-by trip reduction, the trip generation potential is 1,952 net trips in the AM peak and 1,866 net trips in the PM peak.

Capacity Analysis

DAVENPORT was retained to determine the potential traffic impacts of this development and to identify transportation improvements that may be required to accommodate the impacts of the new development traffic. The following intersections were included in the study:

- NC 68 at Gallimore Dairy Road
- Gallimore Dairy Road at Pegg Road
- Gallimore Dairy Road at Sandy Ridge Road
- Gallimore Dairy Road at Main Access/ Gallimore Industrial Center Access
- Gallimore Dairy Road at Barrow Road Stub Road Extension

Additionally, a 2040 design year analysis was conducted per North Carolina Department of Transportation (NCDOT) standards. This scenario evaluates long term traffic capacity, including with NCDOT State Transportation Improvement Program (STIP) projects U-4758 (widening on Sandy Ridge Road), U-4015A (widening on Gallimore Dairy Road from NC 68 to Airpark Road), and U-5974 (widening on NC 68 from Gallimore Dairy Road to either Penny Road or Hickwood Road depending on the build alternative selected). Therefore, the study intersections along NC 68 and Sandy Ridge Road were analyzed for a 2040 design year scenario, with and without the proposed development.

The capacity analysis results for 2022 Phase 1 Conditions, 2024 Full Build Conditions, and 2040 Design Year Conditions are included in the Sections 7, 8, & 9 of the report, respectively.

Conclusion

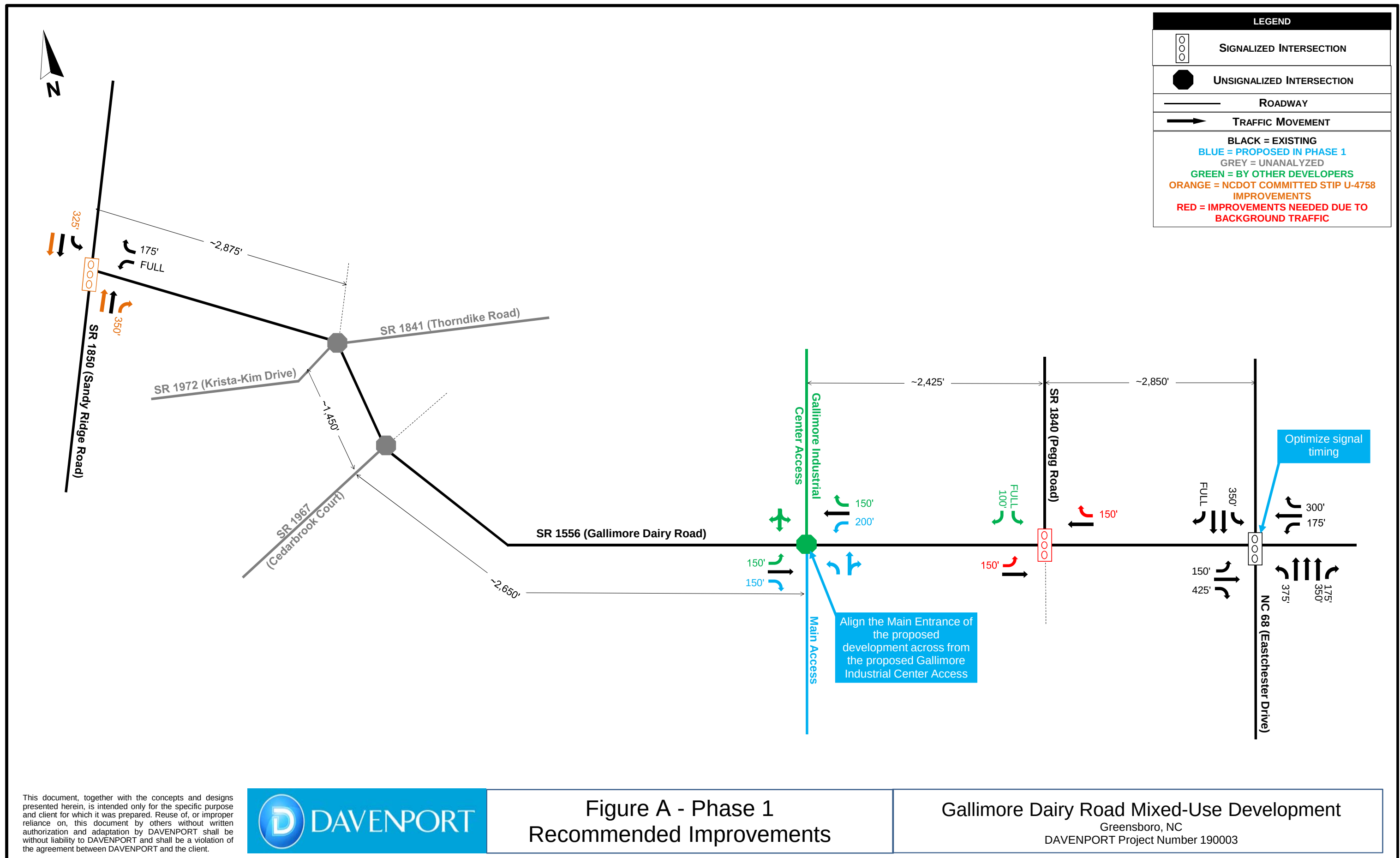
This TIA was performed in order to assess transportation impacts of the proposed site as well as background traffic. Recommendations have been given to accommodate these impacts. The analysis documented here indicates that with the recommended improvements in place, the proposed site is not expected to have a detrimental effect on transportation capacity and mobility in the study area. The recommended improvements for the development under 2022 Phase 1 Conditions, 2024 Full Build Conditions, and 2040 Design Year Conditions are summarized in Table A and are shown in Figures A, B, and C, respectively. Further coordination with North Carolina Department of Transportation (NCDOT) will be needed to understand the future configuration of NC 68 at Gallimore Dairy Road intersection as part of STIP U-5974. Please note that the access points to the site is recommended to be designed according to NCDOT and City of High Point Standards where applicable.

Table A – Recommended Improvements Summary

Intersection	Phase 1	Full Build	2040 Design Year
Sandy Ridge Road at Gallimore Dairy Road	Committed improvements associated with STIP U-4758 will be adequate to accommodate projected traffic volumes in future conditions.	No additional improvements are recommended.	On southbound Sandy Ridge Road, extend the left turn to provide 400 feet of storage plus appropriate taper and provide a second left turn with 400 feet of storage plus appropriate taper. Provide a second receiving lane on Gallimore Dairy Road with appropriate merge distance.

Table A – Recommended Improvements Summary

Intersection	Phase 1	Full Build	2040 Design Year
Gallimore Dairy Road at Pegg Road	<u>Improvements needed due to background traffic:</u> • Signalize intersection. • Construct a westbound right turn lane along Gallimore Dairy Road with 150 feet of storage plus appropriate taper • Construct an eastbound left turn lane along Gallimore Dairy Road with 150 feet of storage plus appropriate taper	• Provide an additional through lane in both eastbound and westbound directions of Gallimore Dairy Road between NC 68 and Proposed Main Entrance of the Site/Gallimore Industrial Center Access. • Modify traffic signal accordingly.	• Not applicable.
NC 68 at Gallimore Dairy Road	• Optimize signal timing	• Committed improvements associated with NCDOT Projects STIP U-5974 and STIP U-4015A will be adequate to accommodate projected traffic in future conditions. • Further coordination with NCDOT will be needed to understand the future configuration of NC 68 at Gallimore Dairy Road intersection as part of STIP U-5974.	• Optimize signal timing.
Gallimore Dairy Road at Main Access/Gallimore Industrial Center Access	• Construct a westbound left turn lane along Gallimore Dairy Road with 200 feet of storage plus appropriate taper • Construct an eastbound right turn lane along Gallimore Dairy Road with 150 feet of storage plus appropriate taper • Provide separate left turn and a shared through-right exit lanes in order to enhance exit movement from the site • Align the Main Entrance of the proposed development across from the proposed Gallimore Industrial Center Access	• Signalize intersection • Extend the eastbound right turn lane to provide 350 feet of storage and appropriate taper • Extend the 200 feet westbound left turn on Gallimore Dairy Road back to Pegg Road and provide a second westbound left turn lane with 400 feet of storage plus appropriate taper. Provide two receiving lanes on Main Entrance. • Reconfigure the northbound approach of the intersection to provide a northbound left turn lane, a northbound through lane, and two northbound right turn lanes	• Not applicable
Gallimore Dairy Road at Barrow Road Extension Stub Road	• Not applicable	• Construct a westbound left turn lane along Gallimore Dairy Road with 100 feet of storage plus appropriate taper • Construct an eastbound right turn lane along Gallimore Dairy Road with 100 feet of storage plus appropriate taper. Please note that further coordination with reviewing agencies will be needed to determine the constructability of this turn lane due to the presence of SiteOne Landscape Supply Driveway in the vicinity of the Proposed Barrow Road Extension Stub Road.	• Not applicable

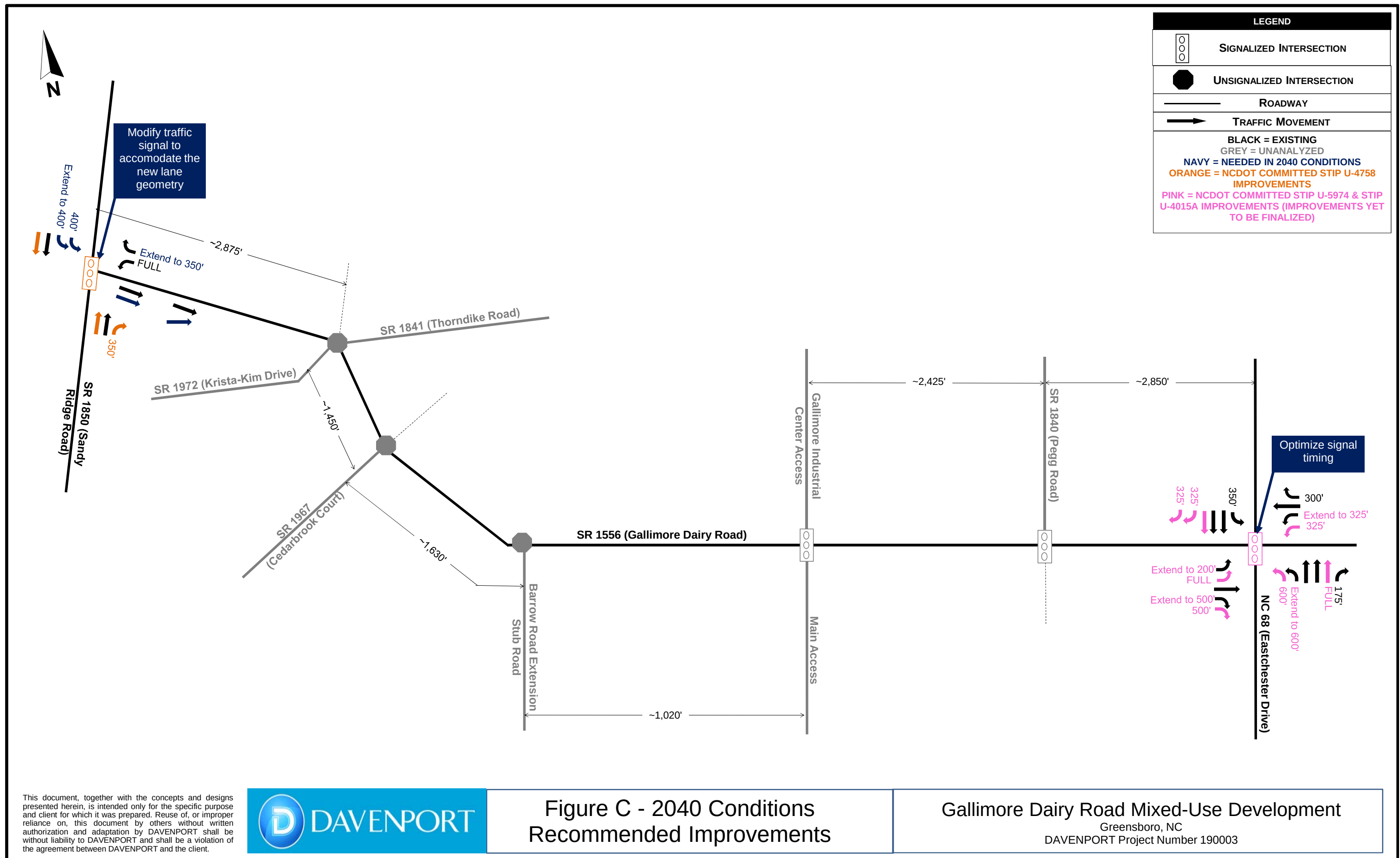


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**Figure A - Phase 1
Recommended Improvements**

Gallimore Dairy Road Mixed-Use Development
Greensboro, NC
DAVENPORT Project Number 190003



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Figure C - 2040 Conditions Recommended Improvements

Gallimore Dairy Road Mixed-Use Development
Greensboro, NC
DAVENPORT Project Number 190003

**Citizens Information Meeting Report
Rezoning of Property Located at
737 Gallimore Dairy Road**

Submitted by:

Herbert B. Parks, CEO
Byron Development, LLC

Meeting Recap

May 16, 2019

To: City of High Point, North Carolina Planning and Development Department

From: Herbert B. Parks, CEO, Byron Development, LLC

Re: Rezoning of Property Located at 737 Gallimore Dairy Road, May 15, 2019, 5:00 P.M.

Byron Development, LLC conducted a Citizens' Information Meeting in support of rezoning of the property located at 737 Gallimore Dairy Road. The meeting was held the offices of Oasis Investment Group, LLC located at 4160 Mendenhall Oaks Parkway, Suite 105. Letters of invitation were mailed to 20 residents and business on May 8, 2019 (sample letter is attached). The application is for the Rezoning and Annexation into the City of High Point the approximate 80.50 acres currently zoned as Agriculture (AG) to Employment Center (EC).

Herbert B. Parks, CEO of Byron Development, Anthony D. Lester, Lead Engineer, Evans Engineering, Patrick J. Donnelly, COO of Byron Development, LLC, and Samir A. Mjalli, Vice President, The Mjalli Investment Group represented the Oasis Investment Group.

Mr. Parks informed the ten (10) residents and one multi-resident representative in attendance what facilities are proposed to be placed on the site to support the needs of the "Oasis Center", a description of the apartments and townhouses, buffer and landscaping requirements offered to support the rezoning request, timeline for development and construction, and the zoning conditions imposed voluntarily prior to the meeting to make the campus as compatible as possible with the existing surrounding properties and residents. It was a positive meeting with specific discussion focused on the following:

- Several residents expressed concern about the proximity of the apartment building and it's respective parking lot to their homes. The request was to have the structures to be relocated more centrally on the property.
- Several residents expressed concern about privacy and security issues with having walking trails inside the campus grounds that may attract crime and trespassers. The request from the residents was to have the trails further north from their homes.
- Two residents stated that they are concerned about how storm water will be diverted around through the property and how it may impact their specific lots.
- All the residents from Blackberry Ridge Drive and Lichen Court were very pleased and in favor of the cul-de-sacs at the southern end of the property, noting that it would eliminate thru traffic of vehicles and pedestrians.
- Several residents requested extensive landscaping on the southern edge of the property to block the site of the buildings, reduce noise levels and lighting, and prevent access to their locations. Some suggested the possibility of a berm and/or fence.

A copy of the Sign-in Sheet for this case is also attached.

Byron Development, LLC

7 Corporate Center Court, Suite B
Greensboro, NC 27408
(336) 369-2188
Fax (336) 282-3797

May 8, 2019

Via: USPS

Brandon David Aker
7850 Clinard Farms Road #B
High Point, NC 27265

RE: Rezoning of Property Located at 737 Gallimore Dairy Road

Dear Neighbor:

Our office is working with Dr. Adnan M. Mjalli, an internationally recognized entrepreneur in the business of drug discovery and development of new medicines and protocols in the pharmaceutical and biotechnology industry. His company, Oasis Investment Group (OIG) is planning to develop the property at 737 Gallimore Dairy Road over a period of several years to create a research and discovery campus for such work. This company (OIG) will employ over 1,600 individuals and will create a dynamic campus of high level activity with first class buildings and offices. The property consists of approximately 80.50 acres.

In order to create the "Oasis Center," the property will need to be annexed into the City of High Point and rezoned from its current agricultural status to the zoning of Employment Center. We have filed the appropriate documents with the City of High Point, and the process is now underway. We have anticipated certain concerns and have structured the application to address them. For example, we have imposed a zoning condition on the property to require only moderate density residential development along the southern boundary line, and we have limited access so that no street extension will occur at the current end of Blackberry Ridge Drive. Our intent is to make this campus as compatible as possible with the existing surrounding properties by limiting development in certain areas, increasing natural buffers and limiting street access.

We want to hear from our neighbors about any questions or concerns you may have about this proposal. We are having a neighborhood meeting next Wednesday, May 15th, at 5pm-7pm at the offices of Oasis Investment Group, LLC, located at 4160 Mendenhall Oaks PWKY, Suite 105, High Point, NC 27265. We will be glad to answer any questions at this meeting or at any time you may want to discuss with us.

Sincerely,



Herbert B. Parks
CEO
Byron Development, LLC
336.369.2188
Hpark@byrondev.com

Sign-In Sheet

Citizens Information Meeting

May 15, 2019

Byron Development, LLC

Rezoning of Property Located at 737 Gallimore Dairy Road

Name:

Address:

John Clinal	7854 Clinal
mail Sharon C. Mahli	7850A Clinal
mail Jimmie & Brenda Pegram	1239 Blackberry Ridge Dr.
Sharon Canter	7805 Lichen Ct
Michael + Kelly Murphree	7804 Lichen Ct
mail Kaye House	1241 Blackberry Ridge Dr
Sharon Madden	1242 Blackberry Ridge Dr.
Brian Craven	1942 Spring Garden St. Greensboro
Pat Rourke	7856 Clinal Farm Rd NC 27403
	High Point 27265

brian.craven@cbre-fried.com

neenax4@hotmail.com

michael.murphree@yahoo.com

smcanter@northstate.net

paper

AKER, BRANDON DAVID
7850 CLINARD FARMS RD #B
HIGH POINT NC 27265

BORUM, MARY GAYE
7854 CLINARD FARMS RD #A
HIGH POINT NC 27265

CANTER, LEWIS A; CANTER, SHARON M
7805 LICHEN CT
HIGH POINT NC 27265

CLINARD & POWELL LLC
7850 CLINARD FARMS ROAD
HIGH POINT NC 27265

DUTTON & BLUM HOLDINGS LLC
PO BOX 4133
SANFORD NC 27331

HOUSE, CHARLES B; HOUSE, KAYE B
1241 BLACKBERRY RIDGE DR
HIGH POINT NC 27265

IDOL, BRUCE L; IDOL, ANITA W
7876 CLINARD FARMS RD
HIGH POINT NC 27265

JORDAN, TROY COLON; JORDAN, KATHY RENEE
PO BOX 16028
HIGH POINT NC 27261

KRM 1 LLC
3965 44TH ST SE
GRAND RAPIDS MI 49512

LAMBERSON, WILLIAM B; LAMBERSON, OLGA
DARA G
820 GALLIMORE DAIRY RD
HIGH POINT NC 27265

MADDEN, ROYCE L; MADDEN, SHARON L
1242 BLACKBERRY RIDGE DR
HIGH POINT NC 27265

MURPHREE, MICHAEL L; MURPHREE, KELLY M
3918 GISBOURNE DR
JAMESTOWN NC 27282

NICHOLS, CHARLES C
1240 BLACKBERRY RIDGE DR
HIGH POINT NC 27265

OASIS INVESTMENT GROUP LLC
4160 MENDENHALL OAKS PWKY STE 105
HIGH POINT NC 27265

OASIS INVESTMENT GROUP LLC
4160 MENDENHALL OAKS PWKY STE 105
HIGH POINT NC 27265

PEGRAM, JIMMIE L; PEGRAM, BRENDA LEE
1239 BLACKBERRY RIDGE DR
HIGH POINT NC 27265

ROUNTREE, PATRICIA C; ROUNTREE, WILLIAM
COLEMAN
7856 CLINARD FARMS RD
HIGH POINT NC 27265

TRIAD INDUSTRIAL PARTNERS III LLC
P O BOX 1974
LEXINGTON NC 27293

TRIAD INDUSTRIAL PARTNERS LLC
PO BOX 1974
LEXINGTON NC 29293

TURNER, AMBER; TURNER, BRANDON H
7870 CLINARD FARM RD
HIGH POINT NC 27265

TURNER, ROBERTA L
7707 SAMET DR
HIGH POINT NC 27265

WIER, JAMES NORMAN; WIER, IMOGENE R
7878 CLINARD FARMS RD
HIGH POINT NC 27265

CITY OF HIGH POINT

AGENDA ITEM



Title: BSC Holdings, Inc. – Reimbursement Agreement Amendment

From: Randy E. McCaslin, Deputy City Manager

Meeting Date: June 3, 2019

Public Hearing: N/A

**Advertising Date /
Advertised By:**

Attachments: Resolution
Reimbursement Agreement

PURPOSE:

Authorize the City to amend a reimbursement agreement with BSC Holdings, Inc. for public enterprise improvements that are adjacent or ancillary to a private land development project.

BACKGROUND:

NCGS §160A-499 authorizes the City to enter into reimbursement agreements with private developers and property owners for the design and construction of municipal infrastructure that is included on the City's Capital Improvement Plan and serves the developer or property owners. BSC Holdings, Inc. will develop a 400-unit mixed residential development on an approximately 71-acre tract of land located along the boundaries of Kendale Road, Sandy Ridge Road and Johnson Street. The success of this project requires expansion of infrastructure that is included on the City's Capital Improvement Plan and is in the best interest of the City and BSC to jointly provide related improvements, which will serve not only this project but future development in the area as well. The City Council approved the original agreement on September 18, 2017. The original estimate was an "engineering estimate" that was completed prior to any surveying or actual engineering of the sewer line. Now that the surveying engineering design, easement acquisition, and project bidding is complete, the cost of the construction (over the original engineering estimate) is over \$220,000 more than the reimbursement agreement allows. In additional discussions with the developers, we have tentatively agreed to increase the reimbursement amount, pending City Council's approval to the amount we had approved in the CIP, not to exceed \$500,000.

BUDGET IMPACT:

Increase reimbursement amount from \$358,300 to the approved CIP amount, of not to exceed \$500,000.

RECOMMENDATION / ACTION REQUESTED:

Council is requested to adopt the Resolution to amend the Reimbursement Agreement with BSC Holdings, Inc. and authorize the appropriate City Staff to execute all documents to execute the same.

NORTH CAROLINA
GUILFORD COUNTY

**AMENDMENT TO REIMBURSEMENT
AGREEMENT**

THIS AMENDMENT TO REIMBURSEMENT AGREEMENT (“Amendment”), entered into this the ____ day of _____, 2019, between the **CITY OF HIGH POINT**, (“City”) a North Carolina municipal corporation, located at 211 South Hamilton Street, High Point, North Carolina, 27260, and **BSC HOLDINGS, INC.** (“BSC”), a North Carolina corporation, located at 3929 Tinsley Drive, High Point, North Carolina, 27265.

WITNESSETH:

WHEREAS, the City and BSC are Parties to that certain Reimbursement Agreement, dated September 18, 2017 (as amended or modified from time to time, “Reimbursement Agreement”) for a Project (as defined therein); and

WHEREAS, due to changes in the economy resulting in increased costs associated with the Project, the Parties hereto have agreed to amend the Reimbursement Agreement as provided herein; and

WHEREAS, on Monday, June 3, 2019, the High Point City Council adopted a Resolution authorizing the City Manager to enter into an Amendment to Reimbursement Agreement; and

NOW THEREFORE, in consideration of the agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

AGREEMENT

1. Paragraph 3 is amended as follows:
 3. *The City agrees to reimburse BSC for costs associated with the Improvements in an amount not to exceed ~~\$358,300~~ \$500,000 upon submission and of invoices detailing expenses.*
2. Paragraph 6 is amended as follows:
 6. *The City will reimburse BSC for actual engineering, surveying and stakeout costs, excluding insurance and attorneys fees, for the Improvements in an amount not to exceed ~~\$358,300~~ \$500,000. Said payment shall be made upon the City’s receipt and approval of an invoice submitted to the City by BSC for reimbursement.*

IN WITNESS WHEREOF, CITY and BSC have executed this Amendment as of the day and year first above written.

ATTEST:

BSC HOLDINGS, INC.

Title: _____

Barry Siegal, President

ATTEST:

CITY OF HIGH POINT

City Clerk

Randy McCaslin, Deputy City Manager

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer

Approved as to form:

City Attorney

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO REIMBURSEMENT
AGREEMENT WITH BSC HOLDINGS, INC.**

WHEREAS, on September 18, 2017 and in accordance with NCGS § 160A-499, 160A-320, and Title 6, Article E, Section 6-1-101 of the City Ordinances the City Council adopted a Resolution to authorize a Reimbursement Agreement (“Reimbursement Agreement”) with BSC Holdings, Inc. (“BSC”) for a 400 unit mixed residential development (“Project”), and

WHEREAS, the success of the Project requires expansion of infrastructure that is included on the City’s Capital Improvement Plan and it is in the best interest of the City and BSC to jointly provide related improvements, which will serve not only the Project but future development in the area as well; and

WHEREAS, the Reimbursement Agreement called for the City to reimburse BSC in an amount not to exceed \$358,300; and

WHEREAS, due to changes in the economy resulting in increased costs associated with the Project it is necessary to amend the Reimbursement Agreement as provided herein; and

WHEREAS, the cost to the City for the Improvements will not exceed the estimated cost of providing for the municipal infrastructure through either eligible force account qualified labor or through a public contract let pursuant to Article 8, Chapter 143 of the North Carolina General Statutes, or the coordination of separately constructed municipal infrastructure with the associated private development would be impracticable.

NOW, THEREFORE, BE IT RESOLVED: THE CITY COUNCIL OF THE CITY OF HIGH POINT approves the Amendment to Reimbursement Agreement with BSC Holdings, Inc. in an amount not to exceed \$500,000 and authorizes the City Manager or his designee to execute the same.

Adopted this the 3rd day of June, 2019.

Mayor Jay W. Wagner

ATTEST:

Lisa B. Vierling
City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: 2019-20 Urgent Repair Policies

From: Michael E. McNair, Director

Public Hearing: N/A

Attachments: URP19 Procurement and Disbursement Policies
URP19 Assistance Policy

Meeting Date: June 3, 2019

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 URP19 approved in 2019-20 Annual Action Plan

RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends approval of the URP19 Procurement and Disbursement Policies and the URP19 Assistance Policy and that the appropriate City official and/or employee be authorized to execute all necessary documents.



Assistance Policy

Urgent Repair Program – 2019 Cycle

What is the Urgent Repair Program? The City of High Point has been awarded \$50,000 by the North Carolina Housing Finance Agency (“NCHFA”) under the 2019 cycle of the Urgent Repair Program (“URP19”). The City shall contribute an additional \$10,000 from General Funds that are allocated toward affordable housing on an annual basis to supplement URP19 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 8 households are projected to be assisted under URP19.

This Assistance Policy describes who is eligible to apply for assistance under URP19, 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 tried to design this URP19 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 URP19 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 an elevated blood lead level (between 10 $\mu\text{g}/\text{dl}$ and 20 $\mu\text{g}/\text{dl}$) 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.

**URP19 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	\$13,900	\$23,150
2	\$15,900	\$26,500
3	\$17,850	\$29,800
4	\$19,850	\$33,100
5	\$21,450	\$35,750
6	\$23,050	\$38,400
7	\$24,650	\$41,050
8	\$26,200	\$43,700

**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 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 URP19 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 URP19 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.
- Child with elevated blood lead level: A child below the age of six with an elevated blood lead level between 10 µg/dl and 20 µg/dl.
- 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 in-take 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 URP19? 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 rehabilitation specialist. There is no minimum to the amount of the loan; however, the maximum life-time limit in accordance with URP19 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 URP19 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 URP19 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 only from

contractors who are part of an approved contractors' list. 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.

The City has an existing approved contractors' list for its existing rehabilitation programs. If other contractors wish to apply they are welcome to do so 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 M/WBE (Minority/Women Business Enterprise) businesses 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 URP19, 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) **Preliminary inspection:** The City's Project Manager will visit the homes of applicants to determine the need and feasibility of repairs/modifications.
- 3) **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.
- 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 parts 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 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 URP19 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 URP19. 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 hand 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 URP19 Funding Agreement is executed. It is anticipated that the execution of the Funding Agreement will occur on or before August 1, 2019.
- Resources for this program shall be available through December 31, 2020 or when 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 URP19 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 URP19, 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 URP19? 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 _____ 2019.

Mayor Jay W. Wagner _____

ATTEST: _____

SEAL

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

Acknowledgement of Receipt

I acknowledge receipt of a copy of the URP19 Assistance Policy and was provided the opportunity to review the document with City staff.

Owner

Date



City of High Point

Procurement and Disbursement Policies

2019 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. (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 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 and will make special outreach efforts to include M/WBE (Minority/Women Business Enterprise) 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 building code inspector 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 21 business days 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 _____, 2019.

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: Agreement For Services – MobileDoc for the Fire Department

From: Tommy Reid, Fire Chief

Meeting Date: June 3, 2019

Public Hearing: N/A

Advertising Date: NA

Attachments: MobileDoc Proposal

Advertised By: NA

PURPOSE:

City Council is asked to award an Agreement For Services contract for MobileDoc medical services to include on-site/as needed physicals for the Fire Department in the amount of \$98,000.00. These physicals are conducted on schedules as needed to ensure employees are medically cleared to perform their duties.

BACKGROUND:

This is a unique medical service that is not biddable at the present time due to minimal vendors providing such services and MobileDoc has been providing these services for the City over the past few years by way of Purchase Order. It is the intent moving forward to have such services under contract as supporting documentation for the issued purchase orders. Declared as a “non biddable service” by the Purchasing Manager.

BUDGET IMPACT:

Funding required for these physicals was requested and has been included in the current fiscal year budgets for the Department.

RECOMMENDATION / ACTION REQUESTED:

City Council is requested to approve the Agreement For Services contract to MobileDoc in the amount of **\$98,000.00** for Fire Department employees.



MOBILE URGENT & INDUSTRIAL MEDICINE

STEPHEN A. HUBBARD, MD, FACEP

mducl@att.net

themobiledoc.com

336-978-8258

FAX 768-0301

336-768-0001

January 12, 2019

Chief Tommy Reid
High Point Fire Department
434 S. Elm Street
High Point, NC 27260

Dear Chief Reid,

We trust this finds you and your department well and looking forward to a safe and productive new year. As Mobile Doc continues to grow, we remain committed to delivering our quality, cost-efficient health care services for our clients and individual patients in the upcoming year.

Our staff, at The Mobile Doc, PLLC, will again be offering our **on-site medical services** to public safety departments in the region. Our **staff of licensed nurses and medical assistants**, coupled with **board-certified physicians and mid-level clinicians**, stands eager to assist your department in meeting its medical compliance and wellness needs in an efficient and professional manner. As in the past, these evaluations will be offered at your facility and scheduled at a time most conducive to your department's schedule.

Generally, for fire department medical surveillance evaluations we follow the current **NFPA 1582 and OSHA 1910 guidelines**; however, we can modify the evaluations to best suit the specific needs of your department. With respect to police officer evaluations we generally follow the applicable state guidelines for sworn criminal justice officers; but again, these evaluations may be tailored to better suit your specific needs. The on-site evaluations include a medical history review and hands-on physical, a comprehensive executive lab panel, urinalysis, resting electrocardiogram (EKG), aerobic capacity evaluation, audiometric and Titmus vision testing as well as pulmonary function testing with spirometry and pulse oximetry. In addition, we also offer additional on-site testing and immunizations specific to your department's needs. Generally, the evaluations require about one hour fifteen minutes of each member's time and we complete approximately four member exams every hour and fifteen minutes interval. Please find enclosed an example of a typical NFPA 1582 evaluation and an updated pricing list for *July 2019 through June 2020*.

At the completion of the evaluation, each member receives, in follow-up, copies of their pertinent test results, counseling and guidance for further treatment recommendations and provider contact information for additional questions regarding follow-up. The department receives fitness for duty recommendations, a summary letter and any other pertinent information needed for compliance with applicable NFPA/OSHA standards (i.e. immunization status, etc.) Our services are personalized and confidential and our commitment to service will be evident.

I would welcome the opportunity to further discuss our services with you and/or your board of directors. If you would find it helpful, I will be happy to supply a list of current and past organizations for which we have provided services that have agreed to give reference to our continued commitment to service. I look forward to your call or email if we may be of further assistance.

Kindest regards,

A handwritten signature in black ink, appearing to read "S.A. Hubbard MD, FACEP".

Stephen A. Hubbard, M.D., F.A.C.E.P.
President
The Mobile Doc, P.L.L.C.

The Mobile Doc, P.L.L.C.

January 12, 2019

PROPOSAL-High Point Fire Department

Prepared For: Chief Tommy Reid

434 S. Elm Street

High Point, NC 27260

Phone 336-883-3550

July 2019-June 2020

Perform:

Health Surveillance Medical Evaluations (On-Site) \$292.00

Includes:

Complete Blood Count/platelets & differential

Comprehensive Metabolic Profile

Complete Lipid Profile

TSH

Urinalysis (Dipstick)

Spirometry/Pulse Oximetry (Pulmonary Function Testing)

Audiometry

Vision (Titmus)

Aerobic Capacity Evaluation

Additional Testing:

Electrocardiogram/Interpretation \$62.00

Prostate Specific Antigen (Cancer Screening-Male) \$37.00

TB Skin Testing (PPD) \$30.00

Typical Medical Evaluation (Individual Member-age over 40)

Health Surveillance Evaluation \$292.00

Electrocardiogram/Interpretation \$62.00

TB Skin Testing (PPD) \$30.00

PSA (Prostate Specific Antigen) (age 40 and older) \$37.00

Total: Male (age 40+) \$421.00
(Age under 40) \$384.00

Thank you for allowing us to serve you!

Stephen A. Hubbard, MD, FACEP

Mobile Doc Representative

High Point Fire Department Representative

The Mobile Doc, PLLC

*High Point Fire Department (Annual Physicals)
July 2019-June 2020*

Itemized Schedule-Services

Health Surveillance Examinations

History & Hands-On Physical	\$83.00
Executive Lab Panel	\$106.00
Spirometry	\$34.00
Pulse Oximetry	\$11.00
Audiometry	\$28.00
Vision (Titmus)	\$38.00
Urinalysis (dipstick)	\$11.00
EKG	\$62.00
PSA	\$37.00
CA-125	\$48.00
Heavy metals (Lead, Arsenic, Mercury)	\$121.00
Heavy metals (Serum Lead)	\$45.00
RBC cholinesterase	\$31.00
Drug Screen- 5 Panel (Referral)	\$82.00
Drug Screen- 5 Panel (On-Site)	\$54.00
Drug Screen- 10 Panel (On-Site)	\$66.00
Hepatitis B immunization	\$121.00
Hepatitis B titer (Post immunization)	\$52.00
Hepatitis C titer	\$55.00
Tetanus (<i>dT</i>) immunization	\$38.00
<i>Tdap</i> immunization	\$92.00
Influenza immunization	\$30.00
PPD-Tuberculosis	\$30.00
CRP-C-reactive protein	\$33.00
CRP-C-reactive protein (cardiac)	\$37.00
HIV Screen	\$42.00
Thyroid/ TSH	\$64.00
Thyroid panel	\$37.00
TSH	\$46.00
Lipid panel	\$39.00
Chest x-ray (1-2 view-On-Site)	\$72.00

CITY OF HIGH POINT

AGENDA ITEM



Title: Radio Donation – High Point University

From: Eric Olmedo, Managing Director

Public Hearing: N/A

Attachments: Resolution

Meeting Date: June 3, 2019

Advertising Date: N/A

Advertised By: N/A

PURPOSE:

A resolution to consider donating surplus handheld radio equipment to High Point University.

BACKGROUND:

High Point University contacted the City Manager about purchasing used surplus handheld radios to be used by campus security and other campus departments.

The Radio Shop division currently has 60 surplus radios that were slated to be sold on the GovDeals online auction service. The last time these were sold on GovDeals in July 2018, the sale price was \$54.49 per unit. The donation would include the handheld unit, a used battery and battery charger. High Point University has been made aware that they will need to contract directly with Guilford County and pay a per radio fee to be able to use these units on the Guilford County Radio network.

The City Manager is recommending donating these units to High Point University.

BUDGET IMPACT:

The estimated value of the units is \$3,269 based on previous auction pricing.

RECOMMENDATION / ACTION REQUESTED:

The Budget Department recommends that Council approve the donation of handheld radios to High Point University and authorize the appropriate city official to execute all necessary documents.

**RESOLUTION APPROVING DONATION OF SURPLUS RADIO EQUIPMENT TO HIGH POINT
UNIVERSITY PURSUANT TO S.S. 160A-280**

WHEREAS, the City of High Point owns handheld radios, chargers and batteries which are no longer useful to the City and should be declared as surplus to the City's needs; and

WHEREAS, N.C.G.S. 160A-280 allows cities to donate to a nonprofit corporation any personal property that the City Council deems surplus, obsolete, or unused; and

WHEREAS, City staff recommends that the above-described City equipment be declared surplus and be donated to High Point University, a nonprofit organization incorporated in the State of North Carolina; and

WHEREAS, pursuant to the provisions of N.C.G.S. 160A-280, the High Point City Council has caused a public notice of this proposed donation to be posted at least five days prior to the adoption of this Resolution approving the donation.

NOW, THEREFORE, BE IT RESOLVED, by the High Point City Council that (1) the equipment identified above is hereby declared to be surplus to the needs of the City of High Point based upon its age and condition; and (2) public notice of this proposed Resolution has been posted at least five days prior to the adoption of this Resolution approving the donation.

BE IT FURTHER RESOLVED that the High Point City Council hereby approves the donation of the surplus equipment, and that the City Manager is hereby authorized to execute, on behalf of the City of High Point, the necessary documents to convey ownership of the above-described equipment by donation to High Point University pursuant to the provision of N.C.G.S. 160A-280.

Adopted June 3, 2019

Lisa B. Vierling
City Clerk

Jay W. Wagner, Mayor

CITY OF HIGH POINT

AGENDA ITEM



Title: Resolution of Intent for a Voluntary Contiguous Annexation
Annexation Case 19-03 (City of High Point)

From: Lee Burnette, Planning & Development
Director

Meeting Date: June 3, 2019

Public Hearing: No

Advertising Date: Not applicable

Advertised By:

Attachments: A. Resolution of Intent for Annexation Case 19-03
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 of City owned property.

BACKGROUND:

Resolution of Intent for Annexation Case 19-03 is enclosed.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff requests City Council set a public hearing date of Monday, June 17, 2019, to hear this case.

PUBLISH ONCE: Thursday, June 6, 2019

**RESOLUTION STATING THE INTENT OF THE
CITY OF HIGH POINT TO ANNEX CONTIGUOUS PROPERTY
OWNED BY THE CITY OF HIGH POINT
(Case # AN-19-03)**

BE IT RESOLVED by the City Council of the City of High Point that:

Section 1. It is the intent of the City Council, pursuant to G.S. 160A-31, to annex an approximate 4.8 acre parcel lying along the south side of Kivett Drive, approximately 275 feet west of Kersey Valley Road. The property is addressed as 3810 Kivett Drive and is also known as Guilford County Tax Parcel 161079.

Section 2. The property described in Section 1 is contiguous to the current municipal boundaries, according to the requirements of G.S. 160A-31.

Section 3. A public hearing on the question of annexation will be held Monday, June 17, 2019, at 5:30 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina.

Section 4. Notice of the public hearing shall be published once in the High Point Enterprise, a newspaper having general circulation in the City of High Point, at least ten (10) days prior to the date of the public hearing.

Any interested party will be permitted to be heard at the public hearing. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need a special accommodation, call (336) 883-3298 or the TDD# (336) 883-8517.

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

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

By order of the City Council,
This the 3rd day of June, 2019

Lisa B. Vierling, City Clerk

LOCATION MAP

ANNEXATION CASE: AN-19-03

Applicant: City of High Point

Vicinity Map

High
Point

City of High Point

Jamestown

**Guilford
County**

E MARTIN LUTHER KING JR DR

BUSINESS I-85

Site

KIVETT DR

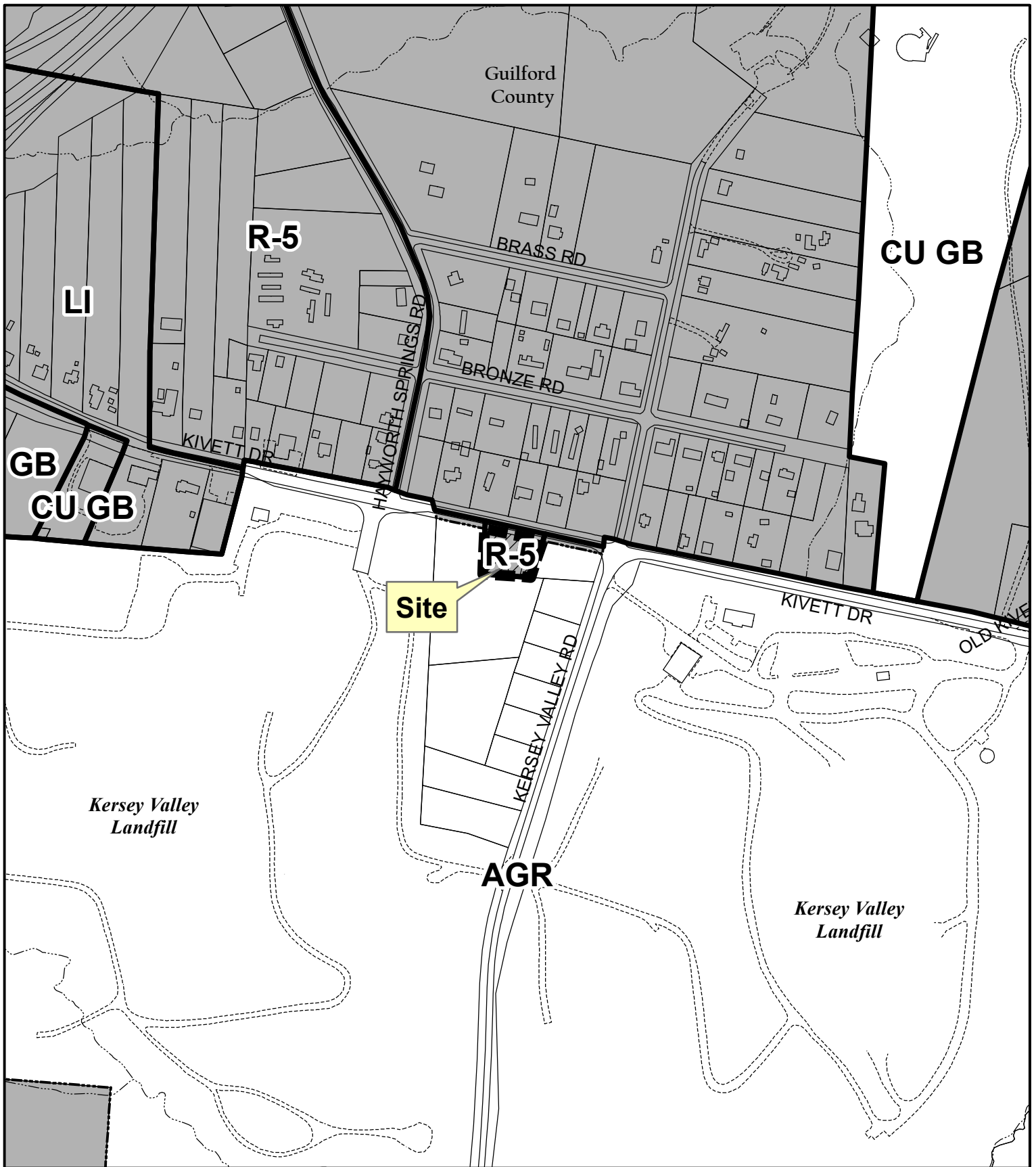
KERSEY VALLEY RD

I - 74

**Guilford
County**

I - 85





ANNEXATION REQUEST AN-19-03

Applicant: City of High Point
Area: 0.485 acres (approximate)

Existing Zoning Boundary 
Subject Property Boundary 

**Planning & Development
Department**

City of High Point



Scale: 1"=400'
G:\Planning\Secure\BAC\Anx\2019\MXDslan-19-03

CITY OF HIGH POINT

AGENDA ITEM



Title: Agenda Item – Sole Source for Westside WWTP Centrifuge Rebuild

From: Terry Houk – Public Services Director
Derrick Boone – Asst. Director Public Services
Rick Riley- Water/Sewer Plant Maint. Supt.

Meeting Date: February 4, 2019

Public Hearing: No

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

Attachments: Sole Source Recommendation

PURPOSE:

To utilize GEA Westfalia to perform a major rebuild of the centrifuge at the Westside Wastewater Treatment Plant.

BACKGROUND:

The centrifuge at the Westside Wastewater Treatment Plant is used for de-watering solids as part of the wastewater treatment process. The centrifuge recently went into temperature shutdown mode and water has been found in the oil. Upon further investigation, it has been determined that the centrifuge needs a major rebuild including the replacement of the gear boxes. It is critical that the centrifuge be repaired and put back into service as soon as possible.

BUDGET IMPACT:

Funding is available in the 2018-2019 Budget.

RECOMMENDATION / ACTION REQUESTED:

Public Services is recommending that City Council award a contract to GEA Westfalia as a sole source vendor to repair the Westside WWTP centrifuge for the amount of \$84,764.51.

Financial Services
Purchasing Division



Requisition # 21933

CITY OF HIGH POINT
SOLE SOURCE JUSTIFICATION
FORM (For Items Costing \$500.00 or More)
Statutory Reference N.C.G.S. 143-129(e)6

Vendor: GEA Westfalia Separator Division

Item(s): Major rebuild with new gear sets and bowl balance

Justification:

GEA Mechanical Equipment US, Inc./ Westfalia Separator Division is the wholly owned North American subsidiary of GEA Group. GEA Group AG and GEA Mechanical Equipment US, Inc./ Westfalia Separator Division are the manufacturer and sole suppliers of GEA Westfalia Separator components in North America.

Estimated expenditure for the above item(s): \$84,764.51

CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT DOCUMENTATION.

1. ☒ Performance or price competition for a product are not available.
2. ☒ A needed product is available from only one source of supply.
3. ☐ Standardization or compatibility is the overriding consideration.
4. ☐ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel

Terry Houk

Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point,
ou=Public Services,
email=terry.houk@highpointnc.gov, c=US
Date: 2019.01.25 07:47:34 -0500

Department/Division

P/S - 621757

Date 1/25/19

Approval Process

Under \$5,000 (Purchasing Manager)

\$5,000-\$30,000 (Financial Services Director)

\$30,000 - Up (City Council)

Erik Conti

Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US
Date: 2019.01.25 07:53:54 -0500

Kelly Latham

Digitally signed by Kelly Latham
DN: cn=Kelly Latham, o, ou,
email=kelly.latham@highpointnc.gov, c=US
Date: 2019.01.25 09:28:17 -0500

Greg Demko

Digitally signed by Greg Demko
Date: 2019.01.25 10:20:49 -0500

LOCAL GOVERNMENT TECHNOLOGY INITIATIVE

STEERING COMMITTEE

MEMORANDUM OF UNDERSTANDING

THIS STEERING COMMITTEE MEMORANDUM OF UNDERSTANDING (MOU) is entered into as of the 9 day of May, 2019 among the STATE AND LOCAL GOVERNMENT FINANCE DIVISION (the "SLGFD"), a division of the North Carolina Department of State Treasurer (the "DST"), the NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS (the "ACC"), the NORTH CAROLINA LEAGUE OF MUNICIPALITIES (the "NCLM"), the NORTH CAROLINA GOVERNMENT FINANCE OFFICERS ASSOCIATION (the "NCGFOA"), and the CITY OF HIGH POINT, a municipal corporation (the "City"). The SLGFD, the ACC, the NCLM, the NCGFOA, and the City are each a separate "Party" and shall collectively be referred to as the "Parties."

Background

The purpose of the Local Government Technology Initiative is to identify a software product that could be utilized by local government units in North Carolina to meet essential financial, compliance, and reporting obligations in an efficient and transparent manner. Funding and authority for this project have been granted by the North Carolina General Assembly in accordance with Senate Bill 257, page J8 of the conference report (Session Law 2017-57). Project funding has been appropriated and allocated to the SLGFD Operations Budget.

The purpose of this MOU is to form a Steering Committee composed of the named Parties, define the roles and responsibilities of the Steering Committee members, and outline major project goals.

Roles and Responsibilities

The Steering Committee shall:

- Appoint primary liaisons from their respective staffs to be the Parties' representatives on the Steering Committee.
- Work in an efficient and cooperative manner to achieve the goals of the project.
- Communicate with their constituencies, as appropriate, to solicit input and/or feedback in support of Project Goals.
- Identify an experienced governmental financial software consultant (the "Consultant") to assist in achieving the goals of the project and oversee the Consultant's efforts and deliverables.
- Review and approve invoices for work performed by the Consultant.
- Form a Stakeholder Group of 8-10 members including various North Carolina local governments, and other organizations and entities.
- Form other groups, and recommend the hiring of consultants and other professionals as needed.
- Report to and confer with the General Assembly, stakeholders and any other agencies.

- Maintain all records in connection with the Steering Committee's work for at least six years beyond the expiration of this MOU, including any extensions or renewals. Steering Committee administrative staff will maintain the official copies of all documents as support for the expenditure of funds appropriated for the project.
- Issue a Request for Proposal (RFP) for a software system meeting the defined requirements.

The Stakeholder Group, with the oversight of the Steering Committee, shall assist in achieving the Project Goals, as appropriate.

The City, as Contract Administrator, shall fulfill all obligations as specified in the Local Government Technology Initiative Contract Administrator MOU, dated the 9 day of May, 2019. The Contract Administrator MOU is incorporated by reference in its entirety herein as if fully set forth.

The SLGFD, as Steering Committee Administrative Staff, shall:

- Develop a uniform chart of accounts.
- Distribute all invoices for expenses received from the Contract Administrator to the Steering Committee, along with any related supporting materials.
- Provide monthly expense reports to the Steering Committee.
- Maintain the official copies of all documents as support for the expenditure of funds appropriated for the project.
- Support the administrative needs of the Contract Administrator and the Steering Committee.

Project Goals

The Steering Committee, with the input and assistance of the Stakeholder Group and the Consultant, shall:

- Develop a readiness checklist to assist local governments in assessing and achieving readiness to implement and manage the selected software product.
- Identify specific software system requirements.
- Develop a Request for Proposal (RFP) to identify a system meeting defined requirements.
- Evaluate proposals.
- Select one or more software products meeting system requirements.

Term

The term of this MOU shall begin on the effective date set forth above, expiring on June 30, 2020. The Parties may extend this MOU, conditioned upon an approval of funds carryforward by the Office of State Budget and Management. Any extension must be in writing signed by all the Parties.

Amendments

This MOU may be amended by the mutual consent of the parties. Any amendment shall be in writing and signed by the Parties.

NC GOVERNMENT FINANCE OFFICERS ASSOCIATION

By: _____

Signature: _____

Title: _____

Date: _____

CITY OF HIGH POINT

By: Greg Demko, City Manager

Signature: _____

Title: _____

Date: _____

Authority to Bind

Each Party to this Agreement represents and warrants that the execution, delivery and performance of this Agreement and the consummation of the transactions provided in this Agreement have been duly authorized by all necessary actions of the respective person or entity, including receipt of approvals from any governing board and/or agencies, and that the person executing this Agreement on its behalf, if applicable, has the full capacity to bind that entity.

THIS MEMORANDUM OF UNDERSTANDING has been executed by the Parties in multiple originals, one of which shall be retained by each Party.

STATE AND LOCAL GOVERNMENT FINANCE DIVISION

By: _____ Greg Gaskins _____

Signature: *Hug C. Gaskins*

Title: *Deputy Treasurer*

Date: *May 9, 2019*

NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS

By: _____

Signature: _____

Title: _____

Date: _____

NORTH CAROLINA LEAGUE OF MUNICIPALITIES

By: _____

Signature: _____

Title: _____

Date: _____

**HIGH POINT CITY COUNCIL
SPECIAL MEETING
May 16, 2019 – 3:00 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM**

MINUTES

Present:

Mayor Jay Wagner, Mayor Pro Tem Jason Ewing (Ward 6); and Council Members Britt Moore (At Large); Don Scarborough (At Large); Jeffrey Golden (Ward 1) [arrived at 3:19 p.m.]; Monica Peters (Ward 3); and Wesley Hudson (Ward 4); and Council Member Victor Jones (Ward 5)

Absent:

Council Member Chris Williams (Ward 2)

Staff Present:

Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; JoAnne Carlyle, City Attorney; Bobby Fitzjohn, Financial Services Director; Loren Hill, President- High Point Economic Development Corporation; Sandy Dunbeck, Executive Vice President- High Point Economic Development Corporation; Laura Altizer, Budget and Performance Manager; Roslyn McNeill, Budget Analyst; Michael McNair, Director of Community Development and Housing; Jeron Hollis, Communications and Public Engagement Director; Eric Olmedo, Managing Director; Mary Brooks, Deputy City Clerk; and Lisa Vierling, City Clerk

Others Present:

Thad Juszczak, David Willett

News Media Present:

Pat Kimbrough

CALL TO ORDER

Mayor Wagner called the meeting to order at 3:02 p.m.

Greg Demko, City Manager introduced Laura to present the proposed FY 2019-2020 budget.

Handouts distributed at the meeting that will be incorporated as a permanent part of these proceedings: *Budget at a Glance; and Proposed Budget for 2019-2020*

PRESENTATION OF ITEMS

2019-224 Presentation and Distribution of the proposed FY 2019-20 Budget

The City Manager will present the proposed FY 2019-2020 Budget.

Laura Altizer, Budget and Performance Manager referenced the proposed FY 2019-20 Budget as being a translation of the organization's mission; and highlighted the Strategic Plan and the Budget at a Glance as follows:

Strategic Plan

- Increase the population of active, engaged, and entrepreneurial and working young professionals living in High Point by 25%
- 100% proactive enforcement of codes
- Create a downtown catalyst project that produces:
 - ✓ 500 private sector jobs
 - ✓ 15-20 new restaurants and shops
 - ✓ 250 additional housing units
 - ✓ Centralized gathering place

In addition to the three goals, on January 2018 Council identified three additional items for future focus as follows:

- How do we address underperforming schools?
- How do we plan for and build around our catalyst project?
- How can we utilize technology to communicate?

Budget at a Glance

- No tax rate increase
- A 1.8% electric rate decrease, effective October 1
- No garbage collection fee increase
- No stormwater fee increase
- No motor vehicle fee increase
- 4% water and sewer fee increase, effective October 1
- Continues 0-4% pay for performance program
- Continues 1% city match for 401K contributions
- Adds 7 full time positions citywide
- Continues funding for redevelopment and blight removal efforts
- Continues neighborhood street resurfacing investments
- Funds anticipated 5% increase in city funded health and dental premiums
- Continues utility assistance program
- Continues partnership with Forward High Point
- Continues investment to reduce deferred maintenance at Parks and Recreation facilities
- Replaces three paratransit buses
- Continues fleet replacement program to replace large equipment and light duty vehicles

Ms. Altizer discussed the rate adjustments for the Oak Hollow Campground that increased from \$35 to \$40 dollars that would be effective in July; spoke to city departments reducing their budgets by 4%; and stated the City Manager's direct important asset were people.

Mayor ProTem Ewing asked if the fee for all campground sites was the same; and Council Member Moore asked what the 4% budget cut was translated into dollars.

Eric Olmedo, Managing Director responded that the fee for the campground site was only for RVs, and that the 4% amounted to \$4 million.

Ms. Altizer continued with an overview on the pay for performance program with an 0-4% increase rate; on the 1% match from the city for the 401k/457 contributions; spoke to an anticipated 5% increase in health and dental cost in January 2020; and to the retirement contribution increase from 7.75% to 8.95% (equivalent to \$1 million). By 2023, it will be at 12.25%.

City Manager Demko spoke to the history of the pay for performance program; to the average 3% increase of the program; and to the increased participation for the 401k/457 contributions.

Ms. Altizer continued discussion regarding the core city redevelopment programs; street resurfacing funding; the pavement analysis survey; the partnership with Forward High Point; continuing the utility assistance program; the capital funds to replace large vehicles and large equipment.

Mr. Olmedo stated the municipal vehicles, such as garbage trucks and police cars, rate increased by \$1.2 million three years ago; the state allows up to a \$30 fee rate; and that the city's rate was lower than what the state allowed.

Council Member Peters departed the meeting at 3:23 p.m.

Ms. Altizer spoke to the next budget work session to be held on May 29th at 3 p.m., and on May 30th at 3 p.m., if needed; and to the public hearing scheduled for June 3rd at the council meeting.

Council Member Moore asked how often the policy goals were measured. City Manager Demko replied each month there was an update of activities for the Community and Housing Development department projects; spoke to the 170 new jobs; to new businesses; and to providing budget messages with details of dollar amounts and the results that are happening.

Council Member Moore thanked staff and department heads for their hard work and difficult decisions in cutting 4% from their budgets as directed by management.

Adjournment

The meeting adjourned at 3:30 p.m. upon motion duly made by Mayor Pro-Tem Ewing and seconded by Council Member Moore.

Respectfully Submitted,

Jay W. Wagner, Mayor

Attest:

Mary S. Brooks, Deputy City Clerk

DRAFT

NORTH CAROLINA
GUILFORD COUNTY

**AMENDMENT TO REIMBURSEMENT
AGREEMENT**

THIS AMENDMENT TO REIMBURSEMENT AGREEMENT ("Amendment"), entered into this the 3rd day of June, 2019, between the **CITY OF HIGH POINT**, ("City") a North Carolina municipal corporation, located at 211 South Hamilton Street, High Point, North Carolina, 27260, and **BSC HOLDINGS, INC.** ("BSC"), a North Carolina corporation, located at 3929 Tinsley Drive, High Point, North Carolina, 27265.

WITNESSETH:

WHEREAS, the City and BSC are Parties to that certain Reimbursement Agreement, dated September 18, 2017 (as amended or modified from time to time, "Reimbursement Agreement") for a Project (as defined therein); and

WHEREAS, due to changes in the economy resulting in increased costs associated with the Project, the Parties hereto have agreed to amend the Reimbursement Agreement as provided herein; and

WHEREAS, on Monday, June 3, 2019, the High Point City Council adopted a Resolution authorizing the City Manager to enter into an Amendment to Reimbursement Agreement; and

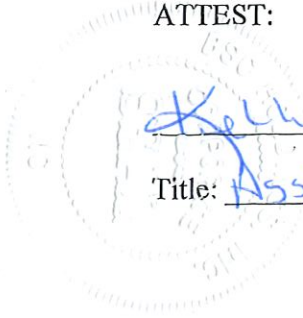
NOW THEREFORE, in consideration of the agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

AGREEMENT

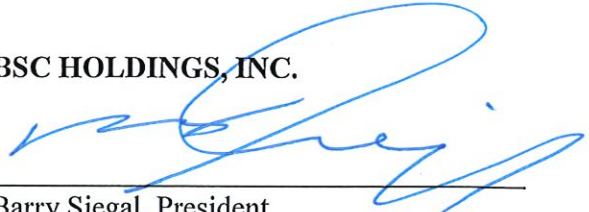
1. Paragraph 3 is amended as follows:
 3. *The City agrees to reimburse BSC for costs associated with the Improvements in an amount not to exceed \$500,000 upon submission and of invoices detailing expenses.*
2. Paragraph 6 is amended as follows:
 6. *The City will reimburse BSC for actual engineering, surveying and stakeout costs, excluding insurance and attorneys fees, for the Improvements in an amount not to exceed \$500,000. Said payment shall be made upon the City's receipt and approval of an invoice submitted to the City by BSC for reimbursement.*

IN WITNESS WHEREOF, CITY and BSC have executed this Amendment as of the day and year first above written.

ATTEST:


Kelly M. Hill
Title: Assist Secretary

BSC HOLDINGS, INC.


Barry Siegal, President

ATTEST:

Lisa D. Virlang
City Clerk



CITY OF HIGH POINT

Randy E. McCaslin
Randy McCaslin, Deputy City Manager

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Heather Ford
Finance Officer

Approved as to form:

John D. Carls
City Attorney

**RESOLUTION TO AUTHORIZE AN AMENDMENT TO REIMBURSEMENT
AGREEMENT WITH BSC HOLDINGS, INC.**

WHEREAS, on September 18, 2017 and in accordance with NCGS § 160A-499, 160A-320, and Title 6, Article E, Section 6-1-101 of the City Ordinances the City Council adopted a Resolution to authorize a Reimbursement Agreement ("Reimbursement Agreement") with BSC Holdings, Inc. ("BSC") for a 400 unit mixed residential development ("Project"), and

WHEREAS, the success of the Project requires expansion of infrastructure that is included on the City's Capital Improvement Plan and it is in the best interest of the City and BSC to jointly provide related improvements, which will serve not only the Project but future development in the area as well; and

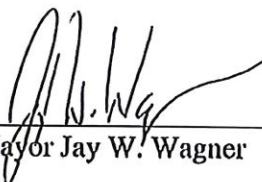
WHEREAS, the Reimbursement Agreement called for the City to reimburse BSC in an amount not to exceed \$358,300; and

WHEREAS, due to changes in the economy resulting in increased costs associated with the Project it is necessary to amend the Reimbursement Agreement as provided herein; and

WHEREAS, the cost to the City for the Improvements will not exceed the estimated cost of providing for the municipal infrastructure through either eligible force account qualified labor or through a public contract let pursuant to Article 8, Chapter 143 of the North Carolina General Statutes, or the coordination of separately constructed municipal infrastructure with the associated private development would be impracticable.

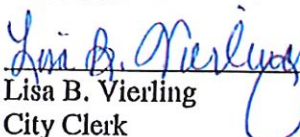
NOW, THEREFORE, BE IT RESOLVED: THE CITY COUNCIL OF THE CITY OF HIGH POINT approves the Amendment to Reimbursement Agreement with BSC Holdings, Inc. in an amount not to exceed \$500,000 and authorizes the City Manager or his designee to execute the same.

Adopted this the 3rd day of June, 2019.



Mayor Jay W. Wagner

ATTEST:



Lisa B. Vierling
City Clerk



CITY OF HIGH POINT AGENDA ITEM



Title: TransLōc Real Time Bus Information Contract

From: Angela Wynes, Transit Manager

Meeting Date: June 3, 2019

Public Hearing: N/A

Advertising Date /

Advertised By: N/A

Attachments: Formal Bid Recommendation

PURPOSE:

The TransLōc platform provides the public real-time information on bus arrival and departure information. It also provides a management platform to provide system-wide announcements and instant replay viewer to address vehicle issues or customer concerns.

BACKGROUND:

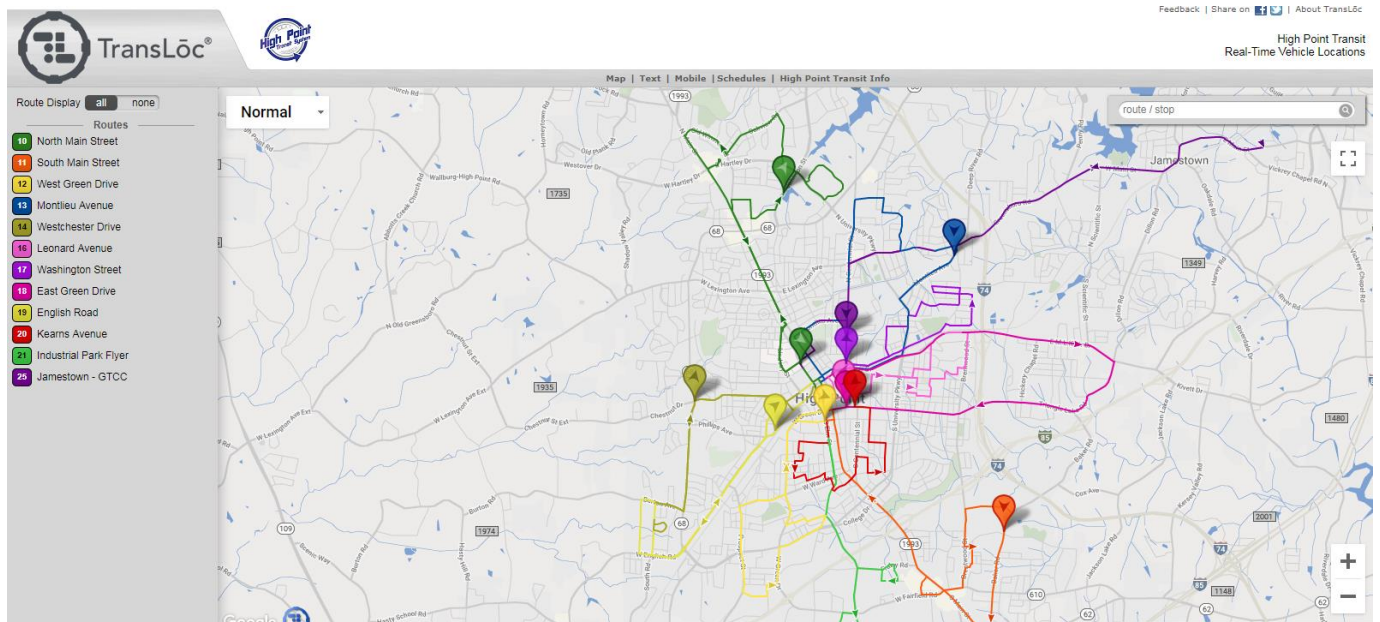
High Point Transit has been using TransLōc for almost two years to provide this information. The original contract only included the first 14 New Flyer buses. We have retrofitted the 2010 Orion and have added the newest New Flyer bus to the contract. The inclusion of these vehicles increased the total value of the 5-year contract to \$94,400.

BUDGET IMPACT:

Each year of the contract is budgeted annually.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends that City Council award an amended contract to TransLōc, Inc. in the amount of \$94,400 for access to the real-time bus information platform.





Requisition #

CITY OF HIGH POINT
SOLE SOURCE JUSTIFICATION FORM
(For Items Costing **\$10,000.00 or More**)
Statutory Reference N.C.G.S. 143-129(e)6

Vendor:

Item(s):

Justification:

Estimated expenditure for the above item(s):

Accounting Unit and Account(s):

CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT DOCUMENTATION.

1. ☐ Performance or price competition for a product are not available.
2. ☐ A needed product is available from only one source of supply.
3. ☐ Standardization or compatibility is the overriding consideration.
4. ☐ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel

Department/Division Date

APPROVAL PROCESS

Purchasing Manager

Financial Services Director

City Council (\$30,000 – Up)

**LOCAL GOVERNMENT TECHNOLOGY INITIATIVE
CONTRACT ADMINISTRATOR
MEMORANDUM OF UNDERSTANDING**

THIS CONTRACT ADMINISTRATOR MEMORANDUM OF UNDERSTANDING (Contract Administrator MOU) is entered into as of the 9 day of May, 2019 between the STATE AND LOCAL GOVERNMENT FINANCE DIVISION (the "SLGFD"), a division of the North Carolina Department of State Treasurer (the "DST"), and the CITY OF HIGH POINT, a municipal corporation (the "City"). The SLGFD and the City are each a separate "Party" and shall collectively be referred to as the "Parties."

Background

The Parties, and other entities and organizations, are members of a Steering Committee, under the Local Government Technology Initiative Steering Committee Memorandum of Understanding dated the 9 day of May, 2019 (the "Steering Committee MOU"). The Steering Committee MOU is incorporated by reference in its entirety herein as if fully set forth.

Funds for carrying out the Steering Committee's Goals have been appropriated and allocated to the SLGFD Operations Budget by the North Carolina General Assembly. The City has agreed to act as the Contract Administrator for the Steering Committee, accepting the Contract Administrator's roles and responsibilities as outlined below. All administrative duties of the Contract Administrator shall be carried out by the Steering Committee administrative staff.

Roles and Responsibilities

A. The City, as the Contract Administrator:

1. Shall be the Party to contract with the Consultant upon documented approval of the contract by the Steering Committee. All contracts will include a non-appropriation clause. All contracts shall include acknowledgments by the Contract Administrator and the counter-parties that (a) the sole source of funds available for payments due under the contracts is the funding appropriated by the NC General Assembly and allocated and available to the DST in accordance with Session Law 2017-57, and (b) all payments thereunder must be approved by the Steering Committee prior to disbursement by the Contract Administrator.
2. Has the authority to incur reasonable and necessary expenses in furtherance of the Goals of the Steering Committee MOU, with the prior approval of the Steering Committee. Any incurred expenses will be paid solely by the funds made available for this project. No funds belonging to the Contract Administrator shall be used to pay for any invoices or expenses incurred for carrying out the Goals of the Steering Committee MOU.
3. Has a veto power over any expenditure of funds.

B. Cost Reimbursement and Invoicing:

1. The Contract Administrator shall be responsible for disbursement of payments of all expenses incurred by the Steering Committee in furtherance of the stated Goals upon approval of those expenses by the Steering Committee. The Contract Administrator's disbursement responsibilities are limited to the amount of funds appropriated by the NC General Assembly and allocated and available to the DST in accordance with Session Law 2017-57 (the "Project Funds"). In no event

shall the Contract Administrator be exposed to its own financial risk under this Contract Administrator MOU.

2. The Contract Administrator shall submit to the Steering Committee administrative staff detailed invoices for all expenses within five business days of receipt. The administrative staff will ensure that all Steering Committee members get a copy of any invoices and related supporting materials.
3. Unanimous approval of an invoice by the Steering Committee is required before payment to the Contract Administrator of the funds needed to pay the invoice.
4. Payment by SLGFD to the Contract Administrator for approved invoices shall be made in accordance with the procedures required by the DST after the Steering Committee's approval of the invoice.
5. It is understood and agreed that any payments or reimbursements specified in the Steering Committee MOU or in this Contract Administrator MOU, and the continuation, renewal or extension of either MOU, are dependent upon and subject to the allocation or appropriation of funds to DST for the purposes set forth in the Steering Committee MOU.
6. Steering Committee administrative staff shall provide monthly expense reports to the Steering Committee.

Procedure for Receipt, Approval, and Payment of Invoices

The Steering Committee bears the ultimate responsibility for contracting for services and approval and payment of invoices resulting from those contracts. The Contract Administrator will be the party to contract with the Consultant, upon documented approval by the Steering Committee of said contract. Invoices submitted by Consultant will go to the Steering Committee for approval. Upon approval, a request will be made for funds to pay the invoice. Funds will be remitted to the Contract Administrator for payment to the Consultant.

Detailed Procedure:

1. Contract with Consultant is developed and terms are approved by the Steering Committee; contract is executed with Contract Administrator as the representative party to the contract.
2. Steering Committee directs SLGFD staff to encumber the necessary funds.
3. Consultant begins work and invoices for period to date.
4. Invoice is received by Contract Administrator and forwarded to Steering Committee administrative staff within five business days of receipt.
5. Invoice is presented to Steering Committee for approval.
6. Prior to approving an invoice, the Steering Committee shall ensure that sufficient funds are appropriated, allocated, encumbered and available to pay the invoice in full.
7. Invoice is approved by the Steering Committee and a request for funds is processed through DST Financial Operations, with resulting funds directed to the Contract Administrator.
8. Contract Administrator receives funds and remits payment to the Consultant.
9. Steering Committee administrative staff maintains files and documentation for all invoices and payments.

Term

The term of this Contract Administrator MOU shall begin on the effective date set forth above, expiring on June 30, 2020. The Parties may extend this Contract Administrator MOU, conditioned upon (1) an approval of funds carryforward by the Office of State Budget and Management, (2) approval of governing boards and agencies as necessary, (3) approval by the Steering Committee, and (4) a simultaneous extension of the Steering Committee MOU. Any extension must be in writing signed by the Parties.

Hold Harmless

The City assumes no responsibility for the success of the Project or the processes established for the initiation or governance and monitoring of the same, including without limitation financial responsibility arising from any loss, damage, and expense (including reasonable legal expense) relating thereto, and the SLGFD & DST hereby irrevocably waive and release all claims and causes of action relating thereto (collectively, the "Released Claims") to the fullest extent permitted by North Carolina Law. Furthermore, to the fullest extent permitted by North Carolina law, the SLGFD & DST agree to indemnify, defend, compensate, and reimburse the City for, and protect and hold harmless the City from and against, all actions, proceedings and claims brought or threatened against the City, and all loss, damage, and expense (including reasonable legal expenses) relating to the Released Claims where such action, proceeding, or claim has arisen out of or is related to, this MOU, and if any payment is made by the SLGFD & DST under this paragraph, the SLGFD & DST will not seek recovery of that payment from the City at any time. The City shall be held harmless and made whole by the SLGFD & DST for any damages, financial, equitable, or legal exposures that the City may incur as a result of this MOU. Notwithstanding anything to the contrary herein, any liabilities of SLGFD & DST are limited to, and shall not exceed, the amount of available and unspent Project Funds, and SLGFD & DST shall not indemnify or hold City harmless from any actions, proceedings, claims, liabilities, losses, costs or expenses (including reasonable legal expense) arising from City's breach of its obligations under this MOU, or from City's negligence, gross negligence, misconduct, or bad faith. In the event this paragraph conflicts with any other provision of this MOU, or any agreements related to this MOU by incorporation or reference in any manner, this paragraph shall govern and control.

Amendments

This Contract Administrator MOU may be amended by the mutual consent of the Parties, subject to approval by the Steering Committee. Any amendment shall be in writing and signed by the Parties.

Authority to Bind

Each Party to this MOU represents and warrants that the execution, delivery and performance of this MOU and the consummation of the transactions provided in this MOU have been duly authorized by all necessary actions of the respective person or entity, including receipt of approvals from any governing board and/or agencies, and that the person executing this MOU on its behalf, if applicable, has the full capacity to bind that entity.

THIS CONTRACT ADMINISTRATOR MEMORANDUM OF UNDERSTANDING has been executed by the Parties in duplicate originals, one of which shall be retained by each Party.

STATE AND LOCAL GOVERNMENT FINANCE DIVISION

By: Greg Gaskins, Deputy Treasurer

Signature: Greg C. Gaskins

Title: Deputy Treasurer

Date: MAY 9, 2019

CITY OF HIGH POINT

By: Greg Demko, City Manager

Signature: _____

Title: _____

Date: _____



June 3, 2019

To: Randy McCaslin, Deputy City Manager

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

Subject: Code Enforcement Activity Report for May 2019

This report serves to summarize Code Enforcement activity for the month of May. During this period staff processed 18 new minimum housing complaints; 323 new public nuisance complaints and collected 134 signs. Additionally:

- The backlog of minimum housing cases from the old system remains at one case from the initial backlog of 270 (June 2016).
- Local Codes Enforcement Staff recorded 43 zoning complaints during the month.
- A total of 290 Public Nuisance cases were abated during the month (30 - City abated and 260 - owner abated).
- Staff worked on Saturday May 11th and collected 106 signs illegally placed in CHP ROW.
- Currently have 6 houses with contracts out for demolition. An additional 8 houses have orders for demolition in process.
- The Local Codes Enforcement Officer vacancy has not been filled but we anticipate conducting interviews within the next 30 days.
- There were 739 total active cases:
 - o 332 active minimum housing cases
 - o 283 active public nuisance cases
 - o 124 active zoning cases

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

<u>Local Codes Enforcement Montly Activity</u>						
		<u>Jan-19</u>	<u>Feb-19</u>	<u>Mar-19</u>	<u>Apr-19</u>	<u>May-19</u>
1. Minimum Housing						
	a. Minimum Housing Complaints	40	31	25	33	18
	b. Active Minimum Housing Cases	317	340	335	321	332
	c. Active Backlog Cases (270 original)	1	1	1	1	1
	d. Cases Taken Before City Council					
	i. For Demolition	2	4	2	5	2
	e. City Demolished Houses	4	4	3	2	3
2. Public Nuisance						
	a. Public Nuisance Complaints (incl. unsecured dwellings)	51	36	41	233	323
	b. Active Public Nuisance Cases	101	81	104	260	283
	c. City abated PN Cases	8	7	1	5	30
	d. Owner abated PN Cases	49	37	14	57	260
3. Zoning						
	a. Zoning Complaints (Vehicles, Signs, Banners)	26	18	28	39	43
	b. Active Zoning Cases	95	84	85	114	124
	c. Signs collected	174	156	287	93	134
		TOTAL ACTIVE CASES - 739				























Proposed Fence Replacement & Aesthetic Upgrades



Legend



Location of Proposed 14' to 15' Wide Access Gates Locked to Public



Public Access Point



Location of Future Asphalt Turn Around

Outline of Proposed 6' Tall Fence



Sample Informational Sign



Proposed Location of Greenhill Informational Sign

Proposed Vinyl Chain-Link Fence



CITY OF HIGH POINT

AGENDA ITEM



Title: Contract Renewal - The Ferguson Group

From: Greg Demko, City Manager

Meeting Date: June 3, 2019

Public Hearing: N/A

Advertising Date: N/A

Advertised By:

Attachments: Proposed Contract

PURPOSE:

Approval of contract renewal with The Ferguson Group (TFG) as the City's Washington Lobbyist.

BACKGROUND:

The Ferguson Group has served as the Washington Representative to the City of High Point for the past fifteen years focusing on securing federal funds for the City's projects.

BUDGET IMPACT:

Funding is appropriated in the 2019 – 2020 Annual Budget

RECOMMENDATION / ACTION REQUESTED:

Council is requested to authorize the appropriate city official to execute contract with The Ferguson Group for the period of July 1, 2019 – June 30, 2020.

**RESOLUTION APPROVING DONATION OF SURPLUS RADIO EQUIPMENT TO HIGH POINT
UNIVERSITY PURSUANT TO S.S. 160A-280**

WHEREAS, the City of High Point owns handheld radios, chargers and batteries which are no longer useful to the City and should be declared as surplus to the City's needs; and

WHEREAS, N.C.G.S. 160A-280 allows cities to donate to a nonprofit corporation any personal property that the City Council deems surplus, obsolete, or unused; and

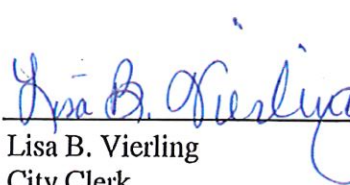
WHEREAS, City staff recommends that the above-described City equipment be declared surplus and be donated to High Point University, a nonprofit organization incorporated in the State of North Carolina; and

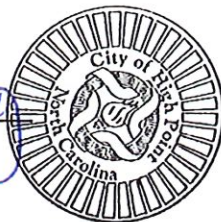
WHEREAS, pursuant to the provisions of N.C.G.S. 160A-280, the High Point City Council has caused a public notice of this proposed donation to be posted at least five days prior to the adoption of this Resolution approving the donation.

NOW, THEREFORE, BE IT RESOLVED, by the High Point City Council that (1) the equipment identified above is hereby declared to be surplus to the needs of the City of High Point based upon its age and condition; and (2) public notice of this proposed Resolution has been posted at least five days prior to the adoption of this Resolution approving the donation.

BE IT FURTHER RESOLVED that the High Point City Council hereby approves the donation of the surplus equipment, and that the City Manager is hereby authorized to execute, on behalf of the City of High Point, the necessary documents to convey ownership of the above-described equipment by donation to High Point University pursuant to the provision of N.C.G.S. 160A-280.

Adopted June 3, 2019


Lisa B. Vierling
City Clerk




Jay W. Wagner, Mayor

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

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

Section 1. The following amounts are hereby appropriated for the operation and maintenance of the City's various governmental departments and divisions for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020:

- (1) That for said fiscal year there is hereby appropriated out of the GENERAL FUND for general governmental operations the sum of:

\$ 112,090,881

- (2) That for said fiscal year there is hereby appropriated out of the SPECIAL GRANTS FUND for purposes outlined within the various grant provisions, the sum of:

\$ 3,991,544

- (3) That for said fiscal year there is hereby appropriated out of the COMMUNITY DEVELOPMENT FUND for purposes outlined within the grant, the sum of:

\$ 3,153,396

- (4) That for said fiscal year there is hereby appropriated out of the ECONOMIC DEVELOPMENT FUND, the sum of:

\$ 800,000

- (5) That for said fiscal year there is hereby appropriated out of the GENERAL DEBT SERVICE FUND for the payment of debt service charges on general obligation debt, the sum of:

\$ 10,420,089

- (6) That for said fiscal year there is hereby appropriated out of the GENERAL CAPITAL PROJECTS FUND for the purpose of construction and/or acquisition of certain long-lived assets, the sum of:

\$ 2,253,323

- (7) That for said fiscal year there is hereby appropriated out of the CENTRAL SERVICES FUND the following, the sum of:

Fleet Services	\$ 11,978,869
Radio Repair Shop	2,219,075
Computer Replacement	848,651
	\$ <u>15,046,595</u>

- (8) That for said fiscal year there is hereby appropriated out of the WATER and SEWER FUND the following:

Operations	\$ 31,088,839
Debt Service	16,419,196
Transfer to Capital Projects Fund	8,383,550
TOTAL WATER and SEWER FUND	\$ <u>55,891,585</u>

- (9) That for said fiscal year there is hereby appropriated out of the WATER and SEWER CAPITAL PROJECTS FUND for the following, the sum of:

Water Sewer Capital Projects	\$ <u>8,383,550</u>
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- (10) That for said fiscal year there is hereby appropriated out of the ELECTRIC FUND the following:

Operations	\$ 122,339,253
Capital Projects	8,221,500
Transfer to Capital Projects Fund	1,050,000
TOTAL ELECTRIC FUND	\$ <u>131,610,753</u>

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

(11) That for said fiscal year there is hereby appropriated out of the ELECTRIC CAPITAL PROJECTS FUND for the following, the sum of:

Electric Capital Projects	\$ <u>1,050,000</u>
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(12) That for said fiscal year there is hereby appropriated out of the MASS TRANSIT FUND for the following, the sum of:

	\$ <u>4,524,137</u>
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(13) That for said fiscal year there is hereby appropriated out of the MASS TRANSIT CAPITAL PROJECTS FUND for the purpose of operating High Point's Transit System, the sum of:

	\$ <u>570,000</u>
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(14) That for said fiscal year there is hereby appropriated out of the PARKING FACILITIES FUND for the purpose of operating City parking facilities, the sum of:

	\$ <u>378,729</u>
--	-------------------

(15) That for said fiscal year there is hereby appropriated out of the SOLID WASTE FUND the following:

Operations	\$ 15,828,950
Capital Projects	2,216,000
Transfer to Capital Projects Fund	25,000
TOTAL SOLID WASTE FUND	\$ <u>18,069,950</u>

(16) That for said fiscal year there is hereby appropriated out of the LANDFILL CAPITAL PROJECTS FUND for the following, the sum of:

Solid Waste Capital Projects	\$ <u>25,000</u>
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(17) That for said fiscal year there is hereby appropriated out of the STORM WATER FUND the following:

Operations	\$ 3,217,632
Debt Service	1,371,329
Capital Projects	1,615,285
Transfer to Capital Projects Fund	420,000
TOTAL STORM WATER FUND	\$ <u>6,624,246</u>

(18) That for said fiscal year there is hereby appropriated out of the STORM WATER CAPITAL PROJECTS FUND for the following, the sum of:

Storm Water Capital Projects	\$ <u>420,000</u>
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(19) That for said fiscal year there is hereby appropriated out of the MARKET AUTHORITY FUND, the sum of:

	\$ <u>3,175,000</u>
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(20) That for said fiscal year there is hereby appropriated out of the INSURANCE RESERVE FUND, the sum of:

	\$ <u>19,691,335</u>
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CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2019 and ending June 30, 2020:

General Fund	
Ad Valorem Taxes	\$ 61,815,760
Sales & Use Taxes	30,260,000
Intergovernmental Revenues	10,439,526
Licenses & Permits	3,329,650
Charges for Services	4,825,645
Miscellaneous	1,420,300
Total Revenues and Other Financing Sources	<u>\$ 112,090,881</u>
Grants Fund	
Intergovernmental Revenues	<u>\$ 3,991,544</u>
Community Development Fund	
Intergovernmental Revenues	<u>\$ 3,153,396</u>
Economic Development Fund	
Transfer From General Fund	\$ 75,000
Transfer From Electric Fund	400,000
Miscellaneous	25,000
Fund Balance Appropriated	300,000
Total Revenues and Other Financing Sources	<u>\$ 800,000</u>
General Debt Service Fund	
Ad Valorem Taxes	\$ 3,363,159
Miscellaneous	2,063,380
Transfer from Other Funds	4,993,550
Total Revenues and Other Financing Sources	<u>\$ 10,420,089</u>
General Capital Projects Fund	
Transfer from Other Funds	2,253,323
Total Revenues and Other Financing Sources	<u>\$ 2,253,323</u>
Central Services Fund	
Charges for Services	9,211,638
Miscellaneous Revenues	4,986,567
Fund Balance Appropriated	848,390
Total Revenues and Other Financing Sources	<u>\$ 15,046,595</u>
Water and Sewer Fund	
Charges for Services	\$ 53,726,141
Non-operating Revenues	1,248,689
Administrative Reimbursements	-
Retained Earnings Appropriated	916,755
Total Revenues and Other Financing Sources	<u>\$ 55,891,585</u>
Water and Sewer Capital Projects Fund	
Transfer from Water and Sewer Fund	<u>\$ 8,383,550</u>
Electric Fund	
Charges for Services	\$ 130,203,471
Non-operating Revenues	1,114,000
Retained Earnings Appropriated	293,282
Total Revenues and Other Financing Sources	<u>\$ 131,610,753</u>

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

Electric Capital Projects Fund	
Transfer from Electric Fund	\$ <u>1,050,000</u>
Mass Transit Fund	
Charges for Services	\$ 607,700
Intergovernmental Revenues	2,431,462
License and Permits	390,000
Transfer From Other Funds	305,500
Appropriated Fund Balance	789,475
Total Revenues and Other Financing Sources	\$ <u>4,524,137</u>
Mass Transit Capital Projects Fund	
Transfer From Other Funds	<u>570,000</u>
Total Revenues and Other Financing Sources	\$ <u>570,000</u>
Parking Facilities Fund	
Charges for Services	\$ 283,000
Transfer From Other Funds	95,729
Total Revenues and Other Financing Sources	\$ <u>378,729</u>
Solid Waste Fund	
Operating Revenue	\$ 15,656,450
Miscellaneous	222,500
Transfer from Landfill Maintenance Reserve Fund	<u>2,191,000</u>
Total Revenues and Other Financing Sources	\$ <u>18,069,950</u>
Landfill Capital Projects Fund	
Transfer from Solid Waste Fund	\$ <u>25,000</u>
Storm Water Fund	
Charges for Services	\$ 5,234,954
Miscellaneous	220,000
Retained Earnings Appropriated	1,169,292
Total Revenues and Other Financing Sources	\$ <u>6,624,246</u>
Storm Water Capital Projects Fund	
Transfer from Storm Water Fund	\$ <u>420,000</u>
Market Authority Fund	
Room Occupancy Taxes	\$ 425,000
Licenses & Permits	1,750,000
Transfer from General Fund	240,000
Transfer from Water-Sewer Fund	50,000
Transfer from Electric Fund	710,000
Total Revenues and Other Financing Sources	\$ <u>3,175,000</u>
Insurance Reserve Fund	
Insurance Premiums	19,671,335
Miscellaneous	20,000
Total Revenues and Other Financing Sources	\$ <u>19,691,335</u>

Section 3. There is hereby levied the following rates of tax on each one hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2019, for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations.

Rate per \$100 Valuation
General Fund \$.6475

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2019-2020 Budget Ordinance

Such rates of tax are based on an estimated total valuation of property for purpose of taxation of \$9,987,853,109 and an estimated rate of collections of 99.4% during the current year.

Section 4. That the reserve for encumbrances at June 30, 2019, representing the unearned portion of contracts as of that date, shall be re-appropriated and distributed as it applied in order to properly account for the payment against which the fiscal year in which it is paid.

Section 5. That the unencumbered balances as of June 30, 2019 of those capital projects and operating encumbrances which were not completed in Fiscal Year 2018-2019 be reappropriated into the Fiscal Year 2019-2020 budget in order to allow completion.

Section 6. That the unencumbered balances in Grant funds which remain as of June 30, 2019 be reappropriated into the Fiscal Year 2019-2020 budget for the completion of their original purposes.

Section 7. That the landfill closure funds previously expended and established as a liability in the Landfill Development and Maintenance Capital Reserve Fund and which remain as of June 30, 2019 be appropriated in the Fiscal Year 2019-2020 budget for their intended purposes.

Section 8. The number of persons to be employed and the salaries and wages to be paid shall be those which are included in the detailed operation budgets; unless provision is made by the City Manager or City Council for employing additional persons.

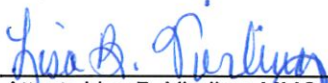
Section 9. The City Manager is hereby authorized to approve transfers of appropriations within any fund. Transfers between funds and authorization for making expenditures from excess revenue shall be made by the City Council.

Section 10. Utility payments will be applied in the following order: Deposits, credit/collection fees, oldest bill first, miscellaneous fees/charges, and utility services.

Section 11. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 12. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2019.


Attest: Lisa B. Vierling, MMC
City Clerk



appointing authority was originally incorporated unless such compensation is otherwise approved by the appointing authority. The local board shall provide the appointing authority's written confirmation of such approval to the Commission. Any change in compensation approved by the appointing authority shall be reported to the Commission in writing within 30 days of the effective date of the change. The general manager of a local board may receive any other benefits to which all employees of the local board are entitled. The salary authorized for other employees of a local board may not exceed that of the general manager.

(g2) Travel Allowance and Per Diem Rates. – Approved travel on official business by the members and employees of local boards shall be reimbursed pursuant to G.S. 138-6 unless the local board adopts a travel policy that conforms to the travel policy of the appointing authority and such policy is approved by the appointing authority. The local board shall annually provide the appointing authority's written confirmation of such approval to the Commission and a copy of the travel policy authorized by the appointing authority. Any excess expenses not covered by the local board's travel policy shall only be paid with the written authorization of the appointing authority's finance officer. A copy of the written authorization for excess expenses shall be submitted to the Commission by the local board within 30 days of approval.

(h) Conflict of Interest. – The provisions of G.S. 18B-201 shall apply to local board members and employees.

(i) Bond. – Each local board member and the employees designated as the general manager and finance officer of the local board shall be bonded in an amount not less than fifty thousand dollars (\$50,000) secured by a corporate surety, for the faithful performance of his duties. A public employees' blanket position bond in the required amount satisfies the requirements of this subsection. The bond shall be payable to the local board and shall be approved by the appointing authority for the local board. The appointing authority may increase the amount of the bond required for any member or employee who handles board funds.

(j) Limited Liability. – A person serving as a member of a local ABC board shall be immune individually from civil liability for monetary damages, except to the extent covered by insurance, for any act or failure to act arising out of this service, except where the person:

- (1) Was not acting within the scope of his official duties;
- (2) Was not acting in good faith;
- (3) Committed gross negligence or willful or wanton misconduct that resulted in the damage or injury;
- (4) Derived an improper personal financial benefit from the transaction; or
- (5) Incurred the liability from the operation of a motor vehicle.

The immunity in this subsection is personal to the members of local ABC boards, and does not immunize the local ABC board for liability for the acts or omissions of the members of the local ABC board.

(k) Nepotism. – Members of an immediate family shall not be employed within the local board if such employment will result in one member of the immediate family supervising another member of the immediate family, or if one member of the immediate family will occupy a position which has influence over another member's employment, promotion, salary administration, or other related management or personnel considerations. This subsection applies to local board members and employees.

For the purpose of this subsection, the term "immediate family" includes wife, husband, mother, father, brother, sister, son, daughter, grandmother, grandfather, grandson, and granddaughter. Also included are the step-, half-, and in-law relationships. It also includes other people living in the same household, who share a relationship comparable to immediate family

**LOCAL GOVERNMENT TECHNOLOGY INITIATIVE
CONTRACT ADMINISTRATOR
MEMORANDUM OF UNDERSTANDING**

THIS CONTRACT ADMINISTRATOR MEMORANDUM OF UNDERSTANDING (Contract Administrator MOU) is entered into as of the 9 day of May, 2019 between the STATE AND LOCAL GOVERNMENT FINANCE DIVISION (the "SLGFD"), a division of the North Carolina Department of State Treasurer (the "DST"), and the CITY OF HIGH POINT, a municipal corporation (the "City"). The SLGFD and the City are each a separate "Party" and shall collectively be referred to as the "Parties."

Background

The Parties, and other entities and organizations, are members of a Steering Committee, under the Local Government Technology Initiative Steering Committee Memorandum of Understanding dated the 9 day of May, 2019 (the "Steering Committee MOU"). The Steering Committee MOU is incorporated by reference in its entirety herein as if fully set forth.

Funds for carrying out the Steering Committee's Goals have been appropriated and allocated to the SLGFD Operations Budget by the North Carolina General Assembly. The City has agreed to act as the Contract Administrator for the Steering Committee, accepting the Contract Administrator's roles and responsibilities as outlined below. All administrative duties of the Contract Administrator shall be carried out by the Steering Committee administrative staff.

Roles and Responsibilities

A. The City, as the Contract Administrator:

1. Shall be the Party to contract with the Consultant upon documented approval of the contract by the Steering Committee. All contracts will include a non-appropriation clause. All contracts shall include acknowledgments by the Contract Administrator and the counter-parties that (a) the sole source of funds available for payments due under the contracts is the funding appropriated by the NC General Assembly and allocated and available to the DST in accordance with Session Law 2017-57, and (b) all payments thereunder must be approved by the Steering Committee prior to disbursement by the Contract Administrator.
2. Has the authority to incur reasonable and necessary expenses in furtherance of the Goals of the Steering Committee MOU, with the prior approval of the Steering Committee. Any incurred expenses will be paid solely by the funds made available for this project. No funds belonging to the Contract Administrator shall be used to pay for any invoices or expenses incurred for carrying out the Goals of the Steering Committee MOU.
3. Has a veto power over any expenditure of funds.

B. Cost Reimbursement and Invoicing:

1. The Contract Administrator shall be responsible for disbursement of payments of all expenses incurred by the Steering Committee in furtherance of the stated Goals upon approval of those expenses by the Steering Committee. The Contract Administrator's disbursement responsibilities are limited to the amount of funds appropriated by the NC General Assembly and allocated and available to the DST in accordance with Session Law 2017-57 (the "Project Funds"). In no event

shall the Contract Administrator be exposed to its own financial risk under this Contract Administrator MOU.

2. The Contract Administrator shall submit to the Steering Committee administrative staff detailed invoices for all expenses within five business days of receipt. The administrative staff will ensure that all Steering Committee members get a copy of any invoices and related supporting materials.
3. Unanimous approval of an invoice by the Steering Committee is required before payment to the Contract Administrator of the funds needed to pay the invoice.
4. Payment by SLGFD to the Contract Administrator for approved invoices shall be made in accordance with the procedures required by the DST after the Steering Committee's approval of the invoice.
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Detailed Procedure:

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9. Steering Committee administrative staff maintains files and documentation for all invoices and payments.

Term

The term of this Contract Administrator MOU shall begin on the effective date set forth above, expiring on June 30, 2020. The Parties may extend this Contract Administrator MOU, conditioned upon (1) an approval of funds carryforward by the Office of State Budget and Management, (2) approval of governing boards and agencies as necessary, (3) approval by the Steering Committee, and (4) a simultaneous extension of the Steering Committee MOU. Any extension must be in writing signed by the Parties.

Hold Harmless

The City assumes no responsibility for the success of the Project or the processes established for the initiation or governance and monitoring of the same, including without limitation financial responsibility arising from any loss, damage, and expense (including reasonable legal expense) relating thereto, and the SLGFD & DST hereby irrevocably waive and release all claims and causes of action relating thereto (collectively, the "Released Claims") to the fullest extent permitted by North Carolina Law. Furthermore, to the fullest extent permitted by North Carolina law, the SLGFD & DST agree to indemnify, defend, compensate, and reimburse the City for, and protect and hold harmless the City from and against, all actions, proceedings and claims brought or threatened against the City, and all loss, damage, and expense (including reasonable legal expenses) relating to the Released Claims where such action, proceeding, or claim has arisen out of or is related to, this MOU, and if any payment is made by the SLGFD & DST under this paragraph, the SLGFD & DST will not seek recovery of that payment from the City at any time. The City shall be held harmless and made whole by the SLGFD & DST for any damages, financial, equitable, or legal exposures that the City may incur as a result of this MOU. Notwithstanding anything to the contrary herein, any liabilities of SLGFD & DST are limited to, and shall not exceed, the amount of available and unspent Project Funds, and SLGFD & DST shall not indemnify or hold City harmless from any actions, proceedings, claims, liabilities, losses, costs or expenses (including reasonable legal expense) arising from City's breach of its obligations under this MOU, or from City's negligence, gross negligence, misconduct, or bad faith. In the event this paragraph conflicts with any other provision of this MOU, or any agreements related to this MOU by incorporation or reference in any manner, this paragraph shall govern and control.

Amendments

This Contract Administrator MOU may be amended by the mutual consent of the Parties, subject to approval by the Steering Committee. Any amendment shall be in writing and signed by the Parties.

Authority to Bind

Each Party to this MOU represents and warrants that the execution, delivery and performance of this MOU and the consummation of the transactions provided in this MOU have been duly authorized by all necessary actions of the respective person or entity, including receipt of approvals from any governing board and/or agencies, and that the person executing this MOU on its behalf, if applicable, has the full capacity to bind that entity.

THIS CONTRACT ADMINISTRATOR MEMORANDUM OF UNDERSTANDING has been executed by the Parties in duplicate originals, one of which shall be retained by each Party.

STATE AND LOCAL GOVERNMENT FINANCE DIVISION

By: Greg Gaskins, Deputy Treasurer

Signature: Greg C. Gaskins

Title: Deputy Treasurer

Date: MAY 9, 2019

CITY OF HIGH POINT

By: Greg Demko, City Manager

Signature: Greg Demko

Title: CITY MANAGER

Date: 6/4/19



Government Finance Officers Association

Research and Consulting Center

Prepared for:

State of North Carolina
Local Government Technology
Initiative Project

Enterprise Resource Planning (ERP) Advisory Services

Note: This proposal and description of GFOA methodologies is for the entity listed above.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, IL 60601-1210
312.977.9700 fax: 312.977.4806

April 17, 2019

North Carolina Department of State Treasurer
Attn: Greg Gaskins
3200 Atlantic Avenue
Raleigh, NC 27604

EMAIL: Greg.Gaskins@nctreasurer.com

Dear Greg,

The Government Finance Officers Association (GFOA) is pleased to present this revised proposal to you and the Local Government Technology Initiative Project for services to assist with Phase 1. For the past 20+ years, GFOA has been a leader in helping local governments across the United States prepare for, procure, and implement enterprise resource planning (ERP) systems. We are excited about the opportunity to collaborate with the North Carolina State Treasurer and to develop an approach to assist smaller governments in North Carolina with selecting and purchasing an ERP system. GFOA has over 600 members from North Carolina and we look forward to leveraging our network on this project.

As one of the premier membership associations for public-sector professionals, GFOA offers independent, objective, and best practice focused consulting services consistent with our mission to improve government management. We will bring to this project our lessons learned, market knowledge, and strategic vision for helping governments be successful not only with their technology implementation, but also with the financial management processes that the system will ultimately support.

If there are any questions or you would like to discuss the proposal, please let me know.

Sincerely,

Michael J. Mucha
Director, Research and Consulting Center
Government Finance Officers Association

Phone: 312-977-9700

Fax:

312-977-4806

Email: mmucha@gfoa.org

Washington, DC Office
660 N. Capital Street, NW • Washington, DC 20001 • 202.393.8020 fax: 202.393.0780
www.gfoa.org



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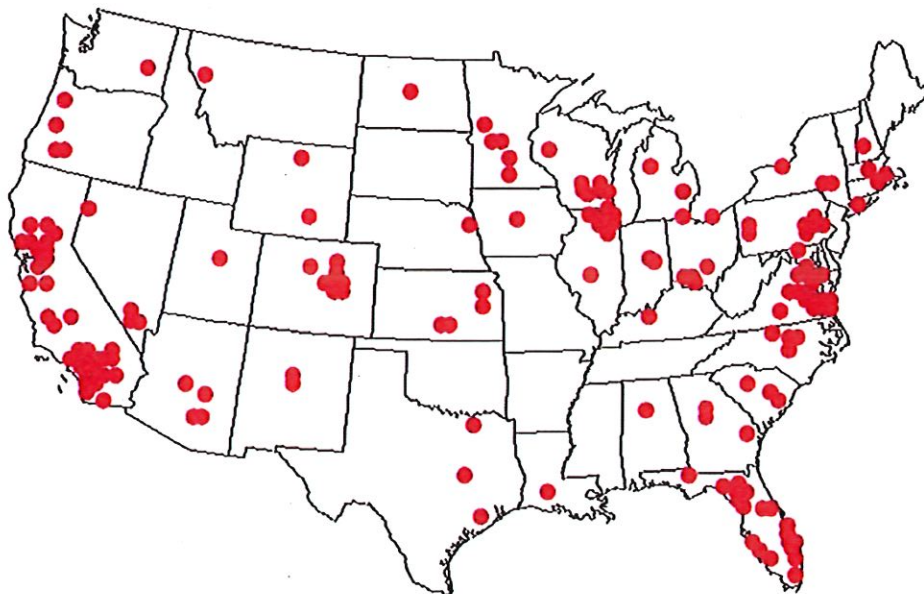
GFOA Experience

Over the past 20 years, GFOA's technology consulting practice has grown to become the market leader in assisting local governments through the process of assessing current systems, understanding the vendor marketplace, facilitating procurement of new systems, and providing detailed analysis and contract negotiation assistance to protect the best interests of governments *and* help reduce implementation risk. We have assisted approximately 500 cities, counties, school districts, and special districts with system selection, contract negotiation, and implementation readiness for ERP systems

GFOA's position as a mission focused non-profit organization can provide truly objective recommendations aligned with your goals.

GFOA does not implement software and has no interest in expanding into this role in the future. We also have no desire or incentive to make recommendations that increase our services and costs on the project. Our focus is exclusively on providing honest and unbiased recommendations to our clients and all GFOA members and public sector organizations. The ERP market has undergone significant change in recent years and governments are increasingly more reliant on technology to implement financial management best practices. With our consulting experience and continued research, GFOA has been able to improve our approach and generate additional value for our clients through reduced costs, reduced risk, and best practice recommendations to improve not only technology, but also business process.

The map below represents a sample of GFOA's recent ERP projects.





Other Products and Services

GFOA also provides many services to members and other government managers in addition to consulting services. Our consulting services complement and utilize much of our research knowledge and membership network to deliver current, relevant, and proven strategies. The same consultants who regularly advise clients also research and write white papers and journal articles, author and edit publications, conduct training, coordinate GFOA's annual conference, and staff best practice committees.

- **Research and Publications:** GFOA conducts ongoing research with our member network and communicates information on leading practices, lessons learned, and trends in financial management such as technology utilization and governance. GFOA currently has over 40 titles available. The following is a sampling of products recently written by GFOA consultants.
 - *Technologies for Government Transformation: ERP Systems and Beyond*
 - *IT Budgeting and Decision Making: Maximizing Your Government's Technology Investments*
- **Government Finance Review:** GFOA consultants also regularly contribute articles and serve as reviewers for GFOA's bi-monthly publication, *The Government Finance Review*, along with other leading journals, books, and white papers.
- **Best Practice Committees:** GFOA has seven standing committees made up of leading finance professionals from governments throughout the United States and Canada that meet regularly to develop best practices to promote and guide sound financial and overall government management.
- **Annual Conference and Training:** GFOA's Annual Conference attracts approximately 5,000-7,000 government finance professionals and provides a forum to discuss innovative practices, learn best practice examples, network with peers, and interact with exhibitors. GFOA also provides ongoing training seminars throughout the country to assist members with continued professional development. GFOA consultants are regular trainers at these seminars including seminars on ERP procurement, project management, and best practices in ERP implementation.





Project Summary

With this proposal, GFOA will deliver the objectives of Phase 1: Software Identification and Uniform Chart of Accounts as listed below. Using our approach, defined in the next section, GFOA consultants will lead the project and work with the project steering committee and local governments from across North Carolina participating in the project stakeholder group. By using our current model, but modifying it to facilitate a procurement process that any local governments can use, GFOA will be able to identify software products that meet the needs of North Carolina governments, and prepare implementation guidance for those governments.

Phase 1: Software Identification and Uniform Chart of Accounts

The overarching goal of Phase 1 is to identify one or more software systems that could be utilized by local governments to meet essential financial, compliance, and reporting obligations in an efficient and transparent manner. This phase will also include the development of a uniform chart of accounts. The efforts associated with this phase will be led by the project steering committee with input from a stakeholder group.

Phase 1 Goals

- Develop a readiness checklist to assist local governments in assessing and achieving readiness to implement and manage a software product
- Develop a uniform chart of accounts
- Identify specific software system requirements
- Develop a Request for Proposal (RFP) to solicit software solutions meeting defined requirements
- Evaluate proposals
- Identify one or more software products meeting system requirements

Phase 1 Benefits

- Provide vetted software options for smaller units that don't have the time or expertise to identify a system
- Eliminate costly trial and error of system selection and implementation
- Create a uniform chart of accounts which will introduce greater comparability in revenues and expenditures among units, provide greater transparency to citizens and taxpayers, reduce the complexity of preparing financial statements, and reduce the time (and associated cost) required for the preparation of annual audits



GFOA Project Approach

To complete the scope of work listed in Phase 1, GFOA is proposing the following tasks. Each task will build on previous tasks and include the deliverables listed below.

Task 0: Project Planning

No project can be successful without proper planning and tools to manage the effort. Working together with the project steering committee and stakeholder group, GFOA will prepare the following tools that will be essential to project coordination:

- **Project Plan** – This document identifies all the detailed tasks for the project, the person responsible for executing those tasks, the estimated time required to complete them, and any dependencies that a given task may have relative to other tasks.
- **Project Documentation** - GFOA will host a website with collaboration tools specifically for this project. All project participants, including GFOA, the project steering committee and stakeholder group will have access to the collaboration tools.
- **Project Management** – GFOA will schedule and conduct regular project management meetings and provide a regular (bi-weekly) status report for the project. GFOA's project manager will maintain regular communication to address issues, point out risks, and ultimately work to help the project be a success. Ongoing costs and effort for all project management activities are built into GFOA's milestones and deliverables.
- **Project Committees** – Since GFOA's work products for this project are intended to be used by a wide variety of governments, GFOA will work with the project stakeholder group to gather input and feedback from representatives of local governments in the state. The stakeholder group, as identified by the project steering committee, will help provide feedback on business process recommendations, system requirements, and the software being evaluated.

Deliverables
Project Plan
Project Website
Bi-weekly status reports

Task 1: Interviews and Information Gathering

Before developing the readiness checklist and initial software requirements, GFOA will conduct interviews and information gathering with cities and counties participating in the stakeholder group. The goal of information gathering sessions, which will be conducted through survey, focus group, or individual interview, will be to get feedback from governments on their current practices, current requirements, current situation, and readiness for an ERP implementation. From this information, GFOA will focus on preparing the documents identified in the next task.

Deliverables
Completed Interviews and Information Gathering Sessions



Task 2: Development of Requirements and Business Processes

Using information collected from Task 1, GFOA will prepare a complete set of business process documentation and requirements for use in a RFP for an ERP system and in an ERP implementation.

GFOA focuses functional requirements development on business process. At each step in the business process we will determine both the system requirements and implementation requirements and document those using a Microsoft Excel template that is aligned to our process documentation that will be included in the eventual RFP. Requirements development focuses on functional requirements that define "what" needs to be completed (such as tasks, outputs, interfaces, calculations, processing, etc.). Requirements will ultimately be used to determine software fit and to measure (and provide accountability) for the software implementation.

Requirements and business process documentation will be completed for the following process areas:

Process List	
Process	Task / Topics
Accounting	• Chart of Accounts • General Ledger Transactions • Grant / Project Tracking • Financial Reporting
Budget	• Operating Budget • Capital Improvement Planning (CIP) • Capital Budget • Budget Adjustments / Amendments
Procure – Pay	• Vendors • Purchase Requisitions ○ Bid Quote ○ RFP / RFI / RFQ • Purchase Orders ○ Contracts • Change Order • Receiving ○ Inventory • Accounts Payable
Customer Billing	• Customer File • Billing • Accounts Receivable ○ Aging ○ Collections
Treasury	• Cash Receipts • Disbursements • Interest Allocation • Bank Reconciliation



Process List	
Asset Management	• Asset Acquisition • Asset Management ◦ Work Order • Depreciation • Transfer / Disposal / Retirement
Human Resources	• Positions • Employee File • Benefit Enrollment • Personnel Evaluations • Disciplinary Actions / Grievance • Risk Management (Injury / Workers Comp) • Training / Certifications
Personnel Actions	• Recruitment • New Hire • Personnel Actions (Salary Adjustment / Position Change)
Time Entry – Payroll	• Time Entry • Time Approval • Payroll Calculations • Payroll Processing • Leave Management (FMLA)
Utility Billing	• Customer File • Property File • Meter Inventory • Meter Read • Billing • AR • Payment Receipts • Service Order

GFOA will use information collected from governments as part of Task 1 to determine appropriate readiness steps and to develop a readiness checklist. GFOA research has shown that the number one factor in ERP project success is the level of readiness of the government prior to the implementation. GFOA will identify key steps related to goal definition, governance, staffing, and change management to assist governments prepare for a successful project.

Deliverables
Process Documentation
Requirements
Readiness Checklist

Task 3: Review of Uniform Chart of Accounts

GFOA understands that the project staff have begun working on a uniform chart of accounts. GFOA will provide a review of the chart of accounts and assist with work necessary to complete



documentation of a uniform chart of accounts. GFOA expects that the uniform chart of accounts be included in the RFP and other relevant process documentation.

Deliverables

Chart of Account Comments

Task 4: Conduct Review / Provide Feedback

After developing the process documentation, requirements, readiness checklist, and uniform chart of accounts, GFOA will begin a period to collect feedback from the project steering committee and stakeholder group. GFOA will test the documents using a series of focus groups and training sessions to determine the applicability of documents to local governments of varying size, complexity, and states of readiness.

Deliverables

Summary of Feedback on Draft Documents
--

Revised Requirements

Revised Process Documentation

Revised Readiness Checklist

Task 5: Development of RFP

In this phase, GFOA will develop a detailed Request for Proposals (RFP) document for use in this project using our standard RFP template. The GFOA RFP format is designed to remove disparity between proposals and to provide as close to an apples-to-apples comparison as possible. In addition, GFOA develops all RFP's with the end goal in mind – a successful contract that mitigates risk and leads to a successful project. In this case, we will be soliciting "generic" proposals that will allow for creating a template contract and statement of work with vendors that meet requirements of the project (as defined in the RFP).

GFOA has a RFP template that was specifically designed for ERP procurements and that we have continually updated as required by changes in the ERP market.

When complete, the RFP document will incorporate information developed with many of the other deliverables from this project including:

- 1) Procurement terms and conditions
- 2) Detailed vendor response templates
- 3) Functional requirements
- 4) Interface definition
- 5) Technical documentation
- 6) Key objectives / goals / critical success factors for the project
- 7) Service level agreements
- 8) Other information as necessary.

Deliverables

RFP Document



Task 6: Evaluation of RFP Responses

GFOA will work with project steering committee and select local government representatives to evaluate the RFP responses. GFOA will determine evaluation criteria and lead the evaluation process. Through defined steps, vendor proposals will be evaluated and scored according to pre-defined criteria with the top vendors moving on to provide product demonstrations. Overall, our approach is focused on identifying and mitigating risks throughout the evaluation process. GFOA's RFP template provides the opportunity to focus the evaluation on key risk factors for the software, software support, and implementation. GFOA will prepare a report identifying key issues with all proposals and work with the project steering committee to determine a short list of vendors suitable for demonstrations.

GFOA staff will develop detailed demo scripts for each vendor selected for a product demo. Demo scripts are based heavily on the requirements and business process decisions built in earlier tasks. GFOA will also facilitate the demos with each vendor. In this role, GFOA will be on-site to guide the demos, ensure compliance with the demo scripts, take notes, and point out differentiators. Upon completion of demonstrations, project steering committee will work with GFOA to select one or more vendors whose products meet all system and other requirements.

Deliverables
Evaluation Criteria
Proposal Assessment Report
Demo Scripts



Pricing

Unless noted, all pricing is provided as a fixed fee inclusive of all travel costs incurred by GFOA staff. GFOA will invoice upon completion of project tasks, with the option to invoice monthly for tasks spanning multiple months.

Task	Description	Estimated Duration*	Cost
0	Project Planning	1 month	\$5,000
1	Interviews and Information Gathering	1-2 months	\$15,000
2	Development of Requirements and Business Processes	1-2 months	\$35,000
3	Review of Chart of Accounts	TBD	\$10,000
4	Conduct Review / Provide Feedback	1-2 months	\$25,000
5	Development of RFP	1 month	\$10,000
6	Evaluation of RFP Responses	3 months	\$30,000
Total			\$130,000

*Note: The estimated task duration is estimated based on GFOA's experience with other projects. GFOA may need to adjust the schedule based on further conversations with project steering committee and/or the availability of the stakeholder group to participate in interviews and meetings.

For all project tasks, GFOA will use a combination of on-site visits and remote work from GFOA's Chicago office. GFOA expects that during the course of the engagement, meetings will be necessary with project steering committee and stakeholder group. GFOA has anticipated making 7-10 trips throughout the duration of the agreement. If additional trips beyond 10 are necessary, GFOA will notify the project steering committee and obtain approval for additional trips and associated reimbursement prior to travel.



MANAGER'S BRIEFING SESSION
May 20, 2019 – 4:00 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM

Present:

Mayor Wagner; Mayor Pro Tem Jason Ewing (Ward 6) [arrived at 4:17 p.m.]; Council Member Britt Moore (At Large); Council Member Don Scarborough (At Large); Council Member Jeffrey Golden (Ward 1); Council Member Chris Williams (Ward 2); Council Member Monica Peters (Ward 3); Council Member Wesley Hudson (Ward 4); and Council Member Victor Jones (Ward 5)

Staff Present:

Randy McCaslin, Deputy City Manager; Police Chief Kenneth Shultz; Meghan Maguire, Assistant City Attorney; Eric Olmedo, Managing Director; Jeron Hollis, Director of Communications & Public Engagement; Roslyn McNeill, Budget Analyst; Loren Hill, President- High Point Economic Development Director; Michael McNair, Director of Community Development and Housing; Alisha Doulen, Community Specialist; and Mary Brooks, Deputy City Clerk

Others Present:

Matthew Martin, U.S. Attorney- Middle District of NC
Jim Summey, Executive Director- High Point Community Against Violence

News Media Present:

Lee Sanderlin, Reporter- *High Point Enterprise*
Danielle Jackson, Reporter- *WGHP*
Joe Dougherty, Photojournalist- *WGHP*

Update from Police Department- Focused Deterrence and Violent Crimes Task Force

Police Chief Kenneth Shultz advised that he would be providing some information that would be helpful to the City Council that would better assist them in answering some of the questions they might encounter from the community as it relates to crime in High Point.

He explained that Focused Deterrence is a strategy used at the High Point Police Department to address violent crime and that the core principle of this is that most people do comply with the law (4 out of 5 people generally listen and comply). He referenced a study showing that there are a small number of individuals that create or drive a majority of the violent crime. He spoke to High Point Community Against Violence and the partnership they provide and noted not only are they the voice of the community, but they also offer training support and training programs made possible through the Community Foundation grants and citizens to help those that have been convicted to be successful.

Chief Shultz spoke about an individual who completely ignored a Violent Crimes Task Force Notification message in December 2010 and proceeded on to commit numerous violent crimes involving possession of a firearm by a convicted felon, possession of a stolen firearm, possession with the intent to sell and deliver marijuana, etc.....The Chief pointed out that this individual's criminal record precludes him in that his actions are the type that are endangering to the citizens and they are constantly watching him and trying to expedite him through the system to get him off the street so they can keep the rest of the citizens safe.

The Chief then shared a picture that is hanging on the wall in the High Point Police Department training room that depicts the many partner agencies who offer assistance to them in helping to fight crime such as U.S. Marshalls, U.S. Community Correction group, FBI, SBI, DEA, DOJ, Treasury, ATF, Corrections, etc..... He further explained that they partner closely with these agencies because the offenders are driving crime across the borders, back and forth between Greensboro, Winston Salem and Lexington.

He noted the primary difference between the Focused Deterrence work with the Violent Crimes Task Force over the past 26 years has been in the past a blanket approach was taken; now the community members are involved in these discussions. He stressed the importance of the community involvement piece and how it is paramount to their success in fighting crime. He stated they have worked extremely hard to develop the community relationship and the trust with their partners and spoke to how critical it is to continue with the Task Force approach moving forward.

Chief Shultz then provided some statistics that reflected an overall 65% decrease in violent crime in High Point over the past 26 years and this happened because they kept applying the various initiatives (i.e. drug market initiatives, gang initiatives, domestic violence intimate partner relationships initiatives, etc....) to meet the specific needs of what they were encountering at the time with chronic violent offenders. He pointed out that 1994 was the worst on record with 1,494 index violent crimes while the population has continued to grow at a 50% increase. So, by indexing out 100,000 crimes per capita, they were able to compare numbers across these 26 years and come up with an equivalent. The Chief advised that they dealt with 1,494 violent crimes in 1994 and in 2018 they had 438 violent crimes which reflects a reduction of over 1,000. He reiterated that 2018 was the second lowest year in the city's 26-year history with 2014 being the best year with only 411 violent crimes. He pointed out the reality is that violent crime has been greatly reduced.

Chief Shultz alluded to how the focused deterrence work is being pushed by the Department of Justice and the U.S. Attorney General and how the work of the Project Safe Neighborhood Initiative is expanding and being pushed out all across the country. He then introduced Matthew Martin, U.S. Attorney, to come forward and brief Council on the happenings across the Middle District.

Mr. Martin gave a brief overview of the organization of the U.S. Attorney's office and responsibilities. There are 94 Districts and 93 U.S. Attorneys across the country with three being assigned to the Middle District in North Carolina (Greensboro, Winston Salem, and Durham). As the top Federal Law Enforcement Agency, they work closely with the FBI, DEA, ATF,

Department of Justice agencies, Department of Homeland Security, IRS, criminal folks, Postal Service, as well as state and local partners.

He explained that Project Safe Neighborhoods is actually a program that had its infancy that followed after some happenings in High Point and in Greensboro. He confirmed what Chief Shultz reiterated earlier, that generally the 80/20 rule could be applied to crime and that a majority of the violent crime is driven by a very small minority of criminals. Thus, this is the reason they focus on those criminals that are driving the crime.

He then spoke about how Project Safe Neighborhoods is essentially an umbrella that requires five things for it to work and be successful:

1. Leadership by the U.S. Attorney's Office. The U.S. Attorney's Office plays a vital role in taking on the leadership role to ensure coordination between federal, state, local law enforcement agencies and among existing initiatives and task forces to help reduce violent crime.
2. Partnerships. As already mentioned by Chief Shultz, partnerships with federal, state, local law enforcement agencies, prosecutors and the community are essential.
3. Targeted and Prioritized Enforcement. Each community develops data-driven strategies targeting enforcement efforts in areas where violent crimes are occurring. Violence cannot be reduced unless the things in the community that might be driving the violence is addressed. Mr. Martin mentioned that Reentry is also a pillar of Project Safe Neighborhoods and most likely an indicator that someone will commit a violent crime is if they have already committed a violent crime. The key is addressing such issues with those coming out of prison who have committed acts of violence in an effort to break that cycle. One of the research partners in the Middle District is UNC-Greensboro. They have criminologists who do the actual research based on the data and the target and prioritization is based on that data.
4. Prevention of additional violence. Effective relationships are essential with community leaders and residents.
5. Accountability. Accountability is a critical pillar because the biggest thing that would breakdown and sever trust is if things are not done and carried through as promised. Measuring outcomes (i.e. reduction of violent crimes) and quality of investigations and prosecutions.

Mr. Martin mentioned a study that was conducted by Michigan State in 2008-2009 where they researched Project Safe Neighborhoods activity during a six-year period. The outcome of the study showed a .09 percent reduction in violent crimes generally; however, Project Safe Neighborhoods realized a greater reduction with as much as 20% achieved by many. There were a few Project Safe Neighborhood sites that had much larger sustaining results that showed a 40%-42% decrease in violent crime. He pointed out High Point has seen sustained decreases in violent crimes. Cabarrus County has also seen double digit decreases in violent crime

He reported that violent crimes continue to increase across the Middle District of which there are nine Project Safe Neighborhoods and pointed out many leaders across the country and the world want to learn more about what High Point is doing.

Regarding the federal involvement, Mr. Martin mentioned how valuable the Task Force Officers are because they are the most highly trained and ready to go in federal court. He spoke to how crucial they are in helping to solve these crimes and bring convictions to the repeat offenders to get them off the streets. He explained that much more could be done on the Federal level than the State level because of the Federal organized crime laws and statutes that were passed years ago.

Mr. Martin mentioned a few new strategies taking place.

1. Gun Casing Screening meetings. There's now an organized system in place where the District Attorney's office, the U.S. Attorney's office, ATF, and the High Point Police Department are sitting down on a regular basis to discuss cases and crimes involving the use of firearms and prioritized on the federal level when appropriate.
2. Nationally Integrated Ballistics Network (NIBIN). This is a computer system that is run by the ATF that tracks and assesses gun fingerprints. The computer can identify shell casings that are fired from the same gun, which helps tremendously in solving crimes across borders from different crime scenes. There are currently three of these machines locally in Durham, Greensboro, and Winston Salem. These machines communicate with each other and Mr. Martin expressed the importance of jurisdictions making sure they get the shell cases in from the crimes as soon as possible after they are committed. Mr. Martin expressed excitement about the computer and felt over the next year or two it would help tremendously with prosecution and help stop some of the trigger crimes.
3. Prevention Efforts. Mr. Martin noted the large-scale call-in notifications have obviously been very powerful; however, there are many people that do not quite qualify to participate in the notification because they do not meet the required criteria. At the same time, they still need to know what would and could happen if they continue down the wrong path.

Mr. Martin mentioned that Re-Entry has been a focus on a national level. He thanked Jim Summey, Executive Director for High Point Community Against Violence who took the time to participate in the first Re-Entry Summit that was held in Greensboro recently and shared some of the success stories that High Point Community Against Violence has had. Also participating in the Summit were other community partners across the district who have also seen success.

Following the conclusion of Mr. Martin's overview, he entertained questions.

Council Member Moore inquired about the role that ICE plays in the process. Mr. Martin replied that ICE is under the umbrella of Homeland Security and noted they do play a role. Chief Shultz added that ICE representatives do work with the High Point Police Department and have been extremely helpful with the Domestic Violence Initiative.

Council Member Peters asked if there is any new data showing homicides outside of violent crimes and if homicides could be categorized separately. Chief Shultz referenced the chart and noted the various crimes are identified on the chart that he shared earlier such as criminal homicides and manslaughter. He expressed frustration because while the robberies are decreasing as well as many of the other crime numbers, but assaults with a deadly weapon has increased to 41%. He explained that a majority of these are houses that are being shot at and although it's not actually people, the National Reporting System categorizes it all as aggravated assault. He further explained that High Point is at 17 more total violent crimes, including homicide, than this time last year. Overall,

averaging the burglaries, auto thefts, and larcenies shows a decrease of 7% as compared to the same time last year for the totality of those major crimes that impact the city.

Council Member Golden mentioned the tics identified on the chart and asked if this was a one-year tic or multiple year tics. Chief Shultz replied they were annual tics.

Council Member Golden mentioned an email he received where somebody questioned the spikes in crime for more than a year and asked if High Point should be calling in others to help. The Chief explained this was the message in the meeting today, that there are agencies and partners working in High Point to drive the crime numbers down. He emphasized that it is the federal partners that makes the wholistic approach successful.

Looking at the violent crime, so far this year the High Point Police Department is averaging more than one gun being taken off the streets per day and arrests are being made on a regular basis. He emphasized that they are getting a lot of benefit from the gun screenings. The Chief noted that the State Probation and Parole is a critical partner and has been very helpful in moving forward.

Chief Shultz noted the proposed FY 2019-2020 budget includes an additional person for their crime lab that will help tremendously in helping to solve these crimes and better help them to get the 2,000+ shell casings that have been collected over the year into the NIBIN computer system to be analyzed. He also reported that he has been in discussions with Greensboro and Winston Salem about partnering with them to use their NIBIN. The ATF and U.S. Attorney has also been very helpful in getting the High Point Police Department connected to the National Database in Alabama and they are hopeful to have some success.

The Chief advised that the deterrence efforts are ongoing and explained their efforts are to get out in the community and stop the violence before it happens. He spoke to how they could impact violence in two ways.

1. Based on the criminal records, they are aware of the likelihood that offenders are going to get involved with acts of violence.
2. Retaliation—they are also aware that much of High Point's violence comes from shootings and gang retaliation.

Council Member Jones asked there is any data available that shows the impact of the new Family Justice Center in High Point. Chief Shultz advised he could get a report on the services provided but noted that he has been extremely pleased with the effort and the amount of services provided so far. Council Member Williams added that they have provided services to over 1,100 people since the Family Justice Center opened.

Council Member Golden inquired about the gate that used to be located at Brentwood Crossing and if it might be possible to make the property owner put the fence back up. Chief Shultz acknowledged this is one of the hot spots for crime, but advised that it is private property, so they couldn't make them put the gate back up.

Council Member Peters asked if the DARE program is still in the schools. The Chief replied that it is not and noted that most agencies around the country have dropped the DARE program as it

becomes a matter of leveraging resources and manpower. As a final point, the Chief Shultz stated the goal is deterrence and encouraged any suggestions from Council as to getting in front of the youth to help mentor and make a positive impact on them. He explained the earlier we start mentoring the youth, the better it would be and the benefits of the payback for the efforts would be realized down the road to break the cycle.

Council Member Moore asked how it is going on the prosecution part and if the court system is better or still slow. Chief Shultz advised they are still working through the system and expressed frustration when people in the community demand the Police Department do something about the violent crime and question why the suspects cannot be caught and prosecuted. He noted unfortunately the community does not think enough efforts are being put forth by the Police Department. He mentioned there is a national push to get away from bonds due to them disproportionately impacting people, and he felt this really needs to be assessed because people are victimizing the community and being released back into the streets again.

Chief Shultz explained that any changes to the system would have to come from legislation and encouraged Council to talk to their Representatives and Congressmen, as well as contact the District Attorney and U.S. Attorneys to see if they have what they need to keep the community safe.

Deputy City Manager McCaslin thanked Mr. Martin and Chief Shultz for taking time to present this information to Council.

There being no further business to discuss, the meeting adjourned at 5:08 p.m. upon motion duly made and seconded.

Respectfully Submitted,

Lisa B. Vierling, MMC
High Point City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Crane and Rigging Services – Electric Utilities
Various Projects – Bid #62-051019

From: Garey Edwards, PE; Electric Utilities Director
Tyler Berrier, PE; Electric Utilities Asst. Dir.

Meeting Date: June 3, 2019

Public Hearing: N/A

Advertised By: Purchasing

Attachments: Attachment A: Council Recommendation Form
Attachment B: Bid Tab

PURPOSE:

The Electric Utilities Department wishes to establish unit pricing for Crane and Rigging work. This will allow the city to quickly utilize crane services when needed. This bid also allows for emergency mobilization of cranes for after hours work. These prices will be locked in for three years with options for additional years of renewal if agreeable with vendor.

BACKGROUND:

The City of High Point does not currently have access to crane services and often solicits bids for individual projects. With this unit pricing established, quicker turnaround for services is expected when those services are needed.

BUDGET IMPACT:

Funds will be included in the Annual budget to cover this service.

RECOMMENDATION / ACTION REQUESTED:

City Council is requested to award a contract to Guy M. Turner, Inc., to provide Crane and Rigging Services. This is a three-year contract with options for additional years of renewal if agreeable with both parties.





**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Electric Utilities**

COUNCIL AGENDA DATE: **June 3, 2019**

BID NO.: **62-051019** CONTRACT NO.: DATE OPENED: **May 10, 2019**

DESCRIPTION:

The Electric Utilities Department wishes to establish unit pricing for Crane and Rigging work. This will allow the city to quickly utilize crane services when needed. This bid also allows for emergency mobilization of cranes for after hours work.

PURPOSE:

The City of High Point does not currently have access to crane services and often solicits bids for individual projects. With this unit pricing established, quicker turnaround for services is expected when those services are needed.

COMMENTS:

The Electric Utilities Department will incorporate funds in the upcoming budget year, FY 2019-2020 to cover the cost of these services. This shall be a multi-year, annual contract of 3 years with option to renew for two additional one year terms based on unit pricing.

RECOMMEND AWARD TO: **Guy M. Turner, Inc.** AMOUNT: **Unit Cost Establish**

JUSTIFICATION:

Guy M. Turner was the lowest bidder at the May 10th bid opening. They also were able to meet the specifications for "Emergency Mobilization" which specifies that they provide delivery within 4 hours on-site.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631795	527201			
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Tyler Berrier** Digitally signed by Tyler Berrier
DN: cn=Tyler Berrier, o=City of High Point, ou=Electric Utilities, email=Tyler.Berrier@highpointnc.gov, c=US
Date: 2019.05.16 10:23:13 -04'00' DATE: **May 16, 2019**

The Purchasing Division concurs with recommendation submitted by the **Electric Utilities Dept.** and recommends award to the lowest responsible, responsive bidder **Guy M. Turner, Inc.** in the amount of \$.

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
Date: 2019.05.16 11:53:10 -04'00' DATE: **May 16, 2019**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Bobby Fitzjohn** Digitally signed by Bobby Fitzjohn
Date: 2019.05.16 16:41:41 -04'00' DATE: **May 16, 2019**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US
Date: 2019.05.16 16:48:48 -04'00' DATE: **May 16, 2019**

BID TABULATION REBID-62-051019 Crane Rental

	VENDOR	Guy M Turner	
DESCRIPTION - MARKED	Company Minimum Hours	Unit Price	Total
Standard Mobilization 23 Ton Crane	1	62.50	62.50
23 Ton Crane Rate	3	125.00	375.00
Standard Mobilization – 40 Ton Crane	1	72.50	72.50
40 Ton Crane Rate	4	145.00	580.00
Standard Mobilization – 60 Ton Crane	1	90.00	90.00
60 Ton Crane Rate	5	180.00	900.00
Standard Mobilization – 130/120 Ton Crane	1	2,175.00	2,175.00
130/120 Ton Crane	8	350.00	2,800.00
Standard Mobilization – 175 Ton Crane	1	3,210.00	3,210.00
175 Ton Crane Rate	10	420.00	4,200.00
Standard Mobilization – 500 Ton Crane	1	12,325.00	12,325.00
500 Ton Crane	10	650.00	6,500.00
Emergency Mobilization	1	25% in addition to Standard Mobilization	