City of High Point

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

Meeting Agenda

Monday, May 7, 2018

5:30 PM

Council Chambers

City Council

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

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

RECOGNITIONS AND PRESENTATIONS

2018-161 Proclamation - Public Works Week
Mayor Wagner will read a proclamation declaring the week of May 20-26, 2018 as “Public Works Week” in the City of High Point.

2018-162 Proclamation - Municipal Clerks Week
Mayor Wagner will read a proclamation declaring the week of May 6-12, 2018 as “Municipal Clerks Week” in the City of High Point.

STRATEGIC PLAN UPDATE

2018-131 Update on the Strategic Plan adopted by City Council
Council Member Jeff Golden, Chair of the Community Housing, Neighborhood Development and Public Safety Committee and Council Member Jason Ewing, Chair of the Prosperity & Livability Committee will give an update to City Council on the Strategic Plan.

PUBLIC COMMENT PERIOD

2018-132 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 three (3) minutes.
*Citizens will be asked to come to the podium, state their name and address and the subject(s) on which they will comment.
*If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group while a designated speaker covers the various points. This helps to avoid repetition while giving an opportunity for people present with the same concerns to be recognized.

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

CONSENT AGENDA ITEMS

FINANCE COMMITTEE - Council Member Moore, Chair

2018-133 Contract - Anixter - Underground Cable
City Council is requested to approve the award of contract for Bid No. 44 to Anixter for the purchase of 750 MCM Underground Cable in an amount not to exceed $1,088,000.00 for the conversion of overhead electric lines to underground facilities for the Downtown Revitalization projects.

Attachments: 1. Contract - Underground Cable - Anixter

2018-134 Contract - WESCO - PVC Conduit
City Council is requested to approve the award of contract for Bid No. 45 to WESCO for the purchase of PVC conduit in the amount of $181,275.90 for the conversion of overhead electric lines to underground facilities for the Downtown Revitalization projects.

Attachments: 2. Contract -PVC Conduit - WESCO

2018-135 Contract - WESCO - Concrete Underground Vaults
Council is requested to approve the award of contract for Bid No. 50 to WESCO for the purchase of Concrete Underground Vaults in the amount of $252,740.00 for the conversion of overhead electric lines to underground facilities for the Downtown Revitalization projects.

Attachments: 3. Contract - Concrete Vaults-WESCO

2018-136 Contract - Control Systems Programmer - Ward WTP
City Council is requested to approve the Request for Qualification (RFQ) selection of Revere Control Systems in the amount of $377,201.00 as the control systems programmer for the Ward Water Treatment Plant.

Attachments: 4. Contract - Ward WTP Upgrade Control Systems Programmer

2018-137 Municipal Agreement - NCDOT - Sidewalk & Transit Improvements - Eastchester Drive
City Council is requested to approve a Municipal Agreement with the North Carolina Department of Transportation for Congestion Mitigation and Air Quality (CMAQ) funding to construct sidewalk and transit improvements on Eastchester Drive (Palladium Circulator Transit Connector).

Attachments: 5. NCDOT - Municipal Agreement - Palladium Circulator Transit Connector

2018-138 Agreement- Cherry Bekaert LLP - Audit Testing Procedures
City Council is requested to approve an agreement with Cherry Bekaert LLP in the amount of $6,000.00 for special audit testing procedures required by the State Treasurer's Office as part of the Retirement System's audit and report.

Attachments: 6. Agreement - Cherry Bekaert - Special Audit - LG Retirement System

2018-139 Resolution Approving the Donation of Surplus Fire Equipment - Francisco Volunteer Fire Department
City Council is requested to adopt a Resolution approving the donation of a surplus 1992 Seagrave Pumper to the Francisco Volunteer Department.

Attachments: 7. Francisco Volunteer Fire Department- Donation of Surplus Fire Equipment
Affidavit of Publication - Fire Truck

2018-140 Resolution - Lease Agreement - City Owned Property
City Council is requested to adopt a Resolution approve a lease agreement for city-owned property located at 1420 Bragg Avenue.

Attachments: 8. Resolution - Lease Agreement - 1420 Bragg Avenue

2018-141 Resolution - Housing Authority of High Point - Redevelopment of Daniel Brooks Homes
City Council is requested to adopt a Resolution to fund a total of $6,500,000 from the City's general fund budget over a three-year period with total funding available by March 31, 2021 to assist with redevelopment of Daniel Brooks Homes; and authorize the City Manager to execute funding commitment letters and associated documents as may be required to support the Housing Authority of the City of High Point in its pursuit of federal and state approvals associated with the redevelopment plan for Daniel Brooks. City funds will be used toward construction costs and infrastructure associated with the development of 100 new, mixed income affordable housing units and infrastructure on the existing Daniel Brooks site.

Attachments: 9. Housing Authority of HP - Resolution - Daniel Brooks Homes Redevelopment

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - Council Member Moore, Chair

2018-100 High Point Area Arts Council Assistance Agreement
City Council is requested to approve an Agreement providing assistance from the City of High Point of up to $181,324.00 over the next two fiscal years for the satisfaction of a $362,648 mortgage associated with the High Point Area Arts Council purchase of property located at 121 S. Centennial Street.

Attachments: Arts Council Agreement

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

2018-143 Ordinance - Demolition of Structure - 711 E. Commerce Avenue
City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 711 E. Commerce Avenue belonging to Tom and Rhonda Gould.

Attachments: 1. 711 E Commerce Council Final Packet1

2018-144 Ordinance - Demolition of Structure - 1505 East Avenue
City Council is requested to adopt an ordinance ordering the housing

inspector to effectuate the demolition of a structure located at 1505 East Avenue belonging to SHJ Capital, LLC.

Attachments: 2. 1505 East Council Final Packet

2018-145 Ordinance - Demolition of Structure - 1028 Meadowbrook Boulevard
City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1028 Meadowbrook Boulevard belonging to Thomas Lee Dickens III and Erika Dickens.

Attachments: 3. 1028 Meadowbrook Council Packet

2018-146 Ordinance - Demolition of Structure - 901 Martin Street
City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 901 Martin Street belonging to Estate of Ben Chestnut, Jr.

Attachments: 4. 901 Martin St Council Packet

2018-147 Ordinance - Demolition of Structure - 302 Montlieu Avenue
City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 302 Montlieu Avenue belonging to Lucretia L. Henard.

Attachments: 5. 302 Montlieu Council Packet

PENDING ITEMS

2018-10 Ordinance - Demolition of Structure - 1227 Pearson Place
City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1227 Pearson Place belonging to Monument of Praise Ministries.

Attachments: 1. 1227 Pearson St Council Final Packet

2018-13 Ordinance - Demolition of Structure - 613 Manley Street
City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 613 Manley Street belonging to Joshua and Sarah Stahl.

Attachments: 4. 613 Manley Council Final Packet

PROSPERITY & LIVABILITY COMMITTEE - Council Member Ewing, Chair

2018-148 Resolution of Support - Removing US 311 Designation from the I-74 Corridor
City Council is requested to adopt a Resolution of Support for the removal of the US 311 route designation from the Interstate 74 corridor. This matter was discussed in the March 7, 2018 Prosperity and Livability Committee with a unanimous vote to forward to City Council for final approval.

Attachments: Resolution Removal of US 311 Route Designation

2018-149 Resolution - Use Agreement- City-Owned Property (The Pit)
A presentation will be made to City Council regarding the use of this city-owned property ("The Pit").

2018-150 Revision to the Standing Committees of City Council (2017-2019)
Council Member Ewing is proposing a revision to the Standing Committees of the 2017-2019 Council as follows:
Prosperity & Livability Committee - Wednesday following the 1st Monday Regular Council Meeting at 9:00 a.m.

Attachments: Standing Committees of City Council adopted December 4 2017

PLANNING & DEVELOPMENT COMMITTEE - Mayor Pro Tem Williams, Chair

PUBLIC HEARINGS

2018-151 Ordinance - Jerry & Alicia Murphy and Hong Thu Nguyen Hong Thu - Annexation 18-01 (AN-18-01)
A request by Jerry & Alicia Murphy and Hong Thu Nguyen to consider a voluntary contiguous annexation of approximately 8.7 acres lying along the north side of W. Wendover Avenue, approximately 500 feet west of Tarrant Road. The property is addressed as 5206 and 5208 W. Wendover Avenue and also known as Guilford County Tax Parcels 0154826 and 0154832.

Attachments: Annexation-Staff Report AN-18-01

2018-152 Ordinance - Wynnefield Properties, Inc. - Zoning Map Amendment 18-01 (ZA-18-01)
A request by Wynnefield Properties, Inc to rezone approximately 8.7 acres from the Residential Single Family-40 (RS-40) District, within Guilford County's jurisdiction, to the Residential Multifamily-16 (RM-16) District. The site is lying along the north side of W. Wendover Avenue, approximately 500 feet west of Tarrant Road (5206 & 5208 W. Wendover Avenue). Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.

Attachments: Staff Report ZA-18-01

2018-153 Ordinance - The Presbyterian Homes, Inc. - Zoning Map Amendment 18-02 (ZA-18-02)
A request by the Presbyterian Homes, Inc. to rezone approximately 0.16 acres from a Conditional Use Residential Multifamily-5 (CU RM-5) District to a Planned Development - Periphery (PD-P) District, and update the Master Plan and amend the Statement of Intent to include this area. The site is lying north of the intersection of Sandy Ridge Road and Johnson Street and west of the intersection of Sandy Ridge Road and Kendale

Road.

Attachments: Staff Report ZA-18-02

2018-154 Ordinance - Anthony Pennisi - Zoning Map Amendment 18-05 (ZA-18-05)
A request by Anthony Pennisi to rezone approximately 1.7 acres from the General Business (GB) District to the Light Industrial (LI) District. The site is lying west of East Market Center Drive, between Tate Street and Park Street.

Attachments: ZA-18-05 Staff Report

GENERAL BUSINESS AGENDA

2018-120 Public Hearing - Ordinance Amending Method of Election for City of High Point City Council Members
Monday, April 2, 2018 at 5:30 p.m. is the date and time established for a public hearing to adopt an amendment to Article III, Section 3.1. Method of Election of the City Charter to implement four-year terms for the Members of City Council beginning with the 2019 municipal election.

Attachments: Public Hearing - Change in Elections

AN ORDINANCE AMENDING ARTICLE III

Affidavit of Publication

2018-159 Economic Development Agreement - High Point CVB and City of High Point
City Council is requested to approve an Economic Development Agreement between the High Point Convention and Visitors Bureau, Inc. (CVB) and the City of High Point which formalizes the CVB commitment for financial support for the Multi-Use Stadium.

Attachments: CVB Stadium Funding Agreement Agenda Item 5_7_18

High Point CVB - Economic Development Agreement

2018-155 Presentation of the Proposed 2018-2019 City of High Point Annual Budget
The proposed 2018-2019 City of High Point Annual Budget will be presented to City Council and Council is requested to establish the date of Monday, May 21, 2017 at 5:30 p.m. to receive public comments on the proposed budget; and establish Thursday, May 10th - 9:00 a.m. - 12:00 p.m. and Friday, May 11th - 9:00 a.m. - 12:00 p.m. as budget work sessions for City Council.

Attachments: FY18-19 Proposed Budget Presentation

2018-156 Reappointment - Boards & Commissions - Guilford County Historic Preservation Commission
City Council is requested to confirm the reappointment of Christian Thoma to the Guilford County Historic Preservation Commission. Appointment will be effective immediately and will expire April 1, 2021.

Attachments: Reappointment - Guilford County HPC

2018-157 Appointment - Boards & Commissions - Human Relations Commission
Council Member Jason Ewing is requesting the approval of the appointment of Esther Idassi to the Human Relations Commission as the Ward 6 appointment. Appointment will be effective immediately and will expire November 1, 2020.

Attachments: Appointment - Human Relations Commission

2018-160 Reappointments - Citizens Advisory Council (CAC)
Council is requested to confirm the reappointment of Jim Bronnert (Council Member Moore's At-Large appointment); Elizabeth Dennis (Council Member Jones' Ward 5 appointment); and Jerry Mingo (Council Member Scarborough's At-Large appointment) to the Citizens Advisory Council (CAC). Appointments to be effective May 31, 2018 and will expire May 31, 2021.

Attachments: Reappointments - CAC

2018-158 Minutes to Be Approved
Special Meeting (Departmental Presentations); Wednesday, March 28th @ 3:30 p.m.
Finance Committee Meeting; Thursday, March 29th @ 4:00 p.m.
Manager's Briefing; Monday, April 2nd @ 4:00 p.m.
Regular Meeting of Council; Monday, April 2nd @ 5:30 p.m.
Community Housing, Neighborhood Development & Public Safety Committee; Tuesday, April 3rd @ 10:00 a.m.
Prosperity & Livability Committee; Wednesday, April 4th @ 9:00 a.m.
Special Meeting (Departmental Presentations); Wednesday, April 11th @ 3:30 p.m.
Special Meeting (EDC Public Hearing/Departmental Presentations); Wednesday, April 18th @ 3:00 p.m.
Special Meeting (Departmental Presentations); Wednesday, April 25th @ 3:30 p.m.
Special Meeting of Finance Committee; Thursday, April 26th @ 8:00 a.m.

Attachments:
1. March 28 2018 Special Meeting (Department Presentations).pdf
2. March 29 2018 Finance Committee.pdf
3. April 2 2018 Manager's Briefing.pdf
4. April 2 2018 High Point City Council.pdf
5. April 3 2018 CH ND & PS Committee.pdf
6. April 4 2018 Prosperity & Livability Committee.pdf
7. April 11 2018 Special Meeting (Department Presentations & Closed Session)
8. April 18 2018 Special Meeting High Point City Council.pdf
9. April 25 2018 Special Meeting (Department Presentations).pdf
10. April 26 2018 Finance Committee SM.pdf

ADJOURNMENT

ECONOMIC DEVELOPMENT AGREEMENT

This ECONOMIC DEVELOPMENT AGREEMENT ("Agreement"), effective as of _____ ____, 2018 ("Effective Date") between the City of High Point, North Carolina, a municipal corporation and a political subdivision of the State of North Carolina ("City"), and High Point Convention and Visitors Bureau, Inc., a 501(c)6 nonprofit corporation ("High Point CVB") (collectively, "Parties," each, a "Party").

W I T N E S S E T H :

WHEREAS, the City, acting by and through its City Council ("City Council") is authorized to make and execute contracts of the type hereinafter described pursuant to N.C. Gen. Stat. §§ 160A-11 and 160A-12 and 1989 N.C. S.L. 86-93 ("S.L. 1989-39"); and

WHEREAS, High Point CVB is authorized to enter into this Agreement, without restriction or condition, with the City pursuant to S.L. 1989-39 and High Point CVB's articles of incorporation and bylaws; and

WHEREAS, the City and High Point CVB entered into an Agreement for Provision of Convention and Visitors Bureau on July 1, 2017 ("Provision Agreement"), whereby High Point CVB agreed to provide Convention and Visitors Bureau Services for the City of High Point and to expend funds to promote, improve, construct, finance, or acquire facilities or attractions that enhance the development of tourism in High Point; and

WHEREAS, the City and High Point CVB desire to undertake an economic development project in the City of High Point, the purpose of which is to construct a multi-use stadium and entertainment venue as the anchor element of what is known as the Catalyst Project of the City of High Point. The intent of this Agreement is that High Point CVB agrees to support this economic development activity by committing to the City an amount of funds equal to $250,000.00 per year over the period of 20 years from the Public Finance Closing Date established in this Agreement;

WHEREAS, the ~~city~~ City has contracted with the High Point CVB pursuant to S.L. 1989-39 for convention and visitor bureau services ~~for the City of High Point~~ and the City acknowledges that such services have hereto for been provided in a first class manner for which the City is grateful. Further, the City and the High Point CVB acknowledge that the High Point CVB will contribute $250,000 per year for 20 years to assist the City in paying the debt incurred in the construction of the multi-use downtown stadium which the parties agree will promote tourism within the ~~city~~ City of High Point and will further the missions of both organizations; and

WHEREAS, by City Council Ordinance # ____ ("Ordinance"), the City Council of High Point authorized and approved the execution and delivery of this Agreement; and

NOW, THEREFORE, in consideration of the respective representations and agreements hereinafter contained, the City and High Point CVB agree as follows:

REPRESENTATIONS AND WARRANTIES

High Point CVB Warranties. The High Point CVB warrants: (a) it has the power to enter into this Agreement with the City pursuant to S.L. 1989-39, Sections 6(b) and its articles of incorporation and bylaws without restriction and that annual funding of the Agreement is not conditioned on any event other than those provided for in this Agreement; (b) that High Point CVB's execution and delivery of this Agreement and its compliance with the provisions hereof will not result in a default, not waived or cured, under any High Point CVB restriction or any agreement or instrument to which High Point CVB is now a party or by which it is bound.

The City of High Point Warranties. The City makes the following additional representations and warranties: The City is a body politic and a corporate and political subdivision of the State of North Carolina which acts through

the City Council as its governing body and is authorized and empowered to enter into the transactions contemplated by this Agreement and to carry out its obligations hereunder.

TERMS AND CONDITIONS

Payments Due. Payments shall commence on the date of the closing of any public financing for the Stadium ("Public Finance Closing Date"), and the initial payment of $250,000.00 shall be due on the Public Finance Closing Date and continue on the same date of each year thereafter during the term of this Agreement.

Term. The term of this agreement shall be 20 years from the Public Finance Closing Date.

Contingent on Stadium Construction. This Agreement for participation by High Point CVB is contingent on the completion of construction of a multi-use stadium and entertainment venue ("Stadium") as the anchor project of the Catalyst Project by the City of High Point. If no Stadium is constructed in the Catalyst Project Area by the City of High Point, then High Point CVB shall have no further obligation to the City under this Agreement.

Financial Support for Economic Development Project. High Point CVB agrees to support this economic development activity by committing to the City of High Point an annual amount of funds equal to $250,000.00, for twenty (20) years, as long as the City continues to contract with and ~~fully allocate all~~ allocates equivalent occupancy tax funds to the High Point Convention and Visitors Bureau.

Use of City Funds Restricted. The City of High Point commits that all funds received from High Point CVB under this Agreement will be used for the following: (1) repayment debt on the Stadium; and (2) any capital, maintenance, and repair necessary to support the Stadium and associated activities, unless otherwise modified by mutual agreement of the parties.

No Ownership or Interest Conveyed. Nothing in this Agreement is intended to result in ownership of real property or any other rights to Stadium property or use by High Point CVB by virtue of this Agreement. This Agreement will not result in High Point CVB having any right to control or legal interest in any future development or ownership of the Stadium, its real property, or any activities associated with its operation or operations of the City.

Limited Termination for Non-Allocation. Notwithstanding any other provision of the Agreement, High Point CVB shall not be obligated pursuant to the Payments Due provision of this Agreement in any financial year occurring during the Term of this Agreement in which the City fails to~~: (a) fully~~ allocate ~~all~~ at least $250,000.00 in occupancy tax funds to High Point CVB pursuant to S.L. 1989-39, Section 6(b~~) for the purpose of this Agreement; or (b) contract with High Point CVB for the provision of High Point Convention and Visitors Bureau pursuant to S.L. 1989-39, Section 8(a~~). The City shall notify High Point CVB in writing of any such non-allocation at the earliest date possible. The termination of High Point CVB's obligations pursuant to this subsection shall not terminate the Agreement in its entirety.

Amendment. This Agreement may only be amended by mutual written agreement of the City and High Point CVB, ratified by the governing board of each Party.

Enforcement. The City is entitled to take whatever action at law or in equity, including those remedies under this Agreement that may be appropriate, that may appear necessary or desirable to enforce performance and observance of any obligation, agreement or covenant of the Company under this Agreement.

Non-waiver. No delay or omission to exercise any right or power accruing upon any continuing default hereunder shall impair any such right or power or is a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. In order to entitle the City to exercise any remedy reserved to it, it shall not be necessary to give notice, other than such notice as may be herein expressly required and such notice required at law or equity which the Company is not competent to waive.

Binding Effect. This Agreement is binding, in accordance with its terms, upon and shall inure to the benefit of the City and High Point CVB, and their respective successors and assigns. In the event of the dissolution of the City or the consolidation of any part of the City with any other political subdivision or the transfer of any rights of the City to any other such political subdivision, all of the covenants, stipulations, promises and agreements of this Agreement shall bind and inure to the benefit of the successors of the City from time to time and any entity, officer, board, commission, agency or instrumentality to whom or to which any power or duty of the City has been transferred.

Entire Agreement. This Agreement constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter.

Governing Law. This Agreement and all documents executed in connection herewith are construed in accordance with and governed by the laws of the State of North Carolina.

Headings. The headings of the articles and sections of this Agreement are inserted for convenience only and shall not be deemed to constitute a part of this Agreement.

Relationship of Parties. Nothing in this Agreement shall be construed as creating a joint venture, partnership, agency, employment relationship, franchise relationship or taxable entity between the Parties, nor shall either Party have the right, power or authority to create any obligations or duty, express or implied, on behalf of the other Party hereto, it being understood that the Parties are independent contractors vis-à-vis one another.

By signing below, High Point CVB and the City of High Point agree to all terms, covenants, and conditions contained in the Agreement. High Point CVB's Representative warrants that it is an authorized agent of High Point CVB with the power to enter High Point CVB into this Agreement.

IN WITNESS WHEREOF, the City, acting by and through the City Council, has caused this Agreement to be executed in its name and on its behalf effective as of the Effective Date.

CITY OF HIGH POINT, NORTH CAROLINA

_____
Jay Wagner
Mayor, City of High Point

(SEAL)

ATTEST:

_____
City of High Point, City Clerk

IN WITNESS WHEREOF, the Company, acting by and through its duly authorized officer, has caused this Agreement to be executed in its name and on its behalf, effective as of the Effective Date.

HIGH POINT CONVENTION AND VISITORS BUREAU, INC.

By:_____
~~,~~Leah Price Chairwoman of High Point CVB

CITY OF HIGH POINT
AGENDA ITEM

Title: FY 2018-19 Proposed Budget Presentation

From: Eric Olmedo, Budget Director

Public Hearing: N/A

Attachments:

Meeting Date: May 7, 2018
Advertising Date: N/A
Advertised By: N/A

PURPOSE:
Presentation of the Proposed budget for FY 2018-19 and establishing a budget public hearing date for Monday, May 21, 2018 at 5:30 p.m.

BACKGROUND:
The Budget Staff has worked in conjunction with the City Council, City Management and City Departments to prepare the FY 2018-2019 Proposed Budget. The City Council held a retreat on January 18th, and since that date have had numerous department briefings.

BUDGET IMPACT:
n/a

RECOMMENDATION / ACTION REQUESTED:
The Budget Department recommends the Council establish the Budget Public Hearing for Monday, May 21, 2018 at 5:30 p.m. and establish the dates of Thursday, May 10th 9:00 a.m. – 12:00 p.m. and Friday, May 11th 9:00 a.m. – 12:00 p.m. as City Council budget work sessions.

CITY OF HIGH POINT
AGENDA ITEM

Title: Authorize Agreement for Special Audit Testing Procedures Required by the State Treasurer's Office

From: Jeffrey A Moore, Financial Services Director

Meeting Date: May 7, 2018

Public Hearing: No

Advertising Date / Advertised By: N/A

Attachments: Engagement Letter

PURPOSE:
The NC Department of State Treasurer has directed the City to conduct a special audit of the payroll and participant information provided to the Local Government Retirement System as part the Retirement System's audit and report.

BACKGROUND:
The State Treasurer's Office annually selects units of local government who participate in the Local Government Employees Retirement System at random for the required special testing procedures in order to comply with current governmental pension accounting standards and reporting. The City was notified in early March that we had been selected for testing and directed that this work be performed by the City's auditors.

The Financial Services Department staff have reviewed the proposed scope of engagement and the proposed fees appear in line to those of other units of government.

BUDGET IMPACT:
The contract will be funded from the Financial Services Department budget for FY 2018-2019. Staff has requested budget funding for these special audit services and it will be included in the City Manager's Recommended Budget.

RECOMMENDATION / ACTIONS REQUESTED:
City Council is requested to authorize the City Manager to approve the attached Engagement Letter for the examination and testing of participant data and related payroll records with Cherry Bekaert LLP in the amount of $6,000.

Cherry Bekaert LLP
CPAs & Advisors

April 10, 2018

The Honorable Mayor and Members of the City Council
City of High Point
P. O. Box 230
High Point, NC 27261

Ladies and Gentlemen:

This engagement letter between City of High Point (hereinafter referred to as the "City" or "you" or "your") and Cherry Bekaert LLP (the "Firm" or "Cherry Bekaert" or "we" or "our" or "us") sets forth the nature and scope of the services we will provide, the City's required involvement and assistance in support of our services, the related fee arrangements, and other Terms and Conditions, which are attached hereto and incorporated by reference, designed to facilitate the performance of our professional services and to achieve the mutually agreed-upon objectives of the City.

SUMMARY OF SERVICES

We will examine data reported to the Local Governmental Employees' Retirement System ("LGERS") in ORBIT related to members who were employees in ORBIT related to members who were employees of the City during the year ended December 31, 2017. The objectives of our examination are to (1) obtain reasonable assurance about whether the criteria or assertions below are free from material misstatement based on the criteria and (2) to express an opinion as to whether determination of eligibility, reporting of demographic data required by ORBIT, completeness of reporting of eligible members, timing of contribution payments to LGERS, and accuracy of calculation of member and employer contributions are presented in all material respects in accordance with State law or appropriate records maintained by the employer applicable to required input fields in ORBIT OR whether the assertions listed below are fairly stated, in all material respects.

Assertions

1. Employees reported to LGERS during the year ended December 31, 2017 are eligible (as General or Law Enforcement Officer, and correctly identified as such) in accordance with requirements of State law.

2. Employee census data reported in ORBIT on eligible members (e.g., Date of Birth and gender) during the year ended December 31, 2017 is complete in accordance with required fields identified in ORBIT input screens and accurate in accordance with information provided by the respective employees as documented in their personnel files or other appropriate records maintained by the employer.

3. All employees eligible for participation in LGERS during the year ended December 31, 2017 (including re-hired retirees) are reported to LGERS in accordance with requirements of State law.

4. Member and employer contributions during the year ended December 31, 2017 are paid timely to LGERS in accordance with requirements of State law.

5. Member and employer contributions paid to LGERS during the year ended December 31, 2017 are accurately calculated in accordance with requirements of State law, including being based on compensation which appropriately includes and excludes elements of compensation identified in the January 1, 2017 LGERS Employer Manual on page 11.

Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Accordingly, it will include examining, on a test basis, your records and other procedures to obtain evidence necessary to enable us to express our opinion. We will issue a written report upon completion of our examination. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the examination or are unable to form or have not formed an opinion, we may decline to express an opinion or may withdraw from the engagement.

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with attestation standards.

We will plan and perform an examination to obtain reasonable assurance about whether data reported to the LGERS in ORBIT related to members who were employees is free from material misstatement based on State law or appropriate records maintained by the employer applicable to required input fields in ORBIT. Our engagement will not include a detailed inspection of every item supporting the assertion and cannot be relied upon to disclose all material errors, or known and suspected fraud or noncompliance with laws or regulations, or internal control deficiencies that may exist. However, we will inform you of any known or suspected fraud and noncompliance with the laws and regulations, internal control deficiencies identified during the engagement and uncorrected misstatements that come to our attention unless clearly trivial.

We understand that you provide us with the information required for our examination and that you are responsible for the accuracy and completeness of that information. We may advise you about appropriate criteria, but the responsibility for the subject matter remains with you.

You are responsible for the presentation of data reported to the LGERS in ORBIT related to members who were employees in accordance with the criteria or assertions described above; and for selecting the criteria and determining that such criteria are appropriate for your purposes. You are also responsible for, and agree to provide us with, written assertions about whether determination of eligibility, reporting of demographic data required by ORBIT, completeness of reporting of eligible members, timing of contribution payments to LGERS, and accuracy of calculation of member and employer contributions are presented in accordance with State law or appropriate records maintained by the employer applicable to required input fields in ORBIT. Failure to provide such assertions will result in our withdrawal from the engagement.

You are also responsible for making all management decisions and performing all management functions; for designating an individual who possesses suitable skill, knowledge, or experience to oversee the services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

YOUR EXPECTATIONS

The City recognizes that our professional standards require that we be independent from you in our examination and our accompanying report in order to ensure that our objectivity and professional skepticism have not been compromised. As a result, we cannot enter into a fiduciary relationship with you and you should not expect that we will act only with due regard to your interest in the performance of this examination and you should not impose on us special confidence that we will conduct this examination with only your interest in mind. Because of our obligation to be independent of you, no fiduciary relationship will be created by this engagement or examination.

The engagement will be led by Eddie Burke, who will be responsible for assuring the overall quality, value, and timeliness of the services provided to you.

THE CITY'S MANAGEMENT'S RESPONSIBILITIES RELATED TO THE EXAMINATION

The City's management is responsible for:

- Providing us with the basic information required for our examination and for the accuracy and completeness of that information.
- If applicable, the fair presentation of the financial information included in the report in conformity with the acceptable financial framework or the criteria or assertion described on page one of the engagement letter.
- If applicable, the selection and application of accounting principles and the consistent application of those principles.
- Making all financial or other applicable records and related information available to us.
- Ensuring that all material information is disclosed to us.
- Granting unrestricted access to persons within the entity from whom we determine it necessary to obtain sufficient evidence to complete our examination.
- Identifying and ensuring that the City complies with the laws and regulations applicable to the criteria or assertion described on page one of the engagement letter.

The City's management is responsible for informing us of its views regarding the risk of fraud impacting the report at the City. The City's management must inform us of their knowledge of any allegations of fraud or suspected fraud affecting the City that was received in communications from employees, former employees, regulators, or others and for informing us about all known or suspected fraud affecting the City involving (a) Management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the report.

The City's management is responsible for the design, implementation and maintenance of programs and controls over the report and to prevent and detect fraud. Appropriate supervisory review procedures are necessary to provide reasonable assurance that adopted policies and prescribed procedures are adhered to and to identify errors and fraud or illegal acts.

At the conclusion of the engagement, the City's management will provide to us a representation letter that, among other things, addresses (1) the City's management's responsibilities related to the examination and confirms certain representations made to us during the examination, including, the City's management's acknowledgement of its responsibility for the design and implementation of programs and controls to prevent and detect fraud; (2) the City's management's responsibilities related to the monitoring of internal control over financial reporting; and (3) the City's management's knowledge, directly or from

allegations by others, of fraud or suspected fraud affecting the City. The Firm will rely on the City's management providing these representations to us, both in the planning and performance of the examination, and in considering the fees that we will charge to perform the examination.

CONDITIONS SUPPORTING FEE

As a result of our preliminary discussions, the City and the Firm have agreed to a fee, subject to the following conditions:

The estimated fee contemplates only the services described in the Summary of Services section of this letter. If Management requests additional services not listed above, we will provide an estimate of those fees prior to commencing additional work.

FEES

The following summarizes the fees for the services described above:

Description of Services	Estimated Fee
Examination services	
Examination of the data reported to the LGERS in ORBIT related to members who were employees: 1. Employees reported to LGERS during the year ended December 31, 2017 are eligible (as General or Law Enforcement Officer, and correctly identified as such) in accordance with requirements of State law. 2. Employee census data reported in ORBIT on eligible members (e.g., Date of Birth and gender) during the year ended December 31, 2017 is complete in accordance with required fields identified in ORBIT input screens and accurate in accordance with information provided by the respective employees as documented in their personnel files or other appropriate records maintained by the employer. 3. All employees eligible for participation in LGERS during the year ended December 31, 2017 (including re-hired retirees) are reported to LGERS in accordance with requirements of State law. 4. Member and employer contributions during the year ended December 31, 2017 are paid timely to LGERS in accordance with requirements of State law. 5. Member and employer contributions paid to LGERS during the year ended December 31, 2017 are accurately calculated in accordance with requirements of State law, including being based on compensation which appropriately includes and excludes elements of compensation identified in the January 1, 2017 LGERS Employer Manual on page 11.	$ 6,000
Total	$ 6,000

The fees will be billed periodically. Invoices are due on presentation. A service charge will be added to past due accounts equal to 1½% per month (18% annually) on the previous month's balance less payments received during the month, with a minimum charge of $2.00 per month.

If the foregoing is in accordance with your understanding, please sign a copy of this letter in the space provided and return it to us. If you have any questions, please call Eddie Burke at 919-782-1040.

Sincerely,

CHERRY BEKAERT LLP

Cherry Bekaert LLP

ATTACHMENT – Engagement Letter Terms and Conditions

CITY OF HIGH POINT

ACCEPTED BY: _____

TITLE: _____ DATE: _____

Cherry Bekaert LLP
Engagement Letter Terms and Conditions

The following terms and conditions are an integral part of the attached engagement letter and should be read in their entirety in conjunction with your review of the letter.

RESPONSIBILITIES OF CHERRY BEKAERT LLP

In performing our examination we will be aware of the possibility that illegal acts may have occurred. However, it should be recognized that our examination will not include a detailed test of every item supporting the assertion or subject matter and provides no assurance that illegal acts generally will be detected and only reasonable assurance that illegal acts having a direct and material effect on the assertion (or subject matter) will be detected. We will inform you with respect to errors and fraud, or illegal acts that come to our attention during the course of our examination unless clearly inconsequential. In the event that we have to consult with the City's counsel or counsel of our choosing regarding any illegal acts we identify, additional fees incurred may be billed to the City. You agree to cooperate fully with any procedures we deem necessary to perform with respect to these matters.

Our examination will include procedures designed to obtain reasonable assurance that the assertion is in conformity with the criteria described above. Absolute assurance is not attainable because of the nature of evidence and the characteristics of fraud. For example, examinations performed in accordance with attestation standards are based on the concept of selective testing of the data being examined and are, therefore, subject to the limitation that errors or fraud, if they exist, may not be detected.

OTHER MATTERS

Access to working papers

The working papers and related documentation for the engagement are the property of the Firm and constitute confidential information. We have a responsibility to retain the documentation for a period of time to satisfy legal or regulatory requirements for records retention. It is our policy to retain all workpapers and client information for seven years from the date of issuance of the report. It is our policy to retain emails and attachments to emails for a period of six months, except as required by any governmental regulation. Except as discussed below, any requests for access to our working papers will be discussed with you prior to making them available to requesting parties.

We may be requested to make certain documentation available to regulators, governmental agencies (e.g., SEC, PCAOB, HUD, DOL, etc.) or their representatives ("Regulators") pursuant to law or regulations. If requested, access to the documentation will be provided to the Regulators. The Regulators may intend to distribute to others, including other governmental agencies, our working papers and related documentation without our knowledge or express permission. You hereby acknowledge and authorize us to allow Regulators access to and copies of documentation as requested. In addition, our Firm, as well as all other major accounting firms, participates in a "peer review" program covering our examination and accounting practices as required by the American Institute of Certified Public Accountants. This program requires that once every three years we subject our quality assurance practices to an examination by another accounting firm. As part of the process, the other firm will review a sample of our work. It is possible that the work we perform for you may be selected by the other firm for their review. If it is, they are bound by professional standards to keep all information confidential. If you object to having the work we do for you reviewed by our peer reviewer, please notify us in writing.

Electronic transmittals

During the course of our engagement, we may need to electronically transmit confidential information to each other, within the Firm, and to other entities engaged by either party. Although email is an efficient way to communicate, it is not always a secure means of communication and thus, confidentiality may be compromised. You agree to the use of email and other electronic methods to transmit and receive information, including confidential information between the Firm, the City and other third-party providers utilized by either party in connection with the engagement.

Subpoenas

In the event we are requested or authorized by you or required by government regulation, subpoena, or other legal process to produce our working papers or our personnel as witnesses with respect to our engagement for you, you will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expense, as well as the fees and expenses of our counsel, incurred in responding to such a request at standard billing rates.

Dispute resolution procedures

If any dispute, controversy, or claim arises in connection with the performance or breach of this agreement, either party may, on written notice to the other party, request that the matter be mediated. Such mediation would be conducted by a mediator acceptable to both parties. Both parties would exert their best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute, controversy, or claim.

Waiver of Trial by Jury

In the event the parties are unable to successfully mediate any dispute, controversy, or claim, the parties agree to WAIVE TRIAL BY JURY and agree that the court will hear any matter without a jury.

Independent Contractor

Each Party is an independent contractor with respect to the other and shall not be construed as having a trustee, joint venture, agency, or fiduciary relationship.

TERMS AND CONDITIONS SUPPORTING FEE

The estimated fees set forth in the attached engagement letter are based on anticipated full cooperation from your personnel, timely delivery of requested examination schedules and supporting information, timely communication of all significant information, the assumption that unexpected circumstances will not be encountered during the examination, as well as working space and clerical assistance as mutually agreed upon and as is normal and reasonable in the circumstances. We strive to ensure that we have the right professionals scheduled on each engagement. As a result, sudden City requested scheduling changes or scheduling changes necessitated by the agreed information not being ready on the agreed-upon dates can result in expensive downtime for our professionals. Any last minute schedule changes that result in downtime for our professionals could result in additional fees. Our estimated fee does not include assistance in bookkeeping or other accounting services not previously described. If for any reason the City is unable to provide such schedules, information, and assistance, the Firm and the City will mutually revise the fee to reflect additional services, if any, required of us to achieve these objectives.

The estimated fees are based on attestation standards effective as of the date of this engagement letter and known to apply to the City at this time, but do not include any time related to the application of new attestation standards that impact the City for the first time. If new attestation standards are issued subsequent to the date of this letter and are effective for

the period under examination, we will estimate the impact of any such standard on the nature, timing, and extent of our planned examination procedures and will communicate with you concerning the scope of the additional procedures and the estimated fees.

The City agrees to pay all costs of collection (including reasonable attorneys' fees) that the Firm may incur in connection with the collection of unpaid invoices. In the event of nonpayment of any invoice rendered by us, we retain the right to (a) suspend the performance of our services, (b) change the payment conditions under this engagement letter, or (c) terminate our services. If we elect to suspend our services, such services will not be resumed until your account is paid. If we elect to terminate our services for nonpayment, the City will be obligated to compensate us for all time expended and reimburse us for all expenses through the date of termination.

This engagement letter sets forth the entire understanding between the City and the Firm regarding the services described herein and supersedes any previous proposals, correspondence, and understandings whether written or oral. Any subsequent changes to the terms of this letter, other than additional billings, will be rendered in writing and shall be executed by both parties. Should any portion of this engagement letter be ruled invalid, it is agreed that such invalidity will not affect any of the remaining portions.

CITY OF HIGH POINT
AGENDA ITEM

Title: Purchase of PVC Conduit
Bid No. 45-032318

From: Garey S. Edwards, Electric Utilities Director

Meeting Date: May 7, 2018

Public Hearing: N/A

Advertising Date: March 23, 2018
Advertised By: Purchasing

Attachments: Attachment A: Formal bid Recommendation
Attachment B: Bid Tabulation

PURPOSE:
To purchase PVC conduit for the conversion of overhead electric lines to underground facilities for the Downtown Revitalization projects.

BACKGROUND:
The City normally stocks this item in inventory, however, this project exceeds our normal inventory amounts.

BUDGET IMPACT:
Funds are available in the FY2017-2018 Budget for this project.

RECOMMENDATION / ACTION REQUESTED:
Council is requested to award contract to WESCO in the amount of $181,275.90 for the purchase of this conduit.

NORTH CAROLINA'S INTERNATIONAL CITY™

FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: ELECTRIC

COUNCIL AGENDA DATE:

BID NO.: 45-032318 CONTRACT NO.: DATE OPENED: 3/26/2017

DESCRIPTION:

WHS#350 PVC CONDUIT-4"X10' W/MOLDED COUPLING SCHEDULE 40-57 PCS/BUNDLE
WHS#3247 PVC CONDUIT -6"X10' W/MOLDED COUPLING SCHEDULE 40-26 PCS/BUNDLE

PURPOSE:

THIS PVC IS FOR THE UNDERGROUND DUCT BANK CONSTRUCTION FOR THE DOWNTOWN REVITALIZATION PROJECT.

COMMENTS:

RECOMMEND AWARD TO: WESCO AMOUNT: $181,275.90

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631181023505	40202	$181,275.90
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Garey S. Edwards Digitally signed by Garey S. Edwards Date: 2018.04.03 08:21:36 -04'00' DATE:

The Purchasing Division concurs with recommendation submitted by the Electric and recommends award to the lowest responsible, responsive bidder Wesco in the amount of $ 181,275.90.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US Date: 2018.04.03 08:32:21 -04'00' DATE: Apr 3, 2018

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Jeffrey A. Moore Digitally signed by Jeffrey A. Moore DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial Services Director, email=jeffmoore@highpointnc.gov, c=US Date: 2018.04.05 17:18:02 -04'00' DATE: Apr 5, 2018

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: 2018.04.25 08:14:39 -04'00' DATE: Apr 24, 2018

BIDDERS LIST & TABULATION

* * AWARDED TO WESCO * *

FORMAL BID #45-032318 – PVC CONDUIT #350, #3247					
VENDOR NAME & ADDRESS	ITEM #	QTY.	UNIT PRICE (UOM=EA)	TOTAL PRICE	DLVRY. A.R.O.
ANIXTER POWER 5031 UNICON DR. WAKE FOREST, NC 27587	350 3247	3,021 4,134	$17.70 $32.70	$53,471.70 $135,181.80	15 DAYS
IRBY P.O. BOX 7457 ROCKY MOUNT, NC 27804	350 3247	3,021 4,134	-	NO QUOTE	-
SHEALY ELECTRICAL P.O. BOX 8597 COLUMBIA, SC 29202	350 3247	3,021 4,134	$17.09 $31.71	$51,628.89 $131,089.14	7-10 DAYS
WESCO 3025 STONYBROOK DR. RALEIGH, NC 27604	350 3247	3,021 4,134	$16.90 $31.50	$51,054.90 $130,221.00	10 DAYS

*Bids emailed March 13, 2018.

HIGH POINT CITY COUNCIL
SPECIAL MEETING
March 28, 2018 – 3:30 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM

MINUTES

Present:
Council Member Donald Scarborough (At Large), Mayor Pro Tem Chris Williams (Ward 2), Council Member Monica Peters (Ward 3), Council Member Wesley Hudson (Ward 4), Council Member Victor Jones (Ward 5) and Council Member Jason Ewing (Ward 6) [arrived at 3:44 p.m.]

Absent:
Mayor Jay Wagner; Council Member Britt Moore (At Large)

Staff Present:
Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Eric Olmedo, Budget and Administrative Director; Jeron Hollis, Director of Communication & Public Engagement; Angela Kirkwood, Director of Human Resources; Steve Lingerfelt, Director of Information Technology; Nancy William, Telecommunication Supervisor; Lee Tillery, Director of Parks and Recreation; Tracy Pegram, Assistant Director of Parks and Recreation; Lisa Vierling, City Clerk and Sandra Keeney, Deputy City Clerk

News Media:
No News Media Present

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

- ✓ Information Technology Services- PowerPoint Presentation **(Exhibit Book, Volume XIII, Page 3)**
- ✓ City of High Point Parks and Recreation- PowerPoint Presentation **(Exhibit Book, Volume XIII, Page 4)**

Mayor Pro Tem Williams called the meeting to order.

Greg Demko, City Manager, explained the reason for the Special Meeting. He stated staff has been asked to present briefings from each department concerning projects, current needs and budget requests. Today's meeting will consist of presentations from Information Technology and Parks and Recreations Departments.

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1. Presentation - Information Technology

Steve Lingerfelt, Director of Information Technology, explained that the Information Technology Department currently has three divisions:

1. Information Technology
2. 911 Center
3. Radio Shop

He explained the subdivisions under Information Technology.

1. Help Desk, has 5 employees and operates 24 hours days 7 days a week. He stated several technical issues the Help Desk can help with.
2. Geographic Information Services (GIS) has 3 employees and provides information for mapping and noted the website "thepoint" which is very popular among the developers, and is a good reference for viewing tax records etc.
3. Network Support has 2 employees and maintains switches, wires, wireless and wifi.
4. Server and Database Support has 5 employees and maintains 200 servers within the City and most of those are virtualized.
5. Application Development and Support has 8 employees, that supports our major systems such as Lawson, Cayenta and Accela
6. Network Security has 1 employee and is very important to the City. This individual maintains the firewall as well as security devices.
7. Project Management has 1 employee which performs the installs and upgrades to the systems.

Mr. Lingerfelt explained the software systems that IT supports and their functions, such as the Infor Enterprise Resource Planning (ERP) System, Cayenta, Accela, Superion Computer Aided Dispatch (CAD), eTrak Software, Meraki, and multiple smaller systems such as Questica, Granicus, Pro Trak etc.

Mr. Demko asked about the range of the City's wifi. Mr. Lingerfelt replied it extends as far north as the Krispy Kreme and as far south as the Fire Station. He stated there are plans to extend it to the ball park. Mr. Demko asked what the wifi is boosted to during Furniture Market. Mr. Lingerfelt explained the wifi is up to a gigabit and stated that High Point was fortunate to be a gigabit city. Mr. Demko explained that during Furniture Market the wifi can handle an unlimited number of concurrent users. Mr. Lingerfelt noted that wifi bandwidth is heavier in the parks and camp grounds during the Furniture Market.

Mr. Lingerfelt listed several devices supported by the IT Department such as telephones, computers and radio's and explained the functionality of each. He listed upcoming projects and budget items regarding upgrades and/or replacements of systems and the estimated cost of each. He stated the importance of IT Security and recalled the encryption virus several North Carolina Counties contracted. He explained a typical day of the City's Network Security, noting the City's firewall blocked 5,063,530 unauthorized connection attempts to access the City's network out of

13,692,526 attempts for the day. The Intrusion Prevention System identified 512,388 attempts to compromise the City's network and the Antivirus protection stops 5 to 20 viruses per day.

Mr. Lingerfelt explained another facet of the Information Technology team; High Point 911. He played a 911 call, and noted the training of the 911 operator in maintaining professionalism. He stated this 911 call was picked up by CNN and other news agencies. He introduced Nancy Williams, 911 Center Manager, and stated she was one of the best 911 operators in the State and noted that the City of High Point has one of the best 911 centers in the State. He reviewed and explained the 911 center organization structure and listed several accomplishments such as:

- ECATS (Emergency Call Tracking System) 96% compliant for 2017 (Answering calls within 10 seconds 90% of the time is a requirement of the NC 911 Board)
- National Association of Public Safety Communications Officers (APCO) P33 Certification for High Point's 911 Training Program
- Fire ISO Rating of 1 for 911 noting there is only one other agency in the United States that can dispatch a 911 call as fast as High Point
- Successfully passed the NC 911 Board Review/Audit for 2017
- Successfully passed the NC State Bureau of Investigations Review/Audit

He went on to explain the funding for the 911 center, as well as the backup centers noting shared facilities with other Counties and Municipalities. He said that the technology is such that the 911 phones could be operated from anywhere that has internet connection, however, there is a need for a new facility and the existing facility could be used for a backup. He listed several 911 Statistics including: Total Calls Answered, Total 911 Calls Answered, Total Police Calls, Police Self-Initiated Calls, Total Fire Calls, Fire Medical Calls, Total Calls per Telecommunicator, and Calls Per Month Per Telecommunicator.

Mr. Lingerfelt stated High Point maintains over 1100 radios and three tower sites. He explained the City leases space on the towers to Verizon, the State Highway Patrol, and local radio stations. He noted that the City of Greensboro and the City of Thomasville have antennas co-located on those towers. He listed the radio system facts as well as the radio system funding facts.

This concluded the presentation by the Information Technology Department.

Mr. Demko introduced Lisa Vierling, City Clerk. Ms. Vierling announced and introduced the new Deputy City Clerk, Sandra Keeney and welcomed her to the City of High Point.

2. <u>Presentation - Parks and Recreation</u>

Lee Tillery, Director of Parks and Recreations, gave the presentation on this item.
Mr. Tillery introduced Tracy Pegram, Assistant Director of Parks and Recreation. He stated in December of 2016, staff came together to collaborate concerning the number of personnel turnovers in the department in the last 5 years, thus decided to revamp the departments Mission Statement. *High Point Parks & Recreation enhances quality of life by providing opportunities through innovative programs, parks, and facilities for present and future generations*.

He listed several history facts regarding city parks and noted City Lake Park was built and opened in 1935 which makes High Points Parks and Recreation Department one of the oldest in the state. He gave a department overview which included facts such as:

- 43 neighborhood, community, and regional parks
- fitness programs for all ages and skill level
- 1,725 acres of park land, open space, and right of ways
- High Point Greenway- 3.4 miles plus 1.25 miles under construction, Bicentennial Greenway – 6.5 miles and Natural Trials – 11 miles
- 119 full-time employees, 76 part-time employees and 88 season employees
- Parks & Recreation Commission – Advisory Board
- Park Rangers – High Point has one of the last Parks & Recreation Departments in the State that employs sworn Law Officer Park Rangers

Mr. Tillery stated the City of High Point's Parks and Recreation facilities are unique and diverse. He listed facilities such as 2 golf courses, 2 marinas, Miracle Park Field, the greenways, 3 outdoor pools, 5 recreation centers, and all the sporting complexes. He stated for the population of High Point this is a lot of leisure services for the citizens. He shared amenities that encompass some of the parks and facilities, and the infrastructure that needs to be maintained from year to year. He listed some programs offered at some of the parks and facilities as well as mentioned the community support and partners that help bring some of the services and/or programs to High Point.

He reviewed the budget and compared expenditures to revenue and noted most of the revenue comes from the special facility division which includes golf courses, marinas, and City Lake Park. He stated they collaborate with partners and groups with regards to grants and donations to fund some of the programs and services. Regarding the partnership with High Point University, Mr. Demko inquired about the cost of the train engine they purchased for City Lake Park. Mr. Tillery replied the total donation was $185,000 and noted they were able to sell the old train to help with the cost of renovating the passenger cars.

Mr. Tillery stated regarding their Comprehensive Master Plan their first public forum was Monday night and had great attendance. This plan is a comprehensive look at the department, the infrastructure, and programing. He said he would like to see a Greenway Master Plan and thinks it will evolve from the Comprehensive Master Plan. He mentioned other projects such as a Site Master Plan for High Point City Lake Park, the Hedgecock Dog Park, the High Point Greenway Connector, improving the Bicentennial Greenway and working with the City of Greensboro regarding maintenance and upkeep. He noted online reservation and registration "e-trak" has been very successful, and hopes the Piedmont Discovery Park Locator will be available at the end of the year.

Council Member Ewing asked if there were in any Greenways in Davidson and Randolph Counties. Mr. Tillery replied yes. Mr. Ewing asked if there was anything that was connectable. Mr. Tillery said he would have to look at it in more detail, but did not think connections were feasible.

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Council Member Peters asked if there was an estimated start date regarding Westchester Park. Mr. Demko stated that one of the things he discussed with the previous Council was that the city has a lot of parks, and should watch how much it costs to maintain and take care of parks until the tax base has increased more sufficiently. Mr. McCaslin stated most of the Westchester Park would need to be done with a bond referendum. Council Member Ewing asked when the plans were done four years ago, what was the estimated cost. Mr. Tillery stated the estimated updated cost from last year was about 6.2 million. Mr. McCaslin stated that was just capital cost, not operating cost. Mr. Tillery pointed out that Westchester Park has a lot of cost associated with infrastructure, it is more trails, golf course, shelters, picnic areas, and mountain bike area.

Mr. Tillery stated there are several program successes at various facilities, and is very proud of what they are able to do within their department. He mentioned the partnership with the North Carolina Wildlife Resource Commission for the fishing piers at Oak Hollow Park and City Lake Park and the scenery of both. He listed some Capital Improvement Plan items from 2016-2017 and 2017-2018 such as paving, new bleachers, playground equipment, resurface of gym floors, and over all deferred maintenance. He mentioned the indoor tennis center concerning new insulation, flooring and painting at Building One at the Oak Hollow Tennis Complex. Council Member Jones asked if there were still problems with the roof. Mr. Tillery stated they had problems with the roof leaking in the past, but believed they found the source of the problem and it has been fixed.

He stated that Parks and Recreations help with Economic Development with the revenues from sporting complexes, golf courses, campgrounds, and special events. Council Member Hudson asked if the City owns Phillips Soccer Complex. Mr. Tillery replied no, but Parks & Recreations provides the maintenance. Mr. Demko stated although the City performs the maintenance, they do not control scheduling of the events. Mr. Tillery stated there has been some criticism concerning the look of the field. He reiterated that they City has no control over the scheduling of sporting events on the field; however, suggestions were given regarding giving the field a rest.

Mr. Tillery listed several sporting events that help the economic development of High Point, such as: camp grounds, golf, baseball/softball tournaments, soccer tournaments, tennis tournaments, disc golf, football tournament and track and field tournaments. He said other areas the Parks & Recreation departments helps with is the Coltrane Festival, concerts, High Point Rowing Club Regatta, High Point Cycling Classic, Ice Bowl Disc Golf Club, Oak Hollow Sailing Club, and Uncle Sam Jam. He spoke about the Roy B. Culler Senior Center and stated over 75,000 people participated in senior programs in 2017.

Mr. Tillery stated he has very high expectations for his department. The goal for the next five years is that the department would receive the National Recreation & Parks Accreditation. A lot of the programs required to receive the award are already implemented by the department. Mr. Demko stated accreditations are like internal audits, once we achieve the accreditation, we must maintain it by continuing to meet the expectations.

Mr. Tilley showed pictures of new signs verses the old signs. The new signs are not at every park, but the goal is to have them at every park eventually. He stated the maintenance responsibilities include: facility maintenance, furniture market prep, parks and athletic fields, and special events including delivering and setting up the stage. Council Member Peters asked about the number of

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portable stages the city has; Mr. Tillery replied just one. Mr. Demko asked about the cost of a new stage. Mr. Tillery did not believe they make these types of stages anymore, but would research it.

Mr. Tillery stated there were several challenges of the department. Maintaining and landscaping medians, right of ways, traffic and neighborhood islands are examples. Council Member Hudson asked if it were feasible to contract the smaller items to local landscapers. Mr. Tillery advised this is difficult because of the different types of landscaping needed for different locations.

Regarding more challenges and needs plaguing the Parks and Recreation Department, Mr. Tillery stated that the outdated building of the Senior Center is one of the main concerns. He stated deferred maintenance, High Point City Lake/Pool, Infrastructure needs and maintenance, and employee retention and development, are other current challenges that need immediate concentration.

There being no further discussion, the meeting adjourned at 5:15 p.m. upon motion duly made and seconded.

Respectfully Submitted,

_____

Sandra Keeney
Deputy City Clerk

DRAFT

CITY OF HIGH POINT
AGENDA ITEM

Title: Economic Development Agreement between High Point Convention and Visitors Bureau, Inc. and the City of High Point for Multi Use Stadium Funding

From: Randy Hemann, Assistant City Manager

Meeting Date: May 7, 2018

Public Hearing: N/A

Advertising Date N/A
Advertised By: N/A

Attachments: Economic Development Agreement

PURPOSE:
The purpose of this Agreement is to formalize the High Point Convention and Visitors Bureau, Inc.'s commitment to provide Occupancy Tax support for the repayment of the debt for the City's Multi Use Stadium.

BACKGROUND:
On Tuesday August 16, 2017 the High Point Convention and Visitors Bureau, Inc. agreed to assist the City with financing for the Multi Use Stadium by providing $250,000 per year for twenty (20) years from Occupancy Tax receipts. This Agreement formalizes that support by clarifying the roles and responsibilities of both parties in keeping with S.L. 1989-39 as well as the High Point CVB's articles of incorporation and bylaws.

BUDGET IMPACT:
The use of City Occupancy Tax funds by the CVB to assist in the repayment of debt for the Multi Use Stadium will provide a total of $5 million for repayment of debt.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends City Council adopt the attached Agreement which formalizes the High Point CVB's commitment for financial support for the Multi Use Stadium.

Prosperity & Livability Committee
Members: Ewing, Hudson, Peters, and Golden
Chaired by Council Member Ewing
3rd Floor Lobby Conference Room
April 4, 2018 – 9:00 a.m.

MINUTES

Present:
Committee Chair Jason Ewing (arrived at 9:20 a.m.); Committee Members Monica Peters and Jeff Golden

Absent:
Council Member Hudson

Staff Present:
Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Jeron Hollis, Director of Communications and Public Engagement; Ryan Ferguson, Marketing Manager; Eric Olmedo, Budget and Administrative Director; JoAnne Carlyle, City Attorney; David Dulin, Police Officer; Andy Piper, Senior Planner; Lee Tillery, Parks and Recreation Director; David Briggs, Theatre Director; Lisa Vierling, City Clerk and Sandra Keeney, Deputy City Clerk

Others Present:
Judy Stalder, TREBIC
Ryan Saunders

News Media:
Pat Kimbrough, *High Point Enterprise*

Note: The following handout was distributed during the meeting and will be attached as a permanent part of these proceedings:

- ✓ Presentation – Reuse of Kerns Water Plant

Presentation – Reuse of Kerns Water Plant
Andy Piper, Senior Planner, gave the presentation for this item. He stated the idea of reusing the water plant was initiated by Randy Hemann, Assistant City Manager. He said the reuse of properties in other municipalities has been successful including in High Point, noting the Market Square Tower Building that was a former mill. He stated they are open to new ideas and there are

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lots of possibilities for the building. He said the City has submitted a Request for Proposal (RFP) and had a pre-proposal meeting which had good attendance and great ideas.

He stated the facility is in a strategic location and mentioned the open water tanks on the side of the building has been removed. He stated the City would retain ownership of the facility and do a long-term lease. The city still utilizes some of the property to store brine for winter weather, sand, soil and is in the process of finishing a hazardous household waste recycling center. He also mentioned the building would need substantial upgrades and renovation and noted the property is zoned light industrial.

He stated the building was built in 1920, and underwent an expansion in the late 1950's. The City stopped using it as a treatment plant in the early 90's. He said all original fixtures, material and equipment would remain property of the City. He shared a video of the facility that was produced and recorded by Brandon Cook, Communication Specialist and Ryan Ferguson, Marketing Manager. Randy McCaslin, Deputy City Manager, asked where the video has been shown. Mr. Piper replied the video is on the Economic Development Corporation website and was sent out with the RFP.

Mr. Hemann, stated in previous years the City budgeted for this building to be demolished; but re-evaluated the funding to try to make the facility useful again. He said the main structure of the building needs work, but it is solid, noting it was built and used as a bomb shelter and he is excited about what the future is for the facility. Mr. Demko, City Manager, said the facility is in a key location for our community, so restoring it would be good.

Mr. Piper stated there were submittal requirements such as:

1. Explanation of proposed use
2. Projected number of employees/customer, visitors, etc.
3. Anticipated level of vehicular traffic
4. Proposed length and terms of lease
5. Description of any proposed improvements to the building
6. Financial pro forma for renovations and operations
7. Floor plan showing proposed interior improvements (optional)
8. Renderings of proposed exterior/interior renovations (optional)

He noted the following Evaluation Criteria:

1. Whether proposal ensures safety
2. Extent and nature of proposed renovations
3. Actions necessary by City to accommodate the proposed use
4. Potential for use to be sustainable over the long-term
5. Impact on surrounding area and compatibility with neighboring uses
6. Ability to foster innovative activities or future creative endeavors

He stated the submission deadline for proposals is May 2, 2018 at 2:00 p.m. Mr. McCaslin stated because this would be a lease, it would need to be submitted to City Council for approval.

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Presentation – Proposed Events in the PIT

Mr. McCaslin introduced Ryan Saunders and stated Mr. Saunders will share his vision for the PIT.

Mr. Saunders stated he researches different states, cities and neighborhoods as to how residential is connected to commercial, how the people are utilizing or not utilizing public transportation, bike friendliness and how each are connected. He listed various projects he has worked on as well as several cities and states he has worked with. He gave a list of activities for the PIT such as using local artist, sand castles, food trucks, and other activities.

Council Member Ewing asked how long it would take to get the event ready. Mr. Saunders replied he could have something by the 1st Thursday in June. He stated he has some bands booked tentatively but would need a confirmed date to schedule other events.

Mr. McCaslin stated if the Committee would like to move forward on this item, it could be placed on the agenda for the May 7th City Council Meeting.

Council Member Peters asked if the City Attorney has been working on the lease agreement for the site. Joanne Carlyle, City Attorney, stated there is a need of negotiations with the property owners and noted safety issues. Council Member Golden asked what is the status of the issues with the property owners. Ms. Carlyle stated there have been several negotiations for a permanent arrangement, yet those were not successful. She stated he will have to maintain the driveway, so the property owners can get to their property. She requested the area underneath be fenced to ensure safety, as well as other concerns that Mr. Saunders will need to address. Council Member Ewing stated he thought the first event would be a good trial to see how property owners will react and how many people would attend the event, and that would determine subsequent events.

Council Member Ewing motioned for approval to move this item forward to the May 7, 2018 City Council meeting upon review by staff and legal and all terms being met by the lessee. Council Member Peters seconded the motion. Motion carried with a unanimous 3-0 vote. [Committee Member Hudson was absent]

Discussion – Proposed Events Policy

Mr. McCaslin reminded the committee of the conversations and requests from the last meeting, as well as gave an overview of what is still needed regarding the proposed events policy.

Council Member Ewing stated he thinks in evaluating the events and deciding which ones to sponsor the event should align with the City's strategic initiatives and goals such as, does it help attract millennials to the core city area, does it do anything for blight reduction, does it do anything for the catalyst project. Council Member Golden asked which one of those items on the list does the Coltrane Festival align with. Council Member Ewing stated the Coltrane Festival has a positive impact on the City. Council Member Golden stated he thinks the number of people impacted should be a source to use for determination.

Council Member Peters stated she agreed with all the fees for the Police barricades, however, she stated she disagreed with the fees for the cones. She requested to lower the price from $5.00 to $2.00 per cone. Council Member Ewing stated he also approved the fee schedule and thinks,

economic impact, is a major criterion as well. Council Member Ewing suggested any changes made, should take effect with the new Budget year on July 1. Council Member Peters requested a list comprised of City sponsored events only.

Mr. Demko stated another facet to this is to help generate and encourage activity downtown. Council Member Ewing stated the problem is the use of the terminal for small events, thus hindering the use of the Theatre for bigger events. David Briggs, Theatre Director, stated if someone wants to use the terminal, the event needs to bring at least 1000 people. He said if it is determined it is a small event, they will help to find a smaller venue.

A discussion ensued regarding creating a position for an event coordinator. Council Member Golden suggested to have one central location for citizens to call to receive all information regarding holding an event. Officer David Dulin stated in benchmarking other cities an events coordinator would be the person to re-evaluate all the events, handle permits, and communications.

Mr. Demko asked what types of information the Committee would like to have to help with the decision process. Council Member Ewing advised key components are:

1. Which ones has the City historically promoted
2. What the historic participation is
3. How long each event is

Mr. Demko stated the cost of police protection and safety is something to take into consideration as well.

Council Member Peters stated if it is a Government holiday like Veterans Day, or the 4th of July, those types of events should be City promoted. She requested the City sponsor some neighborhood events such as Washington Street Unity Festival and the Southside Festival. Council Ewing stated events focused specifically on neighborhoods could be something Community Development could do.

Mr. McCaslin stated staff will prepare requested information and have it distributed to the Committee before the next meeting.

There being no further business to discuss, the meeting adjourned at 10:15 a.m. upon motion duly made and seconded.

Respectfully submitted,

_____

Sandra Keeney
Deputy City Clerk

_____

Jason P. Ewing, Chairman

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CITY OF HIGH POINT
AGENDA ITEM

Title: Appointment – Human Relations Commission

From: Council Member Jason Ewing

Public Hearing: N/A

Attachments: Bio

Meeting Date: May 7, 2018

Advertising Date / Advertised By: N/A

PURPOSE:
Council Member Jason Ewing is requesting that City Council confirm the appointment of Esther Idassi to the Human Relations Commission as the Ward 6 appointment. Appointment will be effective immediately and will expire 11/1/2020.

BACKGROUND:
Each City Council Member has an appointment to the Human Relations Commission. These terms are two-year staggered terms. This is current a vacant position due to the resignation of Lisa Duke.

BUDGET IMPACT:
N/A

RECOMMENDATION / ACTION REQUESTED:
Council is requested to confirm the appointment the appointment of Esther Idassi to the Human Relations Commission.

Profile

Esther
First Name

Idassi
Last Name

estheridassi@gmail.com
Email Address

3942 PALLAS WAY
Street Address

#2D
Suite or Apt

HIGH POINT
City

NC
State

27265
Postal Code

What district do you live in? *

- [x] Within High Point Corporate Limits

Home: (336) 988-8108
Primary Phone

Home:
Alternate Phone

Guilford County Schools
Employer

Which Boards would you like to apply for?

Human Relations Commission: Submitted

6
Ward you reside in?

Interests & Experiences

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

My involvement in immigrants and refugees communities, I work to educate and aid international community to navigate the new environment and educate the youth to become self sufficient.

ESTHER_RESUME_1.pdf

Upload a Resume

Have you participated in Leadership High Point?

- ○ Yes
- ◉ No

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

Gender

- ☑ Female

12 IVY RIDGE CT.
GREENSBORO NC, 27407
336-988-8108
estheridassi@gmail.com

IDASSI, ESTHER

OBJECTIVE

To obtain a job within my chosen field that will challenge me and allow me to use my education, skills and past experiences in a way that is mutually beneficial to both myself and my employer and allow for future growth and advancement.

PROFESSIONAL ACHIEVEMENTS

LEADERSHIP TRAININGS

Impact Greensboro

City of Greensboro – City Academy

Educational Leadership Academy – Guilford Educational lliance

Project Board Development – United Way of Greater High Point

POLITICAL DEVELOPMENT

Women on Board – Institute of Political Leadership (IOPL)

Women in Office – Institute of Political Leadership

Fellow – Institute of Political Leadership

SKILLS

Bookkeeping
Data Management
Interpretation of Swahili Language
Accounting

WORK HISTORY

Data Manager, Guilford County Schools at Guilford County Schools

February 2015 - Present (9 months)

Prepares and maintains computer records of daily student attendance, utilizing computer-driven scanner to enter data from submitted forms; reviews late-arrival forms, and reconciles with absences to create "tardy" lists; reviews check-out forms, and reconciles with absences to create "early leave" lists; enters codes into files to indicate individual students' excuses for absences; prepares correspondence to students' parents to advise of excessive absences, according to established policies. Prepares attendance reports and reconciles manual and computer reports monthly.

Director at Elimu Learning Center ELC Program:

August 2012 - Present (3 years 3 months)

Elimu Learning Centers' is an after school academic learning center. EES offers educational program services that help refugee youths acculturate in their new environment. EES service helps to minimize some of these social and academic challenges encountered in grades 5th through 12th.

Benefits representative and national enroller at Colonial

February 2008 - February 2010 (2 years 1 month)

• Benefits communicator

• Helped employees understand benefits

• Enroll benefits for a company

Administrative/Accounting Clerk at International Leadership Development Institute

July 2008 - April 2009 (10 months)

• Receiving donor's pledges and payments

• Entering checks and direct deposit in Quick Books

• Working with Microsoft word for thank you letter for donors • Run the deposits and filling

EDUCATION

BS, ACCOUNTING, University of Phoenix,

Accounting, 2006 - 2009

DIPLOMA BOOKKEEPING, DAR ES SALAAM SCHOOL OF ACCOUNTANCY

1987 - 1988

REFERENCES

SONDRA FOY

Treasurer, Guilford County Schools

foyands@gcsnc.com, 336-819-2925

KEITH G. PEMBERTON

Say Yes to Education – Guilford County

kgpemberton@sayyestoeducation.org, 336-420-5366

CITY OF HIGH POINT
AGENDA ITEM

Title: **Municipal Agreement with NCDOT for Federal Congestion Mitigation Air Quality (CMAQ) funds to construct sidewalk and transit improvements on Eastchester Drive**

From: Mark McDonald, Transportation Director

Meeting Date: Monday May 7, 2018

Public Hearing: No

Advertising Date: NA
Advertised By: NA

Attachments: Municipal Agreement

PURPOSE:
Consideration of a Municipal Agreement with the North Carolina Department of Transportation (NCDOT) for CMAQ funding to construct sidewalk and transit improvements on Eastchester Drive (Palladium Circulator Transit Connector).

BACKGROUND:
Congestion Mitigation & Air Quality (CMAQ) is a Federal program that funds transportation projects and programs in air quality non-attainment and maintenance areas to help achieve and maintain national standards for air quality pollutants. In North Carolina, NCDOT serves as the administrator for this program. Funding is apportioned to North Carolina based on the population in non-attainment and maintenance areas of the state and the severity of air the quality problem. CMAQ funds are locally-administered and awarded at the Metropolitan Planning Organization (MPO)/Rural Planning Organization (RPO) level to projects within eligible counties. High Point submitted this project for consideration and was awarded FY 2018 CMAQ funding by the High Point MPO and NCDOT.

BUDGET IMPACT:
The cost of this project to NCDOT is $126,480, which is 80% of the total project cost. This City is responsible for the remaining 20% of the project cost which is $31,620. The City's portion of the project will come from the 2004 General Obligation Intersection Improvement Bond fund.

RECOMMENDATION / ACTION REQUESTED:
The Department of Transportation recommends that City Council approve this Agreement and authorize the appropriate City official to execute the related documents.

NORTH CAROLINA

GUILFORD COUNTY

LOCALLY ADMINISTERED PROJECT - FEDERAL

DATE: 4/18/2018

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

AND

CITY OF HIGH POINT

TIP #:	C-5609G	
WBS Elements:	PE	_____
	ROW	_____
	CON	43731.3.5
FEDERAL-AID NUMBER:		CMAQ-0710(102)
CFDA #:	20.205	
Total Funds [NCDOT Participation]	$126,480	

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and the City of High Point, hereinafter referred to as the "Municipality".

W I T N E S S E T H:

WHEREAS, Fixing America's Surface Transportation (FAST) Act allows for the allocation of Congestion Mitigation and Air Quality funds to be available for certain specified transportation activities; and,

WHEREAS, the Municipality has requested federal funding for Palladium Circulator Transit Connector, hereinafter referred to as the Project, in Guilford County, North Carolina; and,

WHEREAS, subject to the availability of federal funds, the Municipality has been designated as a recipient to receive funds allocated to the Department by the Federal Highway Administration (FHWA) up to and not to exceed the maximum award amount of $126,480 for the Project; and,

WHEREAS, the Department has agreed to administer the disbursement of said funds on behalf of FHWA to the Municipality for the Project in accordance with the Project scope of work and in accordance with the provisions set out in this Agreement; and,

WHEREAS, the Department has programmed funding in the approved Transportation Improvement Program for the Project; and,

WHEREAS, the governing board of the Municipality has agreed to participate in certain costs and to assume certain responsibilities in the manner and to the extent as hereinafter set out; and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly including, but not limited to, the following applicable legislation: General Statutes of North Carolina (NCGS) Section 136-66.1, Section 136-71.6, Section 160A-296 and 297, Section 136-18, Section 136-41.3 and Section 20-169, to participate in the planning, construction and/or implementation of the Project approved by the Board of Transportation.

NOW, THEREFORE, this Agreement states the promises and undertakings of each party as herein provided, and the parties do hereby covenant and agree, each with the other, as follows:

1. GENERAL PROVISIONS

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT

All parties to this Agreement, including contractors, subcontractors, and subsequent workforces, associated with any work under the terms of this Agreement shall provide reports as required by the Federal Funding Accountability and Transparency Act (FFATA) for this Project.

AGREEMENT MODIFICATIONS

Any modification to scope, funding, responsibilities, or time frame will be agreed upon by all parties by means of a Supplemental Agreement.

LOCAL PUBLIC AGENCY TO PERFORM ALL WORK

The Municipality shall be responsible for administering all work performed and for certifying to the Department that all terms set forth in this Agreement are met and adhered to by the Municipality and/or its contractors and agents. The Department will provide technical oversight to guide the Municipality. The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this Agreement to other parties or entities.

PERSON IN RESPONSIBLE CHARGE

The Municipality shall designate a person or persons to be in responsible charge of the Project, in accordance with Title 23 of the Code of Federal Regulations, Part 635.105. The person, or persons, shall be expected to:

- Administer governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of Federal-aid projects;

- Maintain knowledge of day to day project operations and safety issues;
- Make or participate in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the project in accordance with the project scope and scale;
- Review financial processes, transactions and documentation to reduce the likelihood of fraud, waste, and abuse;
- Direct project staff, agency or consultant, to carry out project administration and contract oversight, including proper documentation; and
- Be aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all stages of the project.

The person in responsible charge must be a full-time employee of the Municipality, but the duties may be split among several employees, if necessary.

COMPLIANCE WITH STATE/FEDERAL POLICY

The Municipality, and/or its agent, including all contractors, subcontractors, or sub-recipients shall comply with all applicable Federal and State policies and procedures, stated both in this Agreement and in the Department's guidelines and procedures, including the *Local Programs Management Handbook.*

FAILURE TO COMPLY - CONSEQUENCES

Failure on the part of the Municipality to comply with any of the provisions of this Agreement will be grounds for the Department to terminate participation in the costs of the Project and, if applicable, seek repayment of any reimbursed funds.

2. SCOPE OF PROJECT

The Project consists of new pedestrian crossing, sidewalk, signal modifications for pedestrian crossing and bus shelters on NC 68 connecting Piedmont Authority for Regional Transportation's Route 3 High Point Express and Route 19 Palladium Circulator.

The Department's funding participation in the Project shall be restricted to the following eligible items:

- Construction

as further set forth in this Agreement.

3. FUNDING

REIMBURSEMENT FOR ELIGIBLE ACTIVITIES

Subject to compliance by the Municipality with the provisions set forth in this Agreement and the availability of federal funds, the Department shall reimburse 80% of eligible expenses incurred by the Municipality up to a maximum amount of One Hundred Twenty Six Thousand Four Hundred Eighty Dollars ($126,480), as detailed below. The Municipality shall provide the non-federal match, as detailed in the FUNDING TABLE below, and all costs that exceed the total estimated cost.

FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal Match $	Non-Federal Match Rate
Congestion Mitigation and Air Quality	$126,480	80 %	$31,620	20 %
Total Estimated Cost		**$158,100**		

WORK PERFORMED BY NCDOT

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, during any phase of the delivery of the Project, shall reduce the funding available to the Municipality under this Agreement. The Department will set aside ten percent (10%) of the total estimated cost, or $15,810, to use towards the costs related to review and oversight of this Project, including, but not limited to review and approval of plans, environmental documents, contract proposals, engineering estimates, construction engineering and inspection oversight, and other items as needed to ensure the Municipality's appropriate compliance with state and federal regulations.

In the event that the Department does not utilize all the set-aside funding, then those remaining funds will be available for reimbursement to the Municipality at the above reimbursement rate. For all costs of work performed on the Project, whether incurred by the Municipality or by the Department, the Municipality shall provide the non-federal match. The Department will bill the Municipality for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the Total Estimated Cost.

4. PERIOD OF PERFORMANCE

The Municipality has three (3) years to complete all work outlined in the Agreement from the date of authorization of Construction funds. Completion for this Agreement is defined as completion of all construction activities or implementation activities, acceptance of the project, and submission of a final reimbursement package to the Department.

5. PRELIMINARY ENGINEERING AUTHORIZATION

If Preliminary Engineering is an eligible expense, then upon receipt of an executed agreement, the Department will authorize Preliminary Engineering funds and shall notify the Municipality, in writing, once funds have been authorized and can be expended. The Municipality shall not initiate any work, nor solicit for any professional services prior to receipt of written authorization from the Department to proceed. Any work performed, or contracts executed, prior to receipt of written authorization to proceed will be ineligible for reimbursement.

6. PROFESSIONAL AND ENGINEERING SERVICES

The Municipality shall comply with the policies and procedures of this provision if the Municipality is requesting reimbursement for the Preliminary Engineering contract or the Construction Contract Administration / Construction Engineering and Inspection contract.

PROCUREMENT POLICY

When procuring professional services, the Municipality must adhere to Title 2 Code of Federal Regulations Part 200; Title 23 of the Code of Federal Regulations, Part 172; Title 40 United States Code, Chapter 11, Section 1101-1104; NCGS 143-64, Parts 31 and 32; and the Department's *Policies and Procedures for Major Professional or Specialized Services Contracts.* Said policies and standards are incorporated in this Agreement by reference at www.fhwa.dot.gov/legsregs/legislat.html and www.ncleg.net/gascripts/Statutes/Statutes.asp.

- The Municipality shall ensure that a qualified firm is obtained through an equitable selection process, and that prescribed work is properly accomplished in a timely manner and at a just and reasonable cost.
- All Professional Services Firms shall be pre-qualified by the Department in the Work Codes advertised.

- A pre-negotiation audit will be conducted by the Department's External Audit Branch. The Municipality shall not execute a consultant contract until the Department's review has been completed.

SMALL PROFESSIONAL AND ENGINEERING SERVICES FIRMS REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Small Professional Services Firms (SPSF). This policy conforms with the SPSF Guidelines as approved by the North Carolina Board of Transportation.

- The Municipality shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.

- If the Municipality fails to comply with these requirements, the Department will withhold funding until these requirements are met.

WORK BY ENTITY

If the Design, Planning, Contract Administration and/or Construction Engineering and Inspection required for this project will be undertaken by the Municipality, and the Municipality requests reimbursement, then the Municipality must submit a request and supporting documentation to the Department for review and approval, prior to any work being initiated by the Municipality.

7. PLANNING / ENVIRONMENTAL DOCUMENTATION

The Municipality shall prepare the environmental and/or planning document, including any environmental permits, needed to construct the Project, in accordance with the National Environmental Policy Act (NEPA) and all other appropriate environmental laws and regulations. All work shall be performed in accordance with Departmental procedures and guidelines. Said documentation shall be submitted to the Department for review and approval.

- The Municipality shall be responsible for preparing and filing with all proper agencies the appropriate planning documents, including notices and applications required to apply for those permits necessary for the construction of the desired improvements. Copies of approved permits should be forwarded to the Department.

- The Municipality shall advertise and conduct any required public hearings.

- If any permit issued requires that action be taken to mitigate impacts associated with the improvements, the Municipality shall design and implement a mitigation plan. The Department will determine if any mitigation costs are eligible for reimbursement. The Municipality shall bear all costs associated with penalties for violations and claims due to delays.

- The Municipality shall be responsible for designing an erosion control plan if required by the North Carolina Sedimentation Pollution Control Act of 1973, NCGS 113A, Article 4, incorporated in this Agreement by reference at www.ncleg.net/gascripts/Statues/Statutes.asp and obtaining those permits required thereby in order to construct the Project. During the construction of the improvements, the Municipality, and its contractors and agents, shall be solely responsible for compliance with the provisions of said Act and the plan adopted in compliance therewith.

8. DESIGN

CONTENT OF PLAN PACKAGE

The Municipality, and/or its agent, shall prepare the Project's plans, specifications, and a professional estimate of costs (PS&E package), in accordance with the Department's guidelines and procedures, and applicable Federal and State standards. All work shall be submitted to the Department for review and approval. The plans shall be completed to show the design, site plans, landscaping, drainage, easements, and utility conflicts.

9. RIGHT OF WAY / UTILITY AUTHORIZATION

If the costs of right of way acquisition or utility relocation are an eligible expense, the Municipality shall submit a letter of request to the Department to authorize and set up right of way and/or utility funding. The acquisition for right of way, construction easements, and/or utility relocation may be undertaken only after the Municipality receives written authorization from the Department to proceed.

10. PROJECT LIMITS AND RIGHT OF WAY (ROW)

The Municipality shall comply with the policies and procedures of this provision regardless of whether the Municipality is requesting reimbursement for the Right of Way phase of the Project.

SPONSOR PROVIDES ROW

The Municipality, at no liability whatsoever to the Department, shall be responsible for providing and/or acquiring any required ROW and/or easements for the Project.

ROW GUIDANCE

The Municipality shall accomplish all ROW activities, including acquisition and relocation, in accordance with the following: Title 23 of the Code of Federal Regulations, Part 710, Subpart B and Title 49 of the Code of Federal Regulations, Part 24, [Uniform Act] incorporated by reference at www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm; NCGS, Chapter 133, Article 2, Sections 133-5 through 133-18, Relocation Assistance, incorporated by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp; and the North Carolina Department of Transportation Right of Way Manual.

APPRAISAL

The Municipality shall submit the appraisal to the Department for review and approval in accordance with Departmental policies and procedures.

CLEARANCE OF PROJECT LIMITS / ROW

The Municipality shall remove and dispose of all obstructions and encroachments of any kind or character (including hazardous and contaminated materials) from said ROW, with the exception that the Municipality shall secure an encroachment agreement for any utilities (which shall remain or are) to be installed within the Department's ROW, or follow other applicable approval process, for utilities within the Municipality's ROW. The Municipality shall indemnify and save harmless the Department, Federal Highway Administration, and the State of North Carolina, from any and all damages and claims for damages that might arise on account of said right of way acquisition, drainage, and construction easements for the construction of said Project. The Municipality shall be solely responsible for any damages caused by the existence of said material now and at any time in the future and will save the Department harmless from any legal actions arising as a result

of this contaminated and/or hazardous material and shall provide the Department with documentation proving the proper disposal of said material.

RELOCATION ASSISTANCE

The Municipality shall provide relocation assistance services and payments for families, businesses, and non-profit organizations being displaced by the Project in full accordance with the Federal relocation requirements of Title 49 Code of Federal Regulations, Part 24 [Uniform Act], as amended. Relocation assistance services and payments may be accomplished by contract with any other municipal corporation, or State or Federal agency, rendering such services upon approval by the Department and Federal Highway Administration.

11. UTILITIES

The Municipality, and/or its agent, at no liability to the Department, shall relocate, adjust, relay, change or repair all utilities in conflict with the Project, regardless of ownership. All utility work shall be performed in a manner satisfactory to and in conformance with State and Federal rules and regulations, prior to Municipality beginning construction of the project. This Agreement does not modify or supersede any existing Utility Encroachment Agreements that may be in place.

12. RIGHT OF WAY / UTILITY / RAILROAD CERTIFICATION

The Municipality, upon acquisition of all right of way/property necessary for the Project, relocation of utilities, and coordination with the railroad shall provide the Department all required documentation (deeds/leases/easement/plans/agreements) to secure certification. Certification is only issued after all ROW is in public ownership or property is publicly accessible by a legal document; utilities in conflict with the project are relocated, or a plan for their relocation during construction has been approved; and coordination with the railroad (if applicable) has occurred and been documented.

13. CONTRACT PROPOSAL AND ENGINEER'S ESTIMATE

CONTRACT PROPOSAL

The Municipality shall develop a contract proposal that will be advertised for bids. The proposal shall comply with NCDOT Specifications and Standard Drawings as applicable to the Project. The proposal shall also contain provisions, as applicable, per Title 23 Code of Federal Regulations 633 and 635 to include, but not be limited to: FHWA 1273, Buy America, Davis-

Bacon Wage Rates, Non-discrimination, DBE Assurances, Contractor Certification regarding suspension and debarment, and other provisions as required by the Department.

ENGINEER'S ESTIMATE

The Municipality shall develop an itemized engineer's estimate to show items referenced to the NCDOT Standard Specifications, if applicable, along with units and unit price. The engineer's estimate will be used as the basis for comparing bids received.

14. CONSTRUCTION AUTHORIZATION

The Municipality shall submit the required environmental and/or planning document, ROW certification, final construction plans, total contract proposal, and an estimate of Project costs (final PS&E package) to the Department for review and approval.

- After approval of all documentation, the Department will request construction authorization from the Federal Highway Administration.
- The Municipality shall not advertise for bids prior to receiving written construction authorization from the Department.

15. CONTRACTOR PROCUREMENT

ADVERTISE FOR BIDS

Upon receipt of written construction authorization from the Department, the Municipality may advertise the Project. The Municipality shall follow applicable Federal and/or State procedures pertaining to the advertisement of the Project, bid opening, and award of the contract, according to Title 2 of the Code of Federal Regulations, Part 200 and Title 23 of the Code of Federal Regulations, Part 633 and Part 635, incorporated by reference at www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm; and NCGS, Chapter 143, Article 8 (Public Contracts), incorporated by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp.

CONSTRUCTION CONTRACTOR REQUIREMENTS

All Contractors submitting bids on the project shall be pre-qualified by the Department. All proposed subcontractors must be pre-qualified before construction work begins. Any subcontractors who are proposed to meet the Disadvantaged Business Enterprise goal must be certified by the Department.

CONSTRUCTION SUBCONTRACTOR REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Disadvantaged Business Enterprises (DBEs), or as required and defined in Title 49 of the Code of Federal Regulations, Part 26 and the North Carolina Administrative Code. These provisions are incorporated into this Agreement by reference https://connect.ncdot.gov/projects/Contracts/Pages/LGA-Projects.aspx.

- The Municipality shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Municipality fails to comply with these requirements, the Department will withhold funding until these requirements are met.

AWARDING CONTRACT

After the advertisement of the Project for construction bids, the Municipality shall request concurrence from the Department to award the construction contract by submitting a letter along with tabulated bids received depicting Disadvantaged Business Enterprises (DBE) goals, and a resolution recommending award of the Project to the lowest responsible, responsive bidder. The Department will review the submitted information and provide written approval to the Municipality prior to the contract being awarded by the Municipality.

DELAY IN PROCUREMENT

In the event the Project has not been let to contract within six (6) months after receiving construction authorization from the Department, the Municipality shall be responsible for documenting to the Department justification for project delay and that the Project remains in compliance with the terms of this Agreement, the approved plans and specifications, and current codes.

FORCE ACCOUNT

Force account work is only allowed when there is a finding of cost effectiveness for the work to be performed by some method other than a contract awarded by a competitive bidding process, or there is an emergency. Written approval from the Department is required prior to the use of force account by the Municipality. Federal Highway Administration regulations governing Force

Account are contained in Title 23 Code of Federal Regulations, Part 635.201, Subpart B; said policy being incorporated in this Agreement by reference www.fhwa.dot.gov/legsregs/directives/cfr23toc.htm. North Carolina General Statutes governing the use of Force Account, Chapter 143, Article 8 (Public Contracts) can be found at www.ncleg.net/gascripts/Statutes/Statutes.asp.

16. CONSTRUCTION

The Municipality, and/or its agents shall construct the Project in accordance with the plans and specifications of the Project as filed with, and approved by, the Department. During the construction of the Project, the procedures set out below shall be followed:

CONSTRUCTION CONTRACT ADMINISTRATION

The Municipality shall comply with the NCDOT Construction Manual as referenced at http://www.ncdot.org/doh/operations/dp%5Fchief%5Feng/constructionunit/formsmanuals/construction/, which outlines the procedures for records and reports that must be adhered to in order to obtain uniformity of contract administration and documentation. This includes, but is not limited to, inspection reports, material test reports, materials certification, documentation of quantities, project diaries, and pay records. The Municipality, and/or its agent, shall perform the construction engineering, sampling and testing required during construction of the Project, in accordance with Departmental procedures, including the Department's Guide for Process Control and Acceptance Sampling and Testing. The Municipality shall document that said compliance was accomplished in accordance with State and Federal procedures, guidelines, standards and specifications.

RETAINAGE

The Municipality shall not retain any portion of a payment due the contractor.

SIGNAGE

The Municipality shall provide and maintain adequate signage and other warning devices for the protection of the public in accordance with the approved traffic control plans for the Project and the current edition of the Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways, or any subsequent revision of the same, published by the Federal Highway Administration and effective at the time of award of the contract.

SITE LAYOUT

The Municipality shall be responsible for ensuring that all site layout, construction work, and Project documentation are in compliance with applicable city, state and federal permits, guidelines, and regulations, including American Association of State Highway and Transportation Officials (AASHTO) guidelines and Americans with Disabilities Act (ADA) Standards for Accessible Design (www.usdoj.gov/crt/ada/stdspdf.htm).

RIGHT TO INSPECT

The Department and representatives of the Federal Highway Administration shall have the right to inspect, sample or test, and approve or reject, any portion of the work being performed by the Municipality or the Municipality's contractor to ensure compliance with the provisions of this Agreement. Prior to any payment by the Department, any deficiencies inconsistent with approved plans and specifications found during an inspection must be corrected.

CONTRACTOR COMPLIANCE

The Municipality will be responsible for ensuring that the contractor complies with all of the terms of the contract and any instructions issued by the Department or FHWA as a result of any review or inspection made by said representatives.

CHANGE ORDERS

If any changes in the Project plans are necessary, the Department must approve such changes prior to the work being performed.

SHOP DRAWINGS

Shop Drawings shall be submitted in accordance with the approved plans and specifications and may require review by the Designer.

17. CLOSE-OUT

Upon completion of the Project, the Municipality shall be responsible for the following:

FINAL INSPECTION

The Municipality shall arrange for a final inspection by the Department. Any deficiencies determined during the final field inspection must be corrected prior to final payment being made by the Department to the Municipality. Additional inspection by other entities may be necessary in accordance with the Department's guidelines and procedures. The Municipality shall provide the Department with written evidence of approval of completed project prior to requesting final reimbursement.

FINAL PROJECT CERTIFICATION

The Municipality will provide a certification to the Department that all work performed for this Project is in accordance with all applicable standards, guidelines, and regulations.

18. MAINTENANCE

The Municipality, at no expense or liability to the Department, shall assume all maintenance responsibilities for the Palladium Circulator Transit Connector, or as required by an executed encroachment agreement.

19. REIMBURSEMENT

SCOPE OF REIMBURSEMENT

Activities eligible for funding reimbursement for this Project shall include:

- Construction

REIMBURSEMENT GUIDANCE

The Municipality shall adhere to applicable administrative requirements of Title 2 Code of Federal Regulations, Part 200 (www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm) "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards." Reimbursement to the Municipality shall be subject to the policies and procedures contained in Title 23 Code of Federal Regulations, Part 140 and Part 172, which is being incorporated into this Agreement by reference at www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm. Reimbursement to the Municipality shall be subject to the guidance contained in Title 2 Code of Federal Regulations, Part 170 (http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf) and Office of Management and Budget (OMB) "Federal Funding Accountability and Transparency Act"

(FFATA). Said reimbursement shall also be subject to the Department being reimbursed by the Federal Highway Administration and subject to compliance by the Municipality with all applicable federal policy and procedures.

REIMBURSEMENT LIMITS

- **WORK PERFORMED BEFORE NOTIFICATION**

  Any costs incurred by the Municipality prior to written notification by the Department to proceed with the work shall not be eligible for reimbursement.

- **NO REIMBURSEMENT IN EXCESS OF APPROVED FUNDING**

  At no time shall the Department reimburse the Municipality costs that exceed the total funding per this Agreement and any Supplemental Agreements.

- **UNSUBSTANTIATED COSTS**

  The Municipality agrees that it shall bear all costs for which it is unable to substantiate actual costs or any costs that have been deemed unallowable by the Federal Highway Administration and/or the Department's Financial Management Division.

- **WORK PERFORMED BY NCDOT**

  All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, shall reduce the maximum award amount of $126,480 available to the Municipality under this Agreement. The Department will bill the Municipality for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the Total Estimated Cost.

- **CONSTRUCTION ADMINISTRATION**

  Reimbursement for construction contract administration will be made as governed by Departmental policy that limits reimbursement for construction contract administration to no more than fifteen (15%) percent of the actual construction contract of the Project. These costs will also include any cost overruns and charges to the Project by the Department during the Construction Phase.

- **CONSTRUCTION CONTRACT UNIT PRICES**

Reimbursement for construction contract work will be made on the basis of contract unit prices in the construction contract and any approved change orders.

- **RIGHT OF WAY**

  Reimbursement will be limited to the value as approved by the Department. Eligible costs for reimbursement of Right of Way Acquisition include: realty appraisals, surveys, closing costs, and the agreed upon just compensation for the property, at the reimbursement rate as shown in the FUNDING TABLE.

- **FORCE ACCOUNT**

  Invoices for force account work shall show a summary of labor, labor additives, equipment, materials and other qualifying costs in conformance with the standards for allowable costs set forth in 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards." Reimbursement shall be based on actual eligible costs incurred with the exception of equipment owned by the Municipality or its Project partners. Reimbursement rates for equipment owned by the Municipality or its Project partners cannot exceed the Department's rates in effect for the time period in which the work is performed.

BILLING THE DEPARTMENT

- **PROCEDURE**

  The Municipality may bill the Department for eligible Project costs in accordance with the Department's guidelines and procedures. Proper supporting documentation shall accompany each invoice as may be required by the Department. By submittal of each invoice, the Municipality certifies that it has adhered to all applicable state and federal laws and regulations as set forth in this Agreement.

  Along with each invoice, the Municipality is responsible for submitting the FFATA Subrecipient Information Form, which is available at https://connect.ncdot.gov/municipalities/Funding/Pages/default.aspx.

- **INTERNAL APPROVALS**

  Reimbursement to the Municipality shall be made upon approval of the invoice by the Department's Financial Management Division.

- **TIMELY SUBMITTAL OF INVOICES**

The Municipality may invoice the Department monthly for work accomplished, but no less than once every six (6) months to keep the Project funds active and available. If the Municipality is unable to invoice the Department, then they must provide an explanation. Failure to submit invoices or explanation may result in de-obligation of funds.

- **FINAL INVOICE**

  All invoices associated with the Project must be submitted within six (6) months of the completion of construction and acceptance of the Project to be eligible for reimbursement by the Department. Any invoices submitted after this time will not be eligible for reimbursement.

20. REPORTING REQUIREMENTS AND RECORDS RETENTION

PROJECT EVALUATION REPORTS

The Municipality is responsible for submitting quarterly Project evaluation reports, in accordance with the Department's guidelines and procedures, that detail the progress achieved to date for the Project.

PROJECT RECORDS

The Municipality and its agents shall maintain all books, documents, papers, accounting records, Project records and such other evidence as may be appropriate to substantiate costs incurred under this Agreement. Further, the Municipality shall make such materials available at its office and shall require its agent to make such materials available at its office at all reasonable times during the contract period, and for five (5) years from the date of payment of the final voucher by the Federal Highway Administration, for inspection and audit by the Department's Financial Management Section, the Federal Highway Administration, or any authorized representatives of the Federal Government.

21. OTHER PROVISIONS

REFERENCES

It will be the responsibility of the Municipality to follow the current and/or most recent edition of references, websites, specifications, standards, guidelines, recommendations, regulations and/or general statutes, as stated in this Agreement.

INDEMNIFICATION OF DEPARTMENT

The Municipality agrees to indemnify and hold harmless the Department, FHWA and the State of North Carolina, to the extent allowed by law, for any and all claim for payment, damages and/or liabilities of any nature, asserted against the Department in connection with this Project. The Department shall not be responsible for any damages or claims, which may be initiated by third parties.

DEBARMENT POLICY

It is the policy of the Department not to enter into any agreement with parties that have been debarred by any government agency (Federal or State). By execution of this agreement, the Municipality certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or Department and that it will not enter into agreements with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

TITLE VI - CIVIL RIGHTS ACT OF 1964

The Municipality shall comply with Title VI of the Civil Rights Act of 1964, (Title 49 CFR, Subtitle A, Part 21). Title VI prohibits discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

OTHER AGREEMENTS

The Municipality is solely responsible for all agreements, contracts, and work orders entered into or issued by the Municipality for this Project. The Department is not responsible for any expenses or obligations incurred for the Project except those specifically eligible for Congestion Mitigation and Air Quality funds and obligations as approved by the Department under the terms of this Agreement.

AVAILABILITY OF FUNDS

All terms and conditions of this Agreement are dependent upon, and, subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IMPROPER USE OF FUNDS

Where either the Department or the FHWA determines that the funds paid to the Municipality for this Project are not used in accordance with the terms of this Agreement, the Department will bill the Municipality.

TERMINATION OF PROJECT

If the Municipality decides to terminate the Project without the concurrence of the Department, the Municipality shall reimburse the Department one hundred percent (100%) of all costs expended by the Department and associated with the Project.

AUDITS

In accordance with 2 CFR 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," Subpart F – Audit Requirements, and the Federal Single Audit Act Amendments of 1996, the Municipality shall arrange for an annual independent financial and compliance audit of its fiscal operations. The Municipality shall furnish the Department with a copy of the annual independent audit report within thirty (30) days of completion of the report, but not later than nine (9) months after the Municipality's fiscal year ends.

REIMBURSEMENT BY MUNICIPALITY

For all monies due the Department as referenced in this Agreement, reimbursement shall be made by the Municipality to the Department within sixty (60) days of receiving an invoice. A late payment penalty and interest shall be charged on any unpaid balance due in accordance with NCGS 147-86.23.

USE OF POWELL BILL FUNDS

If the other party to this agreement is a Municipality and fails for any reason to reimburse the Department in accordance with the provisions for payment hereinabove provided, NCGS 136-41.3 authorizes the Department to withhold so much of the Municipality's share of funds allocated to Municipality by NCGS 136-41.1, until such time as the Department has received payment in full.

ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties and there are no understandings or agreements, verbal or otherwise, regarding this Agreement except as expressly set forth herein.

AUTHORIZATION TO EXECUTE

The parties hereby acknowledge that the individual executing the Agreement on their behalf is authorized to execute this Agreement on their behalf and to bind the respective entities to the terms contained herein and that he has read this Agreement, conferred with his attorney, and fully understands its contents.

FACSIMILE SIGNATURES

A copy or facsimile copy of the signature of any party shall be deemed an original with each fully executed copy of the Agreement as binding as an original, and the parties agree that this Agreement can be executed in counterparts, as duplicate originals, with facsimile signatures sufficient to evidence an agreement to be bound by the terms of the Agreement.

GIFT BAN

By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Commerce, Environmental Quality, Health and Human Services, Information Technology, Military and Veterans Affairs, Natural and Cultural Resources, Public Safety, Revenue, Transportation, and the Office of the Governor).

22. SUNSET PROVISION

All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IT IS UNDERSTOOD AND AGREED that the approval of the Project by the Department is subject to the conditions of this Agreement, and that no expenditures of funds on the part of the Department will be made until the terms of this Agreement have been complied with on the part of the Municipality.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

L.S. ATTEST:

BY: _____

TITLE: _____

CITY OF HIGH POINT

BY: _____

TITLE: _____

DATE: _____

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Approved by the City of High Point as attested to by the signature of _____

Clerk of the _____ (governing body) on _____

This Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____
(FINANCE OFFICER)

(SEAL)

Federal Tax Identification Number

_____

City of High Point

Remittance Address:

_____

_____

DEPARTMENT OF TRANSPORTATION

BY: _____
(CHIEF ENGINEER)

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____(Date)

CITY OF HIGH POINT
AGENDA ITEM

Title: Resolution – Lease of City Owned Property

From: JoAnne Carlyle, City Attorney

Meeting Date: Monday, May 7, 2018

Advertising Date: April 9, 2018

Public Hearing: No

Advertised By: High Point Enterprise

Attachments: Resolution

PURPOSE:
City Council is requested to adopt a Resolution for the lease of city owned property located at 1420 Bragg Avenue. The terms of the lease agreement will be for a period of five years, and contains an early termination for convenience item that allows the landlord to terminate the lease upon a sixty-day written notice to the tenant.

BACKGROUND:
This property was purchased for future use by the High Point Museum. The lease will generate a stable annual revenue from monthly rents.

BUDGET IMPACT:
Annual revenue of $8,340.00

RECOMMENDATION / ACTION REQUESTED:
Staff recommends adoption of a Resolution approving the lease of 1420 Bragg Avenue for a period of five years under the terms and conditions contained in the lease and authorizes the City Manager to execute an and all necessary documents.

RESOLUTION OF HIGH POINT CITY COUNCIL
AUTHORIZING THE LEASE OF PROPERTY

WHEREAS, the City of High Point ("City") owns property located at 1420 Bragg Avenue; and

WHEREAS, the property was originally purchased for future use associated with the High Point Museum; and

WHEREAS, the City finds that the property will not be needed by the City for the term of the lease and will generate revenue of $8,340.00 annually from monthly rents; and

WHEREAS, North Carolina General Statutes § 160A-272 authorizes the City to enter into leases for no longer than 10 years by giving a 30-day notice by publication describing the property to be leased, stating the annual rental, and announcing the council's intent to authorize the lease.

NOW THEREFORE BE IT RESOLVED by the City Council that, the High Pont City Council hereby approves the lease of the above referenced city property for a period of five years under the terms and conditions contained in the lease and authorizes the City Manager to execute any all necessary documents.

Adopted, this the 7th day of May, 2018.

_____
Mayor Jay W. Wagner

_____
Lisa B. Vierling
High Point City Clerk

AFFP
PUBLIC NOTICE LEASE OF CITY OW

Affidavit of Publication

STATE OF NORTH CAROLINA } SS
COUNTY OF GUILFORD }

Lisa Robertson, being duly sworn, says:

That she is the billing clerk of the The High Point Enterprise, a daily newspaper of general circulation, printed and published in High Point, Guilford County, North Carolina; that the publication, a copy of which is attached hereto, was published in the said newspaper on

April 05, 2018

That said newspaper was regularly issued and circulated on those dates.
SIGNED:

Lisa Robertson
the billing clerk

Subscribed to and sworn to me this 5th day of April 2018.

Barbara M Daniels
Barbara Daniels, Notary, Guilford County, North Carolina

My commission expires: February 01, 2022

30145612 30809148

CITY OF HP CITY MANAGER
PO BOX 230
HIGH POINT, NC 27261

BARBARA M DANIELS
NOTARY
MY
COMMISSION EXPIRES
2-1-22
PUBLIC
GUILFORD COUNTY, NC

PUBLIC NOTICE LEASE OF CITY OWNED PROPERTIES

The City Council of the City of High Point intends to enter into a lease agreement for city owned property located at 1420 Bragg Avenue. The lease agreement is for a five-year term with annual rent of $8,340.00.

All persons interested in this matter are invited to attend the meeting of the City Council to be held in the Council Chambers, City Hall, 211 South Hamilton Street, High Point, NC, at 5:30 p.m. on Monday, May 7, 2018. At that time the Council intends to authorize the leases of the property described above.

Apr. 5, 2018

AFFP
PUBLIC NOTICE OF RESOLUTION A

Affidavit of Publication

STATE OF NORTH CAROLINA } SS
COUNTY OF GUILFORD }

Lisa Robertson, being duly sworn, says:

That she is the billing clerk of the The High Point Enterprise, a daily newspaper of general circulation, printed and published in High Point, Guilford County, North Carolina; that the publication, a copy of which is attached hereto, was published in the said newspaper on

April 25, 2018

That said newspaper was regularly issued and circulated on those dates.
SIGNED:
Lisa Robertson
the billing clerk

Subscribed to and sworn to me this 25th day of April 2018.

Barbara M Daniels
Barbara Daniels, Notary, Guilford County, North Carolina

My commission expires: February 01, 2022

30145612 30812193

CITY OF HP CITY MANAGER
PO BOX 230
HIGH POINT, NC 27261

BARBARA M DANIELS
NOTARY
MY COMMISSION EXPIRES
2-1-22
PUBLIC
GUILFORD COUNTY, NC

PUBLIC NOTICE OF RESOLUTION APPROVING THE DONATION OF 1992 SEAGRAVE PUMPER TRUCK TO THE FRANCISCO VOLUNTEER FIRE DEPARTMENT, INC. PURSUANT TO THE PROVISIONS OF N.C.G.S. 160A-280

The City Council of the City of High Point intends, at its regular meeting to be held at 5:30 p.m., on Monday, May 7, 2018 to adopt a Resolution approving the donation of a 1992 Seagrave Pumper Truck to the Francisco Volunteer Fire Department, Inc., a nonprofit North Carolina corporation, pursuant to N.C.G.S. 160A-280. The meeting will be held in the Council Chambers, Third Floor, High Point Municipal Building, 211 South Hamilton Street.

Lisa B. Vierling, MMC
High Point City Clerk
Apr. 25, 2018

RESOLUTION of the HIGH POINT CITY COUNCIL APPROVING FUNDING FOR THE REDEVELOPMENT OF DANIEL BROOKS HOMES

WHEREAS, the Housing Authority of the City of High Point built the Daniel Brooks Homes in 1942 to provide affordable housing for low-income citizens of High Point, and it is the oldest public housing property remaining in the housing authority's portfolio;

WHEREAS, the current age and condition of Daniel Brooks Homes prohibits rehabilitation of the property and redevelopment is the preferred option;

WHEREAS, the Housing Authority of the City of High Point and Laurel Street, its developer partner, presented a proposed redevelopment plan for Daniel Brooks Homes to City Council and City staff in March 2018;

WHEREAS, the proposed redevelopment plan is subject to approval by the US Department Housing and Urban Development and with such approval current residents of Daniel Brooks Homes would be relocated and the property subsequently demolished;

WHEREAS, the Housing Authority of the City of High Point requests that the City of High Point fund $6,500,000 of gap financing required to develop 100 new mixed income affordable housing units and infrastructure on the current Daniel Brooks site in partnership with Laurel Street Residential as its developer, and that additional units will be developed offsite in the future;

WHEREAS, the proposed Daniel Brooks redevelopment plan will cost approximately $43 million and anticipated to be financed with tax credit equity allocations, tax-exempt bond volume and subsidized loans allocated by the North Carolina Housing Finance Agency, private market debt, and gap financing from the Housing Authority of the City of High Point, leveraging the City's funds by nearly 7:1;

WHEREAS, the development of new mixed income housing on the current Daniel Brooks site would meet the City of High Point's great unmet need for safe, sanitary and decent affordable housing for its low-to-moderate income residents;

WHEREAS, the Daniel Brooks Homes site is in the High Point Core City and its neighborhood was identified by the University of North Carolina Greensboro's Center for Housing and Community Studies report entitled, "Market Segmentation & Targeted Revitalization", as being severely impacted due to the concentration of poverty and large public housing located in the community;

WHEREAS, the development of new mixed income affordable housing will allow for the development of new, high quality housing for low-to-moderate income residents of the City as well as allow for revitalization of the surrounding community.

WHEREAS, the City of High Point's 2015-2019 Consolidated Plan identifies Affordable Housing Rental Construction as its number one priority need, and the new mixed income affordable housing funded by this commitment would help meet this need;

THEREFORE, THE CITY COUNCIL OF THE CITY OF HIGH POINT RESOLVES:

1. To fund $6,500,000 for the development of new, mixed income affordable housing and infrastructure on the Daniel Brooks site over three years with total funding available no later than March 31, 2021.
2. To authorize the City Manager to execute commitment letters and other documents as may be required to support the Housing Authority of the City of High Point in its pursuit of federal and state approvals associated with the redevelopment plan for Daniel Brooks.

ADOPTED this the 7th day of May, 2018.

CITY OF HIGH POINT

By: _____
Jay W. Wagner, Mayor

Attested to:

_____
Lisa B. Vierling, City Clerk

COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT & PUBLIC SAFETY COMMITTEE

Chaired by Councilman Golden

Committee Members: Golden, Peters, Scarborough, and Williams

April 3, 2018 – 10:00 a.m.

3rd Floor Lobby Conference Room

MINUTES

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

Staff Present:
Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Kenneth Shultz, Chief of Police; Brian Beasley, Police Attorney; JoAnne Carlyle, City Attorney; Jeron Hollis, Director of Communications & Public Engagement; Thanena Wilson, Assistant Director of Community Development & Housing; Lori Loosemore, Local Codes Enforcement Supervisor; Michelle McNair, Community Resource Manager; Sandra Keeney, Deputy City Clerk; and Lisa Vierling, City Clerk

Others Present:
Christopher Brook, ACLU Legal Director
Catherine Clodfelter, Outside Legal Counsel- Parker Poe
Judy Stalder, TREBIC
Brad Lilley, Abby Kerp, Marianne Royle, Marilyn Evans, Lisa Hitch, Sarah Bullard, Lawrence Cormier, Tara Blomquist, Mary McInerney, Glenda Bryant, James Adams, Megan Longstreet, Janet Riley-Wright, Angela Roberson, Steve Bird, Beverly Beard

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

DRAFT

1. Discussion- Annual HUD Action Plan

Thanena Wilson, Assistant Director of Community Development & Housing emphasized this is a draft of the Annual HUD Action. The Annual Action Plan will be submitted to HUD before June 26th after a series of citizen participation meetings, a public review and comment period, a public hearing before the Citizens Advisory Council, and a public hearing/approval by the City Council on May 7th.

The Program Year 2018-2019, which is the fourth year of the 5-year Consolidated Plan, describes implementation of activities through the use of federal, state, and local resources to address the following priority needs:

- Affordable housing construction
- Expansion of homeownership opportunities
- Decrease homelessness
- Code Enforcement and neighborhood clean-up
- Core City revitalization
- Job training and employment assistance
- Public Services
- Fair Housing education and awareness

Ms. Wilson advised that assumptions in the Plan include an increase in allocations, although it is uncertain as to how much. This will not be determined until the numbers come in from HUD in the next few weeks. The Plan also assumes continued funding for Operation Inasmuch and continued funding for Core City redevelopment.

As an entitle community, the City of High Point is awarded funds annually from HUD. The breakdown for the proposed funding sources totaling $3,598,319 is as follows:

- Federal $2,316,050 (64%)
- Local $967,269 (27%)
- State $315,000 (9%)

The Community Development & Housing Department proposes to expend these funds on the following programs:

DRAFT

Program	Amount
Emergency/Urgent Repair/Housing Rehab	$ 187,100
Operation Inasmuch **(Next one is on May 19th- Washington St. neighborhood)**	$ 200,000
Community Housing Dev. Operations **(currently working with Community Housing Solutions & Habitat for Humanity)**	$ 430,000
Homebuyer Assist./Individual Dev. Acct.	$ 301,000
Infill Housing/Core City Redevelopment	$ 45,000
Avondale Trace Apartments **(Proposed tax credit project. Application to be submitted to the State in next couple of months)**	$ 650,000
Cedrow Affordable Housing (infrastructure)	$ 200,000
Construction Training Partnership	$ 130,000
Neighborhood Stabilization Program Eligible Activities	$ 200,000
Public Service Grants **(awarded to nonprofits)**	$ 61,050
Community Based Initiative	$ 5,000
Volunteer Income Tax Assistance	$ 3,050
HUD Section 108 Loan Repayment	$ 92,000
Affordable Housing Program Delivery	$ 486,671
Community Capacity Building Program Delivery	$ 308,701
Program Administration	$ 298,747
TOTAL	**$3,598,319**

Ms. Wilson reviewed the Community capacity building and the Core City Redevelopment activities and pointed out the Core City Homebuyer Incentive Program is the most popular activity. Since July, the city has received 64 applications, and 34 homes have been closed on. Another important piece in the Community Capacity Building is the neighborhood associations that staff works with in the Core City, as well as the Public Service Grants. Included in the Annual Action Plan is the 2018 Public Service Grant recommendations with a total funding recommendation of **$61,050**. The breakdown and award is recommended to include the following nonprofits:

DRAFT

Agency	Project	Amount
Senior Resources of Guilford	Meals on Wheels	$ 5,200
Housing Authority	Seeds for Success Reading Enrichment Program	$ 4,050
United Way of Greater High Point	Backpack Program	$ 5,400
YWCA of High Point	Community Nutrition and Food Education Classes	$ 9,750
Piedmont Panthers	Local Community Youth Foot-Ball and Cheer Program	$ 8,700
Arc of High Point	Arc Access Dental Clinic	$ 4,500
The MIND Group	Let's E.A.T. Program	$ 7,800
Helping Hands	Fuel Purchase and Vehicle Repair Project	$ 7,650
Operation Xcel	Operation Robotics	$ 8,000
Total Funding Recommendation		**$61,050**

Also included in the 2018-2019 Annual Action Plan is an application for another affordable housing development, Avondale Trace. The development will be located at 5206 W. Wendover Avenue and 96 multi-family apartments are being proposed (one, two and three- bedroom units). The size of the parcel may warrant a reduction in the number of units. The estimated cost is $12,648,710 and the developer has requested a loan from the City of High Point in the amount of $650,000. The monthly rents proposed range from $235-$795. Residents must meet certain income criteria to be eligible.

Ms. Wilson concluded her presentation with some of the comments made during the February 27, 2018 and the March 15, 2018 Public Participation Meetings.

Staff plans to take the 2018-2019 Annual Action Plan to the City Council for approval at the May 7, 2018 City Council Meeting, but because no official award has yet been received from HUD, this date may fluctuate. HUD requires submittal of the Annual Action Plan to them by June 26th.

2. Discussion- Amendments to current Parade/Picketing Ordinance

City Attorney JoAnne Carlyle: Previously this committee considered a proposed ordinance for parades and picketing. At that time, you heard from both me and the police chief. We were working with outside organizations and the ACLU in trying to achieve a document that was in everyone's best interest and was constitutional. Since that time, we did hear back from Chris Brook, who is the attorney representing the ACLU. Chris is actually here this morning. And I asked Catherine Clodfelter from Parker Poe if she would

do some research and check out some case law, etc…. on some of the issues that the ACLU had raised and brought back to our attention.

This morning, what I would like to do is for us to go over those seven points that we revisited based on what the ACLU provided for feedback and just talk to you about those changes. There's some little nuances here and there that we've made. A few of them are just for clarification and there are some, too, that the ACLU felt were not constitutional, not clearly so. So, we've done some tweaking here and there.

Last week the Police Chief and Police Attorney Brian Beasley, Catherine Clodfelter and myself worked together, along with Chris in trying to come together to get some final information before you and a final draft. What I'd like to do this morning is turn it over to Catherine to begin with. Chief, if you and Brian will chime in as necessary and certainly be here to answer any questions. Mr. Brook, you're also welcome to do the same if you would like.

Chairman Jeff Golden: Joanne, real quick, could you just remind everybody how this whole thing came about? What prompted the change in the ordinance in the first place?

City Attorney Carlyle: I'm not sure if I actually know the answer to that question.

Police Attorney Brian Beasley: There were actually two different things that came together for this. On one side you had a growing number of special events that the police were being asked to provide security for, not anything first amendment related there, but your runs, walks, whatever. So, there was a need to address those. At the same time, there was also a need to clarify. Our current ordinance called everything a parade. So, if it wasn't in that definition, there were no rules or guidelines for either side to know what's acceptable and what's not. Because of the events over the last few years with protests, with the tragedy in Charlottesville, the idea was that ifs everybody knows what the guidelines are it makes it safer for everybody.

So, those two interests kind of converged in wanting to clarify across-the-board both for first amendment protected speech rights, and also for these fun events. Kind of what the rules were. We had several different departments that had a hand in everything and so this kind of delineates who makes the decisions and what happens with that. That was kind of the impetus for both.

City Attorney Carlyle: Thank you, Brian. Also, I have some extra copies, too, if there are individuals that would like a copy. You guys are welcome to share what we have. These are not track changes, copies. I thought it would be much clearer if we could just go ahead and provide what is proposed in the language in the ordinance. Catherine is going to begin pointing out those seven areas that we were talking about that will have changes.

Unidentified speaker: Can I ask a question please? Seeing as we did not get copies of the newest, can it be pointed out what is different than the old copy that was last discussed?

City Attorney Carlyle: The section numbers have not changed, so you'll be able to follow along with that as well.

Attorney Catherine Clodfelter: I'll just start going through in order of the comments we received. I'll do my best to go in order as they had come although we might have to backtrack.

So, the first comment, the first concern we received is on page 6.

City Attorney Carlyle: The page number may have changed, the section is the same.

Section 10-1-275(a)…

Attorney Clodfelter: 10-1-275(a) is on page 4 at the bottom. The real edit comes not to this section, but I'll start with this section to tell you what the concern was.

The concern here is that notice has been extended so you have to give notice of intent for a parade ten days out from an event. The turnaround time for the decision on whether the parade will be permitted is in 10-1-275(a). So, let's start here.

10-1-275(a) requires that the permit official act as expeditiously as reasonably possible, but no later than three (3) working days.

The concern that was pointed out was that it could be extended to five (5) days, given that a working day is a day of the week and not the weekend. So, there's concern that when we have this ability to have a spontaneous response that you see down the page. You have to file a permit application within ten days from the event, unless it is a spontaneous response, and that can be within that ten-day period to give leeway for spontaneous events that arise as needed.

The spontaneous event didn't expressly have a turn-around time. Meaning that could potentially be read to be as long as three days to five days after a spontaneous event. I think the way to clarify that is simple and that's been done at the end of this paragraph, *to state that the permit official or the city manager shall notify the applicant in writing of the decision and basis of the decision within 24 hours of a spontaneous event application*. Meaning you still have that ten-day permit application period, ten days from the event, three-day turn-around time can be as long as five days if it's on a weekend, but in the event the parade is applied for as a result of a spontaneous event, and within that ten-day period, the turn-around time is 24 hours.

Police Attorney Brian Beasley: I just want to make it clear that this section is talking about what we would call *parades*. These are events that happen in the street. When the ordinance talks about *pickets* later on, those are things that don't happen in the street. So, there's less requirements for those. Once it gets out on the street and we're marching in the street, or we're taking up a street, obviously that raises more safety concerns and reasonable, time, and place, and manner where restrictions can be placed on that. For the

picket, for the protests….I know we've probably got some Indivisible folks in here who are demonstrating on a property outside of the street. The only requirement in here is that if you have a group of more than 15 people, that notice be given. There's no additional approval requirements necessary for that. I just wanted to keep those separate in folk's minds.

City Attorney Carlyle: Right. And following that same line of thought is just what he said. There was no responsibility on the city's behalf of saying we're going to get back with that person within a certain amount of time. And, Chris, I don't want to put words in your mouth, but I think that was the purpose of this change.

ACLU Legal Director Chris Brook: Yeah, and one of the concerns that we've dealt with…. First, I'm Chris Brook, I'm Legal Director of the American Civil Liberties Union of North Carolina. We're a membership organization with approximately 30,0000 North Carolinians who are a member of our organization devoted to protecting everyone's civil rights and civil liberties in the State of North Carolina. I've been Legal Director for around six years and during the course of that six years, very frequently people want to parade or picket in response to an event that occurred and that was newsworthy. In Catawba County a few years back, which was Hickory, there was some LGBT comments that were made by a local pastor. LGBT support groups in the area wanted to be able to respond to that and respond to that quickly that weekend, so that they could push back against that and depict Hickory the way they understood the community, as an inclusive community. So, we want to make sure that everyone has that First Amendment right to respond quickly.

You know, the best national example, and you certainly saw it here in North Carolina as well. More recent than that were the travel ban protests that sprang up around the Trump Administration's promulgating travel ban last year. We want to make sure that folks don't have to wait three, five, ten days to be able to respond to those recent events. And, this has a much more expeditious turnaround. I believe the Police Attorney's comments in regards to the distinction between parades and pickets are well understood and we understand that if you're going to be closing down the street that there are city resources and police resources that need to be devoted to that. But I appreciate both JoAnne and Ms. Clodfelter being very responsive in regards to the concerns that we had about the notice.

City Attorney Carlyle: We've been really pleased with feedback because it's always good to have somebody else put eyes on a document and let you know if there's something that needs clarification, or if there's some issue that needs to be addressed.

Chairman Golden: Question, JoAnne. This number 15. If you get a permit and it says 15 people are allowed or whatever, and then somebody is riding up the street and they see the protest, picket, or whatever, and they agree with the cause and they decide to get out of their car and that number grows to 50, then what? Are they okay with the permitting or what?

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City Attorney Carlyle: They are. And I'll let the Chief address that as well. We kind of talked about that a little bit before. They're going to use reasonable expectations in those types of situations.

Police Chief Kenneth Shultz: We're basing it on best plans. If you're planning on 14 people being there, then that's what we expect you to put in your information to us. And then if three other people show up, we understand that plans change. But it's what you know at that time. My concern, obviously, is I've got a limited number of people that I protect in the community, and if it is an event that requires manpower to be shifted, we need notice so that we can appropriately plan for that so that we can continue to protect the community and provide for the safety of the picketers.

City Attorney Carlyle: The next point has to do with indigent application, so I'll let Catherine pick up from there.

Attorney Clodfelter: The case law as it stands is unclear as to whether a city has to require a ***waiver for an indigent*** applicant. This is, once again, just in parades. So you'll notice there are costs and fees required and the time, the place, and the manner that a parade can take place. This ordinance has an exception, a waiver in 10-1-274(b) for indigent applicants. The original concern was the way that the ordinance combined both the thought of a waiver for an indigent applicant with a city sponsorship of a parade. That's one issue.

The separate issue is defining when an ***indigent waiver*** is appropriate. The language as it now stands, the permitting official has no discretion. The waiver shall be granted when an applicant is indigent. And the definition for indigent that has been used here, there are three things. It's a person who: *(1) receives or qualified to receive state or federal electronic food and nutrition benefits; (2) qualified to receive Work First Family Assistance; or (3) qualified to receive Supplemental Social Security income.*

That is the same indigent definition that is used for when a civil indigent requests court assistance and representation. Different instances, but it is a very concrete method for a permit official to determine a person's ability to pay without exposing the person to having to turn over basically all of their information.

City Attorney Carlyle: Also, remember, too, that we discussed prior the importance of removing the discretion from the city official in making decisions. So, we can go back and use that statute as far as the definition for indigent. Again, it removes that discretion and that decision-making power from their responsibility.

One thing that I would point out too, and I pointed this out before, but I think it's important for you to remember, that does not apply to the nominal permit application fee, so they are still responsible for making that payment.

Unidentified speaker: How much is that?

City Attorney Carlyle: I think it's $10 or $15.

Attorney Clodfelter: It's $10.

Unidentified speaker: So, I don't see under Section 10-1-274……I see cost and fees, but I don't see….

City Attorney Carlyle: Yeah, the permit, the nominal permit application fee is in another section.

Unidentified speaker: Okay, what section is that?

City Attorney Carlyle: I'm looking for it now.

Attorney Clodfelter: It's 10-1-272(b)(7). *The Permit Application must contain the following if applicable: (7) Payment of a nonrefundable application fee as set out in the city's Special Event Policy.*

Unidentified speaker: I still don't see a cost. I don't see an amount.

Attorney Clodfelter: As set out in the city's Special Event Policy. My understanding of that policy is…..

Police Chief Shultz: We've got a separate committee that is looking at expenses. They are considering several things. One is if it is a city-sponsored event. What are they going to do with nonprofit groups. What are they going to do for profit groups. And all that fee structure is being looked at by the Prosperity & Livability Committee. So, they are reviewing that. The fee applications and everything will be concluded, I assume, at that point as we are trying to resolve it.

And I know one of the things that group is doing is strictly comparing ourselves to other local agencies around us in looking at the expense. But, again, trying to determine what's going to be a city sponsored function. How they are going to handle nonprofits and how they are going to handle for profit events.

A big point that you have to keep in mind is that the parades, like a holiday parade, which requires hundreds of city employees, are some of the types of events that we're talking about for this as well.

Unidentified speaker: So, again, under the cost and fees, 10-1-274, unless I'm reading it wrong and I will admit that I've not read it in its entirety, but it seems like we did a deal afterward?

Police Attorney Brian Beasley: No, that'll all be upfront as this committee plans. Again, this is just for a parade, so this is just in the street. This is not for your….

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Police Chief Shultz: An example is that the Parks & Rec has a big trailer platform stage that they bring out. There's an expense for that. They're looking at the expense for the city departments that bring out the cones and the barricades to block off roadways. They will have an expense for the firefighters that have to be out there for safety. EMS, police officers, and all those types of events is what that fee structure will be concluded on.

Chairman Golden: One other question in regards to the fee. I see you guys were using a statute they use in the courts, but what about when an organization is doing the application?

City Attorney Carlyle: I'm so glad that you asked that question. An organization will not be deemed an indigent under this policy, under this ordinance. And ma'am if that answered your question about the application fee. It's not actually in a section in this document. It will refer to the other one that's adopted.

Chairman Golden: And that meeting is Thursday at 4:00 p.m. if anybody's interested in attending.

Deputy City Manager McCaslin: No, it's tomorrow at 9:00 a.m.

Unidentified speaker: Is the Special Event Policy on the city's website?

Police Attorney Beasley: It's still being worked out.

Police Chief Shultz: Which is why we're here trying to get the details worked out.

Committee Member Monica Peters: But the picketing will be totally separate?

City Attorney Carlyle: Yeah.

Committee Member Monica Peters: So right now, we're just talking about Special Events and parades where you need police and stuff.

Police Attorney Beasley: There's not a fee with that.

City Attorney Carlyle: No fee for it, but picketing is addressed in here.

The next one is tied directly to what she just discussed and that is in regards to trying to make some clarification changes on making sure that city sponsored events, there will not be a fee that's applied to them, and if I understand correctly that's the whole purpose.

Attorney Clodfelter: That's the city sponsorship.

City Attorney Carlyle: Right. So, we have a fee waiver for indigents and we have a fee waiver for city sponsored events. And that was the next clarification change that was made there.

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Catherine, do you want to talk about number 4?

Attorney Clodfelter: Now this change is from the parades that we've been talking about and using the public streets for picketing. And picketing does not call for shutting down the streets, just the sidewalks.

So, the next concern came from Section 10-1-283(a). I believe that's on page 7.

So, just a little background on how the picketing ordinance is written now. It is a group of 15 or more persons that shall give notice of intent to picket to the Police Chief or designee. So, if you're fewer than 15, you can give notice, but there's no requirement and that's expressly written. There are some items of notice that you have to give, but the notice does not have to be in writing. It just has to be provided. So, you can use a lot of channels for communicating that.

The concern was that this ordinance also requires immediate notice back from the Police Chief of designee that notice was provided and that is called a r*eceipt of notice.* The concern was making sure that is not discretionary, you can't wait at all or anything like that. And at the bottom of page 7, Section (d) says *"upon the giving of notice of intent to picket, properly provided as hereinabove set out, the chief of police or designee shall immediately issue a receipt of notice."* So, there's no room for deciding who gets notice. There's no room for determining when it happens. It shall immediately happen. And I think that addressed the concern.

City Attorney Carlyle: It gives the applicant evidence that they did provide the notice. So you can't come back later….and they would be in a position where they wouldn't be able to prove that they did if there was a question that was received.

Unidentified speaker: Could that possibly be done by email?

Attorney Clodfelter: The way it's written, yes. It does not have to be in writing. It can be on the phone.

The next concern is Section 10-1-283(c), it's just above the provision that we were just looking at. Previously as you last saw the draft, the draft prohibited picketing against a private residence. The language was picketing at a location directly targeted or focused at a particular private residence. The concern there is you could have picketing focus at a residence, but no where near the residence. That you can interpret the word "focus" to say I don't like that person and what they do, but I'm going to picket in the park instead. And that's a difficulty just in how particular words are defined and a lot of times the concern is on parade and picket statutes and making sure that each word is very clear to anyone intending to picket. So, the concern is actually addressed in a North Carolina statute. North Carolina has a pretty robust statute and that's N.C.G.S. 14-277.4A. It defines residence targeting picketing and states it shall be unlawful for a person to engage in targeted picketing when the person knows or should know that the manner in which they are picketing would case a reasonable person to do any of the following:

Fear for the person's safety or the safety of the person's immediate family or close personal associates, or substantial emotional distress. And emotional distress is also defined in the statute.

The ordinance now reads under 10-1-283 is that "*it shall be unlawful for any picketer to engage in the activity that's prohibited*" under this statute. So, in essence, the city's ordinance will rely on the state statute that outlaws the same thing.

Chairman Golden: I'm not an attorney so I'm not going to use the same language that you used, but the problem with elected officials….is it okay for people to picket outside of my home because it sort of goes with the territory?

Attorney Clodfelter: So, as I'm reading it, you would read under the State Statute that if they are not engaging any targeted picketing of your residence, then, yes. They can picket out in front of your residence.

Unidentified speaker: Could you give me that statute number again?

Attorney Clodfelter: Absolutely. It's N.C. General Statute 14-277.4A.

City Attorney Carlyle: We've got the N.C. G.S. 160A-175 referenced in the ordinance, so that will be changed to reference that Chapter 14 statute. I think that 175 is a general police power or something, but that will be something that will have to be changed for that to be a correct reference.

I'll just point out something. Just like we did with the indigent definition, we're trying to do the same thing here by taking out language where we've tried to define something and if there's a general statute that we can rely on, then we just rely on that. And then if it is challenged, we'll stand behind the AG when that happens.

ACLU Legal Director Chris Brook: That's the point I was going to raise. Again, I appreciate Ms. Carlyle and Ms. Clodfelter in being responsive to the concern that we had here about some terms that were not self-defining and could have been deemed vague or hard to follow by people who are trying in good faith to follow the provisions here. I don't know if I want to call it a compromise, but incorporating the statute by reference, we at the ACLU might have some concerns about the State Statute, but the State Statute is there and it has not been challenged in the courts yet. It's unclear whether it would survive a challenge in the courts because the law in many of these areas is not crystal clear. But, at the very least, High Point has now stepped back from adding any further confusion to the law. And, it's instead, just pointing at another source of law that already does exist. And, as Ms. Carlyle just referenced if there are concerns about that State Statute, then those, as a matter of course, will be threshed out in the judiciary at some point.

City Attorney Carlyle: Right, and better it be them than the city that's being challenged directly.

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Attorney Clodfelter: Number 6. So the next concern deals with Section 10-1-285(a). This section of the ordinance previously did much of the same thing about what we just discussed in trying to define an activity by not a picketer, but someone watching the picketers that would be harmful, threatening. And there are, of course, protections for First Amendment rights, but not, of course, for some fighting language such as violence and things like that. So, the issue here was the words chosen were, again, not clear to anyone, or might not seem clear to someone who was watching a picket and wanted to express however they felt about the picket.

So, again, what the ordinance now does is instead of creating it's own words to describe that action, but now references State Statute and that State Statute reference is the disorderly conduct statute. So, that would be N.C. General Statute 14-288.4A(1) and A(2) which those two subsections of the statute say that disorderly conduct is a public disturbance intentionally caused by any person who does any of the following:

1. Engages in fighting or other violent conduct when conduct creating a threat of imminent fighting or other violence;
2. Makes or uses any utterance gesture display or abusive language which is intended and plainly likely to provoke violent retaliation and thereby cause a breach of the peace.

So, again, much like picketing against a private residence, the ordinance now just points to state law.

The seventh issue….this issue is in reference to Section 10-1-284, which previously read while the police chief or designee to apportion certain amounts of sidewalk if there are dueling picket groups that are picketing different topics or opposing topics, but want to occupy the same space. The concern with the previous language was that apportionment would somehow be based on the number of items of agenda, number of concerns of the picketers. That's a difficult thing, and you also might wade into some content-based issues in that. So, to stay away from all those concerns, we have drafted now a provision that states that the second in time picketers shall maintain a minimum of 20 feet from the first in time picketers. That separation creates the safety and allows the police to make sure that not only the picketers be heard on either side and be able to express themselves, but there's the safety element and concern to picketers in the same space.

City Attorney Carlyle: It's making sure that they are allowed to exercise their rights, but also the PD is able to do their job.

I know it's a lot to swallow, and I just thank you. I've seen some expressions around the table, but I thank you for bearing with us. You know, as lawyers, it's so important. I've been so grateful for all of the players and the product that we wound up with at this point in time. I don't think….I don't see except for that one reference to the General Statute that needs to be corrected in there and maybe some fonts and indentation and that sort of thing. I don't really see any other changes that need to be made if you are interested in moving this forward. If you want some more time to digest, I would understand that as well.

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Committee Member Chris Williams: Just one question. Should it move forward, are we talking immediate action on this, or are we talking like time to educate? I mean that's my concern. Time to educate our people on what the statute is.

City Attorney Carlyle: It also has to be tied into the Events Policy. Since we've got that reference in here, we'll have to watch that timing because we can't adopt this without having that in place.

Chairman Golden: And you can't separate them for the purpose of educating the public to the changes when it comes to picketing?

Police Chief Shultz: More specifically what we're looking at is the Council approved July 1 budget because I need to know how much money you're going to give me to operate over these things. So, it's all tied to a July 1 start. If you're saying that we're not going to do anything until then and that we're going to be responsible for covering and paying for all the employees at that time, then that's going to be a funding issue that you guys would have to address as a Council. So, I'm looking at a July 1 start date because that is hopefully when the fee structure and the decisions on what's going to be city sponsored, those nonprofit and for-profit aspects. It's also for Parks & Rec., Street Department, Fire Department, and the entire city structure that's involved in a lot of these bigger events.

Committee Member Peters: I wish we could see picketing totally separate, a totally separate entity. I think it's totally different from the other.

Police Chief Shultz: If I may, the problem I see is, again, I tried to mention this last time. I've had lots of groups that get together. They have rallies, they have speakers, they have prayers, they have discussions. Then, they go out and march in the streets carrying signs. They do a parade, and then they end at a different location and have speeches, prayers, press release events and stuff like that. I don't know how you separate the two because they blend so much together in those particular instances.

Committee Member Peters: But if they're doing stuff in the street and they didn't get permission, wouldn't that be considered disorderly conduct?

Police Attorney Brian Beasley: Disorderly conduct is pretty high. You can get away with a lot before you cross that criminal statute.

Committee Member Peters: I agree that if they're going to be moving in the street, they should get permission. I totally get that.

Police Chief Shultz: It's a safety issue there because, again, the picketing on private property or on sidewalks, that doesn't impact us. But once they leave that and take to the streets, then I've got to shut down traffic and we've got to pull officers in and block off roadways for that. It gets complicated, and trust me, a lot of our events start off as rallies and they move out to designated marches and then they end with a rally. So, I still can't

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see how you can separate the two. They are two different ones, but there are some that combine the two combinations there and that's why we opted to put the picketing, parade, and special events. We didn't talk about the block parties and stuff, but they also have the element to stopping traffic and blocking that off.

Chairman Golden: I'm feeling what she's saying and that's the dilemma we have because we understand what we need to do when it comes to parades and special events. That's easy. And then you put picketing in there, we can't pass this or push this on the Council, I don't feel with the mixing together. But I still have some other questions and guess they're for you Chief. Certain words scare me.

ACLU Legal Director Chris Brook: I just want to refer him to the previous comments from the council member about the importance of communication. Written policy is a wonderful first step. It's also a first step. And, whether intended or not, if written policy is not communicated and clearly communicated to the public, it can have a chilling effect because people who are not lawyers say well there's been a policy put in place and I'm not allowed to do this anymore, or a game of telephone takes over and they don't understand what the rules are.

So, I am very much heartened by the real robust conversation that's going on around this policy, but to pick up the council member's point, this to me is the first step. The second step and an on-going step is to make sure that whatever is adopted is readily accessible, but is also communicated clearly by the city so that people understand it and there's not an unintentional chilling of people's free assembly petitioning rights.

Committee Member Williams: I think we do a really good job in marketing. The city is well connected with the community and neighborhood associations as far as getting that information out. I think that once we make a decision to move on that, I think that's important. And just to speak on the educational piece, I'm just going to give you an example of why I see it as both. Good intentions, two good ministries wanted to do a peace rally walk. They started in one area with prayer. Then they marched through a neighborhood, crossing and walking down public streets, across heavy traffic roads, went to another area and prayed. They said a few words, and then they reversed the march. They had not notified anyone. That was spontaneous and so forth. I just think the educational piece of this….it's necessary to be in place for that purpose. But the educational piece is something that we need to focus on in getting it out to them and I think we have the capability of doing it even with the timeframe. We can do it. It's just got to be something that we make a decision on and start to educate our people quick on the statute.

Chairman Golden: From the funding aspect, you need to know so you'll know how to plan for the upcoming year. So, if we add the educational piece and not start implementation for six months or whatever, then that's six months he goes without funding to handle anything that may arise.

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Police Chief Shultz: It also involves the Parks & Rec., the Street Department, and everybody that's involved in these types of events and it's pretty taxing on the city. That organization or that committee has received the estimates on what we are spending each year on these things and that's why it's gone to the committee asking them to make decisions as to how to move forward.

Unidentified Speaker: May I ask a question for what Councilman Williams just said. What you said was the rally and the march, are you putting that together with the picketing?

Committee Member Williams: Well, it had those elements in it. That was my point. Don't get lost in the picketing word. It's just what makes the rally itself. It was a rally not against a political issue, it was against violence. So that's fine. It's still the fact that it's there and it's good for our city employees to know that's there. My concern with that was when they moved and they moved into traffic and they had the elderly, they had children walking with them and they hadn't called anyone. They didn't call the city. They didn't call the police. They hadn't done anything. They were just not educated to know that.

Unidentified Speaker: That's what I was talking about. Picketing to me is in one location. Once you move, if you're moving, then that was never picketing.

Committee Member Williams: We've had both. We had just a rally, and then they moved. There was nothing in place or an understanding that you were to stay where you were as you picket. They didn't know that they couldn't move. They just said we're going to go to the next stop. We're going to go somewhere else. We're going to go to that neighborhood, so they just moved. That's my point. And when you have that in there I think the definition of the two and clearly expressed to the populous would help keep us and them safer. That's my point. It needs to be in place because we're talking about it. For me, the issue wasn't what they were talking about, it was the safety factor of it because the changing of the mind spontaneously created an issue with safety.

Unidentified speaker: I understand what you're saying, but for me and my definition, picketing is in one place and a march….what you're describing is a march and I can understand having safety issues there and the requirements. But if it's picketing, it's picketing. I don't see where you can say they were picketing and it's a march and moved to picketing. To me, it was a rally and a march.

Unidentified speaker: So, are you saying that we need to expand definitions? In other words I see article, I think it's "O" as in octopus. Parades, Picketing and Special Events.

Unidentified speaker: I agree, I just think the two should be separated.

Committee Member Peters: Stationery picketing and then rallies, marches, parades, and all those. Then maybe you just define that it has to be in one space, that it has to be stationery. Would that make everyone happy?

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Police Chief Shultz: There's a distinct difference between a holiday parade which blocks off all S. Main Street and goes all the way up to Main/Montlieu. What Indivisible High Point does is they go once a week in the Main/Lexington area. Those are distinctive differences, but what Councilman Williams is talking about, we've had numerous occasions. That was one that I got a call on a Sunday when I'm very short-staffed and said they need cars to stop the traffic so people don't get run over. Black Lives Matter did a large march which started off as a rally and marched up to Green around Centennial back down MLK and back up Brentwood Street. It starts off with the presentations, the speeches, whatever the prayers and stuff and moves into the street, then it ends with that and a lot of times with a press conference. There are some that are distinctly different. There are some that combine the two and if you want to make them apply for a permit for the parade, and then have a picketing on top of that, I think that's complicated. I'd rather just do it all at one time. But that's your decision. There are some that distinctly combine the two events like Councilman Williams was saying.

Chairman Golden: I think Councilman Williams' scenario, I think that was the public not knowing what they needed to do for the event they had. They didn't know that they needed to call the police, which created a problem. And I don't think doing this is going to necessarily resolve that because there are still going to be people out there that don't know. So, we're still going to have those incidents.

Police Chief Shultz: We're still going to scramble to try to keep them safe, but anything that we can do to educate the mass number of people. That does not give me time to pull any cars, so, again, I'm not having to abandon neighborhoods and say that we need you down here to protect these marchers in the roadway.

Chairman Golden: I guess this question is for Chris Brook. I'm sure you've seen cities go through this process before. Are we in line with what other cities are doing? Are we pretty close?

ACLU Legal Director Chris Brook: That's probably a better question for Ms. Carlyle and Ms. Clodfelter. But what I will say is there are a number of elements here that are very plainly reflecting what a number of other cities of similar size have done. You know one of the things that is a complicated nuance to convey is, well a couple of nuances to convey.

First, the law is not necessarily always crystal clear about what it and what's not constitutionally permissible in these areas. So, the attorneys surrounding you today are not punting when we say we're not entirely sure. The courts just have not addressed some of these issues. And then there's the issue of what is constitutionally permissible on occasion is not always sound policy. Right? So, you need to take the knowledge you have of your city, what can work in your city, and create good policy. It needs to be constitutional, but just because it's constitutional does not mean that it's sound policy. I don't know if that was helpful. You learn in law school that the answer to every question is, it depends.

Police Attorney Beasley: I'll just say that one of the advantages in doing all of this at once is that you create one spot for people to go. If they want to have an event and they're

not sure exactly what they want to do, the notices….obviously if it's going to be a picket, that notice goes to the chief. All these other special events, parades, whatever, it will all be in one place on the webpage. The other point, too, is that right now we have an ordinance that our department can't really follow because whether it's Indivisible and what they're doing, whether it's Black Lives Matter march, everything under out current ordinance is a parade. There's supposed to be an application fee and some other requirements that simply can't be applied to a First Amendment type thing. So right now, there's absolutely no……the Indivisible folks have been great to work with. We've had no problems with them, but if you had a group that was more concerned with pushing the envelope in a malevolent way, we'd have some serious issues.

Unidentified speaker: I just want to say that I think in terms of terminology, the general population is familiar with….we know the term "picket". But in the policy it does not seem to address, and I've not read the policy all the way through, I will admit that on the front end. But it does not seem to address a march.

Police Attorney Beasley: A march is a parade. So anything….the difference is a picket is something out of the street and a parade is anything in the street. So, a parade will cover a First Amendment march like the Black Lives Matter march, or the holiday parade, or a car show parade, etc…. All of those are in the street because we have to do similar things law enforcement wise to protect safety and those things and constitutionally the courts have seen that once it gets into the street obviously there's a different balance there that's struck. Whereas a group that's not in the street, it's a lot more hands off.

Unidentified Speaker: And when the general population hears the word, "rally", what they should look at in the policy is "picket". When the general population hears the word "march", they should look under "parade".

Police Attorney Beasley: That's correct. If everyone understands that a rally is stationery and not in the street. It's semantics.

City Attorney Carlyle: Two quick comments on two different issues. One, about breaking out picketing from parade. You know from a legal drafting standpoint, it probably doesn't really matter, but whatever you put in place, you always want to look at your department that's enforcing it and make it workable for them. So that was another reason it was drafted the way it was.

And on the other issue, first wave of anything that comes through my office generally speaking, I start doing the research. I look at what other cities are doing because we don't want to be the outlier and we also immediately check to see if there's any case law that applies and how that impacts. That was when I first called in Parker Poe, Catherine here, was during the first wave to double check some of those cases out there and then on the second wave, when Mr. Brook got more involved, to double check our position in regards to the Constitutional issues.

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Chairman Golden: I don't know if I speak for the other board members or not, but if we're going to push this to Council, I just think that when we present it to them, we present it as two separate issues and that picketing stands alone and let Council have their discussions and do whatever they're going to do from the dais.

Committee Member Peters: Absolutely.

Chairman Golden: So, can we have it presented that way?

Police Chief Shultz: I don't want to arrest a church member, so we need to make sure that we've got it covered that they are applying for two different events and we can make them do that extra work for that.

Chairman Golden: Well, if they're picketing, then they can just address the picketing and not address parades if they are not going to move. I don't see why they would have to deal with the parade stuff if they're not going to picket and vice versa. And if they don't understand that, then it's back to you arresting some church folk.

Police Chief Shultz: If they're just picketing, they apply for the picketing which is just giving us notice. If they're doing a parade, then they apply for a parade. I guess you're saying that if they're doing both we'll have to apply both aspects. Which is fine. It's just extra work.

Chairman Golden: Well if they are going to do both, then they need to apply for both.

Committee Member Williams: If they are going to do both, if they are going to rally and then move, then it's both.

Chairman Golden: I'm just talking about for our conversation, we need to treat them separately.

City Attorney Carlyle: As an ordinance. So, yeah, we'll go back and pull that out and separate it and double check and make sure that everything that's supposed to apply to one is done the way it's supposed to. So we'll break that out. When do you want to bring that back?

Deputy City Manager McCaslin: Do you want it to come back to this committee one more time?

Chairman Golden: Yeah. Come back here one more time to make sure we've got it right, and then we'll forward it to Council.

Deputy City Manager McCaslin: Which means you won't be able to take it to Council until mid-May.

Chairman Golden: As long as we make that July 1st deadline, we should be okay?

Committee Member Peters: Can we have a special meeting so we can do it before May 7th?

City Attorney Carlyle: There is a possibility that rather than relying on the entire Special Events Policy to be completed to just get the portion that applies to this done and then add on to complete that.

Deputy City Manager McCaslin: I think it'll be completed tomorrow.

City Attorney Carlyle: Then never mind. Sounds great.

Deputy City Manager McCaslin: It'll come back to the Community Housing, Neighborhood Development & Public Safety Committee on May 8th.

[end of transcript]

There being no further business to be discussed by the Committee, the meeting adjourned at 11:20 a.m. upon motion duly made and seconded.

Respectfully Submitted,

_____

Lisa B. Vierling, MMC
City Clerk

_____

Jeffrey J. Golden, Chairman

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CITY OF HIGH POINT
AGENDA ITEM

Title: Ward Water Treatment Plant Upgrades – Control Systems Programmer

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director
Trevor Spencer – Projects Engineer

Meeting Date: May 7, 2018

Public Hearing: N/A

Advertising Date: January 2, 2018
Advertised By: Purchasing

Attachments: Attachment A – Revere Control Systems, Inc. Scope and Fees

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PURPOSE:
The Public Services Department recommends that the City Council approve the selection of Revere Control Systems, Inc. as the control systems programmer for the Ward Water Treatment Plant Upgrade Project.

BACKGROUND:
In January 2018, a Request for Qualifications (RFQ) was advertised for a Control System Programmer for the Ward Water Treatment Plant Upgrade Project, which will provide electrical and HVAC upgrades to the facility. The selected control systems programmer will function as a pre-negotiated subcontractor to the prime contractor for the upcoming Ward WTP Upgrade project.

Proposals were received from three (3) qualified contractors. A selection committee comprised of staff from Public Services and Purchasing reviewed the proposals and recommended that Revere Control Systems, Inc. perform the required services for the project.

BUDGET IMPACT:
Funds for this project are available in the FY 2017-2018 budget.

RECOMMENDATION / ACTION REQUESTED:
The Public Services Department recommends approval of the RFQ selection of Revere Control Systems, Inc. in the amount of $377,201.^{00}, and that the appropriate City official be authorized to execute all necessary documents to award the services.

PROPOSAL FOR

FRANK L. WARD WATER TREATMENT PLANT UPGRADE PROJECT CONTROL SYSTEM PROGRAMMER SCOPE AND FEES

CITY OF HIGH POINT, NORTH CAROLINA
ATTENTION: TERRY HOUK, PUBLIC SERVICES DIRECTOR
211 S. HAMILTON ST., HIGH POINT, NC, 27260
PHONE: 336-883-3222
TERRY HOUK@HIGHPOINTNC.GOV

QUOTE NUMBER: 30084 (REV. 2)
QUOTE DATE: APRIL 9, 2018

Dear Terry,

Thank you for the opportunity to present our proposal for the referenced project. The PLC and HMI Software configuration services furnished under this section and under other related sections listed in the Scope paragraph below shall be designed, coordinated and supplied by Revere Controls, referred to herein as the Control System Programmer (CSP).

Revere Controls will furnish PLC and HMI programming as an integrated system and maintain system responsibility for the PLC and HMI Software functional operation as defined in the specifications. Revere Controls will work with the Owner, Engineer, Contractor and the Control System Supplier (CSS) to coordinate all control system related items, to check-out and perform all testing, training, and startup activities specified to be provided.

- Revere Controls is a CSIA Certified Systems Integrator. The Control System Integrators Association (CSIA) seeks to advance business practices of control system integration. Member companies that become CSIA Certified have demonstrated the highest level of professionalism and excellence, and customers selecting integrators that have earned CSIA certification can be confident that their work will be performed to these high levels and adhere to industry best practices

Drawings and Specifications by: Black & Veatch International Company

Section	Description
Division 0	(As applicable)
Division 1	(As applicable)
01310	Construction Progress Schedule
13500	Instrumentation and Control System
13530	Programmable Logic Controllers
13530A	Input - Output List
13550	Software Control Block Descriptions
DWGS	High Point P&IDs – I-1 through I-11 (Drwgs dated 2-13-18, were used as reference for this Proposal)

Addenda: Addendum – None issued at the time of this proposal
Proposal Rev. 1 – Deleted Field Testing for Hard Wired Input Output Verification

Control System Programmer Tasks

Field Investigation Services

One of the initial tasks for the project includes a field investigation of the Plant Control System. As part of this investigation, we will inspect the existing panels and network infrastructure to obtain details regarding I/O signals, communication links and protocols. We will also review the software applications and obtain backups for reference purposes. As part of the panel inspections, we will compare and verify I/O signals with panel drawings that are made available by the plant personnel. Further comparisons and verification of the I/O signals will be performed with the documented PLC programs obtained from the City.

1. HMI Application Development

A. HMI Programming

- HMI Graphics Initial Development Meeting (one day)
- HMI Graphics Final Review Meeting (one day)

B. OIT Programming

- Filter Kiosks and RACP-2 Filters OIT Graphics Development (one day)

C. Reporting System

At the time of this proposal, the Owner's Existing Wonderware Intouch HMI Software is currently designated to remain in service and planned to be modified with changes and new screens per the new PLC Programming as described below.

Revere will provide and configure a surrogate PCS I/O server and an operator workstation computer for factory testing of the HMI application. The surrogate computers will have the same version of the Owner's process control system application software used at the Ward WTP. The surrogate server and workstation computers will remain the property of Revere and will not be provided to the Owner.

2. Network Hardware Configuration

A. Networking Hardware Configuration

- Assist the Control System Supplier in configuring Ethernet/IP and Modbus TCP Communications
- Ethernet Switch Setup and IP Addressing Scheme Development

3. NACP-1 and NACP-2 PLC Program Development

A. PLC Program Development Review Meetings

- NACP-1 Control Narratives - Initial and 75% program development review meetings (two days)
- NACP-2 Control Narratives - Initial and 75% program development review meetings (two days)
- Final Control Narratives Review - 30 days prior to Factory Demonstration Testing

B. PLC Program Development

- PLC and RIO Hardware Configuration: NACP-1, NACP-2, RACP-2, RACP-3, RACP-4, RACP-5, RACP-6, RACP-7, RACP-9 and RACP-11
- PLC Program Development: NACP-1 and NACP-2

The new Redundant Master PLCs NACP-1 and NACP-2, associated Network Switches, Remote I/O hardware, and OITs, as designated below, are to be configured and programmed according to the Approved PLC Functional Control Narrative Submittal which will be provided by Revere Controls (CSP) in accordance with the Section 13550 Control Block Descriptions and coordination with the Owner.

4. Final Configuration and Coordination Conference

Revere Controls personnel will participate in a final configuration and control conference meeting (one day total) to be held at approximately 75% completion of programming at least one month prior to factory demonstration testing to resolve any outstanding programming and configuration issues.

5. Factory Demonstration Testing at Revere Controls Facility

NOTE: The Control System Supplier (CSS) is responsible for all costs related to transporting the PLC, RIO and OIT Panels and components to and from the Revere Controls facility in Charlotte, NC. A lift-gate truck is required for the delivery and pickup of control panels at this facility. Unloading and loading equipment at this facility is limited to a pallet jack.

A. NACP-1 - Control Room Redundant Master PLC - Filters 1-4, Transfer Pumps I/O

- RACP-2 - Filter Breezeway – Greenleaf Filters 5-8 – RIO-2
- RACP-4 - Chemical Feed Basement – RIO-4
- RACP-7 - Air Scour Blower Bldg. – RIO-7
- RACP-9 - Generator Bldg. – RIO-9

B. NACP-2 - New Electrical Room Redundant Master PLC – High Service Pumps I/O

- RACP-3 - Clarifiers / Super Pulsators – RIO-3
- RACP-5 - Polymer/Blower Bldg. – RIO-5
- RACP-6 - Carbon Tower – RIO-6
- RACP-11 - I-74 Tank and Pump Station Electrical Bldg. – RIO-11

C. Operator Interface Terminals

- NACP-1 OIT-1 - North Filter Gallery – OIT-1 Kiosk
- NACP-1 OIT-2 - South Filter Gallery – OIT-2 Kiosk
- RACP-OIT-2 - Filter Breezeway – Greenleaf Filters 5-8

D. HMI, PLC, OIT Communications and Control Logic Testing

- Testing will consist of verifying communications between HMI, PLCs, Remote I/O, OITs, other intelligent devices and confirming control algorithms.
- Unwitnessed Factory Demonstration Test
- Witnessed Factory Demonstration Test - (NTE) Total Hours included: 120 Hours
- Factory Demonstration Test – Hourly Rate for Testing: $ 145.00 / HR

Factory & Field Test Plans

Revere will develop detailed test plans that will be used for the Un-Witnessed and Witnessed Factory Testing as well as Field Testing. The functional control strategies developed earlier in the project implementation with input from the Owner and Consulting Engineer will be the basis for these test plans. The Test Plan(s) will be provided as a formal submittal package for review and comment prior to performing the Factory and/or Field Testing.

6. Field Testing and Start-up

A. Field Testing and Start-up Includes NACP-1, NACP-2, RIO, HMI and OIT

- ~~Input / Output Verification~~
- Device Level Network communication verification
- Ethernet Network communication verification
- Field I/O and Comm Test – Eng and Service Tech – (NTE) Hours included: 260 Hours
- Field I/O and Communications Test – Hourly Rate for Testing: $ 145.00 / HR

- PLC / HMI Operational Readiness Test (ORT)
- Reporting system verification to include new values from the PLCs and HMIs are accurately reflected on modified or updated reports
- System Acceptance Test (SAT)

As the Control System Programmer (CSP), Revere will provide input to and coordinate with the General Contractor for all schedule activities including field testing. Interdependencies and pre-requisites of other construction tasks as they relate to the Plant Control System testing and startup will be identified in order for Revere to be efficient and successful in the field testing activities.

Revere will coordinate and maintain a Control System Action Item Log during the field testing and startup activities to document corrections and testing of resolutions as it relates to the scope of work assigned to the Control System Programmer (CSP).

Revere's site testing activities will begin upon request from the Contractor with written documentation confirming the successful checkout of I/O signals for the PLC and RIO Control Panels and the field instrumentation are configured and in ready for plant operations. In the event a site visit is made to perform testing or startup activities and the work cannot be performed as a result of equipment not being installed, checked out and ready for operation, Revere will notify the Contractor and Engineer. As a result of these conditions, non-productive time will be charged to the Contractor on an hourly rate of $145.00 per hour.

7. Training

A. Training

- Onsite training
  - Operator Training – Three sessions – One Day (8-hours) each session.
  - Network Training - Two sessions – One Half Day (4-hours) each session.
- Training is performed by qualified Revere Control Systems personnel unless specified herein.
- Training Plan Submittal for the above training sessions including a course outline

8. Project Management and Coordination

A. Project Management

- Pre-Submittal Coordination meeting to include CSS and CSP
- Controls System Programming Management and Coordination
- (11) Monthly Construction Progress Meetings (2-Hours / Mtg)
- Construction Progress Meetings – (NTE) Hours included: 92 Hours
- Construction Progress Meetings – PM Hourly Rate: $ 160.00 / HR

9. Submittal Documentation Packages

A. Submittal Documentation Packages

- Complete I/O List
- Network Hardware Addressing and setup assistance
- PLC Functional Control Narratives
- HMI Graphics Displays
- Factory and Field Test Plans
- System Cutover and Startup Plan
- Operations Training Plan
- Operations Manuals (Preliminary & Final)

10. Clarifications

ITEMS SUPPLIED BY OTHERS

MASTER PLC AND REMOTE I/O PANELS -PROVIDED BY THE SYSTEM SUPPLIER			
Qty	**Panel Tag Name**	**Location / Description**	**New / Retrofit**
1	**NACP-1**	**Control Room Redundant Master PLC** - Filters 1-4, Transfer Pumps I/O	New Panel
1	NACP-1 OIT-1	North Filter Gallery – OIT-1 Kiosk	New Panel
1	NACP-1 OIT-2	South Filter Gallery – OIT-2 Kiosk	New Panel
1	RACP-2	Filter Breezeway – Greenleaf Filters 5-8 – RIO-2 and RACP-OIT-2	New Panel
1	RACP-4	Chemical Feed Basement – RIO-4	New Panel
1	RACP-7	Air Scour Blower Bldg. – RIO-7	Retrofit Existing

MASTER PLC AND REMOTE I/O PANELS -PROVIDED BY THE SYSTEM SUPPLIER			
1	RACP-9	Generator Bldg. – RIO-9	Retrofit Existing
1	**NACP-2**	**New Electrical Room Redundant Master PLC** – High Service Pumps I/O	New Panel
1	RACP-3	Clarifiers / Super Pulsators – RIO-3	New Panel
1	RACP-5	Polymer/Blower Bldg. – RIO-5	New Panel
1	RACP-6	Carbon Tower – RIO-6	Retrofit Existing
1	RACP-11	I-74 Tank and Pump Station Electrical Bldg. – RIO-11	Retrofit Existing

CLARIFICATIONS:

1.) The Contractor is to refer to the Specification Section 01310 Construction Progress Schedule and Section 13530A Input/Output List, NOTES: No. 1 – No. 15 regarding the Contractors and Control System Suppliers scope for modifications, demolition, retrofitting, rewiring and or replacing the existing the NACP and/or RACP panels by others.

2.) The Control System Supplier (CSS) is to provide the new NACP PLCs, RACP Remote I/O Racks, Modules, Power Supplies, UPS, Network Switches, Fiber Optic Patch Panels, all other appurtenances, installation and wiring as required for a complete PLC Monitoring and Control System as shown on the drawings and described in the specifications.

3.) Field Instrumentation and Control Equipment are NOT included in this proposal.

4.) Control System Computers and Software are NOT included in this proposal.

5.) Network Systems and Metallic or Fiber Optic Communications / Connections are NOT included in this proposal.

6.) Configuration of Network Systems hardware components are NOT included in this proposal.

7.) The Contractor and Control System Supplier are responsible for the physical operation, checkout and testing of their control panels, field instrumentation and process equipment.

8.) Revere's site testing activities will begin upon request from the Contractor with written documentation confirming the successful checkout of I/O signals for the PLC and RIO Control Panels and the field instrumentation are configured and in ready for plant operations. In the event a site visit is made to perform testing or startup activities and the work cannot be performed as a result of equipment not being installed, checked out and ready for operation, Revere will notify the Contractor and Engineer. As a result of these conditions, non-productive time will be charged to the Contractor on an hourly rate of $145.00 per hour.

9.) We do not include installation, labor or supervision, wiring, cable, conduit, or mounting hardware in this proposal.

10.) Supply of any goods or services required to resolve any incorrectly designed, supplied or installed equipment or documentation provided by others as part of the contract is not included.

11.) Revere will accept a Purchase Order or Subcontract Agreement from the Contractor for the outlined scope of work in this proposal and based on the attached Terms and Conditions.

12.) Payment terms are Net 30 days after receipt of each monthly progress invoice. Payment to Revere is not dependent on Contractor's payment from the Owner or any other parties. Revere will submit a monthly pay application or invoice based on percent complete of the services outlined in this proposal. In the vent extra services are required as referenced in Item 8 above, a separate invoice will be issued during the month the services were provided.

13.) Revere will accept retainage held from progress payments based on North Carolina's retainage statute which is limited to 5% through 50% completion of the project and then 0% for the remaining 50% of the contract amount. The Contractor must pay within seven (7) days of receipt of payment for retainage. Retainage must be released within sixty (60) days of completion.

11. Project Pricing and Timelines

Total Price	**$ 353,350.00**	**Total Base Price**
Applicable sales taxes @ 6.75% to be added to the base price	**$ 23,851.00**	**Total Taxes**
	$ 377,201.00	**Total Price**

Pricing: Quotation is valid for ninety (90) days.

Invoicing: Pay applications will be submitted monthly for services performed based on a detailed schedule of values submitted to the General Contractor.

Timeline: The tasks and deliverables included in this proposal will be coordinated with the Contractor in order to develop a mutually agreed upon schedule.

Sales Tax: Revere must collect taxes for shipments made to or services provided on projects located in the following states unless a tax exemption certificate is provided prior to shipping: AL, AR, CO, FL, GA, KY, LA, MS, NC, NV, OH, OK, PA, SC, TN, and TX.

12. Payment Terms

Unless stated otherwise, payment terms are net cash thirty (30) days after shipment. A late charge of one and a half percent (1½%) per month shall be added to all amounts not received within thirty (30) days after invoice. Buyer agrees to pay all costs and expenses of Seller, including collection fees, attorneys' fees and expenses and court costs for securing payments due and/or resolving disputes under this contract.

Project will be invoiced according to a schedule of values agreed to by both Seller and Buyer.

13. Warranty

Warranty shall run for a period of twelve (12) months after acceptance.

List of Attachments/Exhibits

The following attachments and/or exhibits are considered an integral part of this proposal:
- Revere Terms and Conditions

Thank you for your consideration of Revere Control Systems. We look forward to working with you on this project.

Please forward any order resulting from this proposal to the following address:

Revere Control Systems
ATTN: Municipal Systems Contract Administrator
Quote No. 30084
2240 Rocky Ridge Road
Birmingham, AL 35216

Sincerely,

Frank Gonzalez

Frank Gonzalez
Business Development Manager
Revere Control Systems, Inc.
Phone: 678-722-1299
fgonzalez@reverecontrol.com

These are the terms and conditions for all work performed by Revere Control Systems ("RCS") for ("Buyer") that is related to: (the "Project"). Dated .

ENTIRE AGREEMENT The entire agreement between RCS and Buyer consists of: (a) these Terms and Conditions, (b) RCS's proposal (to which these terms and conditions are attached) (the "Proposal"), (c) the written requirements of Buyer (if any) that are attached as Exhibit A and, (d) if applicable, Buyer's later purchase orders to the extent they do not contain any additional, inconsistent or contrary terms or conditions (all of which are expressly rejected by RCS) to those set forth in the foregoing documents (collectively the "Contract"). The Contract may only be modified by a written Change Order executed by both Buyer and RCS. To the extent these Terms and Conditions are inconsistent with the Proposal or Buyer's written requirements (if any) attached as Exhibit A or any of Buyer's purchase orders, these Terms and Conditions shall take priority. To the extent the Proposal is inconsistent with the Buyer's written requirements (if any) attached as Exhibit A or any of Buyer's purchase orders, the Proposal shall take priority.

INTELLECTUAL PROPERTY RCS shall retain sole ownership of all of its intellectual property used or produced in connection with the Project, including but not limited to all drawings, specifications, software, written materials, manuals, marks, business methods, and all other property that is capable of protection by a patent, copyright or trademark (whether or not such protection has actually been sought). Buyer shall not use such intellectual property except for the purpose of confirming the quality of design and/or manufacturing of the products and services set forth in the Proposal. Buyer shall not photocopy, duplicate or in any way copy such intellectual property except for the Buyer's internal purposes only (but not for rendering services or selling products to third persons). Buyer shall not sell, license, assign or transfer the intellectual property protected by this paragraph to anyone. Buyer shall ensure that Owner is in possession of valid licenses for all third-party software (not provided by RCS) used for the Project, and shall indemnify and hold harmless RCS against all claims by licensors of such software. RCS makes no warranty regarding the effect of such third-party software on the performance of the software to be developed by RCS for the Project and RCS shall be released from any warranties given to Buyer to the extent that such software causes or contributes to problems. Following acceptance and final payment to RCS, RCS will grant to the Owner a non-transferable, non-exclusive license to use the software for the Owner's internal purposes only in the form of the license agreement attached as Exhibit B.

TAXES Prices stated herein do not include any tax, excise, duty or levy now or hereafter enacted or imposed, by any governmental authority on the manufacture, sale, delivery and/or use of any item delivered. An additional charge will be made therefore and paid by Buyer unless RCS is furnished with a proper exemption certificate relieving RCS of paying or collecting the tax, excise, duty or levy in question.

LIABILITY The total liability of RCS to Buyer for any loss, indemnity, damage or delay of any kind will not under any circumstances exceed 25% of the Contract Sum. Under no circumstances will RCS be liable for any loss, indemnity damage or delay arising out of its failure to perform due to causes beyond its reasonable control, including, without limitation, acts of God, interference by others, delays in receiving approvals or necessary information from Buyer, a higher-tier party and/or the ultimate owner, fires, strikes, floods, war, terrorism, riots, delays in transportation and adverse weather. Under no circumstances will RCS be liable for any special, incidental or consequential damages based on breach of warranty, breach of contract, negligence, gross negligence, strict liability, products liability or any other legal theory.

TERMINATION RCS may terminate this Contract for any of the reasons that Buyer may terminate its contract, if any, with any higher-tier buyer or the ultimate owner. Buyer may terminate RCS only for persistently or repeatedly failing or neglecting to carry out the Work in accordance with the Contract (and only after failing to take steps to correct such failure following ten (10) days written notice by Buyer). If terminated without cause, RCS shall be entitled to receive payment for the Work executed, and costs incurred by reason of such termination (including any restocking charges), along with reasonable overhead and profit on Work not yet executed.

SEVERABILITY The provisions of this contract are severable. If any part or parts of this contract are held by a court of competent jurisdiction to be invalid or unconstitutional, the remainder of the contract shall remain in full force and effect.

NO ASSIGNMENT Buyer may not assign its rights under this contract without the prior express written consent of RCS.

TITLE It is expressly understood that title to the products manufactured by RCS shall not pass to Buyer, but shall remain vested in and continue to be the property of RCS or its successors or assigns, until the purchase price, any applicable late charges and any other sums due hereunder have been fully paid.

WARRANTY AND LIMITATIONS RCS warrants to the purchaser that buys for use, and not for resale (the "Ultimate Purchaser") that all products furnished and which are manufactured by RCS will conform to specifications, drawings, samples and other written descriptions that are a part of this Contract, and will be free from defects in materials and workmanship. These warranties shall remain in effect for a period of twelve (12) months after acceptance of RCS's work under the Contract by either Buyer or Ultimate Purchaser (or their legal representatives) or twelve (12) months after the system is placed in productive use, or eighteen (18) months after shipment, whichever occurs first. Parts replaced or repaired during the warranty period shall carry the unexpired portion of the original warranty.

The liability of RCS hereunder is limited to replacing or repairing at RCS's factory or on the job site, at RCS's option, any part or parts which have been returned to RCS and which are defective or do not conform to such specifications, drawings or other written descriptions that are a part of the Contract; provided that such part or parts are returned within ninety (90) days after such defect is discovered. RCS shall have the sole right to determine if the parts are to be repaired at the job site or whether they are to be returned to the factory for repair or replacement. RCS shall not be liable for any damage done by unauthorized repair work, unauthorized replacement parts, from any misapplication or misuse of the item, or for damage due to accident, abuse, or Act of God. RCS shall not be liable for any labor, subcontracted or performed, by Buyer for preparation of any warranted item for return to RCS's factory or for preparation work for field repair or replacement. Non-compliance with the terms of payment by the Buyer shall result in a failure of consideration under this contract and shall relieve RCS of any duties or obligations with respect to any warranties stated herein.

EXCEPT AS SET FORTH IN THIS PROPOSAL WITH REGARD TO BOTH HARDWARE AND SOFTWARE, RCS MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND WHATSOEVER, INCLUDING BUT NOT LIMITED TO, ANY WARRANTY OF FREEDOM FROM PATENT INFRINGEMENT, OF MERCHANTABILITY, OF FITNESS FOR A PARTICULAR PURPOSE, OR ARISING FROM A COURSE OF DEALING OR USAGE OF TRADE OR OTHER EXPRESS OR IMPLIED WARRANTIES. RCS IS NOT LIABLE FOR AND PURCHASER WAIVES ANY RIGHT OF ACTION IT HAS OR MAY HAVE AGAINST RCS FOR ANY CONSEQUENTIAL OR SPECIAL DAMAGES ARISING OUT OF ANY BREACH OR WARRANTY AND FOR ANY DAMAGES PURCHASER MAY CLAIM FOR DAMAGE TO ANY PROPERTY OR INJURY OR DEATH TO ANY PERSON ARISING OUT OF ITS PURCHASE OR THE USE, OPERATION OR MAINTENANCE OF THE PRODUCT.

OTHER Start-up service, operator orientation or installation is not included unless specifically offered in the Proposal. Buyer agrees to pay, as additional costs, for service calls on equipment not ready for start-up. Other field service is available at RCS's current prevailing rates. Stenographic, clerical or typographical errors are subject to correction.

CHOICE OF LAW This contract shall be construed under and governed by the laws of the State of Alabama, USA.

COVENANT NOT TO SOLICIT EMPLOYEES Commencing immediately, and continuing until a date one (1) year after the date of final completion of all obligations under this Contract, Buyer agrees not to directly or indirectly employ, solicit for employment, or advise or recommend to any other person that such other person employ or solicit for employment, any person employed by or under contract to RCS.

LOSS OR DAMAGE The responsibility for loss or damage of the equipment specified in the Contract shall be Buyer's from the time of shipment. Buyer is responsible for protecting the equipment against loss or damage of any kind. RCS shall pay for and maintain until final acceptance of RCS's work under this Contract policies of insurance issued by carriers acceptable to the Buyer which afford coverage for worker's compensation (including employer's liability) and general liability.

FAILURE TO MAKE PAYMENT If, after seven (7) days notice by RCS, the Buyer does not make payment for the Work in conformity with this Contract (or, with or without such notice if the Buyer has repeatedly failed to make payment in conformity with this Contract), RCS may suspend its work under this Contract until it receives all payments then due, and the Contract Sum shall be increased by RCS's reasonable demobilization and remobilization costs and reasonable finance charges. In the event collection of any amounts due to RCS is referred to an attorney, Buyer shall bear all costs of collection, including, but not limited to RCS's reasonable attorney fees. RCS may require prepayment of any or all amounts due if the financial condition of Buyer, a higher-tier buyer or the Ultimate Purchaser reasonably justifies it.

ASBESTOS ABATEMENT RCS is not responsible for asbestos abatement associated with any construction demolition. It will be the Buyer's responsibility to secure such services.

ARBITRATION All claims arising out of this Contract shall be subject to arbitration before a single arbitrator in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. The arbitrator shall be a person with experience in software development and electrical issues. The governing law and place of the arbitration will be in the State of Alabama, USA.

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish –901 Martin St.**

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 5/7/18

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 901 Martin St.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 5/3/17. No action occurred by the compliance date of 6/5/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

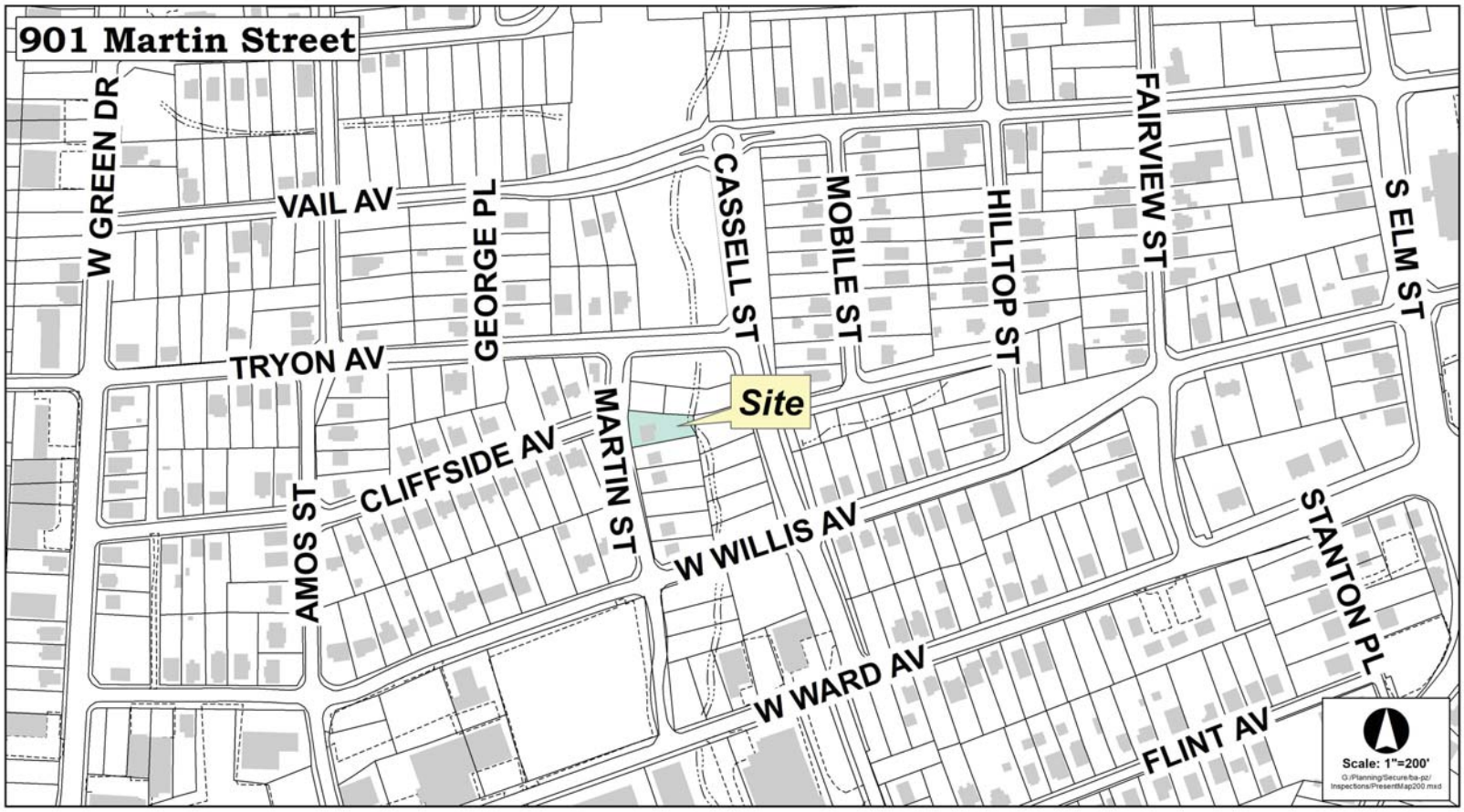
BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling and any 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:	901 Martin St.
OWNER:	Estate of Ben Chestnut, Jr.
REASON FOR INSPECTION:	Inspector initiated due to exterior condition
FIRST INSPECTION: 3/31/17	Summary of Major Violations 1. Repair or replace roof sheathing and covering 2. Repair or replace electrical panel 3. Repair or replace plumbing fixtures throughout 4. Repair or replace floor joists and flooring throughout 5. Repair or replace broken plumbing lines
HEARING RESULTS: 5/3/17	James Chestnut appeared for the Hearing. During the Hearing it was determined there are several violations of the Minimum Housing Code. Mr. Chestnut stated that he is looking into possibly demolishing the property but he isn't sure. 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: 5/3/17	Order to Repair or Demolish Date of Compliance 6/5/17
APPEALS:	No appeals to date.
OWNER ACTIONS:	None
ADDITIONAL:	Mr. Chestnut stated in June of 2017 that he planned to demolish then in February of 2018 he advised the inspector that he didn't have the funds to demolish the property. Property taxes are delinquent in the amount of $6,474.75 and is listed as being in active foreclosure with Guilford County Tax Department.


901 Martin Street
W GREEN DR
VAIL AV
GEORGE PL
CASSELL ST
MOBILE ST
HILLTOP ST
FAIRVIEW ST
S ELM ST
TRYON AV
Site
MARTIN ST
CLIFFSIDE AV
AMOS ST
W WILLIS AV
STANTON PL
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High Point City Council
Special Meeting
Council Chambers/3rd Floor Lobby Conference Room
High Point Municipal Building
April 18, 2018

Roll Call, Pledge of Allegiance and Moment of Silence

Mayor Wagner called the meeting to order at 3:00 p.m.

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

*Mayor Jay W. Wagner, Mayor Pro Tem Williams (Ward 2), Council Member Britt Moore (At Large), Council Member Donald Scarborough (At Large), Council Member Jeffrey Golden (Ward 1) [**Arrived at 3:24**], Council Member Monica Peters (Ward 3), Council Member Victor Jones (Ward 5) and Council Member Jason Ewing (Ward 6)*

Public Hearings

2018-126 **Public Hearing - Economic Development Incentives - Amada North America, Inc.**

Wednesday, April 18, 2018 at 3:00 p.m. is the date and time established for the High Point City Council to consider a request from Amada North America, Inc., to authorize up to $1,171,000 in performance-based incentives for the company's potential manufacturing location and expansion and authorize the City Manager to execute a performance agreement with the company containing benchmarks for the company to achieve and a schedule for the payment of such financial incentives.

Sandy Dunbeck, Executive Vice President of the High Point Economic Development Corporation, gave an introduction to this item. She stated Amada North America is a manufacturer of precision sheet metal fabricating equipment. She said that the City of High Point is the only city in North Carolina that is being considered as a location, however, other states such as South Carolina and Tennessee are being considered as well. She stated besides the United States, Amada North has facilities in Canada and Mexico. The Company was established in Seattle, Washington in 1971, and has headquarters in Buena Park, California. Amada North America has a Japanese parent company. She acknowledged Jeff Otten, Executive General Manager of Amada America as well as John Hunter, Consultant of Amada, of Womble Bond Dickenson.

She explained should the company pick High Point for this project, 201 full time jobs would be added over the next five years. The average wage for those new jobs would be approximately $37,721 annually. The positions to be hired are 68 factory assemblers, 39 machine operators, 37 production control staffers, 24

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welders, 11 engineers, 11 production managers, 7 quality control personnel, and 4 administration personnel. The project would involve adding a total of $82,000,000 to the tax base, this does not include the cost of site acquisition. She said Phase I is an investment of $25 million in real property for the construction of the first factory and $16 million in personal property. Phase II is an investment of $25 million in real property for the construction of the second factory and $16 million in personal property.

She requested the High Point City Council consider authorizing up to $1,171,000 in performance-based financial incentives for the project. This breaks down to $585,000 per phase. Any such incentives would be subject to the company meeting benchmarks listed in a performance agreement, and would be paid post performance. She said the company understands that if performance-based incentives are authorized by the High Point City Council, Amada should participate in a job fair in central High Point to help with the City's goal to employ as many High Pointers as possible. She stated the Guilford County Workforce Development Board's staff and the local NCWorks Career Center will collaborate with the company regarding the job fair.

She said after today's hearing and tomorrow's county commissioners public hearing, it is expected that the company will make its location decision sometime in the 2nd quarter of 2018.

She then introduced Mr. Jeff Otten, Executive General Manager of Amada America, Inc., to share more about Amada.

Mr. Otten shared the history of Amada noting it was founded in 1948 on one simple principle; that "Amada can only be successful by listening to the customers". Amada is a producer and seller of sheet metal fabricating equipment and software. Customers purchase this equipment to make products such as kitchen appliances, air craft parts, steel shelving, anything that has sheet metal in it. Amada is a global company with manufacturing sales and service offices in Japan, China, Europe, and North America, plus sales offices on every continent. Amada also has 83 subsidiary companies throughout the world employing more than 5,000 people. He stated he has been with the company for 33 years and in that time the sales have grown, as well as the commitment to bring manufacturing to the United States. He said his years of service with the company is not unusual, Amada has over 80 employees that have been with the company for 25 years or longer. This speaks to the loyalty the employees have for the company as well as the loyalty Amada shows the employees.

In 2013 Amada opened the most recent company in Brea, California manufacturing laser cutting equipment as well as automation that allows the equipment to run 24/7 automated. There are 200 technicians working in the manufacturing sectors around the country. The facility being considered now will be making a new line of high precision press break bending machines, that have been developed specifically for the US market. After the phase I facility is up and running there is anticipation to contract with local vendors for a lot of services and goods. It is anticipated that Amada will spend 20 million dollars annually to outside vendors.

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Once the facility is open, Amada will stay committed to the community by collaborating with local schools to explain manufacturing and what it is now verses 30 years ago. In addition to the outreach for students Amada participates in a program called Workshop for Warriors which is a non-profit school located in San Diego, California. The mission is to train, educate, and help give high tech manufacturing jobs to wounded veterans and other service personnel. Amada has donated over a million dollars in equipment and services to that organization. Amada also donates equipment to technical colleges for use in the manufacturing programs as well as help in developing curriculums. He stated Amada is very impressed with the High Point, Guilford County area in terms of proximity to vendors, transportation, infrastructure as well as the programs and resources available to the company through the Economic Development Board and the Guilford County Technical School.

Council Member Jones asked about the hours of operation for the facility. Mr. Otten responded that although machines would be running 24/7, the factory would run two shifts. Council Member Moore asked how many jobs would be transferred in, verses utilizing local's. Mr. Otten stated the company is not planning to transfer people permanently, permanent transfers would be very minimal. Council Member Moore asked if the company was Amada Company or Amada America. Mr. Otten responded it is Amada North America which owns Amada America, which is a subsidiary of Amada Company. Council Member Ewing requested a timeline for Phase I and Phase II. Mr. Otten stated the company hopes to have a decision made on the location within this quarter, in which case the plan would be to have the phase I factory up and running by beginning of 2020 and then one to two years after that for phase II. Council Member Jones asked if the buses would be able to help with transportation. Mr. Demko, City Manager, stated yes, there would need to do some re-evaluation. Council Member Jones asked what are the hours of those two shifts. Mr. Otten replied 7 to 3:30 and 3:30 to eight hours after that. Council Member Jones asked if there would be scholarship programs for people that would like to move into higher positions. Mr. Otten stated the company has a lot of long-term employees, the company looks to promote from within first.

Mayor Wagner stated he would now open the Public Hearing and asked if there were anyone in the Council Chamber that wished to address the Council regarding this proposal. Seeing no one, he closed the Public Hearing.

Council Member Ewing made a motion to authorize up to $1,171,000 in performance-based incentives for the Amada North America as proposed. Council Member Jones seconded the motion. Motion passed unanimously with an 8-0 vote as follows:

Aye (8): Mayor Wagner, Council Member Moore, Mayor Pro Tem Williams, Council Member Scarborough, Council Member Ewing, Council Member Peters, Council Member Jones, and Council Member Hudson

Absent (1): Council Member Golden

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Regular Agenda Items

2018-127 **Amendment - MOU - High Point University - Underground Utilities and Intersection Improvements**

Consideration of an Amendment to an Memorandum of Understanding (MOU) with High Point University (Approved by City Council 9/18/2017) re underground utilities and intersection improvements on North Centennial Street from or around Barbee Avenue to East Farris Avenue and on Montlieu from North Centennial to Denny Street.

Randy McCaslin, Deputy City Manager, gave the presentation on this item.

Mr. McCaslin explained that on September 18, 2017, the City Council approved a Memorandum of Understanding (MOU) with High Point University to perform underground improvements and intersection improvements to North Centennial Street from or around Barbee Avenue to East Farris Avenue and on Montlieu from North Centennial to Denny Street. The MOU contained a cost sharing and work. While the signature fence was being constructed, High Point University planned to install the banking, but due to some problems with other utilities, that could not be accomplished. This amendment evenly splits the cost between High Point University and the City of High Point. The total cost is $1,280,368 which is an increase from the previous approved amount of $1,208,968 which is an increase of $72,000. Mayor Wagner asked if that was the City's half or is that total. Mr. McCaslin stated it was total project cost. Mr. McCaslin stated $640,184 each for High Point University and the city of High Point, for a total amendment of $1,280,368. He said High Point University has agreed to pay within 30 days of the execution of this MOU. He noted the project limits have not changed, project cost increased slightly because of having to avoid some of the utilities such as gas, fiber optic cable and new communication line. Instead of there being an offset in the terms of the cost where High Point University is doing some of the installation before, now it is an even split. The city will be responsible for total installation and split the cost evenly with High Point University. Council Member Moore asked before the City was not going to do total installation? Mr. McCaslin stated that is correct. Council Member Moore asked after the project is done, what are the terms of the maintenance. Mr. McCaslin responded as with any utilities the City is responsible for maintenance. He explained there should be very little maintenance for the next few years because of new equipment. There will not be an increase in the City's maintenance cost over or above what the City would have to do with the present utilities.

Council Member Moore made a motion to approve the Amendment to the Memorandum of Understanding (MOU) with High Point University as proposed. Council Member Williams seconded. Motion carried unanimously with an 8-0 vote as follows:

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Aye (8): Mayor Wagner, Council Member Moore, Mayor Pro Tem Williams, Council Member Scarborough, Council Member Ewing, Council Member Peters, Council Member Jones, and Council Member Hudson

Absent (1): Council Member Golden

Closed Session

At this time it was announced that the City Council had a need to go into Close Session and upon returning to Regular Session, the Council Meeting would resume in the 3rd Floor, Lobby Conference Room, for department presentations.

Council Member Jeff Golden arrived at 3:24 p.m.

At 3:25 p.m. Council Member Ewing made a motion to go into Closed Session for a personnel matter pursuant to N.C.G. S. §143-318.11 (a)(6). Seconded by Council Member Moore. Motion carried unanimously with a 9-0 vote.

At 4:16 p.m. Council Member Golden made a motion to dissolve the Closed Session and resume Regular Session. Seconded by Council Member Peters. Motion carried unanimously with a 9-0 vote.

The following motion was made as a result of the Closed Session.

Mayor Wagner made a motion to approve an amendment to the City Managers contract with the following amendment to the terms of the contract severance package: $50,000 performance bonus; $125 monthly cell phone allowance increase; and require the City Manager to give a detailed succession plan for all City departments. Seconded by Council Member Ewing. Motion carried unanimously with a 9-0 vote.

2018-128 Department Presentation - Community Development Department

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

- ✓ Community Development and Housing Department – PowerPoint **(Exhibit Book, Volume XIII, Page 6)**

Randy McCaslin stated that due to time constraints the Library Presentation will be rescheduled for May 8, 2018.

Mary Sizemore, Library Director, stated she would incorporate the Library Presentation into the reception that is being held on May 8, 2018 at the Library. She reminded Council that the Grand Opening of the Library Plaza Project would be held on April 28th from 8:00 a.m. to 2:00 p.m.

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Mike McNair, Community Development Director, gave the presentation of the Community Development and Housing Department.

Mr. McNair shared the organizational chart of the department, noting the department now has an Assistant Director, Thanena Wilson. He stated strengthening neighborhoods is the departments mantra which correlates with the City's vision "Creating the single most livable, safe and prosperous community in America". He stated the department works close with the Citizens Advisory Council which is appointed by City Council, to help them develop their plans and recommendations for public service grants. He explained annual funding sources noting that CDBG and HOME funds come from HUD, and Core City Redevelopment Fund and Infill Development Activities are local funds. He stated the Action Plan will be submitted to Council on May 7th, however, due to the timing of the distribution of federal funds, Council will approve the Action Plan, and then an amendment will need to be submitted when the final funds are awarded. In addition to proposed funding sources he gave an overview of the proposed expenditures. He stated one of the major aspects of the department is Community Capacity Building. Another focus area is Core City Redevelopment activities such as: Comprehensive Code Enforcement (minimum housing and public nuisance abatement), Infill Housing Development, Core City Homebuyer Incentive and Acquisition/Demolition/Blight Removal. Mr. McNair stated a very successful program City Council approved is the Core City Homebuyer Incentives noting 42 closed or pending units sold with 38 of those units in the city core. He explained the idea behind the program is to encourage young to middle age families to move into the core city. He stated in July there would be a recommendation to lower the Down Payment/Closing Cost Assistance from $7,500 to $5,000. Council Member Moore asked why. Mr. McNair responded it helps distributes the money more effectively. Council Member Golden asked will it hurt the people participating. Mr. McNair responded no, and it would not prevent a closing. Council Member Peters asked if there is a $15,000 incentive. Mr. McNair responded there was a 15,000 incentive from the State, but advised it is no longer available.

Mr. McNair provided various ongoing affordable housing activities the department is involved in and shared updates. He mentioned a future project that will be in the Action Plan for 2018, that has up to 96 multi-family apartments which was approved by Planning and Zoning on March 27th. His next discussion centered around using community data utilizing the Housing Market Segmentation Study (UNC-G-Center for Housing & Community Studies) to help prioritize redevelopment and revitalization activities. He explained Parcel level data allows for comparisons across user definable areas, can be used to "right size" resources with needs, and provides better insights on trends. He stated parcel level data also allows viewing of enforcement activity such as public nuisances and the capability to compare neighborhoods with things such as: criminal offenses, open code violation, tax delinquency, environment services collection-dumping, and vacant property. He stated some next steps of utilizing the data is to refine the analysis, develop on the ground parcel data inventory, analyze needs and lay foundations for neighborhood action plans. Council Member Jones asked if the public has access to

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this information. Mr. McNair replied the data is an internal demo but eventually once completed the information would be made available.

He shared a photo of the Ribbon-Cutting Ceremony held for Kirkwood Crossing April 6, 2018. Council Member Golden asked when the next class will be held for the home owner assistance program. Mr. McNair stated classes are held the 1st Saturday of every month.

2018-129 **Department Presentation – Library**

This presentation was rescheduled to May 8, 2018.

Adjournment

There being no further business to come before Council, the meeting adjourned at 4:41 p.m. upon motion duly made by Mayor Pro Tem Williams and seconded by Council Member Peters. Motion carried unanimously.

_____
Jay W. Wagner, Mayor

Attest:

_____
Sandra Keeney
Deputy City Clerk

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HIGH POINT CITY COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS – HIGH POINT MUNICIPAL BUILDING
APRIL 2, 2018 – 5:30 P.M.

ROLL CALL, PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Wagner called the meeting to order at 5:30 p.m.

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

Mayor Jay W. Wagner; Mayor Pro Tem Chris Williams (Ward 2); Council Member Britt Moore (At Large), Council Member Donald Scarborough (At Large), Council Member Jeffrey Golden (Ward 1), Council Member Monica Peters (Ward 3), Council Member Victor Jones (Ward 5), and Council Member Jason Ewing (Ward 6)

Council Member Wesley Hudson (Ward 4) was ***Absent.***

Mayor Wagner called for a Moment of Silence. The Pledge of Allegiance Followed.

RECOGNITIONS AND PRESENTATIONS

2018-106 **Proclamation - Jazz Appreciation Month**

Mayor Wagner will present a proclamation to the High Point Area Arts Council designating April as "*Jazz Appreciation Month*."

Mayor Wagner presented a proclamation to the High Point Area Arts Council designating April as "Jazz Appreciation Month." On hand to accept the proclamation on behalf of the Arts Council was Debbie Lumpkins, Executive Director, and Mark Harris, Chairman of the Board of Directors.

[applause] [photo op with the Mayor followed]

2018-107 **Proclamation - National Community Development Week**

Mayor Wagner will present a proclamation to Nena Wilson, with our Community Development Department, designating the week of April 2-6 as "*National Community Development Week*."

Mayor Wagner read a proclamation into the record designating the week of April 2 through April 6 as "National Community Development Week" in the City of High Point and presented it to Nena Wilson, Assistant Director of Community Development.

[applause] [photo op with the Mayor followed]

Following the presentation, Ms. Wilson shared some of the activities that have been planned for this week in commemoration of National Community Development week. She also

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recognized the Citizens Advisory Council members that were present in the audience: Jerry Mingo and Jim Bronnert. She also recognized Dr. Burdell Knight, a neighborhood leader, who was also present.

2018-108 **Proclamation - Child Abuse Prevention Month**

Mayor Wagner will present a proclamation to Sara Kramer, with Family Service of the Piedmont, designating the month of April as "Child Abuse Prevention Month."

Mayor Wagner read a proclamation into the record designating the month of April as "Child Abuse Prevention" month in High Point. Sara Kramer was present to accept the proclamation on behalf of Family Service of the Piedmont.

[applause] [photo op with the Mayor followed]

2018-109 **Proclamation - Fair Housing Month**

Mayor Wagner will present at proclamation to Ms. Fanta Dorley, Human Relations Manager for the City of High Point, designating April as "Fair Housing Month" in the City of High Point.

Mayor Wagner read a proclamation into the record designating April as "Fair Housing Month" in the City of High Point and presented it to Fanta Dorley, Human Relations Manager and Janet Wright, Human Relations Specialist.

[applause] [photo op with the Mayor followed the presentation]

Following the presentation, Ms. Dorley shared some remarks and issued an invitation for a bus tour that is scheduled for April 26th with a housing summit afterwards. She also shared that in commemoration of Fair Housing Month, they will be meeting at High Point University to speak with the seniors and non-traditional students about how to be better renters. Landlords will also be present.

STRATEGIC PLAN UPDATE

2018-110 **Update on the Strategic Plan adopted by City Council**

Council Member Jeff Golden, Chair of the Community Housing, Neighborhood Development and Public Safety Committee and Council Member Jason Ewing, Chair of the Prosperity & Livability Committee will give an update to City Council on the Strategic Plan.

Code Enforcement/Blight

Community Housing, Neighborhood Development & Public Safety Committee Chair Council Member Golden provided an update on some numbers as they relate to the Code Enforcement efforts regarding blight in the city. He then shared numbers for the March 2018 activities as follows:

- ✓ *32 New Minimum Housing Complaints*
- ✓ *295 Active Minimum Housing Cases*
- ✓ *44 New Public Nuisance Complaints*
- ✓ *49 Active Public Nuisance cases*

- ✓ *118 Signs collected*

Chairman Golden also reported there are currently two vacant Local Codes Enforcement Officer positions that need to be filled.

Lori Loosemore, Local Codes Enforcement Supervisor, shared some photographs of the ongoing Code Enforcement activity for March 2018.

Connect HP Update
Prosperity & Livability Committee Chair Council Member Jason Ewing reported that Connect HP would be appointing a new chair at their next meeting and their focus will be promoting more networking events that bring Young Professionals together.

PUBLIC COMMENT PERIOD

2018-111 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 three (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.

***Rev. Frank Thomas**, 693 Mallard Landing Boulevard, Clemmons, and Pastor of Mt. Zion Baptist Church in High Point, shared about civility. He asked as the Council prepares to hear the public comments this afternoon, that they listen to the citizens and asked that the citizens be civil.*

***David Marshall**, 702 Gatewood Avenue, expressed concerns regarding the work that the contractor did for the Gatewood/Westwood stormwater project. He cautioned others in the city where stormwater projects are ongoing or will be starting to be very careful and watch what the contractors do or don't do and noted he has reservations and concerns about the contractor that was used.*

***Karen Neal**, NC Cooperative Extension, 12B Park Village Lane in Greensboro, introduced Quina Weber-Shirk, Community School Garden Cooperative Extension Agent, who was recently hired for the newly created COOP coordinator's position for Guilford County.*

Ms. Weber-Shirk stated she was looking forward to working with the different organizations in High Point, specifically with the community gardens and advised that her time would be split between Greensboro and High Point.

CONSENT AGENDA ITEMS

Finance Committee Chairman Moore reported that the Finance Committee did meet on March 29, 2018 and recommended all finance-related items be placed on the Consent Agenda with a favorable recommendation.

Council Member Moore then moved approval of the finance-related items on the Consent Agenda. Council Member Ewing made a second, which carried unanimously.

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.

FINANCE COMMITTEE - *Council Member Britt W. Moore, Chair*
Committee Members: Moore, Ewing, Hudson, and Williams

2018-112 **Resolution - Establishing Petty Cash Funds**

City Council is requested to adopt a Resolution Establishing Petty Cash Funds for use of cash for City expenditures.

Adopted a Resolution Establishing Petty Cash Funds for use of cash for City expenditures.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this resolution be adopted. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

Resolution No. 1752/18-14
Resolution Book, Volume XX, Page 14
Introduced 4/2/2018; Adopted 4/2/2018

2018-113 **Resolution - Authorizing Use of Electronic Payment Methods**

City Council is requested to adopt a Resolution Authorizing the City of High Point to engage in Electronic Payment methods.

Adopted a Resolution authorizing the City of High Point to engage in electronic payment methods.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this resolution be adopted. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

DRAFT

Absent (1): Council Member Hudson

Resolution No. 1753/18-15
Resolution Book, Volume XX, Page 15
Introduced 4/2/2018; Adopted 4/2/2018

2018-114 **Municipal Agreement - NCDOT - Eastchester (NC 68) Sidewalk at I-74 Interchange**

City Council is requested to approve a Municipal Agreement with the North Carolina Department of Transportation (NCDOT) for the construction of sidewalk along Eastchester Drive (NC 68) from Ambassador Court to the Oak Hollow Festival Park entrance, and along the public section of Cypress Court adjacent to Eastchester Drive.

Approved a Municipal Agreement with the North Carolina Department of transportation for construction of a sidewalk along Eastchester Drive (NC 68) from Ambassador Court to the Oak Hollow Festival Park entrance and along the public section of Cypress Court adjacent to Eastchester Drive.

A motion was made by Council Member Moore, seconded by Council Member Ewing, that this Municipal Agreement with NCDOT be approved. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

REGULAR AGENDA ITEMS

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

2018-115 **Ordinance - Demolition of Structure - 1135 Roberts Lane**

City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1135 Roberts Lane belonging to Norma Self Proctor.

Lori Loosemore, Local Codes Enforcement Supervisor, explained that this structure was originally inspected on September 16, 2016. A hearing was held on January 17, 2018 and an Order to Repair or Demolish was issued on February 23, 2018. She advised that the inspector did speak with the owner by telephone on January 3, 2018 and verified her mailing address and that she does own the property. Delinquent property taxes in the amount of $9,727.34 are due on the property.

No one was present to speak regarding this property.

Adopted an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1135 Roberts Lane.

A motion was made by Council Member Golden, seconded by Mayor Pro Tem Williams, that this demolition ordinance be adopted. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

Ordinance No: 7400/18-29
Ordinance Book, Volume XX, Page 29
Introduced 4/2/2018; Adopted 4/2/2018

2018-116 **<u>Ordinance - Demolition of Structure - 1706 Cedrow Drive</u>**

City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1706 Cedrow Drive belonging to Heirs of Mary Lindsay.

Lori Loosemore, Local Codes Enforcement Supervisor, advised this property was one of the old cases in the system where inspectors had to start the process over. The property was reinspected on November 15, 2017. No one appeared for the hearing that was held on December 11, 2017. An Order to Repair or Demolish was issued on December 20, 2017 with a compliance date of January 22, 2018. The deceased property owner's niece did call and stated that Ms. Lindsay did not have any immediate family members.

Delinquent property taxes in the amount of $20,314.39 are due on the property.

Adopted an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1706 Cedrow Drive.

A motion was made by Council Member Golden, seconded by Mayor Pro Tem Williams, that this demolition ordinance be adopted. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

Ordinance No: 7401/18-30
Ordinance Book, Volume XX, Page 30
Introduced 4/2/2018; Adopted 4/2/2018

2018-117 **Ordinance - Demolition of Structure - 1411 E. Green Drive**

City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1411 E. Green Drive belonging to Sylvia Davis and Anthony Pearson.

Lori Loosemore, Local Codes Enforcement Supervisor, reported that a fire occurred on November 20, 2017. Staff did an inspection on November 28, 2017. A hearing was held on December 19, 2017 and no one appeared. An Order to Repair or Demolish was issued on December 20, 2017 with a compliance date of January 26, 2018.

Staff has not heard from the property owner. Delinquent property taxes in the amount of $386.83 are owed on this property.

Adopted an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1411 E. Green Drive.

A motion was made by Council Member Golden, seconded by Council Member Moore, that this demolition ordinance be adopted. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

Ordinance No: 7402/18-31
Ordinance Book, Volume XX, Page 31
Introduced 4/2/2018; Adopted 4/2/2018

2018-118 **Resolutions - Transfer of Properties to Core City CDC**

City Council is requested to adopt Resolutions authorizing the transfer of the following properties to the Core City CDC: 2107 Little Avenue, 2109 Little Avenue, 2308 Little Avenue, 2310 Little Avenue, 1523 Willard Avenue, 300 Morgan Place, 1117 Jefferson Street and 1119 Jefferson Street.

Deputy City Manager Randy McCaslin explained these properties were acquired through outright purchase or through Guilford County foreclosure and staff desires to transfer these to the city's CDC which will work with various groups for new construction.

Adopted resolutions authorizing the transfer of the following properties to the Core City CDC:

- 2107 Little Avenue
- 2109 Little Avenue
- 2308 Little Avenue
- 2310 Little Avenue
- 1523 Willard Avenue
- 300 Morgan Place
- 1117 Jefferson Street, and
- 1119 Jefferson Street

A motion was made by Council Member Golden, seconded by Council Member Ewing, that this matter be adopted. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

Resolution Nos: 1754/18-16, 1755/18-17,1756/18-18, 1757/18-19, 1758/18-20
Resolution Book, Volume XX, Pages 16-20
Introduced 4/2/2018; Adopted 4/2/2018

PENDING ITEMS

2018-10 **Ordinance - Demolition of Structure - 1227 Pearson Place**

City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 1227 Pearson Place belonging to Monument of Praise Ministries.

2018-13 **Ordinance - Demolition of Structure - 613 Manley Street**

City Council is requested to adopt an ordinance ordering the housing inspector to effectuate the demolition of a structure located at 613 Manley Street belonging to Joshua and Sarah Stahl.

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

2018-119 **Resolution of Intent - Annexation 18-01 (AN-18-01)**

Approval of a Resolution of Intent that establishes a public hearing date of May 7, 2018, to consider a voluntary contiguous annexation of approximately 8.7 acres lying along the north side of W. Wendover Avenue, approximately 500 feet west of Tarrant Road. The property is addressed as 5206 & 5208 W. Wendover Avenue and also known as Guilford County Tax Parcels 0154826 and 0154832.

Adopted a Resolution of Intent establishing the date of Monday, May 7, 2018, to consider a voluntary contiguous annexation of approximately 8.7 acres lying along th enorth side of W. Wendover Avenue, approximately 500 feet west of Tarrant Road.

A motion was made by Mayor Pro Tem Williams, seconded by Council Member Golden, that this Resolution of Intent be adopted. The motion carried by the following 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

Resolution No. 1759/18-21
Resolution Book, Volume XX, Page 16
Introduced 4/2/2018; Adopted 4/2/2018

GENERAL BUSINESS AGENDA

2018-120 **Public Hearing - Ordinance Amending Method of Election for City of High Point City Council Members**

Monday, April 2, 2018 at 5:30 p.m. is the date and time established for a public hearing to adopt an amendment to Article III, Section 3.1. Method of Election of the City Charter to implement four-year terms for the Members of City Council beginning with the 2019 municipal election.

Mayor Wagner opened the public hearing. The following individuals spoke during the public hearing.

***Latimer Alexander**, 1019 Sweetbriar Road, a former council member, who has served on various boards on a local, state, and national level, addressed Council regarding the term lengths. He stated he was afforded the opportunity to work with many cities who were most effective and had four-year terms. He strongly recommended that Council consider four-year, staggered terms for the next group of council members that would be coming on board in 2019.*

***Hal Warlick**, 1506 Wickliff Avenue, suggested three-year terms for council members given the demographics in High Point. He felt this would allow more people to get involved and would give the public an opportunity to determine who is effective and who is not.*

***Louis Thibodeaux**, 1242 Kensington Drive, posed a couple of questions to the Council and asked to see a show of hands from those who are in favor of extending the terms from two years to four years, and asked if the Council would call for a referendum for the citizens to vote on the change. He pointed out that although a referendum is not required, the City Council could call for a referendum. He felt that there should be term limits in place of one term if the Council does go to four-year terms because it would give citizens of High Point more of an opportunity to serve.*

***David Willett**, 1501 Delk Drive, mentioned the results of the poll that was published in the High Point Enterprise and pointed out that most of the people favored two-year terms. He felt the two-year term for Council has worked for a very long time. He asked Council to allow a vote on the change citing fairness for all because it was the people that voted to change the four-year terms back to two-year terms.*

***Ken Orms**, 3525 Sainsbury Lane, spoke in strong opposition to changing the terms from two years to four years and noted what matters the most is that the voters overwhelming voted for two-year terms in 2000. He felt Council does not have the moral authority to make this change without a referendum because it was like "stealing his vote." He spoke about his distrust for politicians and accused the City Council of holding "secret working sessions"*

with no public input/discussion. He also accused the City Council of not being truthful about the cost of the stadium and other important issues.

At this time, ***Hal Warlick*** *asked if he could share some additional comments. He disagreed with many of Mr. Orms' remarks and offered assurances to Council that his comments had nothing to do with "morality" or his displeasure with anyone. He stated he was merely making a suggestion and he wanted to distance himself from any malice.*

Mayor Wagner asked if there was anyone else who would like to speak regarding changing the term lengths. No one else came forward to speak.

Due to the public hearing being scheduled during a holiday (Easter Monday), Council Member Ewing suggested that the public hearing be continued to allow those that could not attend tonight's meeting an additional opportunity to provide comments.

A motion was made by Council Member Ewing, seconded by Council Member Moore, that this public hearing be continued to Monday, May 7, 2018 at 5:30 p.m. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

2018-100 **<u>High Point Area Arts Council Assistance Agreement</u>**

City Council is requested to approve an Agreement providing assistance from the City of High Point of up to $181,324.00 over the next two fiscal years for the satisfaction of a $362,648 mortgage associated with the High Point Area Arts Council purchase of property located at 121 S. Centennial Street.

Mayor Pro Tem Williams moved to table this matter and send it to the Finance Committee for further discussion. Council Member Ewing made a second to the motion.

Council Member Golden then offered a substitute motion that the matter be handled as a Committee of the Whole item to seek all of Council's input.

The substitute motion died from the lack of a second.

Mayor Wagner then called for a vote on the original motion to table this matter and send it to the Finance Committee. The motion carried by the following unanimous 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

DRAFT

2018-121 **Minutes to be Approved**

- Finance Committee; Thursday, March 15th @ 4:00 p.m.
- Special Meeting; Monday, March 19th @ 3:00 p.m.
- Regular Meeting of Council; Monday, March 19th @ 5:30 p.m.
- Special Meeting (Departmental Presentations); March 21st @ 3:30 p.m.

The preceding minutes were unanimously approved as submitted.

A motion was made by Council Member Ewing, seconded by Council Member Golden, that the preceding minutes be approved as submitted. The motion carried by the following 8-0 vote:

Aye (8): Mayor Wagner, Mayor Pro Tem Williams, Council Member Moore, Council Member Scarborough, Council Member Golden, Council Member Peters, Council Member Jones, and Council Member Ewing.

Absent (1): Council Member Hudson

For Information Only:

High Point Economic Development Corporation Meeting

Mayor Wagner reported that Congressman Ted Budd would be speaking during the High Point Economic Development Corporation meeting scheduled for Wednesday, April 4th at 4:00 p.m. in the Council Chambers, High Point City Hall. He encouraged everyone to attend.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 6:35 p.m. upon motion duly made by Council Member Ewing and second by Mayor Pro Tem Williams.

_____
Jay W. Wagner, Mayor

Attest:

_____
Lisa B. Vierling, MMC
City Clerk

DRAFT

CITY OF HIGH POINT
AGENDA ITEM

Title: **Zoning Map Amendment 18-01**
(Wynnefield Properties, Inc.)

From: Lee Burnette, Planning & Development Director

Meeting Date: May 7, 2018

Public Hearing: Yes

Advertising Date: April 25, 2018, and May 2, 2018

Advertised By: Planning & Development

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

PURPOSE:
A request by Wynnefield Properties, Inc to rezone approximately 8.7 acres from the Residential Single Family-40 (RS-40) District, within Guilford County's jurisdiction, to the Residential Multifamily-16 (RM-16) District. The site is lying along the north side of W. Wendover Avenue, approximately 500 feet west of Tarrant Road (5206 & 5208 W. Wendover Avenue). 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 March 27, 2018, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 18-01. The Planning & Zoning Commission recommended ***approval*** of this request as recommended by staff, by a vote of 9-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Wynnefield Properties, Inc. Zoning Map Amendment 18-01 (ZA-18-01)

At its March 27, 2018 public hearing, the Planning and Zoning Commission reviewed a request to rezone approximate 8.7 acres to the Residential Multifamily-16 (RM-16) District. All members of the Commission were present. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking in favor of the request:

Speaking in favor of the request was the applicant, Mr. Craig Stone, 5614 Riverdale Drive, Jamestown, N.C. He provided an overview of the request, outlined the manner in which he desires to develop the property and addressed questions from the Commission.

Also speaking in favor of the request was Mr. Michael McNair, Community Development and Housing Director. He stated that the City has partnered with Wynnefield Properties, Inc. previously on similar developments.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

Consistency Statement

The Commission stated that the zoning site and surrounding area are designated as Medium Density Residential on the Land Use Plan Map, for higher density residential development in the West Wendover Avenue/Guilford College Road Corridor Plan, and for higher density residential development because it is outside the City Lake Watershed Critical Area.

Reasonableness Statement

The Commission stated that the request is reasonable and in the public interest as it is consistent with existing zoning and development pattern along this portion of W. Wendover Avenue corridor.

The Planning & Zoning Commission ***adopted these statements*** by a vote of 9-0.

Zoning Map Amendment

The Commission recommended ***approval*** of Zoning Map Amendment 18-01, as recommended by staff, by a vote of 9-0.

CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT

STAFF REPORT
ZONING MAP AMENDMENT 18-01
March 27, 2018

Request			
Applicant: Wynnefield Properties, Inc.	**Owners:** Jerry and Alicia Murphy Hong Thu Nguyen		
Zoning Proposal: To annex and apply initial City zoning to approximately 8.7 acres.	**From**	RS-40	Residential Single Family-40 District *(Guilford County)*
	To:	RM-16	Residential Multifamily-16 District

Site Information	
Location:	The site is lying along the north side of W. Wendover Avenue, approximately 500 feet west of Tarrant Road (5206 & 5208 W. Wendover Avenue).
Tax Parcel Numbers:	Guilford County Tax Parcels 0154826 and 0154832
Site Acreage:	Approximately 8.7 acres
Current Land Use:	Two single family detached dwellings
Physical Characteristics:	The site has a moderate to severely sloping terrain.
Water and Sewer Proximity:	A 16-inch and 6-inch City water line lies adjacent to the site along W. Wendover Avenue. An 8-inch City sewer line lies adjacent to the site along W. Wendover Avenue.
General Drainage and Watershed:	The site drains in a general easterly direction and development is subject to the City Lake General Watershed Area requirements. Engineered stormwater treatment measures are required for multi-family 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 (ARO) – Zone 4

Adjacent Property Zoning and Current Land Use			
North:	CU RM-16	Conditional Use Residential Multifamily-16 District	Multifamily Development *(Laurel Bluff Apartments)*
South:	AG	Agricultural District *(Guilford County)*	Undeveloped Parcel *(across W. Wendover Avenue)*
East:	AG	Agricultural District *(Guilford County)*	Undeveloped Parcel *(across W. Wendover Avenue)*
West:	CU-LI	Conditional Use Light Industrial District	Medical center and industrial development

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 site has a Medium Density Residential land use designation. This classification includes a variety of attached dwellings, generally including higher density townhouses and less land-intensive multi-family housing such as garden apartments. Development densities shall range from eight to sixteen dwelling units per gross acre.
Land Use Plan Goals, Objectives & Policies:	The following goals and objectives of the Land Use Plan are relevant to this request: Goal #3: Provide a wide range of housing opportunities for families of all income levels. 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. #8. Stimulate more efficient use of the City's land resources by encouraging in-fill, mixed-use, cluster development and higher residential densities at appropriate locations.
Relevant Area Plan:	West Wendover Avenue/Guilford College Road Corridor Plan Objective 4: To accommodate higher density residential development, especially north of W. Wendover and outside the Watershed Critical Area, in specified locations.
Zoning History:	There have been no recent zoning changes in this general area, the last being the 2005 zoning of the abutting medical center lying west of the site.

Transportation Information			
Adjacent Streets:	**Name**	**Classification**	**Approx. Frontage**
	W. Wendover Avenue	Major Thoroughfare	822 ft.
Vehicular Access:	Via driveway access from W. Wendover Avenue		
Traffic Counts: *(Annual Average Daily Traffic)*	W. Wendover Avenue	39,000 AADT NCDOT 2016, 24-hour traffic count	
Estimated Trip Generation:	Estimate average daily traffic for a 96-unit multifamily development: Weekday Average Daily Trips——633 trips over a 24-hour time period Weekday AM Peak Hour——49 trips during morning peak hour Weekday PM Peak Hour——60 trips during evening peak hour		
Traffic Impact Analysis (TIA):	**Required**		**TIA Comments**
	Yes	No X	None
Comments:	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.		

School District Comment					
Guilford County School District					
Local Schools:	**Enrollment: Fall 2017** (20th Day of Enrollment)	**Maximum Design Capacity:**		**Mobile Classrooms:**	**Projected Additional Students:**
		2017-18	2018-19		
Florence Elementary School	716	730	730	11	27 - 29
Southwest Middle School	1,196	1,223	1,223	10	12 - 16
Southwest High School	1,606	1,597	1,597	11	12 - 14

School District Remarks:

1. Statutory teacher allotments and class size maximums will result in reduced capacity each school year through 2021-2022.
2. Florence Elementary enrollment is nearing maximum built capacity in the 2017-2018 school year. With the implementation of House Bill 90, which mandates reduced class size, enrollment will exceed capacity for the 2019-2020 school year. This statutory requirement will reduce the built capacity of Florence Elementary from 730 students to 696 students between 2018-19 and 2019-20.
3. Southwest Middle School is nearing capacity and Southwest High School is over capacity. Approximately 496 lots have been submitted for rezoning and approved in the Southwest Middle and Southwest High School attendance boundary. Further development in the Southwest Middle/High School assignment boundary will continue to place capacity hardships on these schools.

Details of Proposal

The 8.7 acres associated with this application consist of two parcels, lying along the north side of W. Wendover Avenue, that are surrounded by the High Point Corporate limits. Wynnefield Properties has contracted to purchase one of the parcels, a 7.6-acre lot, for a proposed 96-unit multifamily development. The other 1.1-acre lot was added by that property owner at the request of staff to eliminate an unincorporated hole in this portion of the City's Planning Area.

Staff Analysis

This application proposes to establish a Residential Multifamily-16 (RM-16) District on this 8.7-acre area. The adopted Land Use Map classifies this area as Medium Density Residential which is intended to accommodate a variety of higher density residential uses, including townhouses and apartments, at a density of 8 to 16 dwelling units per gross acre. Directly north of the site is the Laurel Bluff townhome apartment development, and continuing eastward there are several existing townhome and multifamily developments, all of which have a Conditional Use Residential Multifamily (CU-RM-16) District zoning. Thus, this request is consistent with the adopted Land Use Map and with the existing development and zoning pattern established in this area.

The request is consistent with objectives of the West Wendover Avenue/Guilford College Road Corridor Plan, which seeks to promote higher density residential development along this corridor, especially north of W. Wendover Avenue, outside of Watershed Critical Area. Furthermore, the requested RM-16 District will be compatible with the surrounding area as the zoning site will gain access from a major thoroughfare roadway.

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 zoning site and surrounding area are designated as Medium Density Residential on the Land Use Plan Map, for higher density residential development in the West Wendover Avenue/Guilford College Road Corridor Plan, and for higher density residential development because it is outside the City Lake Watershed Critical Area.

Reasonableness/Public Interest:
Whether an approval of the Conditional Zoning District is reasonable and in the public interest.

The request is consistent with existing zoning and development pattern along this portion of W. Wendover Avenue corridor.

Recommendation

Staff Recommends Approval:
As addressed in the Staff Analysis section of this report, the request is consistent with the Land Use Map and the requested RM-16 District will be compatible with adjacent uses. The Planning & Development Department recommends approval of the request to rezone this 8.7 acres to the RM-16 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.

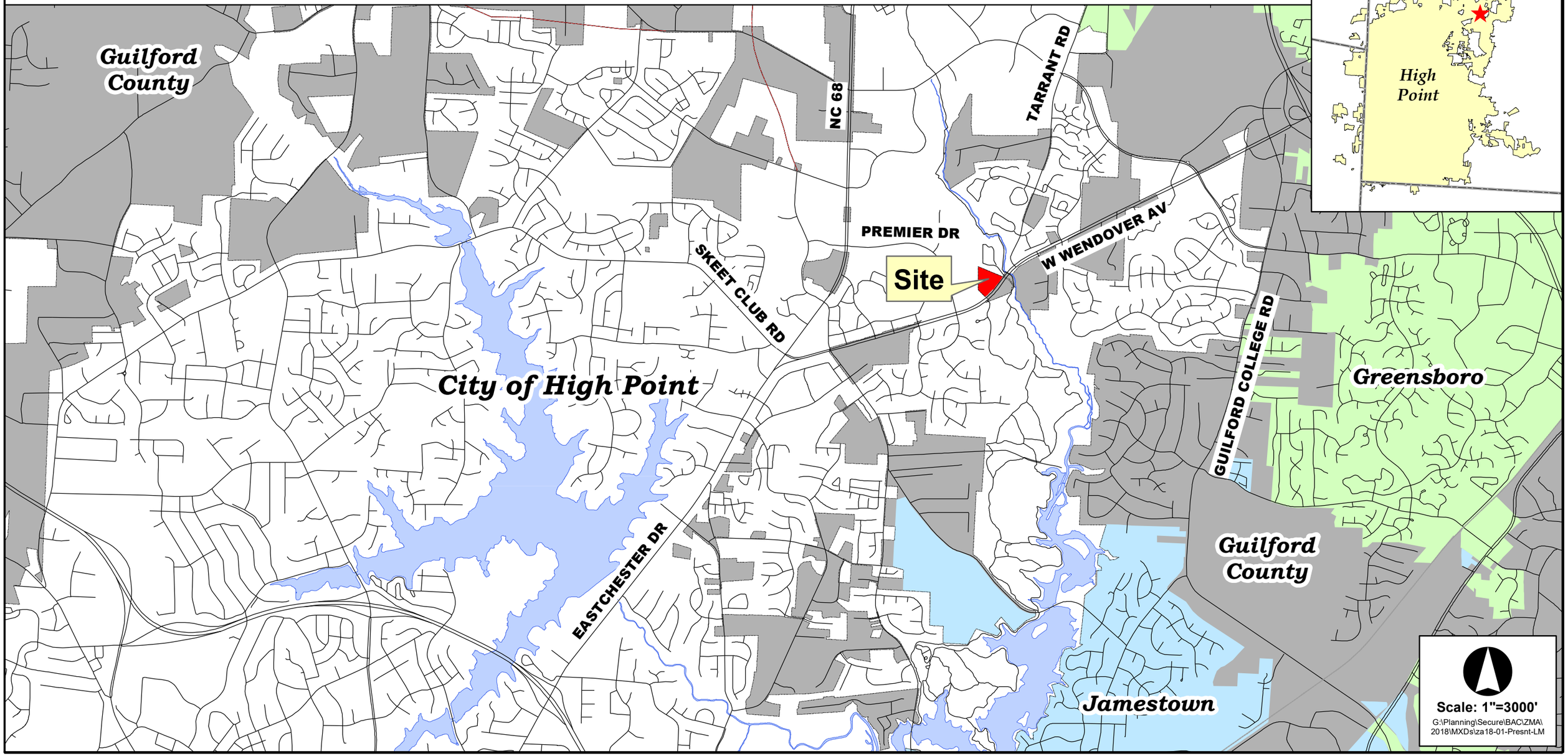
City Council:
The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans, and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may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

Report Preparation

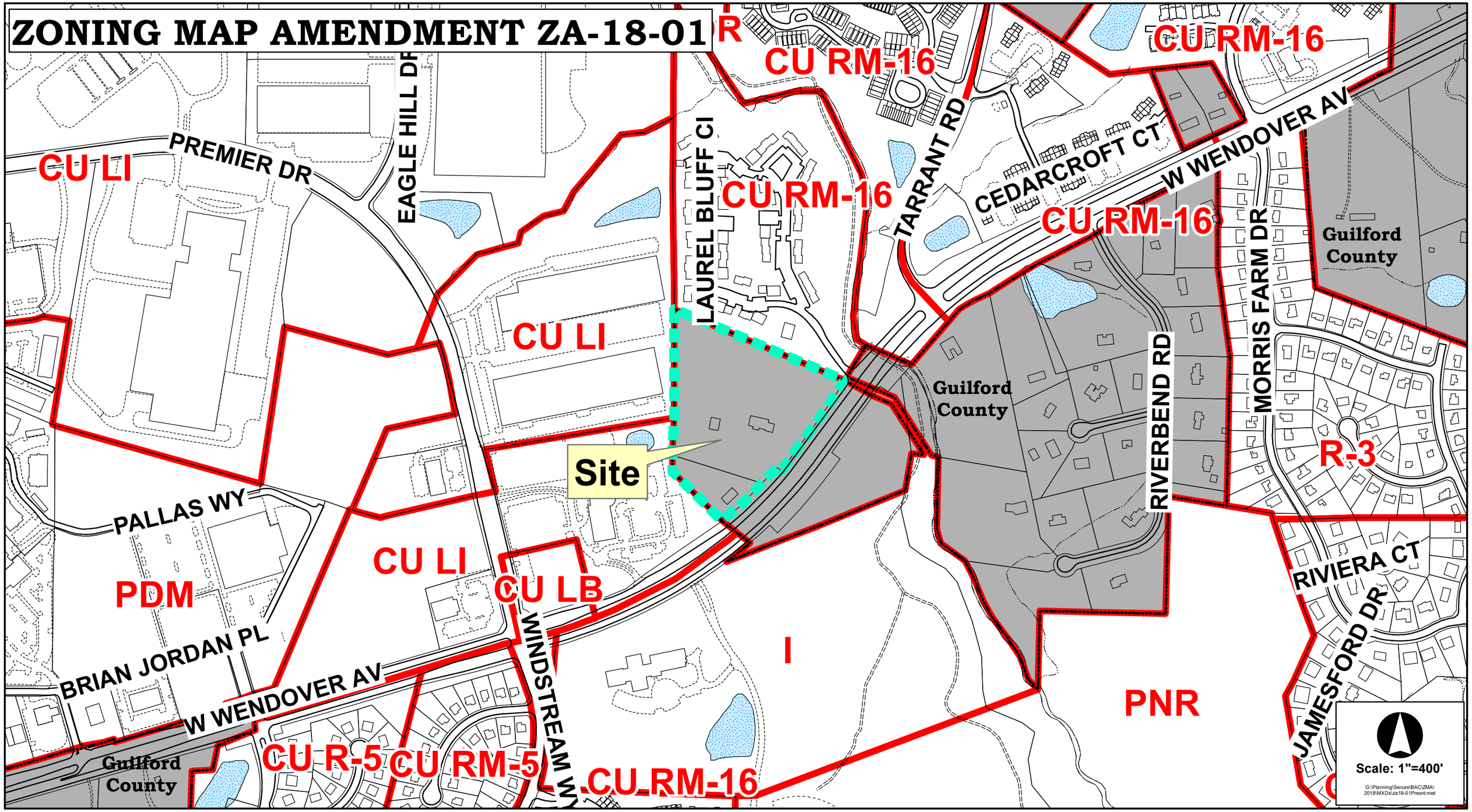
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

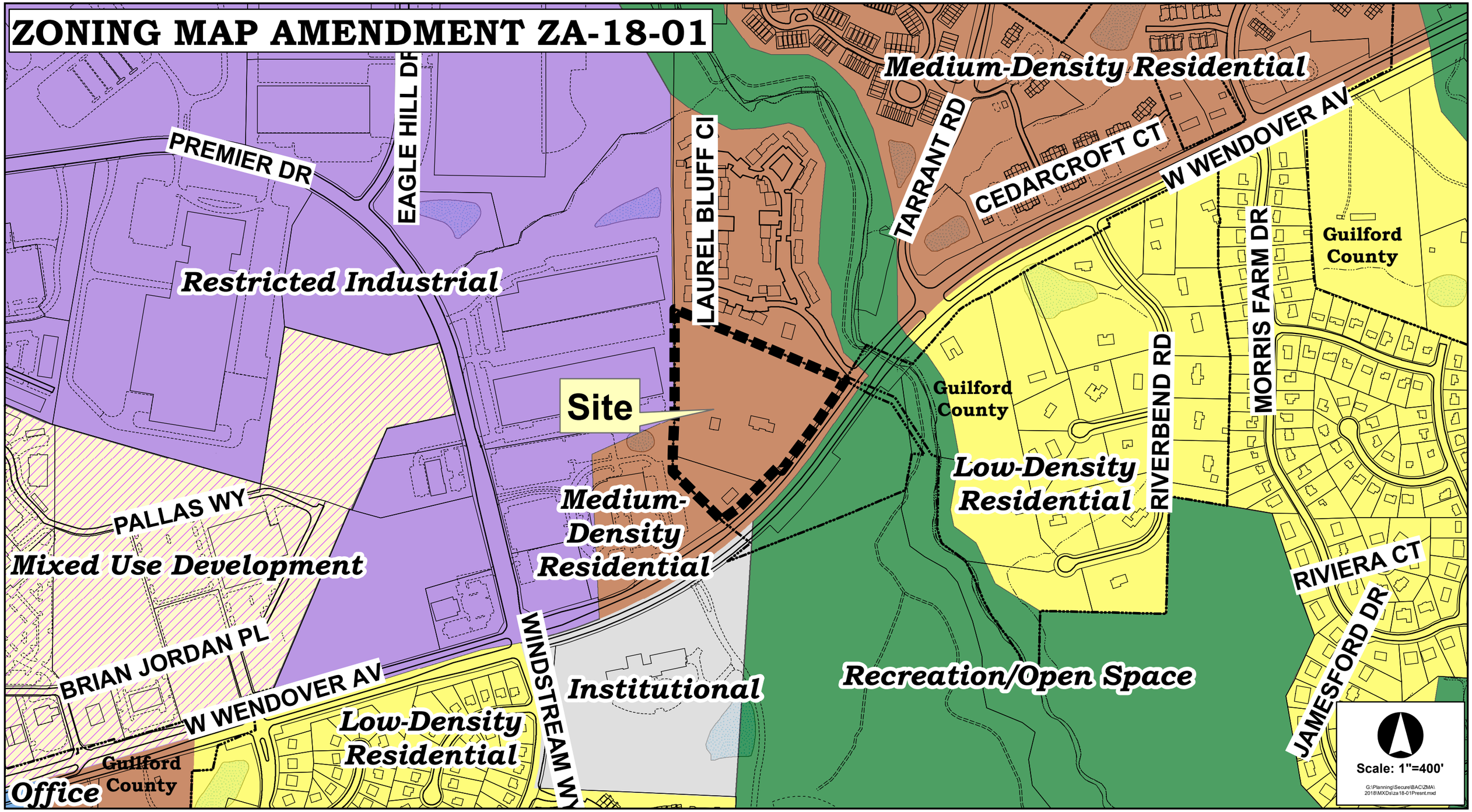
ZONING MAP AMENDMENT ZA-18-01
Applicant: Wynnfield Properties, Inc.



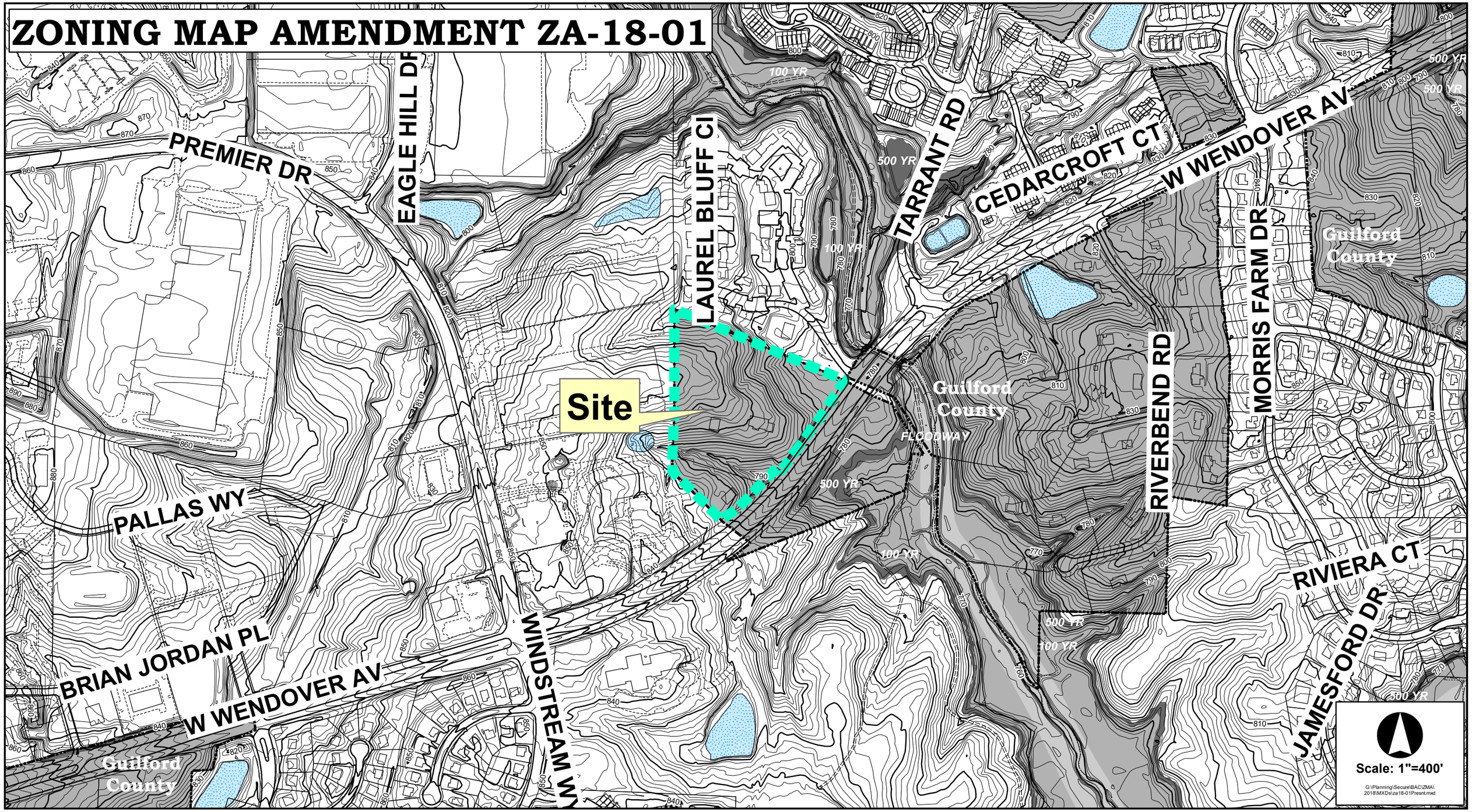
ZONING MAP AMENDMENT ZA-18-01



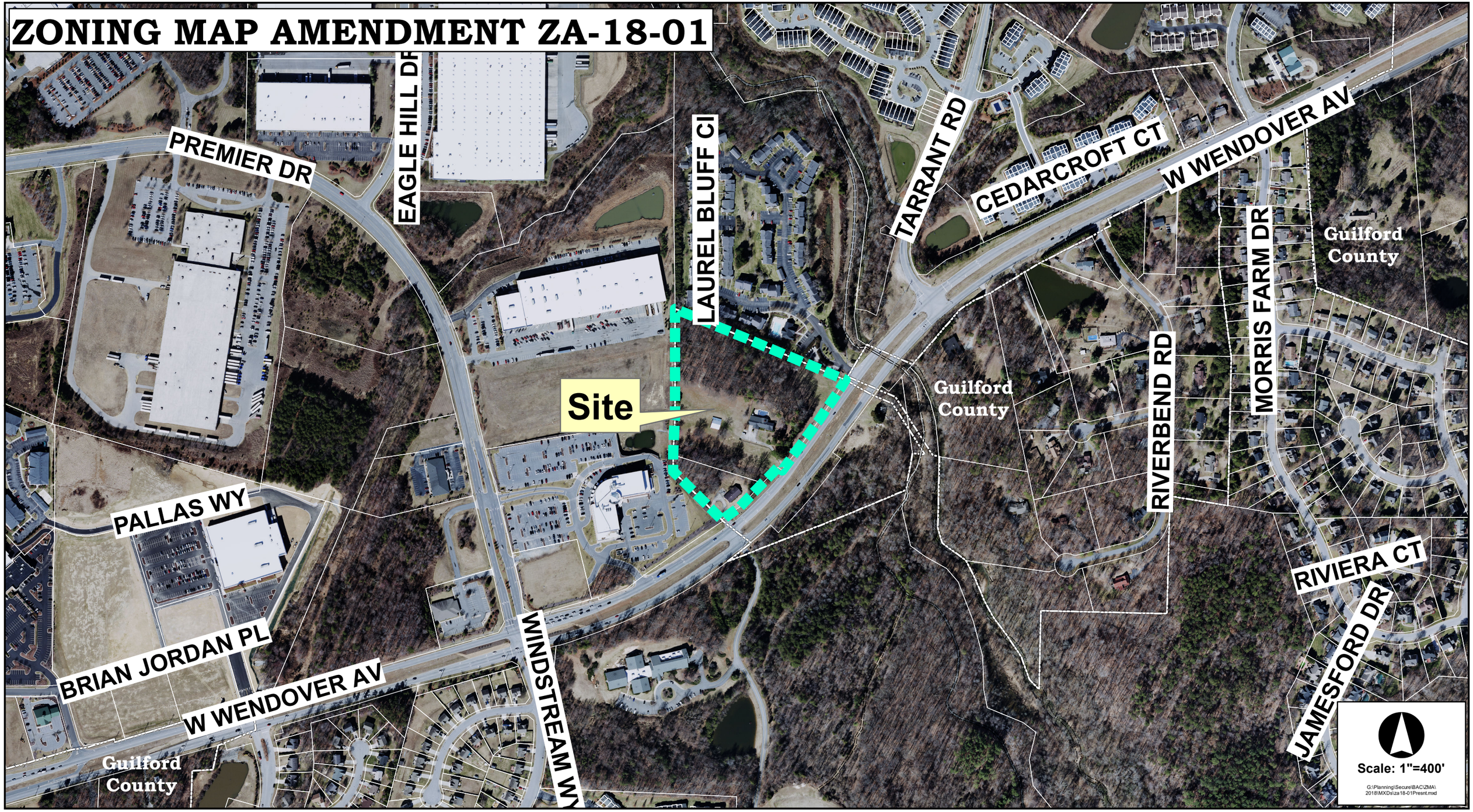
ZONING MAP AMENDMENT ZA-18-01



ZONING MAP AMENDMENT ZA-18-01



ZONING MAP AMENDMENT ZA-18-01



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 March 27, 2018 and before the City Council of the City of High Point on May 7, 2018 regarding **Zoning Map Amendment Case 18-01 (ZA-18-01)** 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 March 18, 2018, for the Planning and Zoning Commission public hearing and on April 25, 2018 and May 2, 2018, 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 **May 7, 2018**.

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: **Residential Multifamily-16 (RM-16) District.** The property is approximately 8.7 acres and lying along the north side of W. Wendover Avenue, approximately 500 feet west of Tarrant Road (5206 & 5208 W. Wendover Avenue). The property is also known as Guilford County Tax Parcels 0154826 and 0154832.

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.
7th day of **May, 2018**

Lisa B. Vierling, City Clerk

Citizens Information Meeting Report

5206 W. Wendover Avenue Rezoning Case

Submitted by: Wynnefield Properties, Inc

City of High Point
5206 W. Wendover Avenue Rezoning Case
Wynnefield Properties, Inc
7.66 +/- acres located at 5206 W. Wendover Avenue

Report
Citizen Information Meeting
Held February 26, 2018 at 6:30pm

The meeting was held at the Addington Ridge Apartments, 3726 Admiral Drive, High Point, NC 27265, which is in close proximity to the site. None of the neighboring property owners who we sent a letter were in attendance.

The handwritten sign in sheet is attached as Attachment 1.

The only persons in attendance were Craig Stone, President of Wynnefield Properties, Inc.; Davis Ray, Wynnefield Properties, Inc.

A notification letter dated and mailed on February 19, 2018 was sent to 10 parties as supplied by the High Point Planning Department. The list of parties/addresses to which it was mailed is labeled as Attachment 2. The notification letter is attached as Attachment 3 along with the required statement provided by the High Point Planning Department.

A handout was prepared for each person sent a letter an 11X17” copy of the conceptual site plan as well as building elevations prepared by Martin Riley Associates dated 1/21/18. This handout is attached and labeled Attachment 4. Wynnefield Properties, Inc also displayed three easels which included a conceptual building rendering of the proposed site, a building rendering of Addington Ridge Apartments, and a conceptual building elevation of the proposed property. All presentation easels were 24” X 36”

Mr. Stone and Mr. Ray waited until 7:00pm before leaving the meeting location after no one showed or called in reference to the meeting.

Submitted by

Wynnefield Properties, Inc.

ATTACHMENT 1

Avondale Trace Apartments
Citizen Information Meeting
February 26, 2018 @ 6:30 pm
Addington Ridge, 3726 Admiral Drive, High Point, NC

Name	Address
Davis Ray (Wynnefield Properties)	5614 Riverdale Dr. Jamestown, NC
Craig Stone (Wynnefield Properties)	5614 Riverdale Dr. Jamestown, NC

ATTACHMENT 2

CITY OF HIGH POINT
PO BOX 230
HIGH POINT NC 27261

FREEMAN, SANDRA SUE
5170 TABERNACLE SCHOOL RD
ASHEBORO NC 27205

GUILFORD COUNTY
PO BOX 3427
GREENSBORO NC 27402

HCRI NORTH CAROLINA PROPERTIES III LIMITED PARTNERSHIP
4500 DORR ST
TOLEDO OH 43615

HIGHPOINT ASSOCIATES LLC
PO BOX 2008
VIRGINIA BEACH VA 23450

LIBERTY PROPERTY LIMITED PARTNERSHIP
1900 SOUTH BOULEVARD SUITE 302
CHARLOTTE NC 28203

MURPHY, JERRY A ; MURPHY, ALICIA B
515 LAND CEMETERY LN
TAYLORSVILLE NC 28681

NGUYEN, HONG THU
4215 W WENDOVER AVE #C
HIGH POINT NC 27265

TARRANT TRACE OWNERS ASSOC INC
603-F EASTCHESTER DR
HIGH POINT NC 27265

VELEZ-SANTIAGO, EDWIN
852 LAKECREST AVE APT 2H
HIGH POINT NC 27265

ATTACHMENT 3

Wynnefield Properties

February 19, 2018

Re: Property located at 5206 West Wendover Avenue

Dear Neighbor:

Wynnefield Properties, Inc is a local real estate development firm who is dedicated to developing and managing quality "Class A" housing with special emphasis on homes for self-sustaining individuals. Realizing there is a strong need in the High Point area for this type housing, our group is considering the purchase, development and ongoing management of a 7.66 acre site located at 5206 West Wendover Avenue, High Point, NC. Our proposed design will be based on previous developed properties that have been very successful and well received by their communities. These properties are available for review.

This proposed 96 unit family property will be attractive, well designed and constructed to very high standards, the landscaping will be extensive. Our Property Management firm with 30 years experience will provide for the continued assurance of a well maintained community asset.

We would like to know how you, as a local area resident, feel regarding our proposed facility being located in your area. This letter is to serve as notification our request to rezone this property to accommodate our proposed development. We will hold a Citizen Information Meeting on Monday, February 26, 2018 at 6:30pm located at the Addington Ridge Apartments (3726 Admiral Drive, High Point, NC). This meeting is open to the public and your participation is encouraged.

We are available by telephone (336) 454-6134 and will be happy to personally meet with you as should you choose to consider this matter or you may contact the City of High Point Planning Department at (336) 883-3328.

Sincerely,

C. Craig Stone

PO BOX 395 Jamestown, NC Phone: 336-454-6134
Fax: 336-454-6190

ATTACHMENT 3

City of High Point

Citizen Information Meetings

Persons filing certain development applications with the City of High Point are required to hold a citizen information meeting. This requirement applies to applications for a Conditional Zoning District, Planned Development District, Special Use and a Zoning Map Amendment that proposes to establish a more intense zoning district.

The City of High Point finds that quality development is better achieved through an informed and cooperative process than an adversarial one. The purpose of the citizen information meeting is to allow the person fling an application, otherwise known as the applicant, the opportunity to inform citizens about their development proposal and to provide citizens the opportunity to ask questions and find out more about the proposal prior to any official public hearings.

The applicant's development proposal is officially presented to the Planning & Zoning Commission and City Council at their respective public hearings. At the public hearings, the Commission and Council hear comments and concerns from citizens regarding the proposal prior to making decisions. The public hearings are not the preferred setting for citizens to learn about a development proposal for the first time. It is difficult to gain understanding of a proposal and offer well thought out comments during the relatively short time of a public hearing. The citizen information meeting is important in that it can provide basic information and allow communication with the applicant before the public hearings, so that citizens may informatively develop their comments and any concerns, and later present them at the public hearings for consideration.

Applicants may vary the form and number of citizen information meetings they conduct; however, they are required to contact or otherwise notify owners of property located within 300 feet of the proposed site. Whatever form the meeting takes, those citizens participating are provided with this written statement from the City of High Point, which describes the purpose of the citizen information meeting, the application process and where additional information may be obtained from the City. In addition, the applicant must provide a description of the development proposal and are encouraged to share any other available information that would help citizens to better understand it.

After the application is filed with the City's Planning & Development Department, the applicant submits to the City a written summary of the citizen information meeting(s). At a minimum, this report records:

- The date, time, and location of the meeting;
- The method and date of notification about the meeting;
- A list of landowners notified about the meeting;
- A list of meeting attendees;
- If the meeting was conducted as a series of telephone calls;
- The description of the development proposal presented to the attendees; and
- A summary of attendee comments, ideas, and suggestions from citizens to be incorporated into the development proposal.

Before the public hearings are held, the City's Planning & Development Department mails notices to all owners of property located within 300-feet of the site. This notice provides a brief summary of the application; the time, date and place of the Planning & Zoning Commission public hearing; and contact information. A second notice is mailed prior to the City Council's public hearing with similar information. Also, signs are placed on the site giving notice of the request and the City's public hearings.

After hearing public comments and considering the development proposal, the Planning & Zoning Commission makes a recommendation to the City Council who, after holding their public hearing, decides what action should be taken on the proposal. Changes to the applicant's proposal can occur during this process in order to insure consistency with City policy and development regulations, and to minimize expected impacts that can be generated by the development or use of the site.

Development conditions can be adopted by the City Council for a Conditional Zoning District, Planned Development District, or Special Use. However, no condition can be included that:

- Specifies the ownership status, race, religion, or other characteristics of the development's occupants;
- Establishes a minimum size of a dwelling unit;
- Establishes a minimum value of buildings or improvements;
- Excludes residents based upon race, religion, or income; or
- Obligates the City to perform in any manner relative to the approval of or development of the land.

Citizens are strongly encouraged to contact the City's Planning & Development Department and visit the website below for additional information on the City's zoning process, and for information about specific development proposals.

Contact:

Planning & Development Department 336-883-3328

www.buildhighpoint.com

Revised 09-05-17

ATTACHMENT 4

AVONDALE TRACE

HIGH POINT, NC 1-19-2018

SITE INFORMATION:

SITE:	7.66 ACRES
DENSITY:	12.53 UNITS/ACRES
BUILDINGS:	(1) 1 STORY CLUBHOUSE (4) 3-STORY APARTMENT BUILDING
SPRINKLERS:	13R
PARKING SPACES:	192 PROVIDED @ 2 PER UNIT

UNIT INFORMATION:

UNIT MIX	SPCS/UNIT		PKG. REQ.
1-BR (A1 UNITS)	= 12	2.0	24
1-BR (A2 UNITS)	= 3	2.0	6
2-BR (B UNITS)	= 45	2.0	90
3-BR (C1 UNITS)	= 36	2.0	72
TOTAL	= 96 UNITS		192

Unit Type	Unit Heated Area	Unit Net Area	No. of Units	Heated Total	Net Total
1 BEDROOM "A1"	705	742	12	8,460	8,904
1 BEDROOM w/ DEN "A2"	967	1,015	3	2,901	3,045
2 BEDROOM "B1"	967	1,015	45	43,515	45,675
3 BEDROOM "C1"	1,124	1,177	36	40,464	42,372
Total			96	**95,340**	**99,996**

REQUIRED SITE AMENITIES:

A. PLAYGROUND - (W/ MIN. 1 BENCH)
B. MULTI-PURPOSE ROOM (MIN. 250 SQ. FT.)
C. COVERED PICNIC AREA - (150 SQ.FT. W/ 2 TABLES & GRILL)

ADDITIONAL AMENITIES:

D. OUTDOOR SITTING AREAS W/ BENCHES - (MIN. 3 LOCATIONS)
E. EXERCISE ROOM - (W/ NEW EQUIPMENT)
F. RESIDENT COMPUTER CENTER - (MIN. 2 COMPUTERS)

N

SCALE: 1:40

PROJECT 2017-100
DATE 1-21-2018
DRAWN BY / CHECKED BY HJD
REVISIONS

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

AVONDALE TRACE
HIGHPOINT, NC

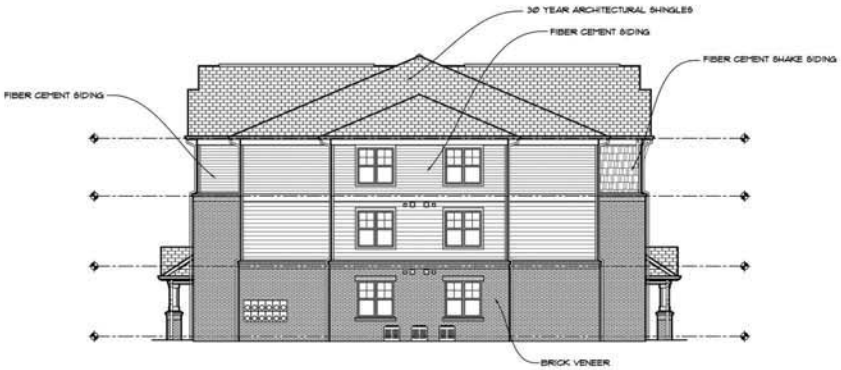
ARCHITECTURAL SITE PLAN

NOT RELEASED FOR CONSTRUCTION

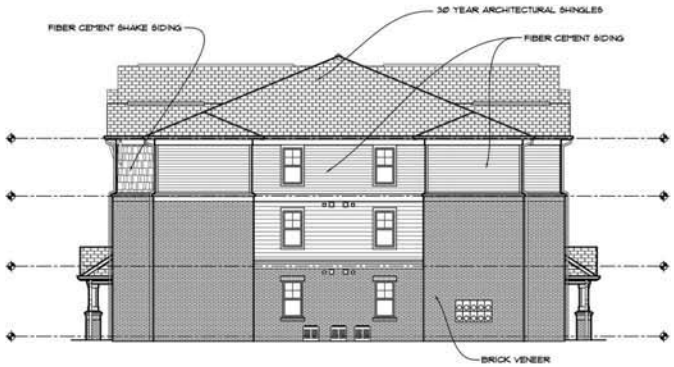
CSP.1

PLOTTED: Jan 21, 2018 - 2:12pm LOCATION: P:\MyrnefieldA\2017-100 Highpoint, NC\2018 Prelim\Sheets\ CSP1.dwg Plotted By: HDhinteman - Copyright 2018

4 BUILDING 100 & 200 - REAR ELEVATIONS
1/8" = 1'-0"



3 BUILDING 100 & 200 - SIDE ELEVATIONS
1/8" = 1'-0"



2 BUILDING 100 & 200 - SIDE ELEVATIONS
1/8" = 1'-0"

1 BUILDING 100 & 200 - FRONT ELEVATIONS
1/8" = 1'-0"

SCALE: 1/8" = 1'-0"

PROJECT 2017-100
DATE 1-21-2018
DRAWN BY / CHECKED BY MRL

REVISIONS

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

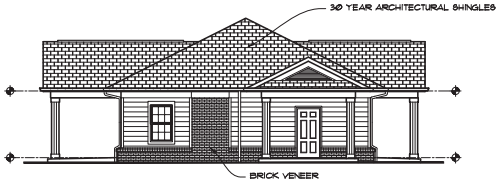
AVONDALE TRACE
HIGHPOINT, NC

BUILDING 100 & 200 - ELEVATIONS

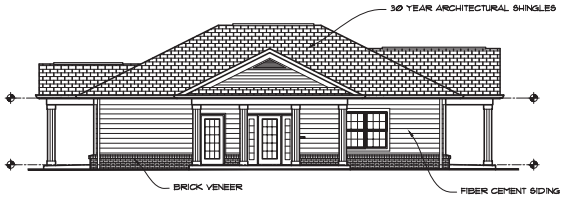
NOT RELEASED FOR CONSTRUCTION

A.8

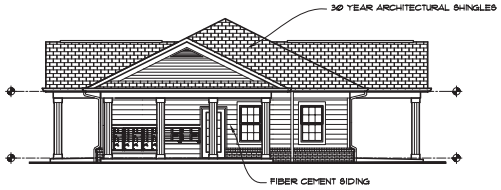
PLOTTED: Jun 18, 2018 - 6:39pm LOCATION: P:\VyneeField\2017-100 Highpoint, NC\2018 Previn\Sheets\ A8.dwg Plotted By: mlee - Copyright 2018



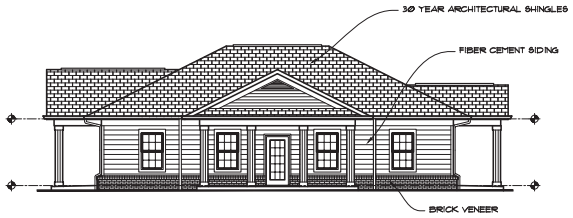
5 CLUBHOUSE - SIDE ELEVATION
1/8" = 1'-0"



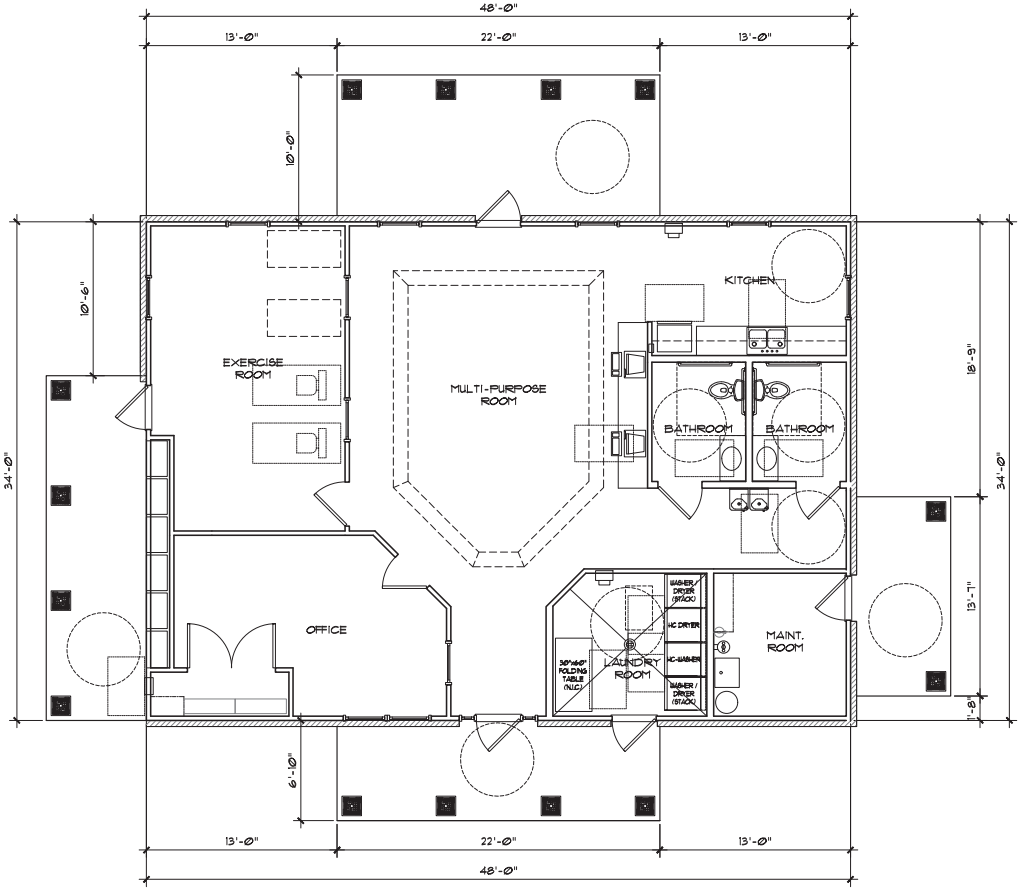
4 CLUBHOUSE - REAR ELEVATION
1/8" = 1'-0"



3 CLUBHOUSE - SIDE ELEVATION
1/8" = 1'-0"



2 CLUBHOUSE - FRONT ELEVATION
1/8" = 1'-0"



1 CLUBHOUSE - BUILDING FLOOR PLAN
1/4" = 1'-0"
1564 S.F. GROSS

SCALE: 1/4" = 1'-0"

PROJECT	2017-100
DATE	1-21-2018
DRAWN BY / REVIEWED BY	MRL

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800

AVONDALE TRACE
HIGHPOINT, NC

CLUBHOUSE - FLOOR PLAN & ELEVATIONS

NOT RELEASED FOR CONSTRUCTION

A.10

PLOTTED: Jan 21, 2018 - 2:43pm LOCATION: P:\VynnerfieldV2017-100 Highpoint, NC\2018 Prelim\Sheets\ A10.dwg Plotted By: HUinteman - Copyright 2018

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 March 27, 2018 and before the City Council of the City of High Point on May 7, 2018 regarding **Zoning Map Amendment Case 18-02 (ZA-18-02)** 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 March 18, 2018, for the Planning and Zoning Commission public hearing and on April 25, 2018 and May 2, 2018, 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 **May 7, 2018**.

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 **Planned Development – Periphery District (PD-P) District**. The property is approximately 162.16 acres and lying north of the intersection of Sandy Ridge Road and Johnson Street and west of the intersection of Sandy Ridge Road and Kendale Road. The property is also known as Guilford County Tax Parcels 0171322, 0171330, 0210452, 0210453 0210454, 0210455 and 0210456.

SECTION 2
That this Planned Development District shall be subject to the Master Plan and the Statement of Intent & Development Standards which are a part of this zoning district.

SECTION 3
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 4
That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5.
This ordinance shall become effective upon the date of adoption.
7th day of May, 2018.

Lisa B. Vierling, City Clerk

RIVER LANDING AT SANDY RIDGE
PLANNED UNIT DEVELOPMENT STATEMENT OF INTENT & DEVELOPMENT STANDARDS

Applicant: **Presbyterian Homes, Inc**

Initial Adoption Date: **November 6, 2017**
Ordinance No. 7350/17-93
Zoning Map Amendment 17-18

Revision Date: **May 7, 2018 (adopted)**
Ordinance No. 7410 / 18-39
Zoning Map Amendment 18-02

Statement of Intent:

a) The Applicant intends to revise the approved Statement of Intent and Development Standards for the River Landing at Sandy Ridge campus. An additional small parcel of land consisting of 0.16 acres was purchased from the Saddle Brook Home Owners Association. This parcel has been combined with parcel 0210456 resulting in a parcel that is zoned CU-RM5 and PD-P. The intent is to rezone the 0.16- acre portion of the lot to Planned Development – Periphery (PD-P) and incorporate as a part of Tract G within the overall campus. The integration of the parcel will be subject to the approved Development Standards established in Zoning Case 17-18. No changes to the Development Standards are proposed. The total combined tract remains approximately 162 acres.

b) The additional 0.16 acres provides additional area for the expansion of the management service office. The overall intent remains to expand the existing campus to build additional residential dwelling units, including additional single-family detached, single family attached and multifamily units and beds, a club house with restaurant, a new maintenance facility, management service office expansion, wellness center expansion, on-site amenities, main entrance gate/guard houses, and healthcare facility expansion. New buildings or expansion of existing buildings will match the existing architectural character of the campus and function as a cohesive campus.

c) The existing campus consists of 298 residential dwelling units and 116 beds (58 units based on 1 unit per 2 beds). This expansion of the development will allow a maximum of 550 residential dwelling units within the overall River Landing Development.

d) The club house will contain a pro-shop and a restaurant, minor use. Although the pro-shop and restaurant will be primarily intended for residents and golfers, it may be open to the public as well as provide services to the River Landing at Sandy Ridge community.

e) The existing nine (9) hole golf course shall be retained with adjustments to the layout to accommodate development of the pro-shop, restaurant additional residential units as indicated on the PD-P Master Plan (Tract C).

f) All entrances to the development will be at the existing locations on Sandy Ridge Road. Entrances may be gated. The road network will consist of private drives. All residents within the development will have access to the recreational and amenity areas.

g) Campus private water and sewer services will be extended to service expansion areas.

Development Standards:

Part 1. USES:

A. Continuing Care Retirement Community and accessory uses shall be permitted, subject to the development and dimensional requirements of the specific conditions listed in this Development Standards. The following uses shall be permitted within the various tracts of the development:
   1. Tract A: Single Family Attached and Single Family Detached dwelling units.
   2. Tract B: Single Family Attached and Single Family Detached dwelling units.
   3. Tract C: All Household Living Category Uses, Clubhouse with restaurant minor use, Golf course and accessory uses.
   4. Tract C.1: Maintenance facility
   5. Tract D: All uses and activities associated with a continuing care retirement community, all household living uses (including Assisted living facility, Long-term care/skilled nursing facility), maintenance facility, office category use types, day care use category.
   6. Tract E: Single Family Attached and Single Family Detached dwelling units.
   7. Tract F: All Household Living Category Uses
   8. Tract G: Office category use types
   9. Tract H: Golf Course, Common Recreation Area, Common Open Space area and walking trail.

Part 2. CONDITIONS:

A. Development, Dimensional & Density Standards:

   1. Development Density: A maximum of 550 dwelling units, including beds as calculated at 1 unit per 2 beds, shall be permitted.

   2. General Building Height, Setback and Development Requirements:

      a. Maximum building height:
         i. Perimeter Area: Maximum fifty (50) foot building height within one hundred (100) feet of the perimeter of the development.
         ii. Internal Area (beyond the 100-foot perimeter): Maximum eighty (80) foot building height.
         iii. In Tract C.1 and G the maximum building height shall be 40 feet.
         iv. Tracts fronting Sandy Ridge Road, the maximum building height for multifamily residential uses shall not exceed seventy (70) feet at the building setback from Sandy Ridge Road.

      b. Perimeter Building and Perimeter Street Setback
         i. For Tracts A thru F, a minimum thirty (30) foot building setback shall be provide from the perimeter of the overall development.
         ii. For Tract G and H, a minimum twenty (20) foot building setback shall be provide from the perimeter of the overall development.

iii. Sandy Ridge Road: A minimum fifty (50) foot building setback (as measured from the right-of-way) shall be provided from the Sandy Ridge Road right of way.

iv. Maintenance building /Tract C.1: In addition to above noted building setback requirements, outside laydown space for landscape materials shall setback a minimum of thirty (30) feet from perimeter of the development

c. Household Living Category use (Single Family Detached and Single Family Attached) shall meet the following standards:

Option 1 - Group Development:

a. Principal Building Setbacks
   i. 20 ft. Minimum Front Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided, or from back of sidewalk)
   ii. 10 ft. Minimum Side Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided, or from back of sidewalk)

b. Accessory Structures
   i. No accessory building(s) shall be permitted; except, this shall not prohibit amenity structures within common element areas such as gazebos or similar structures or centrally located maintenance structures.

Option 2 - Individual Lots:

a. Minimum Lot Area – no minimum lot area however, single family detached dwelling and single family attached dwelling units shall be fully contained within a lot.
b. Principal Building Setbacks
   i. 20 ft. Minimum Front Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided, or from back of sidewalk)
   ii. 10 ft. Minimum Side Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided, or from back of sidewalk)
   iii. 5 ft. Side Setback
   iv. 15 ft. Rear Setback

c. Accessory Structures
   i. No accessory building(s) shall be permitted; except, this shall not prohibit amenity structures within common element areas such as gazebos or similar structures or centrally located maintenance structures.

3. Multi-family use types shall meet the following standards:
   a. Principal Building Setbacks
      i. 20 ft. Minimum Front and side street setback from private drives (measured from back of curb or edge of pavement, if no curb is provided)
      ii. Maximum Building Length shall meet the dimensional standards for Multi-family dwellings as set forth in 4.3.2(5) of the City of High Point Development Ordinance.

4. Office buildings, Club House with publicly accessible restaurant (minor), and all other use types not listed above will meet the following standards:
    a. Principal Building Setbacks
        i. 20 ft. Minimum front and Side Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided)
        ii. Setback does apply to drop-offs or from parking spaces.
        iii. Except for accessory structures, all building shall have a pitched roof

    b. Maximum Building Size
        i. Tract G: A maximum building footprint of 12,000 square feet per structure.

B. <u>Landscaping, Setback and Buffers</u>
1. Perimeter Landscape Yard
    a. A minimum 15-foot wide Type C planting yard shall be installed at the perimeter of the development where single family detached or single family attached use type is within one hundred (100) feet.
    b. A minimum 25-foot wide Type B planting yard shall be installed at the perimeter of the development where the maintenance facility, any outdoor laydown area, and associated parking is within one hundred (100) feet.
    c. A minimum 25-foot wide Type B planting yard shall be installed at the perimeter of the development where any multifamily residential use and associated parking is within one hundred (100) feet.
    d. Locations along the perimeter of Tract A with higher landscape standards are noted on the PD-P Master Plan.

2. <u>Parking Lot Landscaping</u>
    a. New parking lot landscaping shall meet the standards set forth in 5.5.10 of the City of High Point Development Ordinance.
    b. Modifications to existing parking lots shall meet the standards set forth in 5.5.10 of the City of High Point Development Ordinance within the area of modification.

3. <u>Street Yard (Sandy Ridge Road Frontage)</u>
    a. New development along Sandy Ridge Road frontage shall have landscape planting and berming similar to the existing landscaping and berming along existing frontage (between John Knox Drive and Links Dive). At a minimum, this street yard shall have a minimum width of 20 feet, planted at Type C Yard Rate.

C. <u>Transportation</u>
1. Vehicular Access and improvements
    a. Access shall be from the existing ~~full~~ access points on Sandy Ridge Road as depicted on the PD-P Master Plan
        i. Access Point 1 - John Knox Drive

ii. Access Point 2 - The Links Drive
iii. Access Point 3 - Northern entrance drive to Tract G and F

b. Access may be gated with review and approval from HPDOT and Emergency Services.
c. Sandy Ridge Road Right-of-way dedication: The developer shall dedicate to the City of High Point right-of-way along Sandy Ridge Road frontage as required to meet the alignment depicted for NCDOT road improvement project U-4758. This right-of-way shall be dedicated by December 31, 2018.
d. 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.

2. Pedestrian Access
   a. A pedestrian access system shall be provided for future development phases to provide safe and convenient pedestrian access to open space/common areas for all new dwelling units.
   b. A pedestrian access plan shall be submitted as part of the site plan review and approval for each development Tract and for each phase of development within a tract. The location of all sidewalks/paths shall be indicated on plans submitted for approval. Pedestrian access shall be installed as part of each phase or sub-phase of development.

D. Signage

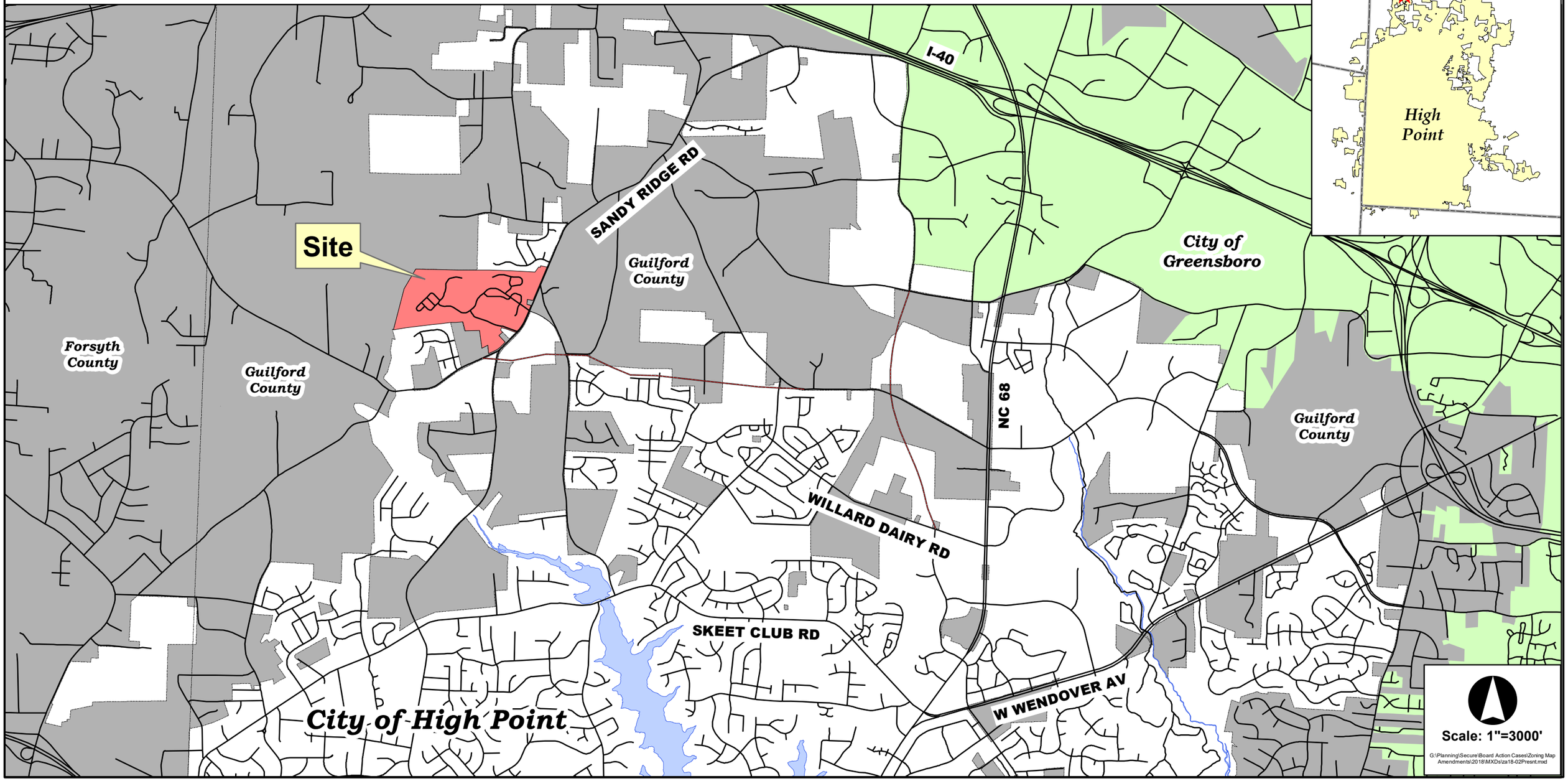
The location of signage on the rezoning site shall conform to the approved Common Signage Plan. The previously approved Common Signage Plan shall be updated to show the location of additional proposed signage on the subject property. Sign drawings consistent with the Common Signage Plan criteria, for obtaining sign permits, shall be required prior to the issuance of building permits for each phase or portion thereof.

E. Relationship of Permit to Development Ordinance

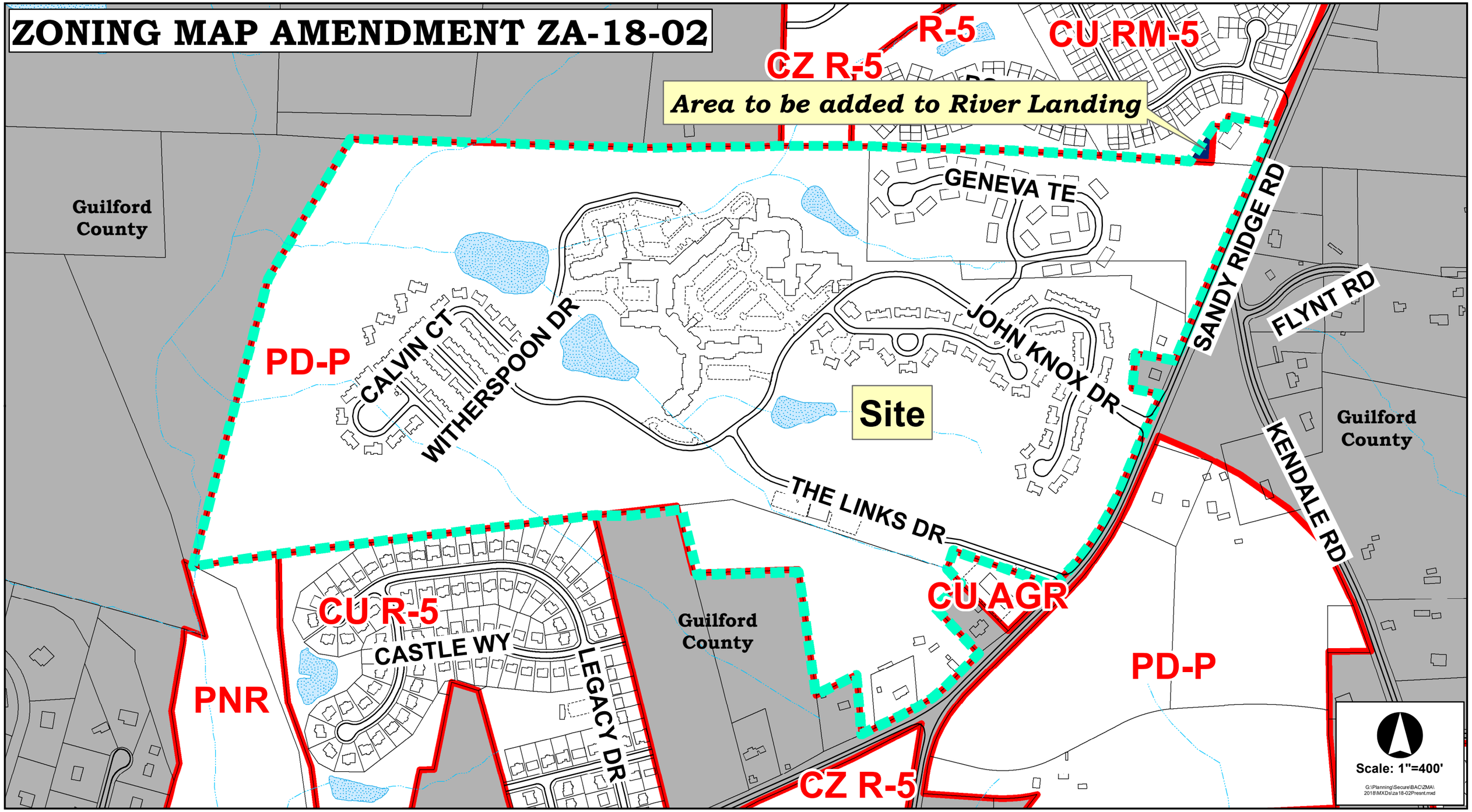
The use and development of the subject site shall be subject to the uses and conditions within this Development Standards document and the Statement of Intent. The City of High Point Development Ordinance shall govern issues not addressed within these documents.

LOCATION MAP

ZONING MAP AMENDMENT: ZA-18-02
Applicant: PRESBYTERIAN HOMES INC

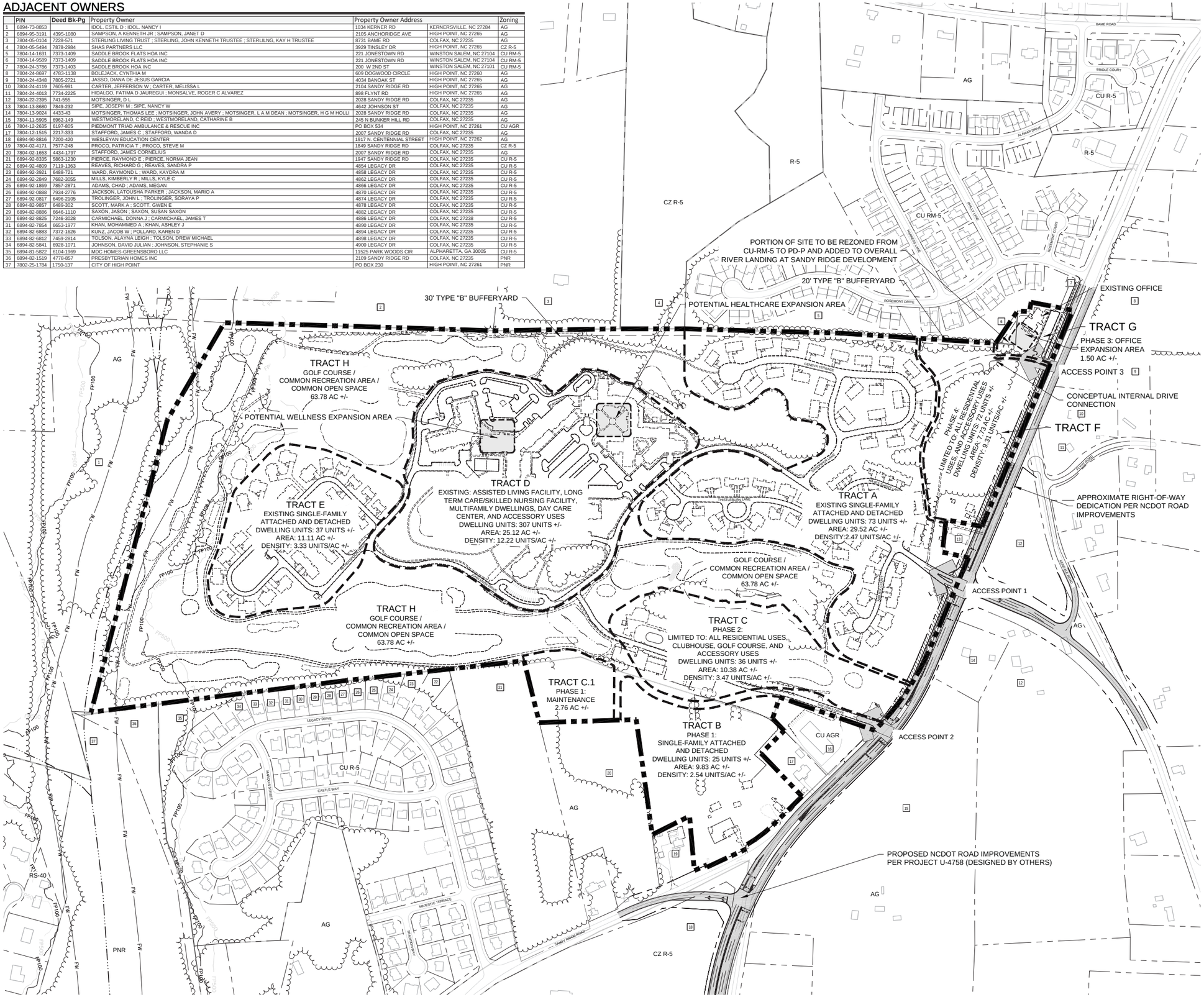


ZONING MAP AMENDMENT ZA-18-02



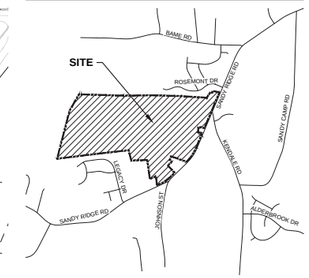
ADJACENT OWNERS

	PIN	Deed Bk-Pg	Property Owner	Property Owner Address		Zoning
1	6894-73-8853		IDOL, ESTIL D ; IDOL, NANCY I	1034 KERNER RD	KERNERSVILLE, NC 27284	AG
2	6894-95-3191	4395-1080	SAMPSON, A KENNETH JR ; SAMPSON, JANET D	2105 ANCHORIDGE AVE	HIGH POINT, NC 27265	AG
3	7804-05-0104	7228-571	STERLING LIVING TRUST ; STERLING, JOHN KENNETH TRUSTEE ; STERLILNG, KAY H TRUSTEE	8731 BAME RD	COLFAX, NC 27235	AG
4	7804-05-5494	7878-2984	SHAS PARTNERS LLC	3929 TINSLEY DR	HIGH POINT, NC 27265	CZ R-5
5	7804-14-1631	7373-1409	SADDLE BROOK FLATS HOA INC	221 JONESTOWN RD	WINSTON SALEM, NC 27104	CU RM-5
6	7804-14-9589	7373-1409	SADDLE BROOK FLATS HOA INC	221 JONESTOWN RD	WINSTON SALEM, NC 27104	CU RM-5
7	7804-24-3786	7373-1403	SADDLE BROOK HOA INC	200 W 2ND ST	WINSTON SALEM, NC 27101	CU RM-5
8	7804-24-8697	4783-1138	BOLEJACK, CYNTHIA M	609 DOGWOOD CIRCLE	HIGH POINT, NC 27260	AG
9	7804-24-4348	7805-2721	JASSO, DIANA DE JESUS GARCIA	4034 BANOAK ST	HIGH POINT, NC 27265	AG
10	7804-24-4119	7605-991	CARTER, JEFFERSON W ; CARTER, MELISSA L	2104 SANDY RIDGE RD	HIGH POINT, NC 27265	AG
11	7804-24-4013	7734-2225	HIDALGO, FATIMA D JAUREGUI ; MONSALVE, ROGER C ALVAREZ	898 FLYNT RD	HIGH POINT, NC 27265	AG
12	7804-22-2395	741-555	MOTSINGER, D L	2028 SANDY RIDGE RD	COLFAX, NC 27235	AG
13	7804-13-8680	7849-232	SIPE, JOSEPH M ; SIPE, NANCY W	4642 JOHNSON ST	COLFAX, NC 27235	AG
14	7804-13-9024	4433-43	MOTSINGER, THOMAS LEE ; MOTSINGER, JOHN AVERY ; MOTSINGER, L A M DEAN ; MOTSINGER, H G M HOLLI	2028 SANDY RIDGE RD	COLFAX, NC 27235	AG
15	7804-11-5905	6962-149	WESTMORELAND, C REID ; WESTMORELAND, CATHARINE B	245 N BUNKER HILL RD	COLFAX, NC 27235	AG
16	7804-12-2635	6197-805	PIEDMONT TRIAD AMBULANCE & RESCUE INC	PO BOX 534	HIGH POINT, NC 27261	CU AGR
17	7804-12-1515	2217-333	STAFFORD, JAMES C ; STAFFORD, WANDA D	2007 SANDY RIDGE RD	COLFAX, NC 27235	AG
18	6894-90-8816	7200-420	WESLEYAN EDUCATION CENTER	1917 N. CENTENNIAL STREET	HIGH POINT, NC 27262	AG
19	7804-02-4171	7577-248	PROCO, PATRICIA T ; PROCO, STEVE M	1849 SANDY RIDGE RD	COLFAX, NC 27235	CZ R-5
20	7804-02-1653	4434-1797	STAFFORD, JAMES CORNELIUS	2007 SANDY RIDGE RD	COLFAX, NC 27235	AG
21	6894-92-8335	5863-1230	PIERCE, RAYMOND E ; PIERCE, NORMA JEAN	1947 SANDY RIDGE RD	COLFAX, NC 27235	CU R-5
22	6894-92-4809	7119-1363	REAVES, RICHARD G ; REAVES, SANDRA P	4854 LEGACY DR	COLFAX, NC 27235	CU R-5
23	6894-92-3921	6488-721	WARD, RAYMOND L ; WARD, KAYDRA M	4858 LEGACY DR	COLFAX, NC 27235	CU R-5
24	6894-92-2849	7682-3055	MILLS, KIMBERLY R ; MILLS, KYLE C	4862 LEGACY DR	COLFAX, NC 27235	CU R-5
25	6894-92-1869	7857-2871	ADAMS, CHAD ; ADAMS, MEGAN	4866 LEGACY DR	COLFAX, NC 27235	CU R-5
26	6894-92-0888	7934-2776	JACKSON, LATOUSHA PARKER ; JACKSON, MARIO A	4870 LEGACY DR	COLFAX, NC 27235	CU R-5
27	6894-92-0817	6496-2105	TROLINGER, JOHN L ; TROLINGER, SORAYA P	4874 LEGACY DR	COLFAX, NC 27235	CU R-5
28	6894-82-9857	6489-302	SCOTT, MARK A ; SCOTT, GWEN E	4878 LEGACY DR	COLFAX, NC 27235	CU R-5
29	6894-82-8886	6646-1110	SAXON, JASON ; SAXON, SUSAN SAXON	4882 LEGACY DR	COLFAX, NC 27235	CU R-5
30	6894-82-8825	7246-3028	CARMICHAEL, DONNA J ; CARMICHAEL, JAMES T	4886 LEGACY DR	COLFAX, NC 27238	CU R-5
31	6894-82-7854	6653-1977	KHAN, MOHAMMED A ; KHAN, ASHLEY J	4890 LEGACY DR	COLFAX, NC 27235	CU R-5
32	6894-82-6883	7372-1626	KUNZ, JACOB W ; POLLARD, KAREN D	4894 LEGACY DR	COLFAX, NC 27235	CU R-5
33	6894-82-6812	7459-2814	TOLSON, ALAYNA LEIGH ; TOLSON, DREW MICHAEL	4898 LEGACY DR	COLFAX, NC 27235	CU R-5
34	6894-82-5841	6928-1071	JOHNSON, DAVID JULIAN ; JOHNSON, STEPHANIE S	4900 LEGACY DR	COLFAX, NC 27235	CU R-5
35	6894-81-5822	6104-1969	MDC HOMES-GREENSBORO LLC	11525 PARK WOODS CIR	ALPHARETTA, GA 30005	CU R-5
36	6894-82-1519	4778-857	PRESBYTERIAN HOMES INC	2109 SANDY RIDGE RD	COLFAX, NC 27235	PNR
37	7802-25-1784	1750-137	CITY OF HIGH POINT	PO BOX 230	HIGH POINT, NC 27261	PNR



VICINITY MAP

SCALE: NOT TO SCALE



SITE DATA

Jurisdiction
High Point, NC

Zoning

Existing Zoning:	CU-RM-5 (04-33) & PD-P (17-18)
Proposed Zoning:	PD-P

Proposed Uses
Continuing Care Retirement Community & Accessory Uses

Site Acreage

Existing:	161.57 Acres +/- per GIS & survey
	0.16 Acres +/- per survey
Total Site Acreage:	161.73 Acres +/-

Watershed Data
Site is located within the GWA of Oak Hollow Lake

Infrastructure

Water	Private
Sewer	Private
Road	Private

Infrastructure

Proposed Max Units:	550 Units +/-
Proposed Max Density:	3.4 Units/AC +/-

NOTES

Boundary Information
Boundary information provided from Guilford County GIS information for existing campus. Boundary information for Tract B & Tract C.1 and additional 0.16 acres provided from survey dated September 12, 2016 & June 14, 2017 prepared by Sgroi Land Surveying, PLLC.

General Notes
1. Proposed NCDOT road improvements for project U-4758 are for reference only and subject to change.

RIVER LANDING AT SANDY RIDGE

PETITIONERS/OWNERS:
PIN: 6894-93-7695.00, 7804-02-5656.00, 7804-02-7273.00, 7804-13-9747.00, 7804-14-4286.00, 7804-14-5042.00, 7804-24-2539.00
Presbyterian Homes, Inc
2019 Sandy Ridge Road
Colfax, NC 27235
P: (336) 886-6553
F: (336) 888-8759
E: twebster@prebyhomesinc.org

PREPARED BY:
stimmel
LANDSCAPE ARCHITECTURE CIVIL ENGINEERING LAND PLANNING
601 N. TRADE STREET, SUITE 200
WINSTON-SALEM, NC 27101
www.stimmelpa.com 336.723.1067

NORTH

0 200 400 600
SCALE: 1" = 200'

stimmel
LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING
LAND PLANNING
601 N. TRADE STREET, SUITE 200
WINSTON-SALEM, NC 27101
P: 336.723.1067 F: 336.723.1069
www.stimmelpa.com

SEALS:

PRELIMINARY DRAWING
NOT APPROVED FOR CONSTRUCTION

PROJECT:

RIVER LANDING AT SANDY RIDGE
HIGH POINT, NC

CLIENT:
PRESBYTERIAN HOMES, INC
2109 SANDY RIDGE ROAD
COLFAX, NC 27235
P: (336) 886-6553
F: (336) 888-8759
E: twebster@presbyhomesinc.org

DRAWN:	BR
DATE:	02/12/18
REVISIONS:	
JOB. NO:	18-002

SHEET TITLE:
PD-P SKETCH PLAN

SCALE: 1"=200'
SHEET NO.:
G - 801

© STIMMEL ASSOCIATES, P.A.

CITY OF HIGH POINT
AGENDA ITEM

Title: Fire Apparatus Donation - Francisco Volunteer Fire Department

From: Thomas Reid, Fire Chief

Meeting Date: May 7, 2018

Public Hearing: N/A

Advertising Date 4/25/2018

Advertised By: City Attorney's Office

Attachments: Letter from Chief Reid
Request Letter from Francisco VFD with Articles of Incorporation
Resolution Approving Donation of Surplus Equipment

PURPOSE:
Donation of a 1992 Seagrave Pumper that was inherited with the Deep River Fire District liquidation/merger to Francisco Volunteer Fire District which serves northwest Stokes County.

BACKGROUND:
High Point Fire Department acquired a 1992 Seagrave Pumper during the Deep River Fire District and City of High Point liquidation/merger in early 2005. This pumper has served as a reserve apparatus for the last 5 years and was decommissioned in January of this year as no longer meeting the standard set by NFPA (National Fire Protection Association).

High Point Fire Department had a request from the Francisco Volunteer Fire Department to donate the Seagrave Pumper to their organization as they do not have funds to purchase a truck. In researching this department, they are all volunteer operating out of one fire station. They cover an area of approximately 32 square miles with a population slightly over 3000 residents in Stokes County, NC. Their funding consists of approximately $200,000 in fire tax funds and whatever they can raise from BBQ's and stews. Their goal is to open another station in this large district to help with coverage of the area. This truck will be the main apparatus in that station.

BUDGET IMPACT:
None

RECOMMENDATION / ACTION REQUESTED:
The Fire Department is recommending that City Council adopt a Resolution approving the donation of a 1992 Seagrave Pumper to Francisco Volunteer Fire District.

HIGH POINT
FIRE DEPARTMENT

Office of the Fire Chief

March 27, 2018

To: Randy McCaslin, Deputy City Manager

From: Thomas Reid, Fire Chief

Ref: Fire Truck Donation

Randy,

The Fire Department has a 1992 Seagrave Pumper that was given to us when we inherited the Deep River Fire Department Assets. As you know the county presently pays us to provide fire protection to the Deep River Fire District. This truck has served as a reserve apparatus for the last 5 years and was decommissioned in January of this year. We have had a request from the Francisco Volunteer Fire Department to donate the Seagrave Pumper to their organization as they do not have funds to purchase a truck. In researching this department, they are all volunteer operating out of one fire station. They cover an area of approximately 32 square miles with a population slightly over 3000 residents in Stokes County, NC. Their funding consists of approximately 200,000 in fire tax funds and whatever they can raise from BBQ's and stews. Their goal is to open another station in this large district to help with coverage of the area. This truck will be the main apparatus in that station.

HPFD Fire Captain Tim Layton serves as a volunteer for Francisco and helped facilitate the request. This truck has served the Deep River and High Point communities well. In our spirit of helping others it would speak well of the city by helping others less fortunate than us.

I am proposing that we donate the surplus 1992 Seagrave Pumper to Francisco Volunteer Fire Department which serves an all rural area. The Fire Department has 38 volunteers, who can desperately use this apparatus.

Respectfully,

Thomas Reid,
Fire Chief

434 South Elm Street * High Point, NC * 27260 * 336-883-3358

Tim Layton
Francisco Volunteer Fire Department
7100 NC HWY 89 West
Westfield, NC 27053
July 17, 2017

Chief M.T. Reid
Fire Chief
High Point Fire Department
434 South Elm Street
High Point, NC 27262

Dear Chief M.T. Reid:

I am sending you this letter to request a potential price or possibility of donating the Seagrave pumper, formerly designated as Deep River Engine 181, to a volunteer fire department in Stokes County. This apparatus is well suited to provide fire protection in the rural setting. As you are aware, it is an enclosed cab with better than average compartment space, 1750 GPM pump, and carries 750 gallons of water. It also has a great hose bed for carrying plenty of supply hose as well as fire attack hose for the long hose lays and hose stretches utilized in most rural firefighting settings. Future plans of the fire department include the possibility of building a sub-station to cover the far end of the district. This pumper could serve as the primary pumper at the sub-station.

The Francisco Volunteer Fire Department serves approximately 3200 people covering 32 square miles out of one location located at 7100 NC HWY 89 West in Westfield, NC. The department has 38 members and provides firefighting, rescue, and EMT level medical response. The response area is mostly residential and farm land with sporadic industrial and commercial occupancies. Much of the annual operating budget is granted by the Stokes County Board of Commissioners and the remaining sparse monies is raised through chicken stews and metal donations.

This is an all-volunteer fire department where the community comes together to help each other and those passing through the area. Since moving to this area of Stokes County, I wanted to use my experience and training I've attained while working as a career firefighter in the City of High Point, to give back by volunteering my time and talents to the community. This is a wonderful chance for the City of High Point to assist this small community in providing a reliable firefighting apparatus for use in protecting the citizens and property of this area. By doing so, the City of High Point and the High Point Fire Department sets the example for other municipalities by supporting these volunteer organizations so they may continue to aid neighbors helping neighbors.

This apparatus would tremendously enhance the fire protection of Francisco Volunteer Fire Department's response area. As you have experienced rural firefighting and the challenges it presents, including procuring grants or funds for the purchase of apparatus and equipment, you fully understand how this apparatus would prove to be a great asset to the Francisco Volunteer Fire Department by providing an additional pumper for

responding to fires and emergencies in Stokes County. Please feel free to contact me or Francisco Fire Department's Fire Chief, Atherton Jessup, if you would like more information on this request. You can contact me at 336-669-7681 or at smoke47637@gmail.com or Fire Chief Atherton Jessup at 336-661-5762 or ajessup@co.stokes.nc.us. If you would like to know more about our organization, please visit our Facebook page at: Francisco Volunteer Fire Department Inc @FranciscoFireDept.

Very Respectfully,

Tim Layton

Firefighter

136107

FILED

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THAD EURE
SECRETARY OF STATE
NORTH CAROLINA

ARTICLES OF INCORPORATION

OF

Francisco Volunteer Fire Department, Inc.,
(Name of Corporation)

A NON-PROFIT CORPORATION

We, the undersigned natural persons of the age of twenty-one years or more, acting as incorporators for the purpose of creating a non-profit corporation under the laws of the State of North Carolina, as contained in Chapter 55A of the General Statutes of North Carolina, entitled "Non-Profit Corporation Act", and the several amendments thereto, do hereby set forth:

1. The name of the corporation is Francisco Volunteer Fire Department, Inc.

2. The period of duration of the corporation shall be Perpetual.
(May be perpetual or for a limited period)

3. The purposes for which the corporation is organized are:

To Provide a Fire Department and Rescue Squad for the Francisco Community Area of Stokes County, N. C. being generally the Francisco School District area, and to provide a Community Building for the said area, the said Fire Department to be manned by persons with the training, education and knowledge requisite to direct the use of fire fighting equipment in combatting destructive fires and dangerour and uncontrolled fires, and to rescue persons and property from fires and other hazards, and dangers, and to educate persons in the community in the means to prevent and combat uncontrolled and destructive fires.

To own, control, manage, buy, sell, rent, lease, and exchange land, trucks, equipment, and apparatus designed to be useful in combating dangerous and uncontrolled fires in the Francisco Community, and in the Northwestern part of Stokes County, and in adjoining areas, and in rescue operations in the protection of persons and property from other hazards and dangers, as well as in fighting fires of a destructive nature.

To Raise money by lawful means for the operation of a fire department and rescue squad, and a community building, to ~~ah~~ that funds will be available to buy buildings and construct buildings, buy land, trucks, equipment, and apparatus for a fire department and rescue squad, and to have a community building for the neighborhood

4. The corporation is to have the following class or classes of members: (If there are to be no members, so state.)

There will be no classes of members. All directors, and firemen and other interested citizens will be members of the corporation.

5. Directors of the corporation shall be elected in the following manner: By a vote of a majority of the members of the Corporation present at the time of the election.

6. The address of the initial registered office of the corporation is as follows:

Street address, (if none, so state) % Norman K. Shelton,

City or town rt. 2, Westfield, N. C., 27053.

County Stokes County.

The name of the initial registered agent of the corporation at the above address is

Norman K. Shelton, rt. 2., Westfield, N. C. 27053.

7. The number of directors constituting the initial board of directors shall be five., and the names and addresses (including street and number, if any) of the persons who are to serve as directors until the first meeting of the corporation or until their successors are elected and qualified are:

NAME	STREET ADDRESS (If none, so state)	CITY OR TOWN
A. H. Nunn,	rt. 2.	Westfield, N. C.
J. D. Goins.	rt. 2.	Westfield, N. C.
Marion George.	rt. 2.	Westfield, N. C.,
Wayne Flippin.	rt. 3.	~~Westfield, N. C.~~, Stuart, Va.,
Norman K. Shelton.	rt. 2.	Westfield, N. C.,

8. The names and addresses (including street and number, if any) of all the incorporators are:

NAME	STREET ADDRESS (If none, so state)	CITY OR TOWN
Marion George,	rt. 2.	Westfield, N. C.
Norman K. Shelton.	rt. 2.	Westfield, N. C.,
Wayne Flippin.	rt. 3.	Stuart, Va.,

9. In addition to the powers granted corporations under the laws of the State of North Carolina, the corporation shall have full power and authority to

Own and operate a fire department, rescue squad and community building, for the protection of human life, and the property of all persons in Stokes County, but particularly for the benefit of the Francisco Community and the Francisco School District of Stokes County, and to provide a building suitable for wholesome recreation and community activities for the uplift and improvement of the Francisco School District of Stokes County. To make the Community Building available for the use of civic, religious and educational groups. To protect persons and property from injury or death from fire, and from other hazards. To train, educate, and equip persons for the fighting of dangerous and uncontrolled fires and from other hazards and dangers.

10.

To do and perform any and all tasks for the operation of a Fire Department and Rescus Squad, and for the construction and operation of a Community Building for the Francisco School District in the northwestern part of Stokes County, North Carolina, and to encourage persons to have a greater pride in the Francisco Community and to provide a wholesome place for recreation, training, education, and use of persons who want a better community, and to pay for the operation of a fire department and rescue squad and community building, and to borrow money for the purchase of land, buildings, fire-fighting and rescue squad equipment, and for the construction of facilities for such purpose, and to raise money to re-pay such borrowed money.
To co-operate with other fire departments in this section of the State of North Carolina.

IN TESTIMONY WHEREOF, we have hereunto set our hands, this the 4th day of June, A.D. 19 68.

Norman K. Shelton
Marion George
Wayne Flippin

STATE OF North Carolina.
COUNTY OF Stokes.

This is to certify that on the 4th day of N June, A.D. 1968., before me, a Notary Public. personally appeared

Norman K. Shelton.
Marion George.
Wayne Flippin.

who, I am satisfied, are the persons named in and who executed the foregoing Article of Incorporation, and I having first made known to them the contents thereof, they did each acknowledge that they signed and delivered the same as their voluntary act and deed for the uses and purposes therein expressed.

In Testimony Whereof, I have hereunto set my hand and official seal, this the 4th day of June, A.D. 19 68.

(L. S.)

Notary Public.

My Commission Expires January 9, 1970.

*Insert any provisions desired to be included in the Articles of Incorporation such as: regulation of internal affairs of the corporation, any matters required to be set forth in the by-laws, etc. See Chapter 55A of the General Statutes.

RESOLUTION APPROVING DONATION OF SURPLUS 1992 SEAGRAVE PUMPER TRUCK
TO FRANCISCO VOLUNTEER FIRE DEPARTMENT
PURSUANT TO G.S. 160A-280

WHEREAS, the City of High Point owns a 1992 Seagrave Pumper Truck which is 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 the Francisco Volunteer Fire Department, Inc., 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 City 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 the Francisco Volunteer Fire Department, Inc. pursuant to the provisions of N.C.G.S. 160A-280.

Adopted this 7th day of May, 2018

Lisa B. Vierling,
High Point City Clerk

PUBLIC NOTICE OF RESOLUTION APPROVING THE DONATION OF 1992 SEAGRAVE PUMPER TRUCK TO THE FRANCISCO VOLUNTEER FIRE DEPARTMENT, INC. PURSUANT TO THE PROVISIONS OF N.C.G.S. 160A-280

The City Council of the City of High Point intends, at its regular meeting to be held at 5:30 p.m., on Monday, May 7, 2018 to adopt a Resolution approving the donation of a 1992 Seagrave Pumper Truck to the Francisco Volunteer Fire Department, Inc., a nonprofit North Carolina corporation, pursuant to N.C.G.S. 160A-280. The meeting will be held in the Council Chambers, Third Floor, High Point Municipal Building, 211 South Hamilton Street.

Lisa B. Vierling, MMC
High Point City Clerk
Apr. 25, 2018

CITY OF HIGH POINT
AGENDA ITEM

Title: Reappointment – Guilford County Historic Preservation Commission

From: Mayor Jay Wagner

Meeting Date: May 7, 2018

Public Hearing: N/A

Advertising Date / Advertised By: N/A

Attachments:

PURPOSE:
To reappointment Christian Thoma as a City of High Point appointee to the Guilford County Historic Preservation Commission.

BACKGROUND:
The City of High Point has two appointees to the Guilford County Preservation Commission who serve four-year terms. Mayor Wagner is recommending the reappointment of Christian Thoma for another four-year term.

BUDGET IMPACT:
N/A

RECOMMENDATION / ACTION REQUESTED:
City Council is requested to confirm the reappointment of Christian Thoma to the Guilford County Historic Preservation Commission. Appointment will be effective immediately and will expire April 1, 2021.

FINANCE COMMITTEE
Chaired by Council Member Moore
Members: Moore, Hudson, Ewing, and Jones
April 26, 2018 – 8:00 A.M.
City Manager's Conference Room

MINUTES

Present: Chairman Britt Moore, and Committee Members Wesley Hudson, Jason Ewing [arrived at 8:32 a.m.], and Victor Jones [departed the meeting at 9:43 a.m.]

Staff Present:
Eric Olmedo, Budget & Administrative Director; Sandra Keeney, Deputy City Clerk, and Lisa Vierling, City Clerk

Others Present:
Debbie Lumpkins, Executive Director, High Point Arts Council
Mark Harris, Chairman, High Point Arts Council
David McCoy, Chairman, High Point Arts Council Fundraising
Steve Ilderton, Upcoming Chairman, High Point Arts Council

No News Media present.

Note: The following handouts were distributed and will be incorporated as a permanent part of these proceedings.

- ✓ City of High Point Outside Agency Funding Requests FY 2018-2019
- ✓ Outside Agency Funding Requests- 10-Year Analysis

Chairman Moore called the meeting to order at 8:00 a.m. He asked Eric Olmedo to provide an overview of the history regarding funding for non-profit agencies. Mr. Olmedo explained that for the past five to six years, the city has conducted an application process for non-profits requesting funding from the city, which is available on the city's website. Applications are accepted for a six to seven-week period. After the applications are all in, staff's role is to review the applications to ensure they are complete. They also review the required audits that are submitted as part of the application process and verify that each agency does have a non-profit status. He further

explained that in the case where an audit might be cost prohibitive for the non-profit agency, they do allow them to submit a board adopted financial plan. He advised that in the past, Council has dedicated 1/3 cent on the tax rate for these funding requests, which equates to about $330,000 that is included in the proposed budget.

Chairman Moore emphasized to those present that this is a work session of the Finance Committee to discuss the applications received to help the Finance Committee with making a recommendation to the City Council regarding funding for the agencies. He advised his personal desire and hope is to see the funding for these non-profit agencies reverse itself and that the need will be met better than it has been thus far. He pointed out twenty-four requests were received this year in excess of $850,000.

Committee Member Jones felt they need to touch as many citizens in High Point as possible, and discouraged focusing on one percentage or another. He suggested they canvass as many as possible and fund things that will improve the quality of life for those currently living in High Point. Committee Member Hudson felt the funding should align with the three strategic goals that have been established by the City Council.

Chairman Moore recognized those present at the meeting representing the High Point Arts Council and provided them an opportunity to speak.

Mark Harris, Dean of the High Point GTCC campus and Chair of the High Point Arts Council Board, advised that arts are an essential part of the city and they serve over 25,000 people. He reminded the Committee that prior to them acquiring Centennial Station, they were actually housed by the City of High Point. He pointed out that at one point the Art's Council budget was in excess of $188,000, but since then their budget has been decreasing. The Arts Council is requesting $125,00, which is the funding level they were at in 2009.

David McCoy shared that he has been working with the Arts Council for the past 35 years and felt it was a good public-private partnership. He explained that their donors do like partnership with the City of High Point and would like to have buy in from the city to make the quality of life in the city better. He stressed the important role that the arts play in the community.

Committee Member Ewing mentioned their cash flow statement. He questioned the $33,000 reduction in donor giving in 2017 versus 2016. Debbie Lumpkins, Executive Director for the High Point Arts Council attributed the reduction to their capital campaign that was going on at the time and explained that sometimes a capital campaign does conflict with the fund drives. She advised that it has really been challenging for the Arts Council and noted when they moved into the building five years ago, they have operated without any additional staffing. She stressed how critical the arts are for the overall well-being of the city, both economically and for the quality of life.

Committee Member Ewing pointed out that a lot of successful Arts Councils in the United States have major supporters and asked Ms. Lumpkins to identify their top three corporate sponsors. Ms. Lumpkins replied Piedmont Natural Gas, High Point University, Polo Ralph Lauren, BB&T, and Duke Energy.

DRAFT

Committee Member Ewing advised the biggest heartburn for him is the corporate sponsorships and funding. He felt that arts do have a place and are necessary in the community, but questioned why the Arts Council does not consider the city a corporate sponsor. He pointed out there is no mention of any sponsors on the Arts Council's website. Ms. Lumpkins thanked him for pointing that out and offered assurances that they would change the website very quickly.

Mr. Harris felt their fundraising efforts have been difficult due to the city's catalyst project and he mentioned that the City of Greensboro purchased the building that their Arts Council is in.

It was noted that the Arts Council pays $29,000 a year in principal on the building and about $20,000 a year in interest.

Committee Member Hudson asked once the spending is reduced when the mortgage is paid off, if the Arts Council accepts the fact that the contribution from the city would more than likely decrease. Chairman Moore asked which initiative would help the Arts Council more, the "brick and mortar" or the operational funding. Ms. Lumpkins commented when they ventured into acquiring Centennial Station, it was with the city's blessing.

Following the discussion regarding the Arts Council's funding, the Arts Council representatives departed the meeting.

The Committee then discussed the applications and funding requests received.

Additional suggestions were:

- ✓ *The possibility of the city offering support to agencies for repair/maintenance of their vehicles by offering a contract with the city's Fleet Services.*
- ✓ *Possibility of leveraging the Arts Council to house TAG to free up space at the Theatre.*
- ✓ *Possibility of the city acquiring the Rowing Club and putting it under the Parks & Recreation Department. Mr. Olmedo agreed to reach out to Lee Tillery, Director of Parks & Recreation to further discuss.*

It was determined that additional information/clarification was needed for the Southwest Renewal Foundation request, as well as the YWCA request. Chairman Moore agreed to reach out to Dorothy Darr with the Southwest Renewal Foundation and Committee Member Ewing agreed to contact Heidi Majors with the YWCA.

The Finance Committee suggested using the following amounts as placeholders with the assumption the amounts more than likely would change.

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Agency Name	FY 2018 Requested	FY 2018 Approved	FY 2019 Requested	FY 2019 Committee Recommended
High Point Arts Council	125,000	100,000	125,000	100,000
Macedonia	26,000	16,000	21,000	16,000
Open Door Ministries	25,000	20,000	30,000	20,000
Pink Cares of Piedmont	10,000	5,000	10,000	5,000
Triad Food Pantry	20,000	20,000	20,000	15,000
Southwest Renewal Foundation	30,000	12,500	25,000	12,500
Theatre Arts Gallery	31,000	31,000	31,000	31,000
West End Ministries	35,000	25,000	35,000	25,000
YWCA of High Point	100,000	25,000	150,000	75,000
YMCA of High Point	50,000	25,000	20,000	20,000
Elite Performance Sports NC	20,000	5,000	10,000	5,000
Helping Hands High Point, Inc.	25,000	20,000	25,000	20,000
High Point Rowing	50,000	5,000	46,500	5,000
Operation Xcel	20,000		20,000	
United Way of Greater High Point			12,500	
Mental Health Associates	50,000		50,000	50,000
Housing Consultants Group	100,000		50,000	
The Community Writing Center			11,120	
The M.I.N.D. Group			32,600	
D-Up Basketball Fundamentals			11,250	
Salvation Army			50,000	
Emmanuel Senior Enrichment Ctr.	22,500		8,271	8,500
Go Far			3,985	
Welfare Reform			52,000	
Subtotal	$739,500	$309,500	$850,226	$408,000

The meeting adjourned at 10:21 a.m.

Respectfully Submitted,

Lisa B. Vierling, MMC
City Clerk

Britt Moore, Chairman

CITY OF HIGH POINT
AGENDA ITEM

Title: Purchase of 750 MCM Underground Cable
Bid No. 44-033018

From: Garey S. Edwards, Electric Utilities Director

Public Hearing: N/A

Meeting Date: May 7, 2018

Advertising Date: March 30, 2018
Advertised By: Purchasing

Attachments: Attachment A: Formal Bid Recommendation
Attachment B: Bid Tabulation

PURPOSE:
To purchase 750 MCM underground cable for the conversion of overhead electric lines to underground facilities for the Downtown Revitalization projects.

BACKGROUND:
The City normally stocks this item in inventory; however, this project exceeds normal inventory amounts.

The Recommended Award is a not-to-exceed amount required to allow for the volatility in the metals commodities market and the purchase order amount will be fixed on the date of award following City Council's action. This approach is recommended by Purchasing because of the timing of the bid to the final contract pricing.

BUDGET IMPACT:
Funds are available in the FY2017-2018 Budget for this project.

RECOMMENDATION / ACTION REQUESTED:
Council is requested to award contract to ANIXTER in an amount not to exceed of $1,088,000.00.

NORTH CAROLINA'S INTERNATIONAL CITY

FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: ELECTRIC

COUNCIL AGENDA DATE: MAY 7, 2018

BID NO.: 44-033018 CONTRACT NO.: DATE OPENED:

DESCRIPTION:

WHS# 113
WIRE -PRIMARY UG-750 MCM CU 1/C 15KV
PER SPECIFICATIONS - NO SUBS

PURPOSE:

TO REPLENISH STOCK

COMMENTS:

IT IS MY RECOMMENDATION THAT THE ENTIRE BID BE AWARDED TO ANIXTER IN AN AMOUNT NOT TO EXCEED $1,088,000.00 . THEY ARE THE LOWEST RESPONSIVE BIDDER MEETING THE SPECIFICATIONS .

RECOMMEND AWARD TO: ANIXTER AMOUNT: $1,088,000.00

JUSTIFICATION:

THIS WIRE IS FOR THE DOWNTOWN REVITALIZATION PROJECT .

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631181023505	40202	$1,088,000.00
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Garey S. Edwards Digitally signed by Garey S. Edwards Date: 2018.04.16 11:03:22 -04'00' DATE:

The Purchasing Division concurs with recommendation submitted by the Electric and recommends award to the lowest responsible, responsive bidder Anixter in the amount of $ 1,088,000.00.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US Date: 2018.04.16 14:24:45 -04'00' DATE: Apr 16, 2018

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Digitally signed by Jeffrey A. Moore DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial Services Director, email=jeffmoore@highpointnc.gov, c=US Date: 2018.04.24 16:43:41 -04'00' DATE: Apr 24, 2018

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: 2018.04.25 08:12:43 -04'00' DATE: Apr 24, 2018

BIDDERS LIST & TABULATION

* * AWARDED TO ANIXTER * *

FORMAL BID #44-033018 – WIRE #113					
VENDOR NAME & ADDRESS	**ITEM #**	**QTY.**	**UNIT PRICE (UOM=FT)**	**TOTAL PRICE**	**DELIVERY A.R.O.**
ANIXTER 5031 UNICON DR. WAKE FOREST, NC 27587	**113**	**64,000'**	**$15.333**	**$981,312.00**	**98 DAYS**
IRBY P.O. BOX 7457 ROCKY MOUNT, NC 27804	**113**	**64,000'**	**-**	**NO QUOTE**	**-**
SHEALY ELEC. WHOLESALERS P.O. BOX 8597 COLUMBIA, SC 29202	**113**	**64,000'**	**$19.98**	**$1,278,720.00**	**7 WKS.**
WESCO 3025 STONYBROOK DR. RALEIGH, NC 27604	**113**	**64,000'**	**$15.794**	**$1,010,816.00**	**16-18 WKS.**

*Bids emailed March 14, 2018.

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish –1028 Meadowbrook Blvd.**

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 5/7/18

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 1028 Meadowbrook Blvd.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 9/19/17 No action occurred by the compliance date of 10/28/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

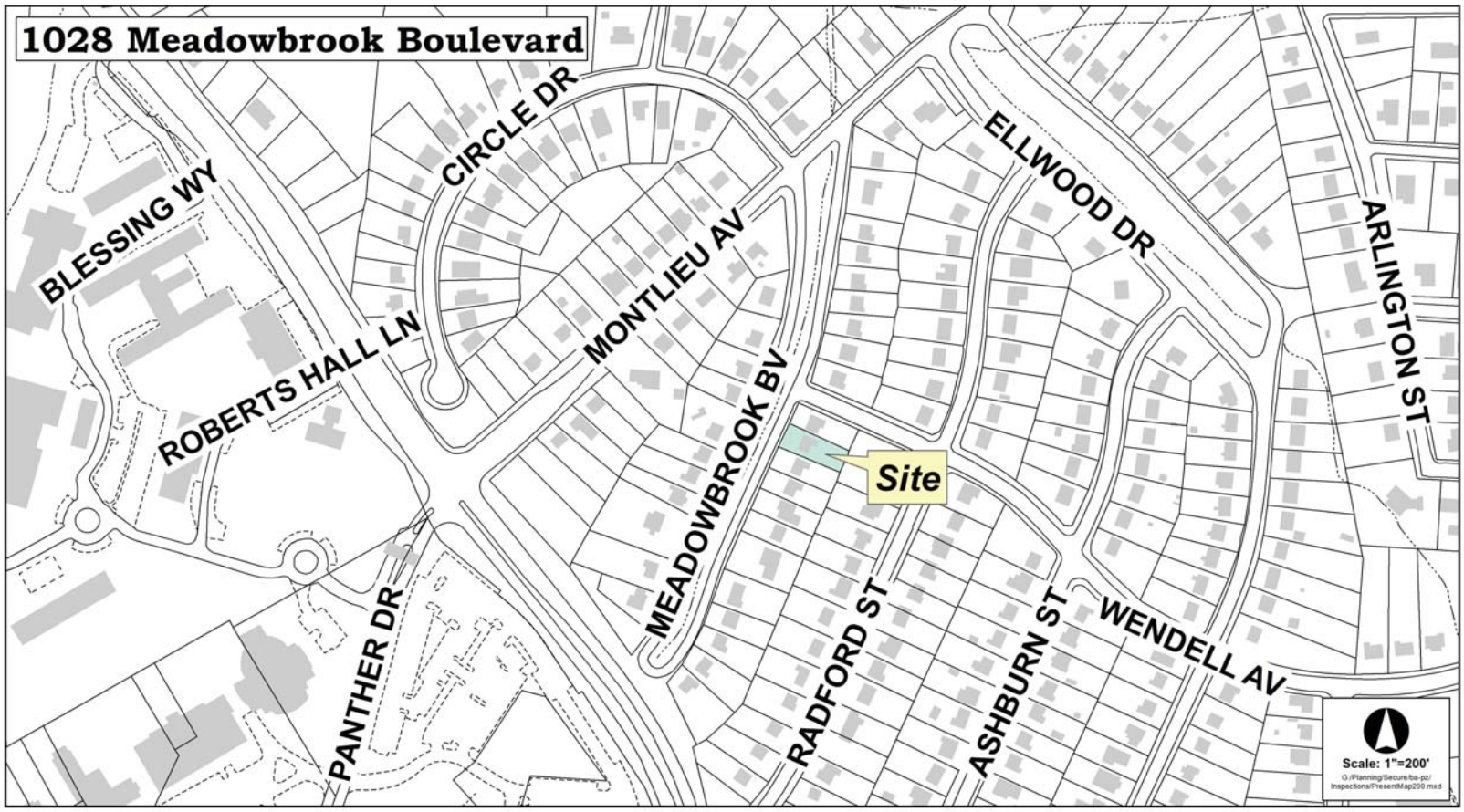
BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling and any 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:	1028 Meadowbrook Blvd.
OWNER:	Thomas Lee Dickens III and Erika Dickens
REASON FOR INSPECTION:	Inspector initiated
FIRST INSPECTION: 7/21/17	Summary of Major Violations 1. Repair or replace walls throughout house 2. Repair or replace ceiling material throughout house 3. Repair or replace damaged/missing outlets throughout house 4. Install water heater 5. Repair or replace tub/shower
HEARING RESULTS: 8/21/17	No one appeared for the Hearing. During the Hearing it was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.
ORDER(S) ISSUED: 9/19/17	Order to Repair or Demolish Date of Compliance 10/25/17
APPEALS:	No appeals to date.
OWNER ACTIONS:	None
ADDITIONAL:	The property taxes are delinquent in the amount of $3,643.75.


1028 Meadowbrook Boulevard
BLESSING WY
CIRCLE DR
ELLWOOD DR
ARLINGTON ST
MONTLIEU AV
ROBERTS HALL LN
MEADOWBROOK BV
Site
PANTHER DR
RADFORD ST
ASHBURN ST
WENDELL AV
Scale: 1"=200'
G:/Planning/Secure/ba-pz/Inspections/PresentMap200.mxd

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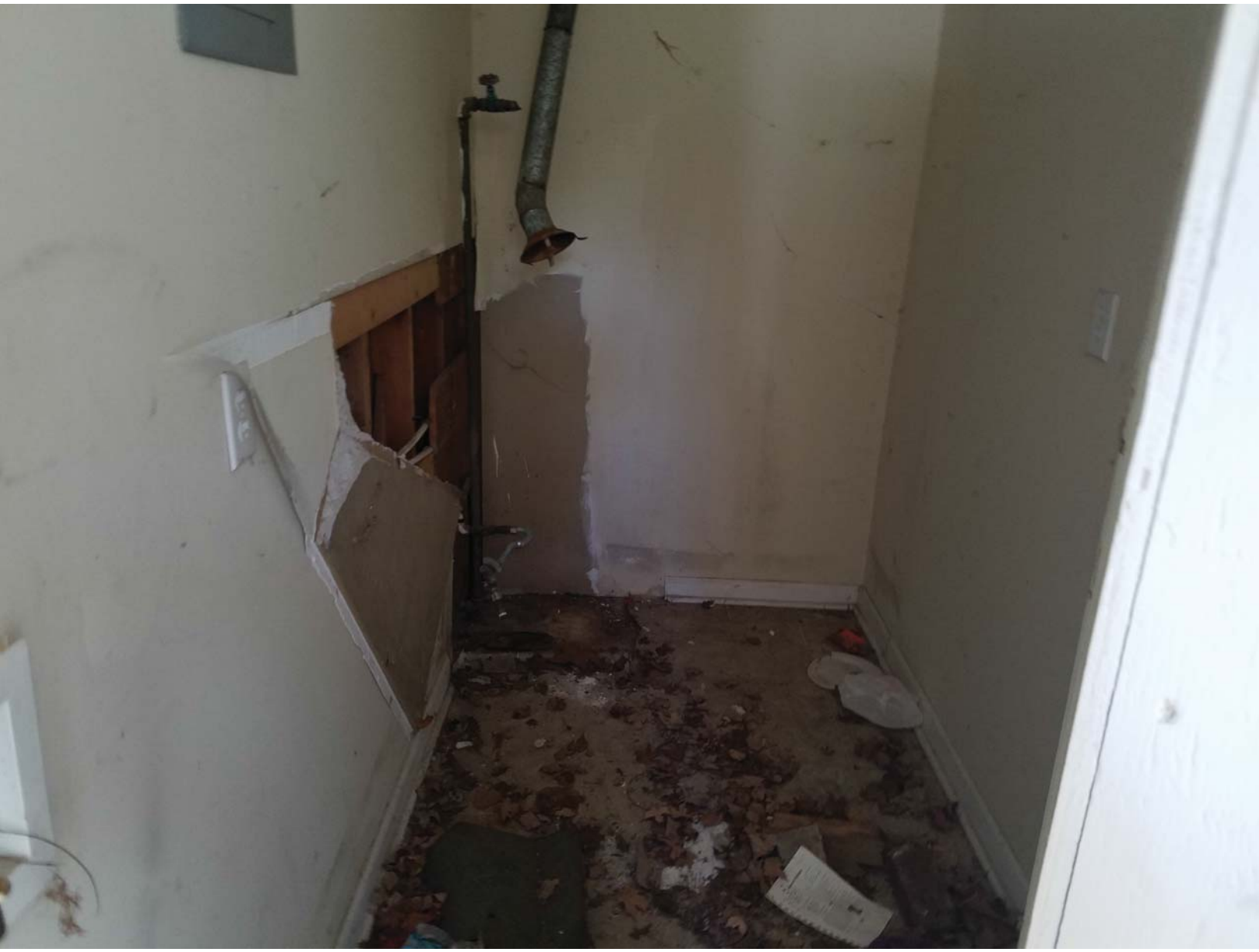


MANAGER'S BRIEFING SESSION
HIGH POINT MUNICIPAL BUILDING
April 2, 2018 – 4:00 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM

Present:
Mayor Wagner; Mayor Pro Tem Chris Williams (Ward 2); Council Member Britt Moore (at large); Council Member Don Scarborough (at large); Council Member Jeffrey Golden (Ward 1); Council Member Monica Peters (Ward 3); Council Member Victor Jones (Ward 5) and Council Member Jason Ewing (Ward 6)

Absent:
Council Member Wesley Hudson (Ward 4)

Staff Present:
Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Eric Olmedo, Budget and Administrative Director; Jeron Hollis, Director of Communications and Public Engagement; Loren Hill, Economic Development Director; Jeffrey Moore, Financial Service Director; Laura Altizer, Budget Analyst; Lisa Vierling, City Clerk; and Sandra Keeney, Deputy City Clerk

Others Present:
Judy Stalder, TREBIC

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

Note: The following handout was distributed during the meeting and will be attached as a permanent part of these proceedings:

- ✓ Presentation- City Council Budget Discussion

City Manager Greg Demko called the meeting to order at 4:00 p.m. and introduced Eric Olmedo, Budget and Administrative Director.

Mr. Olmedo shared that the City of High Point has received the Distinguished Budget Presentation Award for 22 years.

He said the Local Government Budget and Fiscal Control Act N.C.G.S. 159 establishes local government authority and regulations with the following requirements:

DRAFT

- Requires a balance budget – "A budget ordinance is balanced when the sum of estimated net revenues and appropriated fund balances is equal to appropriations."
- The budget ordinance of a local government shall cover a fiscal year beginning July 1 and ending June 30
- Prior to budget adoption, the board shall hold at least one public hearing
- On the same day the budget is submitted to the City Council, it must be made available for public inspection until the budget ordinance is adopted. He stated the Budget is made available in City Hall, the Library, and the City's website.
- Budget must be adopted no earlier than 10 days after the budget is submitted to the board and no later than July 1

He listed Fiscal Policy Objectives and explained each.

- Fiscal policies significantly enhance the City's ability to insulate itself from fiscal crisis
- Enhances short term and long term financial credit ability by helping to achieve the highest credit and bond ratings possible
- Promotes long term financial stability by establishing clear and consistent guidelines
- Directs attention to the total financial picture of the City rather than single issue areas
- Promotes the linking of long-run financial planning with day to day operations
- Provides a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines

He stated Bond Rating Agencies are very interested in Fiscal Policies as well as State regulations. The Fiscal Policy Objectives helps the City to maintain a Triple A rating. He said the City has policies concerning debt issuance that includes things such as:

- Establish long range capital improvement budget policies;
- Define which projects will be funded with long-term borrowing;
- Limit tax supported debt and maintain ratios to manage debt
    - Net debt as a percentage of total assessed value of taxable property should not exceed 2.5%
    - General Fund debt service expenditures should not exceed 15% and requires a ten-year principal payout ratio target of 60% or better

He listed the Fiscal Policy Reserves which establishes a fund balance reserve policy of 10% for each operating fund, with the following exceptions:

- The Water/Sewer has 50% fund balance policy
- The Electric Fund has a rate stabilization reserve fund to mitigate the impact of future rate increases
- The General Debt Service fund has a target of maintaining 50% of maximum annual debt services in reserves. He stated this fiscal policy is not yet codified by the Council, but has been discussed for several years.
- Fiscal Policy exceeds state mandated fund balance policy of 8%

DRAFT

Mr. Olmedo stated the City has a Budget Ordinance Amendment Policy which states:

- Appropriation increases or decreases must be authorized by the City Council
- Budget transfers within a fund can be authorized by the City Manager or designee.

He listed the roles of the City Council, City Manager, as well as City staff regarding the budget. He introduced Laura Alitzer, Budget Analyst, and mentioned Roslyn McNeill, Budget Analyst. He stated City departments prepare their budgets and submit them to the Budget Department for reviews and revisions. The Budget Department makes a recommendation to the City Manager for approval and then the City Manager presents the Budget to Council for final adoption.

Mr. Olmedo shared the Budget Fund Structure and gave an overview of the Governmental Group and the Proprietary Group. He listed various funds and how they are funded and how the dollars are spent. He said based on the current approved budget of 111 million, 53% of the General Fund comes from Property Tax, 25% is from sale tax, 9% is from Intergovernmental which is ABC fees from the State and matching money the City receives from Guilford County for Library's and School Resource Options (SRO); 2% comes from Licenses & Permits; 4% is charges for services (largely Parks & Rec. fees) but overall all 78% of the General Fund comes from Property Tax and Sales Tax. Council Member Golden asked which fund would the vehicle tax be submitted. Mr. Olmedo replied it would list under Charges for Services.

Mr. Olmedo shared revenue trends for property tax collections & tax rates as well as revenue trends for sales tax collections. He shared a chart with a 10-year trend indicating the increase is not substantial however, he projects the trend will steadily increase once the current projects are completed. Council Member Moore asked where does the evaluation numbers come from. Mr. Olmedo replied the numbers are a combination of all four counties. Mr. Demko stated it comes from the tax assessor's office in each of the four counties. Council Member Moore asked if evaluations are sent every four years. Mr. Olmedo replied the city receives evaluations every year, but the county re-evaluates every five years. Mr. Demko asked how the city receives sales tax revenues. Mr. Olmedo explained that sales taxes are collected by the State, and further explained that because it is a countywide sales tax, it is then remitted to the county, then divided with High Point and other municipalities on an ad valorem basis. Mr. McCaslin McCaslin stated if Greensboro's or the county's property taxes increase, the City of High Point's portion of the sales tax can decrease. Mr. Demko pointed out the county chooses what method they use to allocate the sales tax revenues that are collected.

Mr. Olmedo stated 66% of the budget is for personnel including salary and benefits. 23% is for operating cost; 4% is for debt service; this is money transferred from the general fund to debt service fund, it includes leasing for fire trucks etc. He stated another component of the budget is by function. 48% is for Public Safety, 16% for Parks & Rec, Library and Theatre; 11% for streets and transportation, 8% for General Government, 6% Economic and Community Development, 6% Information Technology and 5% General Fund Transfers.

He explained the revenues and expenditures for different departments such as Water-Sewer, Electric, Solid Waste, and Stormwater. He gave an overview of the Comprehensive Fee Schedule noting proposed fee changes for Construction Permits. Council Member Moore asked about the response of the building community regarding the fees. Ms. Judy Stalder, Regulatory Affairs

Director of Triad Real Estate and Building Industry Coalition (TREBIC), stated she just received this information last week and has sent it to the members. She said there were a couple of things to address: (1) they were fine with the reinspection fees. (2) most homes are not 1,400 square feet and would request an increase to the average of 2,000 or 2,300 square feet homes (3) TREBIC does not have a lot of commercial builders, but feels the increase for commercial builders is substantial and feels it should be vetted with the furniture community. She stated she would share the responses from the members as soon as they are received. Mr. Demko said the reason Mr. Olmedo added this portion of the presentation is to start the discussion and to continue to work with developers. Mr. Randy Hemann, Assistant City Manager, added the time for receiving a furniture market permit has been reduced from 14 days to 5 days, which is a big improvement. Ms. Stalder stated service has improved. She felt implementation of October 1st is too soon, and feels the end of year would be easier. Council Member Jones asked how the fees compare to other cities. Ms. Stalder answered everyone is comparable; Cary, Raleigh, and Charlotte are higher. Mr. Hemann stated previously when an application for permit was submitted, the City would wait to process it upon receiving the application fee, with the current change, the City would start to process upon receiving the application. Mayor Pro Tem Williams suggested when contacting the furniture industry to also include the general contractors. Jason Ewing stated he is concerned about other commercial development such as the revitalization of the downtown area in which the increase in fees could be substantial.

Mr. Olmedo shared the tentative Budget Calendar which included adoption of the Budget on Monday, June 4, 2018.

There being no further business, the meeting adjourned at 4:54 p.m. upon motion duly made and seconded.

Respectfully Submitted,

_____

Sandra Keeney
Deputy City Clerk

DRAFT

HIGH POINT

NORTH CAROLINA'S INTERNATIONAL CITY™

PUBLIC HEARING

Sign-In Sheet

IF YOU WOULD LIKE TO ADDRESS THE HIGH POINT CITY COUNCIL, Regarding a Public Hearing item on the Agenda, PLEASE SIGN IN

Date: May 7, 2018

(Please Print)

	Name	Address (Residence) & E-mail address	Matter Speaking About
✓✓	Ken Orms	3525 Salisbury Ln K.orms@att.net	Term Limits
✓✓	Louis Thibodeaux	1242 Kensington Dr. High Point NC	Term Limits + Arts Council
✓	Dot Kearns	1375 Longcreek Dr. High Point 27262	Term Limits
2A-18-05 Rezoning →	Anthony Penney	1107 Tate St.	Anthony Penney
✓	Larry Cormier	3007 Scout Tr	ERA resolution
✓	Jeffrey Mazzei	212 N Ward Ave High Point	Term Limits
Rezoning → 2A-18-01	Craig Stone	5614 Riverdale Dr. Jamestown N	Item 2018-152 Wynnefield
✓	Assaad Kouny	2921 E MLK Dr Ste 101 High Point	Electric Bills
	Brian Earl	Wynnewood Dr.	Terms

HIGH POINT

NORTH CAROLINA'S INTERNATIONAL CITY™

PUBLIC COMMENT PERIOD

IF YOU'D LIKE TO ADDRESS THE HIGH POINT CITY COUNCIL, during the Public Comment Period regarding any item that is NOT a public hearing item on the Agenda,
PLEASE SIGN IN

Date: May 7, 2018

(Please Print)

Name	Address (Residence) & E-mail address	Matter Speaking About
Mark Harris	3212 Peninsula Dr.	Arts Council
Jim Morgan	Hillcrest Dr.	Arts Council

RESOLUTION OF HIGH POINT CITY COUNCIL
AUTHORIZING THE LEASE OF PROPERTY

WHEREAS, the City of High Point ("City") owns property located at 1420 Bragg Avenue; and

WHEREAS, the property was originally purchased for future use associated with the High Point Museum; and

WHEREAS, the City finds that the property will not be needed by the City for the term of the lease and will generate revenue of $8,340.00 annually from monthly rents; and

WHEREAS, North Carolina General Statutes § 160A-272 authorizes the City to enter into leases for no longer than 10 years by giving a 30-day notice by publication describing the property to be leased, stating the annual rental, and announcing the council's intent to authorize the lease.

NOW THEREFORE BE IT RESOLVED by the City Council that, the High Pont City Council hereby approves the lease of the above referenced city property for a period of five years under the terms and conditions contained in the lease and authorizes the City Manager to execute any all necessary documents.

Adopted, this the 7th day of May, 2018.

Mayor Jay W. Wagner

Lisa B. Vierling
High Point City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: **Resolution of Support to Remove US 311 Designation from I-74 Corridor**

From: Mark McDonald, Transportation Director

Meeting Date: May 7, 2018

Public Hearing: No

Advertising Date: NA
Advertised By: NA

Attachments: Corridor Map

PURPOSE:
Consideration of a Resolution of Support for the removal of the US 311 route designation from the Interstate 74 corridor. Approximately 8.4 miles of this highway passes through High Point.

BACKGROUND:
US 311 runs concurrent with I-74 for most of its course from northeast Winston-Salem in Forsyth County through High Point in southwestern Guilford County to its connection with I-73/US 220 in Randolph County north of Asheboro. Common practice by the North Carolina Department of Transportation (NCDOT) has been to combine primary routes on the same roadways, especially through urban areas. However, as interstate mileage has increased, highway signing has become more problematic as the sign panels and assemblies have become larger to accommodate additional shields and route designations.

This "sign clutter" can be challenging for motorists to quickly interpret and negotiate through traffic to follow their desired trip route. To make this simpler and safer, the Department is reviewing highway signing practices during the design and construction processes to determine if route consolidation and signing changes are appropriate. The beltway projects in the Winston Salem area offer an opportunity to eliminate a substantial portion of US 311, since it runs concurrent with I-74 along the route described above. To accomplish this, NCDOT must to apply to the American Association of State Highway and Transportation Officials (AASHTO) for any modification of US routes; the Federal Highway Administration (FHWA) has additional requirements that must be satisfied for changes to the Interstate system. Although not required, concurrence from affected municipalities, MPOs and RPOs is also sought to ensure that adequate communication and process transparency are achieved.

BUDGET IMPACT:
Most of the cost associated with the elimination of US 311 will be absorbed by NCDOT as a project expense. At affected locations, large overhead signs will have to be modified or replaced, and along the route, the "US 311" shield will be removed from smaller sign assemblies. Costs to the City will be limited to the replacement of overhead street name signs at signalized ramp intersections. Approximately 30 signs at seven interchanges will have to be updated. The estimated cost of these change-outs is $6,000 (materials only), which may be partially reimburseable through a municipal agreement for sign maintenance with NCDOT.

RECOMMENDATION / ACTION REQUESTED:
NCDOT is requesting a Resolution of Support from the City and the High Point Metropolitan Planning Organization (HPMPO) for the removal of US 311 from the I-74 corridor. The plan was presented to the Prosperity & Livability Committee on March 7, with a unanimous endorsement for City Council approval.

RESOLUTION OF SUPPORT
APPROVING THE REMOVAL OF THE US 311 DESIGNATION ALONG THE I-74 CORRIDOR THROUGH THE CITY OF HIGH POINT

WHEREAS, US 311 is a 102.3-mile United States highway that runs from Randleman, NC to Danville, VA; and

WHEREAS, an 8.4-mile segment of US 311 currently runs along the I-74 corridor through the City of High Point; and

WHEREAS, the North Carolina Department of Transportation (NCDOT) is recommending removal of the US 311 designation along the I-74 corridor from I-73 in Randleman, NC to the future interchange of I-74 and New Walkertown Road in Walkertown, NC; and

WHEREAS, the removal of the US 311 designation along the I-74 corridor will simplify route messaging provided to the traveling public by eliminating confusing route overlaps; and

WHEREAS, the removal of redundant signing will help to reduce sign pollution and long-term signing maintenance costs; and

WHEREAS, a representative of the NCDOT presented the removal plan and its benefits to the City Council's Prosperity & Livability Committee at their March 7th meeting, which the Committee unanimously endorsed with a recommendation for approval of this Resolution by the City Council.

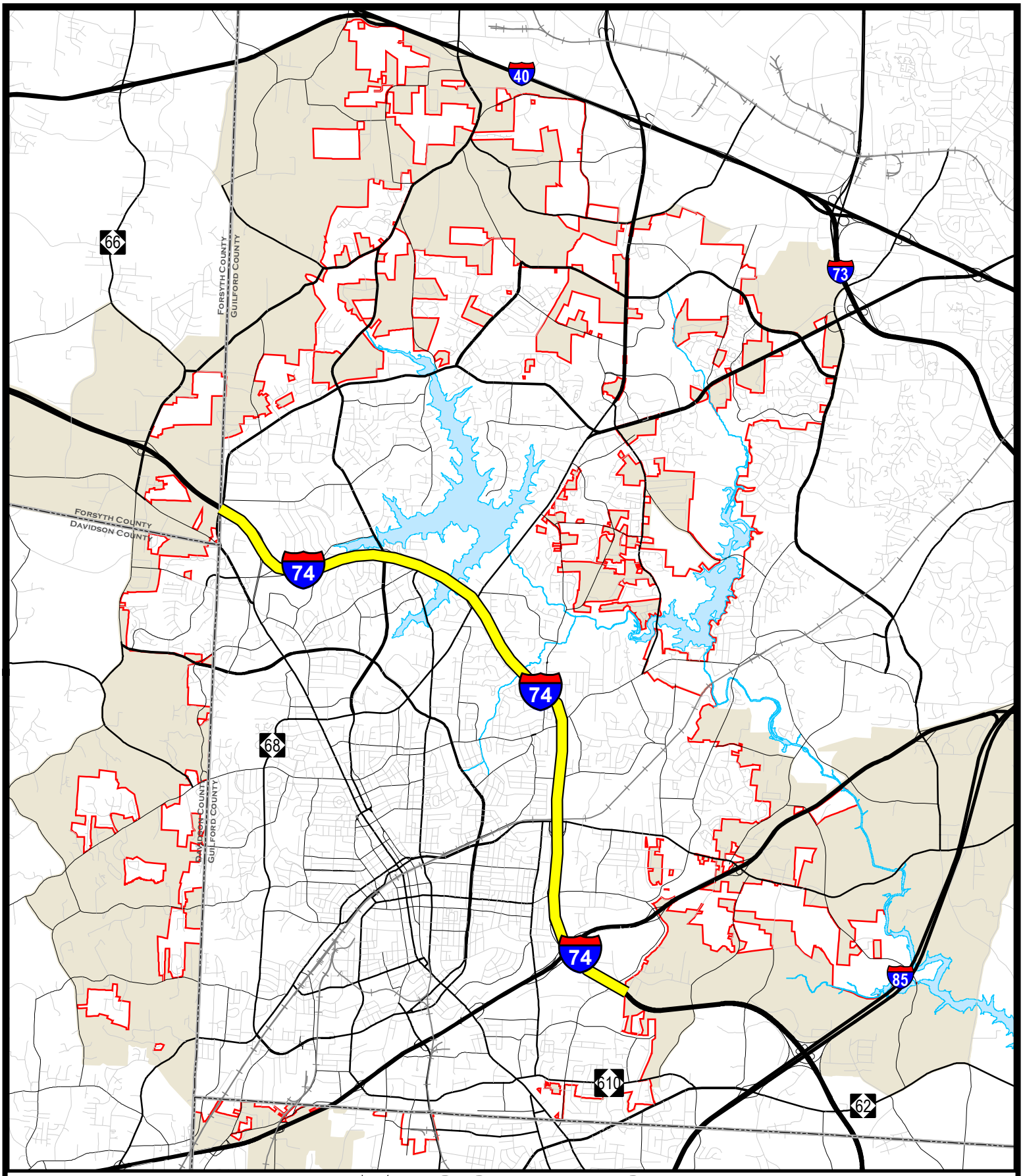
NOW, THEREFORE, BE IT RESOLVED that the City of High Point City Council hereby approves the removal of the US 311 designation along the I-74 corridor through the City of High Point.

A motion was made by Council Member _____and seconded by Council Member _____ and approved this the 7th day of May 2018.

_____
Jay W. Wagner, Mayor

ATTEST:

_____
Lisa B. Vierling, City Clerk



I-74 CORRIDOR

IN HIGH POINT

HIGH POINT
North Carolina's International City

Map prepared by
City of High Point MPO
211 S. Hamilton Street
High Point, North Carolina 27260
April 2018

N W E S

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CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish –302 Montlieu Ave.**

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 5/7/18

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 302 Montlieu Ave.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 6/29/17. No action occurred by the compliance date of 7/29/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

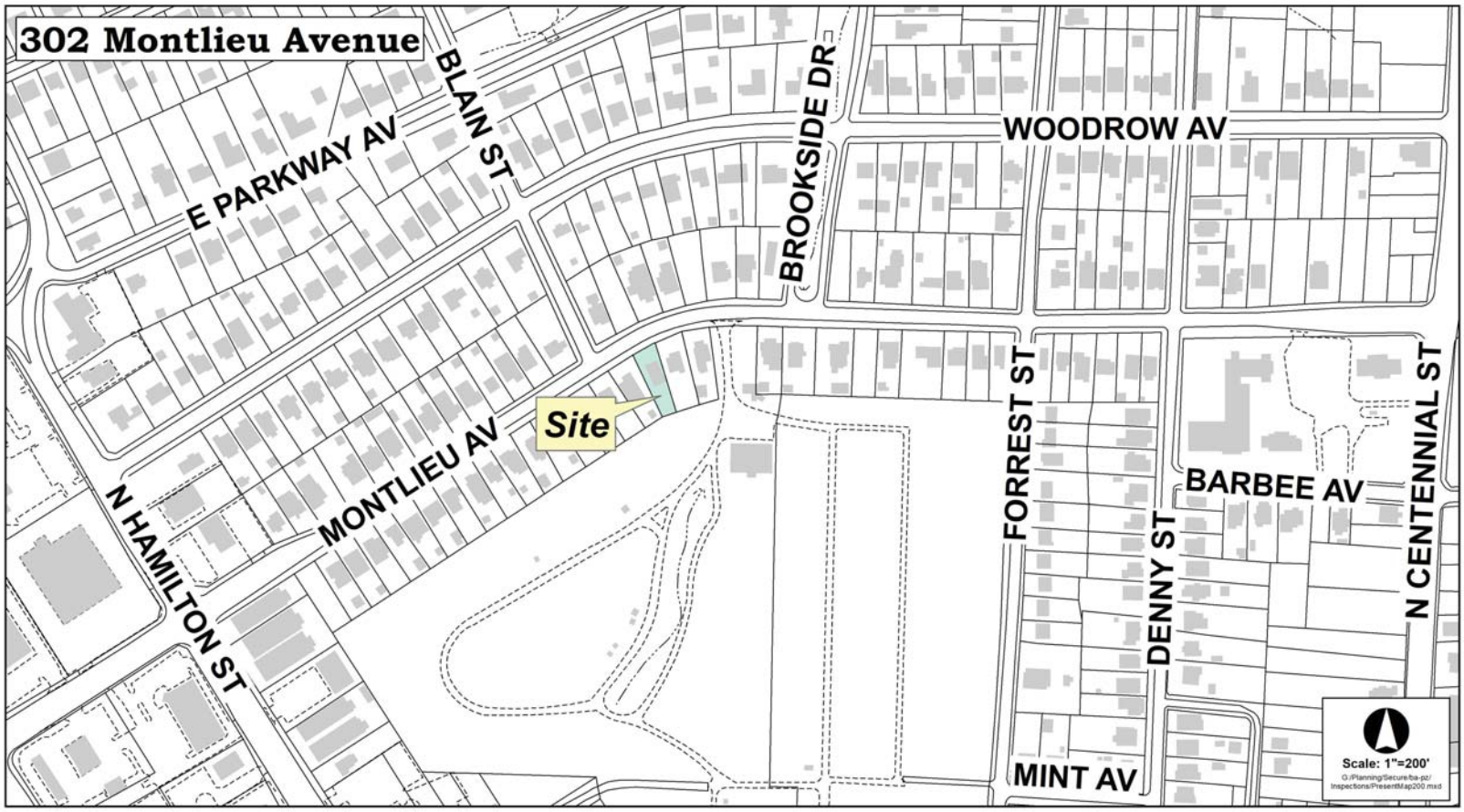
BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling and any 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:	302 Montlieu Ave.
OWNER:	Lucretia L. Henard
REASON FOR INSPECTION:	Inspector observed property unsecured
FIRST INSPECTION: 1/20/17	Summary of Major Violations 1. Repair or replace roof sheathing, rafters and covering 2. Repair or replace damaged floor sheathing throughout 3. Install missing steps to basement 4. Repair or replace wall coverings throughout 5. Repair or replace damaged floor joists
HEARING RESULTS: 6/12/17	No one appeared for the Hearing. During the Hearing it was determined there are several violations of the Minimum Housing Code. Ms. Lucretia Henard did contact the inspector prior to the Hearing and stated that the house was foreclosed on and she had to move. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.
ORDER(S) ISSUED: 6/29/17	Order to Repair or Demolish Date of Compliance 7/29/17
APPEALS:	No appeals to date.
OWNER ACTIONS:	None
ADDITIONAL:	The property is delinquent in the amount of $587.96 for Guilford County Property Taxes.


302 Montlieu Avenue
E PARKWAY AV
BLAIN ST
BROOKSIDE DR
WOODROW AV
Site
MONTLIEU AV
N HAMILTON ST
FORREST ST
DENNY ST
BARBEE AV
N CENTENNIAL ST
MINT AV
Scale: 1"=200'
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Adopted 12/4/2017
Revised 12/18/2017 (changed Finance Committee to meet on Thursday, instead of Wednesday)
Revised 5/7/2018 (changed Prosperity & Livability Committee to meet on Wednesday after 1st Monday meeting)

STANDING COMMITTEES OF CITY COUNCIL – COMPOSITION

(2017-2019)

	Day & Time of Meetings
Finance Committee Britt Moore, Chair Wesley Hudson Jason Ewing Victor Jones **Jay Wagner, Mayor (alternate)** **Mayor Pro Tem Chris Williams (alternate)**	Thursday preceding the 1st and 3rd Monday @ 4:00 p.m.
Community Housing, Neighborhood Development & Public Safety Committee Jeff Golden, Chair Monica Peters Don Scarborough Chris Williams **Jay Wagner, Mayor (alternate)** **Mayor Pro Tem Chris Williams (alternate)**	Tuesday after 1st Monday meeting @ 10:00 a.m.
Planning & Development Committee Chris Williams, Chair Victor Jones Britt Moore Don Scarborough **Jay Wagner, Mayor (alternate)** **Mayor Pro Tem Chris Williams (alternate)**	Tuesday after 1st Monday meeting @ 4:00 p.m.
Prosperity & Livability Committee Jason Ewing, Chair Wesley Hudson Monica Peters Jeff Golden **Jay Wagner, Mayor (alternate)** **Mayor Pro Tem Chris Williams (alternate)**	Wednesday after 1st Monday meeting @ 9:00 a.m.

These committees will meet as needed and could be subject to cancellation if there is no business to be considered.

Sec. 2-1-22 - Official action by city council. (High Point Code of Ordinances)
Official action by the city council can only be taken at a regular, special, or continued meeting of the city council, which includes continued public hearings and properly scheduled or called meetings. No standing or special committee of the city council shall have the power to act for the city council regardless of the number of city council members on the committee or present.

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 April 24, 2018 and before the City Council of the City of High Point on May 7, 2018 regarding **Zoning Map Amendment Case 18-05 (ZA-18-05)** 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 April 15, 2018, for the Planning and Zoning Commission public hearing and on April 25, 2018 and May 2, 2018, 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 **May 7, 2018.**

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

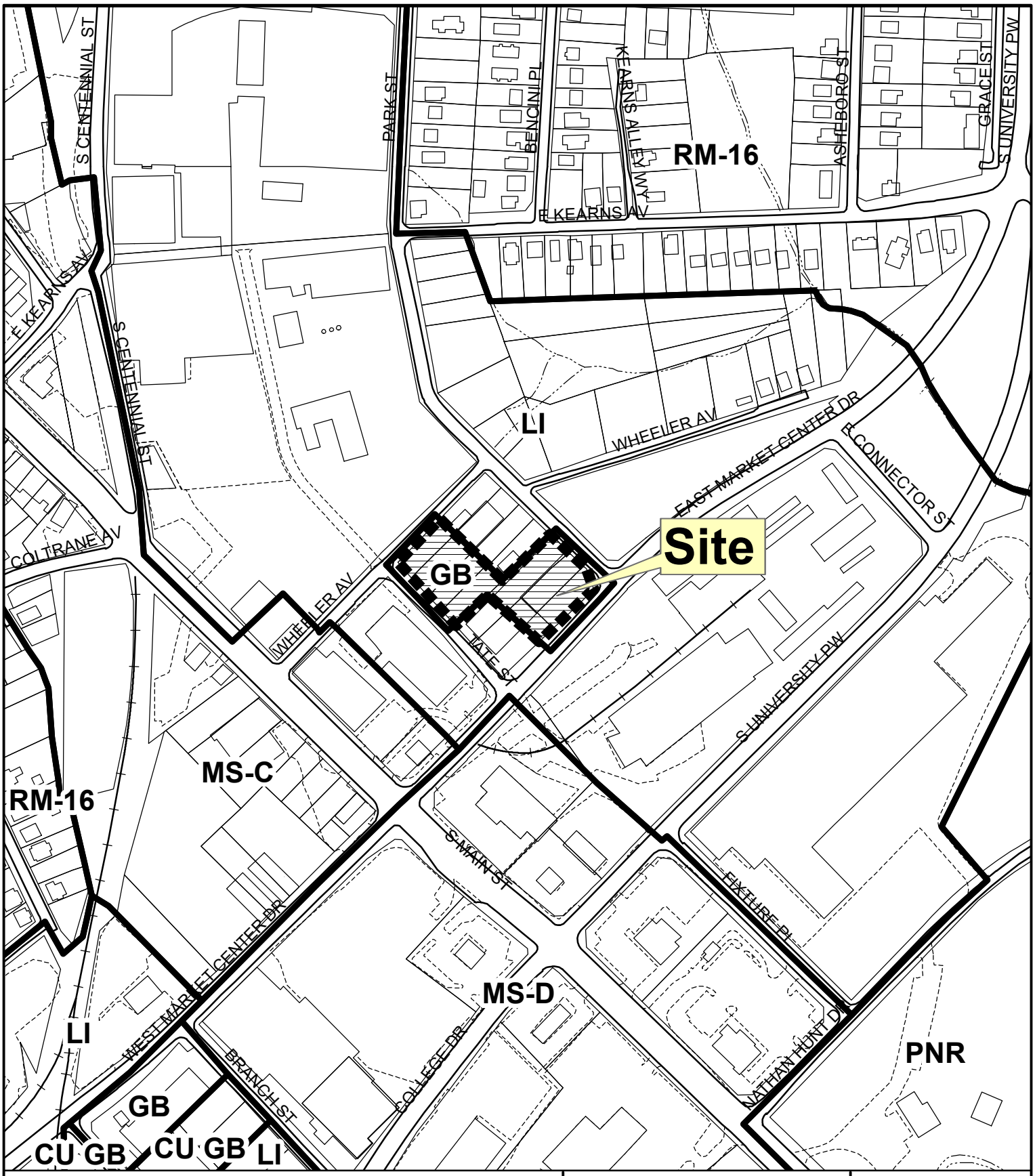
SECTION 1
That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Light Industrial (LI) District.** The property is approximately 1.7 acres and lying west of East Market Center Drive, between Tate Street and Park Street. The property is also known as Guilford County Tax Parcels 0174453, 0174458, 0174459, 0174460(portion), 0174461(portion), 0174462, 0174463 and 0174464.

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.
7th day of **May, 2018.**

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-18-05

From: General Business
To: Light Industrial

Existing Zoning Boundary
Subject Property Boundary

Planning & Development Department

City of High Point

N

Scale: 1"=300'

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HIGH POINT CITY COUNCIL
SPECIAL MEETING
April 25, 2018 – 3:30 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM

MINUTES

Present:
Mayor Pro Tem Chris Williams (Ward 2); Don Scarborough, At Large; Monica Peters (Ward 3) Wesley Hudson (Ward 4); Victor Jones (Ward 5)

Absent:
Mayor Jay Wagner; Council Members Britt Moore, At Large; Jeffrey Golden (Ward 1) and Council Member Jason Ewing (Ward 6)

Staff Present:
Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Eric Olmedo, Budget and Administrative Director; Laura Altizer, Senior Budget Analyst; Roslyn McNeill, Budget Analyst; Jeron Hollis, Communications & Public Engagement Director; Keith Pugh, Director of Engineering; Tim McKinney, Director of Facility Services; Lisa Vierling, City Clerk; Sandra Keeney, Deputy City Clerk.

News Media:
No News Media Present

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

- ✓ Engineering – PowerPoint **(Exhibit Book, Volume XIII, Page 7)**
- ✓ Facility Services – PowerPoint (**Exhibit Book, Volume XIII, Page 8)**

Mayor Pro Tem Chris Williams called the meeting to order at 3:36 p.m.

Engineering Department Presentation

Keith Pugh, Director of Engineering gave the presentation on this item.

Mr. Pugh stated the Engineering Service is a service department with both internal and external customers. He gave an overview of the different positions within the department noting there are a total of 18 positions. He shared that his department is an aging department with 12 employees eligible for retirement in the next couple of years.

He stated the department is responsible for most of the city funded water, sewer, storm water, sidewalk, roadways, intersections, some structures, survey, design, compiling specs, and bids. He noted they also present to City Council for approval and then, follow the process through to construction, inspections, and final records.

He stated they work on subdivision review for all external projects, flood plain permits, grating permits, and inspect any private work that would eventually become public.

He said the City has a register land surveyor and three technicians. He explained if a private property owner asked for the city to stake the corner of their private property, that action cannot be performed by the City except in the following circumstances:

1. If the City was interested purchasing a piece of property, a boundary survey would be performed
2. If the city was interested in subdividing the property, exclusion maps would be produced
3. If the City has conducted construction and damaged the pins, the City would be responsible for making sure those survey pins are replaced.

Council Member Hudson asked if the Engineering Department issues building permits. Mr. Pugh answered those are issued in the Planning and Developing Department.

He explained there are four employees that handle 100% of the design work. He related they also handle about 95% of the obsolete water and sewer replacement jobs that are public services, as well as intersection widening, road way widening, and most of the sidewalks that the city builds. He noted there are exceptions; if the department is inundated with work or there is a time frame that cannot be met, an outside design firm would be hired to help.

Erosion Control Inspectors report to one of the engineers. The department is a self-permitted program, which means the state of North Carolina has delegated that responsibility to the City, which also means the City is subject to state reviews and audits. He stated the City just passed an audit noting the state decides the sites and plans they will inspect. He said the State reviews the information from the start of the projects to the end. He stated the Erosion Control Inspectors are responsible for plan and review, and handling such things as storm water calculations for new developments.

Mr. Pugh next explained General Plan Review which involves a technical review committee, flood plain management, drive ways, storm water calculations, checking for things like grades on streets, sidewalks, wheel chair ramps and curved grades to make sure the water drains in the intersections. Next, he explained the function of Construction Inspection and noted there are five Construction Inspectors. He shared that the general concept regarding construction is ensuring compliance with the plans and specs, and ensuring the contractors are performing the task correctly before payment is submitted. This is for private construction as well subdivision development sites. Water connections, fire lines, sanitary sewer extensions to the last manhole, and roadways are examples of things that are inspected. He said Contract Administration takes the work the designers perform, and compiles it into legal documents that is then submitted for bid. He stated one employee is responsible for all the contracts for the City. This includes coordination with outside agencies as well as State and Federal entities. He stated one employee crosses between engineering design and records management. This employee handles all of the “as built” drawings for public infrastructure such as waterline, sewerline, roadways and storm and sewer lines when built. An Engineering plan is marked up with actual invert depths of man holes, curve grades, all the types of information

which mirrors how it sits on the ground, not necessarily how it is planned. Those records are kept permanently.

He explained Construction Management is generally the job of Engineers, but sometimes falls on the Construction Inspectors. He stated the City has had projects with some contractors that were less than excellent and the Inspectors have on occasion, helped with coordinating labor, and ordering materials.

Mr. Pugh stated Agency Coordination handles permits such as NCDOT, Railroad (NCRR, CSX, NS), and noted that High Point is the only municipality in North Carolina that is in four counties and covers three NCDOT Divisions, which can become difficult with certain projects. Council Member Peters asked if quiet zones are part of the permits for railroads. Mr. Pugh responded they are not issued by the Engineering Department.

Utility Coordination involves working with the different utilities regarding different jobs such as sidewalks, roadways, waterlines, sewer lines, and any structures that are being built. Virtually every project that is built will have a conflict with one of the utilities providers. If the conflict is with the pole line for City Electric, then City Electric coordinates all the utility relocating. If there is a project that requires one of the utilities to move poles or lines, the City must pay for the relocation.

Engineering's Customer Service divisions work with internal and external customers such as: Citizens, NCDOT, NCDNR, Utilities etc. and strive for same day service. He explained Client Departments and how the department utilizes other departments money for projects. He moved on to Representative Projects, noting Hartley Drive, Mendenhall Station, and N. Main Street are some of the bigger jobs that have been completed. Current projects include sidewalks, Safe Route to School, general water and sewer improvements, and the Greenway.

Greg Demko, City Manager, asked when the Railway Stabilization Project will be complete. Mr. Pugh answered the project is currently in phase II for the city of High Point, and there is one more phase to complete. The storm sewer job will be complete within 45 days. He noted other projects along Broad Avenue that still need completed. Mr. Demko asked why the City is doing the project and not the Railroad. Mr. Pugh responded there are lots of erosion problems along the banks of the railroad tracks, specifically the area on Washington Street, and the guard rail is not anchored in some places. The City is partnering with the railroad to fix the problem. Council Member Hudson asked if Amtrak leases from Norfolk Southern. Mr. Pugh stated Amtrak is a state-funded rail program. North Carolina railroad is a private company with stock and the stock is completely owned by the state of North Carolina. Council Member Hudson stated North Carolina Railroad does not handle any transportation. Mr. Pugh answered that is correct, they own the right of ways and they own the tracks and lease that corridor. Norfolk Southern leases the corridor from them. Any projects in this corridor that the City needs to perform, permission from North Carolina railroad as well as Norfolk Southern will need to be obtained. Norfolk Southern will do track level improvements such as drainage etc.

Mr. McCaslin asked about the next phase on Washington Street. Mr. Pugh responded the next phase on Washington Street could get complicated and likely expensive because the way to fix the

issue with Washington Street is to move the street. The railroad would like for the street to be moved a half of lane over. He stated there are poles there, and since the City owns the poles, the City would have to pay for those poles to be moved, which is an expensive fix. He stated there will be a capital request presented to Council asking to move Washington Street away from the railroad tracks about 20 feet, that will allow the railroad to flatten the slope. Council Member Scarborough asked would that require purchase of property. Mr. Pugh responded there might be one property in which the City would need to obtain a slope easement. Mr. McCaslin asked how long will the last phase take. Mr. Pugh stated maybe one construction season. Mr. McCaslin noted it would impact the school. Mr. Pugh stated the start of the phase would need to be at the end of the school year, and have the project completed prior to opening of school, or at least have one lane available.

Facility Services

Mr. Demko introduced Tim McKinney, Facility Service Director.

Mr. McKinney stated the Facility Service Department maintains the City's facilities. He stated the departments mission statement is two-fold. (1) "The Facility Services Department is dedicated to serving the City of High Point employees and citizens by providing plumbing, mechanical, electrical and building systems services for assigned city-owned facilities." (2) "Project management of new construction and renovation projects coupled with the management of building related service contracts are provided to ensure that city employees and our citizens receive quality, comfortable, functioning facilities." He listed the goals of the department which are:

1. Enhance service delivery methods and outcomes for assigned City of High Point facilities
2. Provide effective project management for new and retrofit construction projects as assigned

He stated he has a team of four people, that maintain 26 buildings. Mr. Demko noted that Mr. McKinney advices on the mechanicals, and roofs of all the other facilities. He listed department successes for the first six months of fiscal year 2017-2018, in that the department received 1128 service calls, 130 hours of performing preventative maintenance, 1682 labor hours on construction/retrofit projects and noted that the percentage of call backs are 1% and his team responded to emergency request in 30 minutes or less.

He shared past construction projects of the department to include High Point Police Department noting that the facility used to be a school, and was converted into the Police Station in 1994. He shared pictures of the Police Station as well as the Police Classroom, Range Tower which was completed in 2005, K9 facility, evidence building (the last addition to the evidence building was 2014). He stated the Library Expansion Project was renovated while the building remained opened and served the customers on a daily basis. He shared photos of the library expansion project as well as photos of the children's areas and noted how great the staff is at the Library. He mentioned the High Point Museum and shared photos of the building as well as the interior museum gallery. He stated Haley House is the oldest building in the City of High Point. It was constructed in 1786 and has only needed a roof and window seals replaced. The Hoggatt House was built in 1841 and was hit by lightning in 2014 and burned to ground, but was reconstructed and reopened in 2016. He stated the company Historic Preservation did an outstanding job on that project. The Blacksmith Shop was constructed in 1801 and the doors, and roof has been replaced. He stated he was fortunate to be project manager for Fire Station 11 in 1996, and it was the only project that he managed in which there was an arson event that delayed the opening six months. Fire Station 3, 4, 12, 13, and the Fire Logistics were all projects in which he was the Project Manager. Phillips Park was another project in which the team constructed a restroom facility, concession building and created a parking lot in six months. He noted he was project manager for Allen Jay Recreation Center, Deep River Recreation Center, City Lake

Park Shelters and the Johnson Street Sports Complex (responsible for the building not the fields). He shared photos of the train depot in which his team helped renovate and stated over the next three years work was hindered by trains coming and going from the depot. Recently, the Facility Services Department resumed the maintenance of the Train Depot. He shared photos of before and after pictures of the project, and explained a lot of features of the depot is reconstruction but there is a lot of original structure as well.

He shared current projects and stated the Farmers Market Stalls outside of the Library Plaza, would be ready for the grand opening set to take place on Saturday. He stated it was gratifying to be asked by the City Manager to oversee the stadium project.

He shared another facet of the department is Universal Waste, Safety & Environmental Assessments. He explained that Universal waste includes things like light bulbs, CFL, balance, anything that contains a contaminate. The Facility Service Department successfully integrated a program into the entire City about five years ago to manage universal waste.
Safety Inspections include inspecting fire extinguishers, ladders and emergency lighting, and are documented to satisfy compliance in case of an audit. Environmental Assessments includes the identification of specific molds, ACM and other lead containing materials. He stated his department is the first line of defense if a citizen or business have concerns regarding contaminates. If there is an issue, the City will oversee the project regarding self-abatement, if it exceeds 10%, then a company will be called to perform the abatement.

He stated one of the greatest privileges was to be able to work through the American Reinvestment and Recovery Act. $860,000 was received for new roofs, new HVAC equipment, and other related events. The Radio Building, Fleet Services Division, Sign and Signal, MOC and the Police Department have new roofs and HVAC equipment which was a result of the American Reinvestment and Recovery Act.

He shared special projects such as G.E.S which is a Guarantee Energy Saving Program. This program allowed the replacement of open drive compressors which were inefficient and replaced them with Energy Saving equipment for the High Point Municipal Building. Signage of City Hall, February 11th Monument, Kinetic Art Work, 3rd floor Conference Room, Council Chambers, and the Employee Lounge are all special projects performed by the Facility Service Department.

Council Member Peters asked Mr. McKinney to let the Facility Service Department know they are an impressive and important department and to thank them for all they do.

Closed Session- Economic Development

Mayor Pro Tem Williams stated there was a need for Council to go into Closed Session to be briefed by staff regarding property acquisition.

At 4:51 p.m. Mayor Pro Tem Williams moved to go into Closed Session for the purpose of property acquisition, pursuant to N.C. General Statute §143-318.11(a)(5). Council Member Peters seconded the motion, which carried unanimously.

Upon reconvening into Open Session at 5:20 p.m., Mayor Pro Tem Williams announced there would be no action taken as a result of the Closed Session.

The meeting adjourned at 5:20 p.m. upon motion duly made and seconded.

Respectfully Submitted,

Chris Williams, Mayor Pro Tem

Attest:

Sandra Keeney, Deputy City Clerk

DRAFT

CITY OF HIGH POINT
AGENDA ITEM

Title: **Zoning Map Amendment 18-02**
(Presbyterian Homes, Inc.)

From: Lee Burnette, Planning & Development Director

Meeting Date: May 7, 2018

Public Hearing: Yes

Advertising Date: April 25, 2018, and May 2, 2018

Advertised By: Planning & Development

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

PURPOSE:
A request by the Presbyterian Homes, Inc. to rezone approximately 0.16 acres from a Conditional Use Residential Multifamily-5 (CU RM-5) District to a Planned Development – Periphery (PD-P) District, and to update the Master Plan and amend the Statement of Intent to include this area. The site is lying north of the intersection of Sandy Ridge Road and Johnson Street and west of the intersection of Sandy Ridge Road and Kendale 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 March 27, 2018, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 18-02. The Planning & Zoning Commission recommended ***approval*** of this request as recommended by staff, by a vote of 9-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

The Presbyterian Homes, Inc. Zoning Map Amendment 18-02 (ZA-18-02)

At its March 27, 2018 public hearing, the Planning and Zoning Commission reviewed a request to expand the River Landing continuing care retirement community by adding approximately 0.16 acres to this development. All members of the Commission were present. Mr. Herbert Shannon, Senior Planner, presented the case and recommended approval of the request as outlined in the staff report.

Speaking in favor of the request:

Speaking in favor of the request on behalf of the applicant was Mr. Luke Dickey with Stimmel Associates, 601 N. Trade Street, Suite 200, Winston-Salem, N.C. Mr. Dickey gave an overview of the applicant's rezoning request.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

Consistency Statement

The Commission stated that the request is consistent with the Land Use Plan Map designation, objectives of the Land Use Plan and the Northwest Area Plan.

Reasonableness Statement

The Commission stated that the request is reasonable and in the public interest as it is a minor expansion, only adding 0.16 acres (less than 7,000) to this 162-acre development, and all previous conditions and perimeter standards will remain the same.

The Planning & Zoning Commission ***adopted these statements*** by a vote of 9-0.

Zoning Map Amendment

The Commission recommended ***approval*** of Zoning Map Amendment 18-02, as recommended by staff, by a vote of 9-0.

CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT

STAFF REPORT
ZONING MAP AMENDMENT 18-02
March 27, 2018

Requests			
Applicant: The Presbyterian Homes, Inc.	**Owner:** The Presbyterian Homes, Inc.		
Zoning Map Amendment Proposal: To expand the River Landing continuing care retirement community by adding approximately 0.16 acres to this development.	**From:**	**CU RM-5**	Conditional Use Residential Multifamily-5 District
	To:	**PD-P**	Planned Development – Periphery District

Site Information	
Location:	The River Landing development is lying north of the intersection of Sandy Ridge Road and Johnson Street and west of the intersection of Sandy Ridge Road and Kendale Road. The area of expansion is lying at the northeastern boundary of the development, approximately 250 feet south of Rosemont Drive.
Tax Parcel Numbers:	Guilford County Tax Parcels 0171322, 0171330, 0210452, 0210453 0210454, 0210455 and 0210456
Site Acreage:	Area of proposed expansion - Approximately 0.16 acres Current River Landing Development - Approximately 162 acres Approximately 162.16 acres
Current Land Use:	The River Landing development is a continuing care retirement community facility consisting of a mixture of single family detached dwellings, single family attached dwellings, assisted living facility, long-term care/skilled nursing facility, office uses and a day care use. It also contains an accessory golf course with a clubhouse.
Physical Characteristics:	The property has a gentle to moderately sloping terrain. The western boundary of the site is impacted by a 100 and 500-year flood plain area.
Water and Sewer Proximity:	A 16-inch and a 12-inch City water line lie adjacent to the site along Sandy Ridge Road. A 16-inch and a 24-inch City sewer line run along the western boundary of the site and an 8-inch City sewer line runs along the northern boundary of the site. Private water and sewer lines tie into the perimeter public lines. These private lines are maintained by the property owner and serve the various tracts.
General Drainage and Watershed:	The site drains in a western direction and development is subject to the Oak Hollow Lake General Watershed Area (GWA) requirements. Engineered stormwater treatment measures are required for multi-family development with a total impervious surface area greater than 24% of the site, and for single family developments with a gross density of two units per acre or more.
Overlay Districts:	Oak Hollow Lake General Watershed Area (GWA) Airport Overlay Zone 3

Adjacent Property Zoning and Current Land Use			
North:	CU RM-5	Conditional Use Residential Multifamily-5 District	Saddlebrook Twinhome subdivision (common area)
South:	PD-P	Planned Development – Periphery District	Undeveloped parcel
East:	PD-P	Planned Development – Periphery District	River Landing corporate office building
West:	CU RM-5	Conditional Use Residential Multifamily-5 District	Saddlebrook Twinhome subdivision common area)

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 site has a Low-Density Residential land use classification, which is primarily intended for single family detached dwellings on individual lots. Development densities in these areas shall not exceed five dwelling units per gross acre.
Land Use Plan Goals, Objectives & Policies:	The following objective of the Land Use Plan are relevant to this request: Obj. #8. Stimulate more efficient use of the City's land resources by encouraging in-fill, mixed-use, cluster development and higher residential densities at appropriate locations.
Relevant Area Plan:	<u>Northwest Area Plan</u> The following objective found in the area plan is relevant to this request: Obj. 2d. Provide for residential development at a variety of densities and affordability levels.
Zoning History:	The River Landing development was initially 127 acres when annexed and granted a Planned Development zoning in 1998. During the past two decades it has expanded five times through annexation and enlarged the Planned Development zoning over adjacent parcels. Since the 1990s, this northern portion of the City's Planning Area has experienced steady growth from the approval of multiple annexations and zoning approvals totaling more than 1,183 acres.

Transportation Information			
Adjacent Streets:	**Name**	**Classification**	**Approx. Frontage**
	Sandy Ridge Road	Major Thoroughfare	3,200 ft.
Vehicular Access:	Via existing River Landing access points *(Links Drive, John Knox Drive and driveway).*		
Traffic Counts: *(Average Daily Trips)*	Sandy Ridge Road (east of Johnson Street split)	11,000 ADT (NCDOT 2015 traffic count)	
	Sandy Ridge Road (west of Johnson Street split)	4,000 ADT (NCDOT 2015 traffic count)	
Estimated Trip Generation:	Not applicable		

Traffic Impact Analysis:	**Required**		**Comments**
	Yes	No X	None
Conditions:	a) Right-of-Way Dedication: The developer shall dedicate to the City of High Point right of way along Sandy Ridge Road frontage of the site as shown on the PDP Sketch Plan as required to meet alignment depicted in U-4758. b) Access: No new access to Sandy Ridge Road shall be allowed. c) The City of High Point Transportation Director and the North Carolina Department of Transportation shall approve the exact location and design of all access points and improvements.		

School District Comment
Not applicable to this zoning case.

Planned Development (PD) Overview

The Planned Development-Periphery (PD-P) District was established to encourage the use of innovative and creative design to provide a mix of different residential, nonresidential, and institutional uses in close proximity to services, recreation uses, and open space resources on lands outside the Core City Area. All PD developments are subject to the general standards of Section 3.7.3 of the Development Ordinance and must comply with Chapter 5: (Development Standards), Chapter 6: (Environmental Standards), and Chapter 7: (Subdivision and Infrastructure Standards) of the Development Ordinance, in addition to the specific standards of the respective PD District.

Details of Proposal

The River Landing retirement community corporate office building is located at the northeastern boundary of the development along Sandy Ridge Road and just south of the Saddlebrook twinhome subdivision. They are proposing to expand their corporate office structure; however due to the odd configuration of their property boundary, such an expansion would require the building addition to be situated at an awkward angle to meet perimeter setback standards. Therefore, they have approached the abutting Saddlebrook Homeowners Association and purchased a triangular shape 0.16-acre portion (approximately 7,000 square feet) of the HOA's common area to facilitate the construction of this building expansion.

This rezoning proposes the following:

- Add this 0.16-acre area to the River Landing Development by amending their zoning to include this additional land area.
- Update Planned Development Master Plan to show this 0.16-acre expansion and to add it to Tract G (office tract) of their development.
- Amend the acreage stated in the Planned Development Statement of Intent to include this 0.16-acre area. All other previously adopted development standards will remain the same.

Staff Analysis

Planned Development District Standards:
Before approving a Planned Development zoning district, the City Council shall determine that the application, as well as the master plan, the statement of intent and development standards, and the common signage plan, if included, comply with Planned Development District standards.

Staff has determined the master plan, statement of intent and development standards sufficiently address the requirements, including allowable uses, mandatory use mix, density & building height.

Periphery (PD-P) District standards

Staff has determined the request meets the requirements of the PD-P District. The property exceeds the minimum area requirement and is located outside the Core City Area.

Review Factors:

- **Result in a development that is compatible with surrounding development character and land uses.**
- **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**.;
- **Minimize or effectively mitigate any identified adverse environmental impact on water and air resources, minimize land disturbance, preserve trees, and protect habitat;**
- **Minimize or effectively mitigate any identified adverse effect on the use, enjoyment, or value of adjacent lands.**

This zoning application is a minor expansion of the previously adopted PD-P District and does not change any of the previously adopted review factors used to approve this development. All previously adopted PD Development Standards have been carried over into this updated application, including perimeter buffer and landscaping standards. Thus, the requested will continue to be compatible with surrounding area and will not adversely impact adjacent properties.

Changes in the Area:
There have been changes in the type or nature of development in the area of the proposed Planned Development that support the application.

During the past two decades, this portion of the Johnson Street/Sandy Ridge Road corridor has begun to transform from a rural to a more suburban area due to the multiple voluntary annexation approvals and development of residential subdivisions.

Development Patterns:
The proposed Planned Development results in development that promotes a logical, preferred and orderly development pattern.

Since the mid-1990s, the City of High Point's corporate limit has expanded in this northern portion of the City Planning Area. This area has developed with a variety of institutional and residential use types and the applicant's proposal will be consistent with the development pattern that has been established in this area.

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 proposal is consistent with the Land Use Plan Map designation, objectives of the Land Use Plan and the Northwest Area Plan.

Reasonableness/Public Interest:
An approval of the proposed Planned Development is considered reasonable and in the public interest.

The request is minor as it only adds 0.16 acres (less than 7,000) to this 162-acre development and all previous conditions and perimeter standards will remain the same.

Recommendation

Staff Recommends Approval:
As addressed in the Staff Analysis section of this report, this is a minor expansion of the existing continuing care retirement community facility. All development standards and perimeter buffer standards that were previously approved by City Council are being carried forward in this update to the development. The Planning & Development Department recommends approval of the request to rezone approximately 162.16 acres to the PD-P District. The requested PD-P District 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.

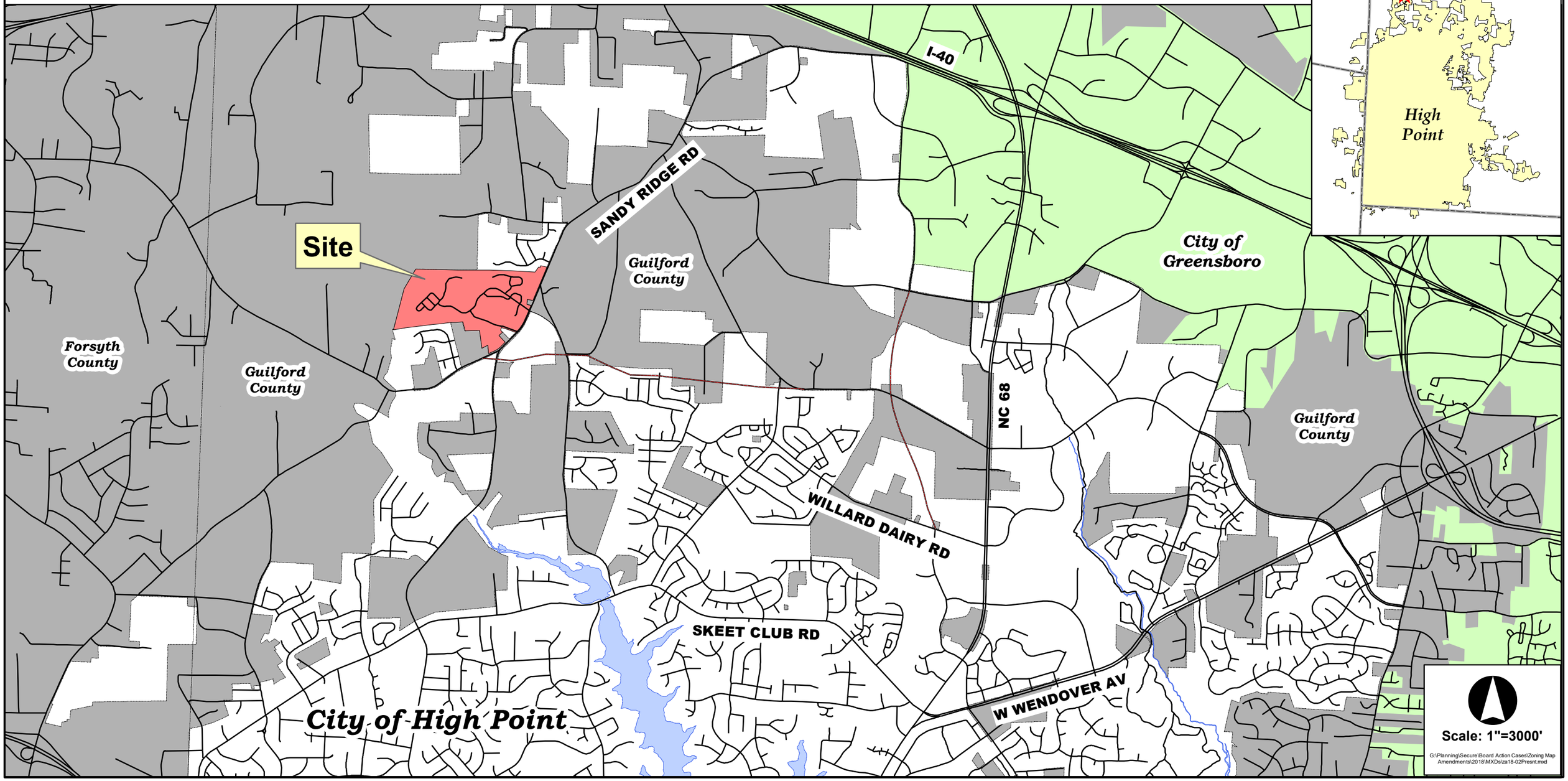
City Council:
The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans, and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may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

Report Preparation

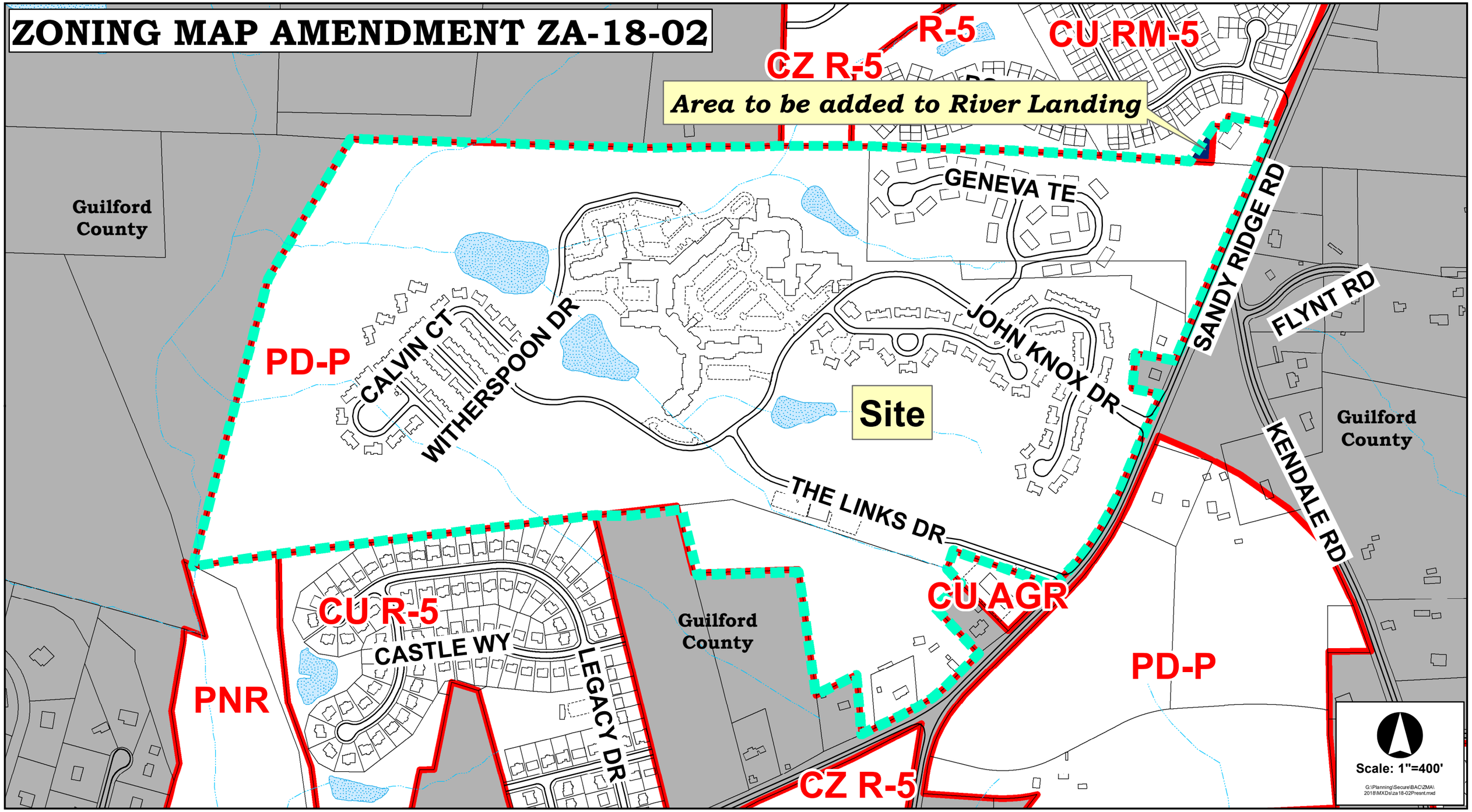
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

ZONING MAP AMENDMENT: ZA-18-02
Applicant: PRESBYTERIAN HOMES INC



ZONING MAP AMENDMENT ZA-18-02



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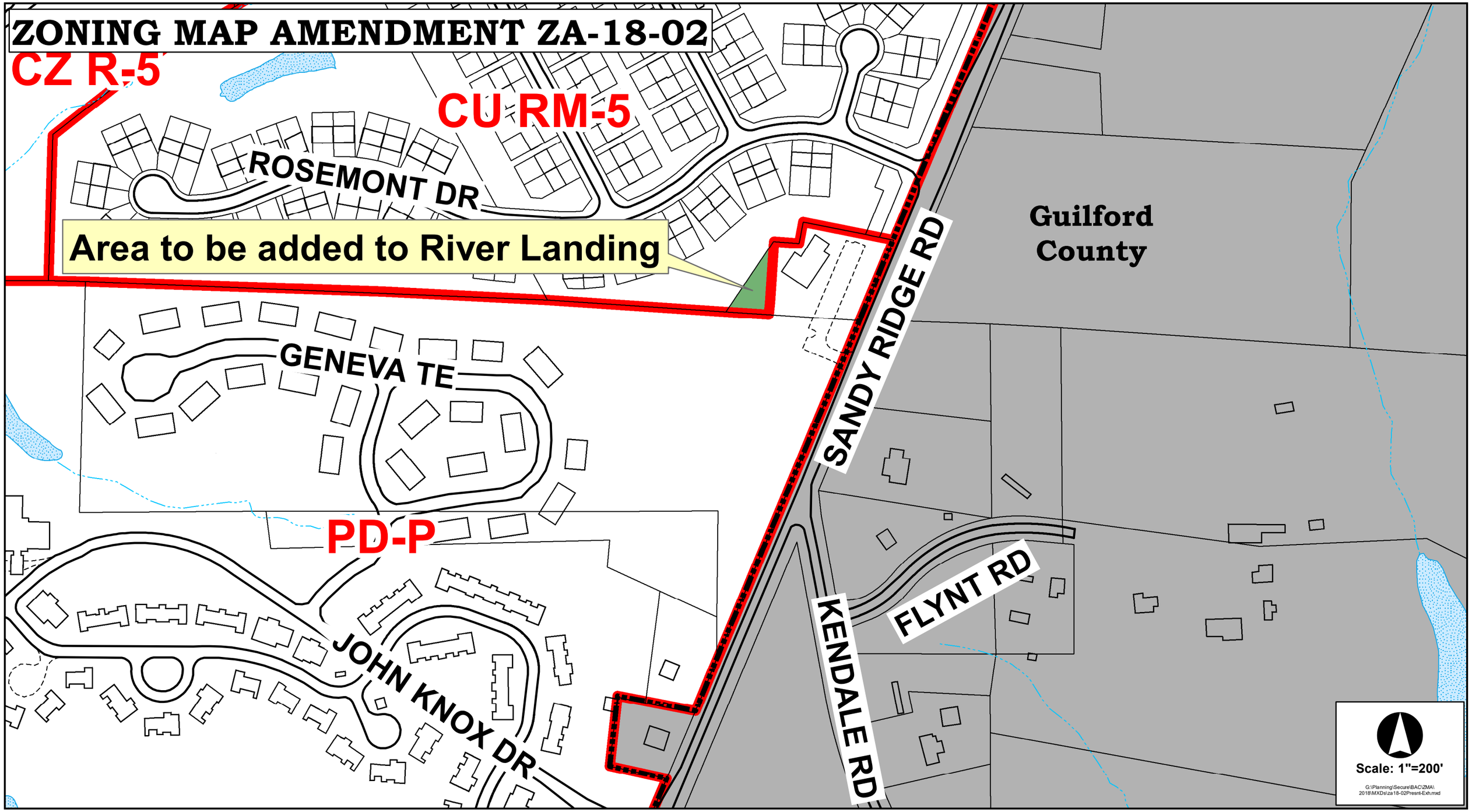

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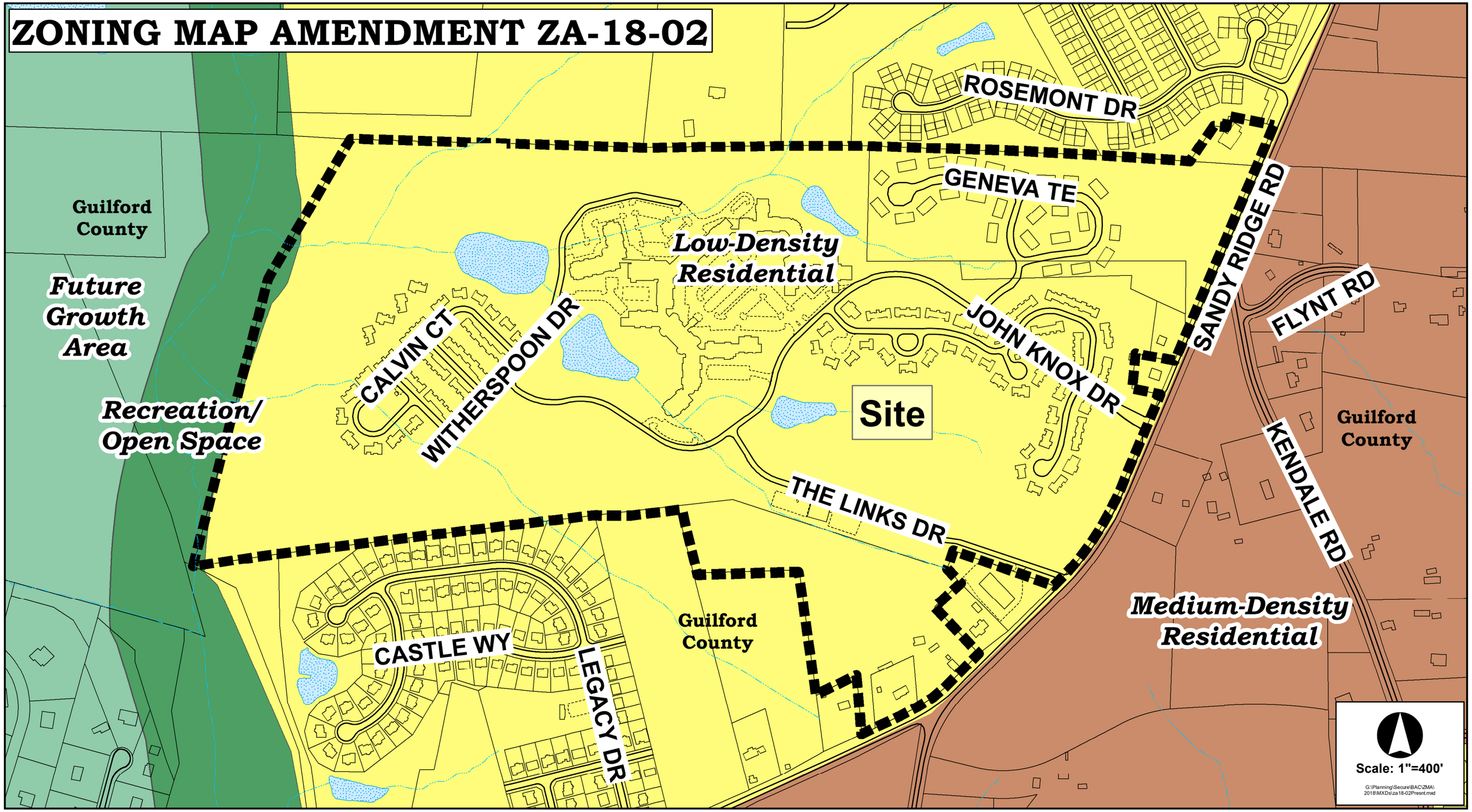

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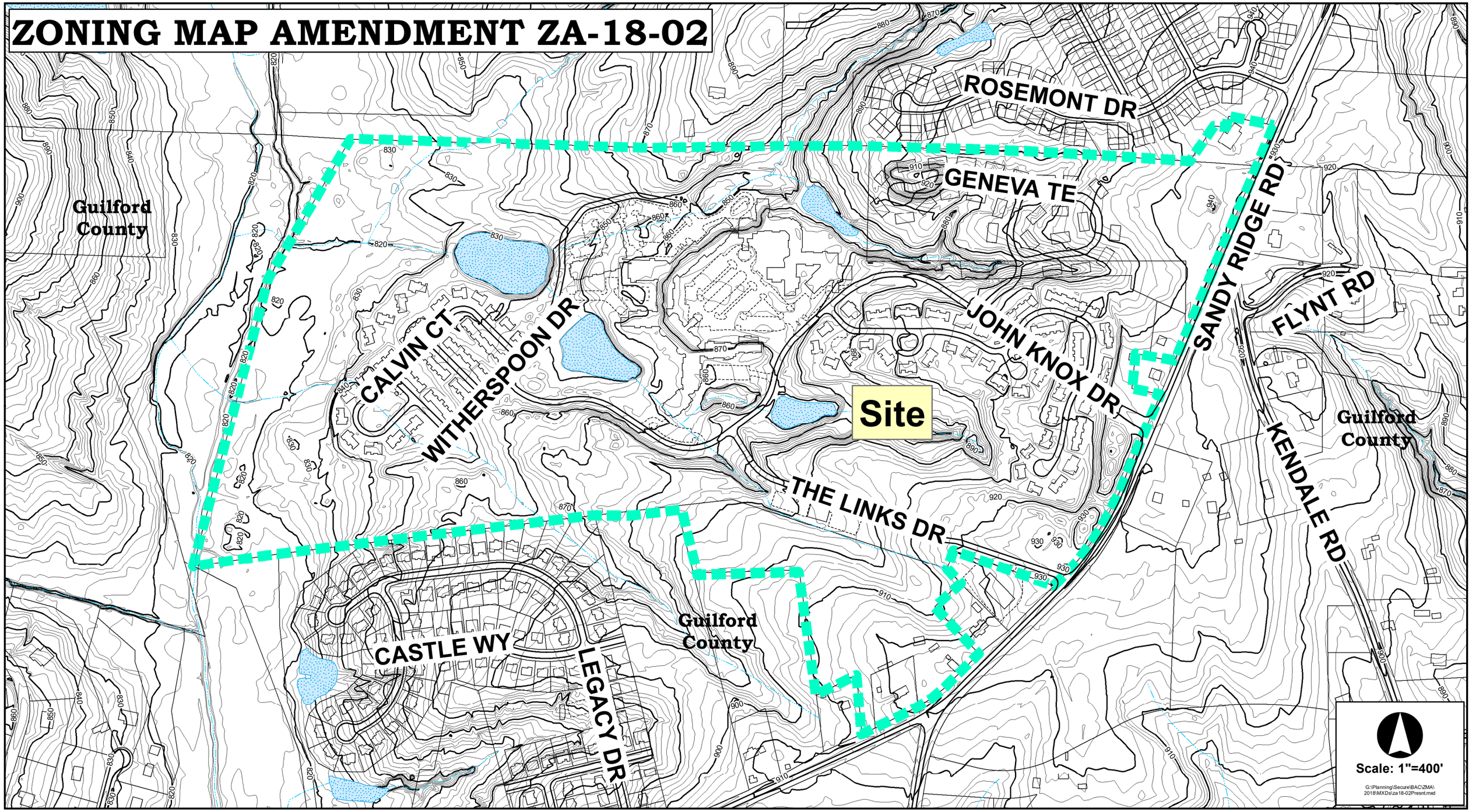
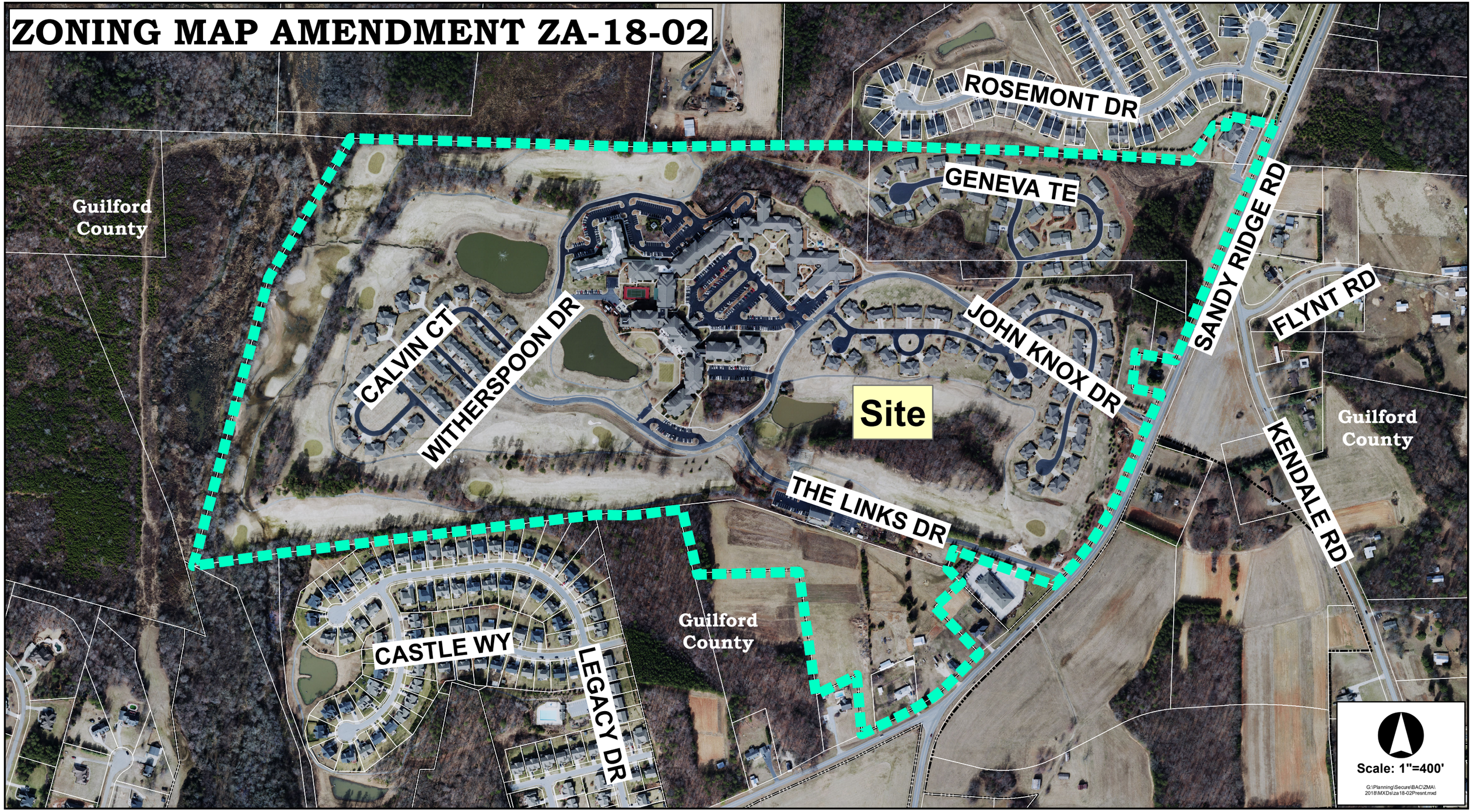
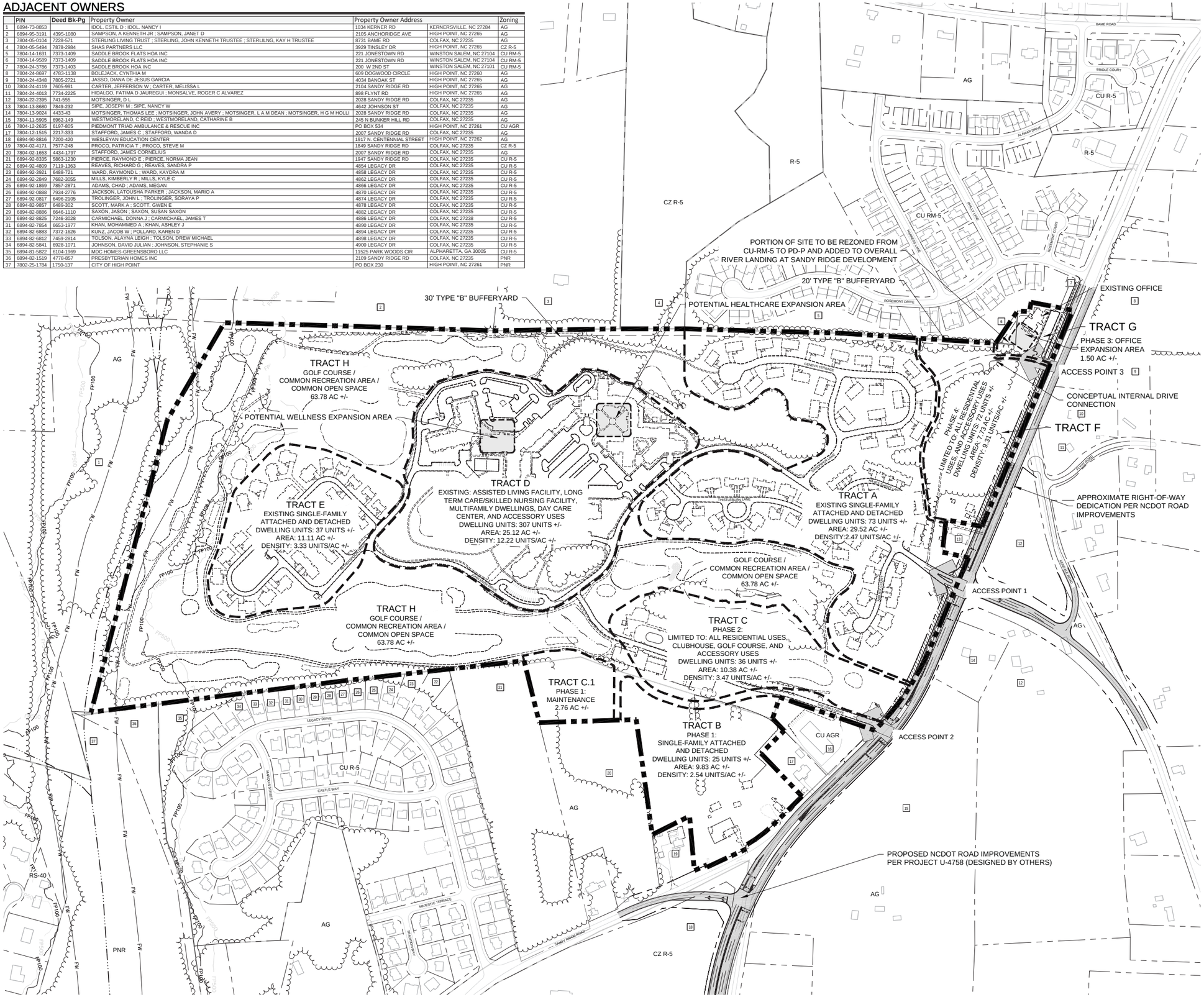


ZONING MAP AMENDMENT ZA-18-02



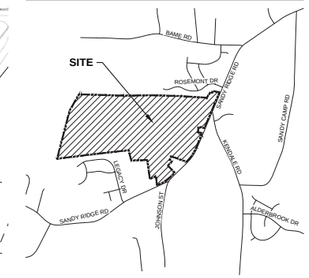
ADJACENT OWNERS

	PIN	Deed Bk-Pg	Property Owner	Property Owner Address		Zoning
1	6894-73-8853		IDOL, ESTIL D ; IDOL, NANCY I	1034 KERNER RD	KERNERSVILLE, NC 27284	AG
2	6894-95-3191	4395-1080	SAMPSON, A KENNETH JR ; SAMPSON, JANET D	2105 ANCHORIDGE AVE	HIGH POINT, NC 27265	AG
3	7804-05-0104	7228-571	STERLING LIVING TRUST ; STERLING, JOHN KENNETH TRUSTEE ; STERLILNG, KAY H TRUSTEE	8731 BAME RD	COLFAX, NC 27235	AG
4	7804-05-5494	7878-2984	SHAS PARTNERS LLC	3929 TINSLEY DR	HIGH POINT, NC 27265	CZ R-5
5	7804-14-1631	7373-1409	SADDLE BROOK FLATS HOA INC	221 JONESTOWN RD	WINSTON SALEM, NC 27104	CU RM-5
6	7804-14-9589	7373-1409	SADDLE BROOK FLATS HOA INC	221 JONESTOWN RD	WINSTON SALEM, NC 27104	CU RM-5
7	7804-24-3786	7373-1403	SADDLE BROOK HOA INC	200 W 2ND ST	WINSTON SALEM, NC 27101	CU RM-5
8	7804-24-8697	4783-1138	BOLEJACK, CYNTHIA M	609 DOGWOOD CIRCLE	HIGH POINT, NC 27260	AG
9	7804-24-4348	7805-2721	JASSO, DIANA DE JESUS GARCIA	4034 BANOAK ST	HIGH POINT, NC 27265	AG
10	7804-24-4119	7605-991	CARTER, JEFFERSON W ; CARTER, MELISSA L	2104 SANDY RIDGE RD	HIGH POINT, NC 27265	AG
11	7804-24-4013	7734-2225	HIDALGO, FATIMA D JAUREGUI ; MONSALVE, ROGER C ALVAREZ	898 FLYNT RD	HIGH POINT, NC 27265	AG
12	7804-22-2395	741-555	MOTSINGER, D L	2028 SANDY RIDGE RD	COLFAX, NC 27235	AG
13	7804-13-8680	7849-232	SIPE, JOSEPH M ; SIPE, NANCY W	4642 JOHNSON ST	COLFAX, NC 27235	AG
14	7804-13-9024	4433-43	MOTSINGER, THOMAS LEE ; MOTSINGER, JOHN AVERY ; MOTSINGER, L A M DEAN ; MOTSINGER, H G M HOLLI	2028 SANDY RIDGE RD	COLFAX, NC 27235	AG
15	7804-11-5905	6962-149	WESTMORELAND, C REID ; WESTMORELAND, CATHARINE B	245 N BUNKER HILL RD	COLFAX, NC 27235	AG
16	7804-12-2635	6197-805	PIEDMONT TRIAD AMBULANCE & RESCUE INC	PO BOX 534	HIGH POINT, NC 27261	CU AGR
17	7804-12-1515	2217-333	STAFFORD, JAMES C ; STAFFORD, WANDA D	2007 SANDY RIDGE RD	COLFAX, NC 27235	AG
18	6894-90-8816	7200-420	WESLEYAN EDUCATION CENTER	1917 N. CENTENNIAL STREET	HIGH POINT, NC 27262	AG
19	7804-02-4171	7577-248	PROCO, PATRICIA T ; PROCO, STEVE M	1849 SANDY RIDGE RD	COLFAX, NC 27235	CZ R-5
20	7804-02-1653	4434-1797	STAFFORD, JAMES CORNELIUS	2007 SANDY RIDGE RD	COLFAX, NC 27235	AG
21	6894-92-8335	5863-1230	PIERCE, RAYMOND E ; PIERCE, NORMA JEAN	1947 SANDY RIDGE RD	COLFAX, NC 27235	CU R-5
22	6894-92-4809	7119-1363	REAVES, RICHARD G ; REAVES, SANDRA P	4854 LEGACY DR	COLFAX, NC 27235	CU R-5
23	6894-92-3921	6488-721	WARD, RAYMOND L ; WARD, KAYDRA M	4858 LEGACY DR	COLFAX, NC 27235	CU R-5
24	6894-92-2849	7682-3055	MILLS, KIMBERLY R ; MILLS, KYLE C	4862 LEGACY DR	COLFAX, NC 27235	CU R-5
25	6894-92-1869	7857-2871	ADAMS, CHAD ; ADAMS, MEGAN	4866 LEGACY DR	COLFAX, NC 27235	CU R-5
26	6894-92-0888	7934-2776	JACKSON, LATOUSHA PARKER ; JACKSON, MARIO A	4870 LEGACY DR	COLFAX, NC 27235	CU R-5
27	6894-92-0817	6496-2105	TROLINGER, JOHN L ; TROLINGER, SORAYA P	4874 LEGACY DR	COLFAX, NC 27235	CU R-5
28	6894-82-9857	6489-302	SCOTT, MARK A ; SCOTT, GWEN E	4878 LEGACY DR	COLFAX, NC 27235	CU R-5
29	6894-82-8886	6646-1110	SAXON, JASON ; SAXON, SUSAN SAXON	4882 LEGACY DR	COLFAX, NC 27235	CU R-5
30	6894-82-8825	7246-3028	CARMICHAEL, DONNA J ; CARMICHAEL, JAMES T	4886 LEGACY DR	COLFAX, NC 27238	CU R-5
31	6894-82-7854	6653-1977	KHAN, MOHAMMED A ; KHAN, ASHLEY J	4890 LEGACY DR	COLFAX, NC 27235	CU R-5
32	6894-82-6883	7372-1626	KUNZ, JACOB W ; POLLARD, KAREN D	4894 LEGACY DR	COLFAX, NC 27235	CU R-5
33	6894-82-6812	7459-2814	TOLSON, ALAYNA LEIGH ; TOLSON, DREW MICHAEL	4898 LEGACY DR	COLFAX, NC 27235	CU R-5
34	6894-82-5841	6928-1071	JOHNSON, DAVID JULIAN ; JOHNSON, STEPHANIE S	4900 LEGACY DR	COLFAX, NC 27235	CU R-5
35	6894-81-5822	6104-1969	MDC HOMES-GREENSBORO LLC	11525 PARK WOODS CIR	ALPHARETTA, GA 30005	CU R-5
36	6894-82-1519	4778-857	PRESBYTERIAN HOMES INC	2109 SANDY RIDGE RD	COLFAX, NC 27235	PNR
37	7802-25-1784	1750-137	CITY OF HIGH POINT	PO BOX 230	HIGH POINT, NC 27261	PNR



VICINITY MAP

SCALE: NOT TO SCALE



SITE DATA

Jurisdiction
High Point, NC

Zoning

Existing Zoning:	CU-RM-5 (04-33) & PD-P (17-18)
Proposed Zoning:	PD-P

Proposed Uses
Continuing Care Retirement Community & Accessory Uses

Site Acreage

Existing:	161.57 Acres +/- per GIS & survey
	0.16 Acres +/- per survey
Total Site Acreage:	161.73 Acres +/-

Watershed Data
Site is located within the GWA of Oak Hollow Lake

Infrastructure

Water	Private
Sewer	Private
Road	Private

Infrastructure

Proposed Max Units:	550 Units +/-
Proposed Max Density:	3.4 Units/AC +/-

NOTES

Boundary Information
Boundary information provided from Guilford County GIS information for existing campus. Boundary information for Tract B & Tract C.1 and additional 0.16 acres provided from survey dated September 12, 2016 & June 14, 2017 prepared by Sgroi Land Surveying, PLLC.

General Notes
1. Proposed NCDOT road improvements for project U-4758 are for reference only and subject to change.

RIVER LANDING AT SANDY RIDGE

PETITIONERS/OWNERS:
PIN: 6894-93-7695.00, 7804-02-5656.00, 7804-02-7273.00, 7804-13-9747.00, 7804-14-4286.00, 7804-14-5042.00, 7804-24-2539.00
Presbyterian Homes, Inc
2019 Sandy Ridge Road
Colfax, NC 27235
P: (336) 886-6553
F: (336) 888-8759
E: twebster@prebyhomesinc.org

PREPARED BY:
stimmel
LANDSCAPE ARCHITECTURE CIVIL ENGINEERING LAND PLANNING
601 N. TRADE STREET, SUITE 200
WINSTON-SALEM, NC 27101
www.stimmelpa.com 336.723.1067

NORTH

0 200 400 600
SCALE: 1" = 200'

stimmel
LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING
LAND PLANNING
601 N. TRADE STREET, SUITE 200
WINSTON-SALEM, NC 27101
P: 336.723.1067 F: 336.723.1069
www.stimmelpa.com

SEALS:

PRELIMINARY DRAWING
NOT APPROVED FOR CONSTRUCTION

PROJECT:

RIVER LANDING AT SANDY RIDGE
HIGH POINT, NC

CLIENT:
PRESBYTERIAN HOMES, INC
2109 SANDY RIDGE ROAD
COLFAX, NC 27235
P: (336) 886-6553
F: (336) 888-8759
E: twebster@presbyhomesinc.org

DRAWN:	BR
DATE:	02/12/18
REVISIONS:	
JOB. NO:	18-002

SHEET TITLE:
PD-P SKETCH PLAN

SCALE: 1"=200'
SHEET NO.:
G - 801

© STIMMEL ASSOCIATES, P.A.

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 March 27, 2018 and before the City Council of the City of High Point on May 7, 2018 regarding **Zoning Map Amendment Case 18-02 (ZA-18-02)** 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 March 18, 2018, for the Planning and Zoning Commission public hearing and on April 25, 2018 and May 2, 2018, 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 **May 7, 2018**.

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 **Planned Development – Periphery District**. The property is approximately ~~162~~ **162.16** acres and lying north of the intersection of Sandy Ridge Road and Johnson Street and west of the intersection of Sandy Ridge Road and Kendale Road. The property is also known as Guilford County Tax Parcels 0171322, 0171330, 0210452, 0210453 0210454 and 0210455.

SECTION 2
That this Planned Development District shall be subject to the Master Plan and the Statement of Intent & Development Standards which are a part of this zoning district. S

SECTION 3
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 4
That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5.
This ordinance shall become effective upon the date of adoption.
7th day of May, 2018.

Lisa B. Vierling, City Clerk

RIVER LANDING AT SANDY RIDGE
PLANNED UNIT DEVELOPMENT STATEMENT OF INTENT & DEVELOPMENT STANDARDS

Applicant: **Presbyterian Homes, Inc**

Adoption Date: **November 6, 2017**
Ordinance No. 7350/17-93
Zoning Map Amendment 17-18

Revision Date: **February 12, 2018**

Statement of Intent:

a) The Applicant intends to revise the approved Statement of Intent and Development Standards for the River Landing at Sandy Ridge campus. An additional small parcel of land consisting of 0.16 acres was purchased from the Saddle Brook Home Owners Association. This parcel has been combined with parcel 0210456 resulting in a parcel that is zoned CU-RM5 and PD-P. The intent is to rezone the 0.16- acre portion of the lot to Planned Development – Periphery (PD-P) and incorporate as a part of Tract G within the overall campus. The integration of the parcel will be subject to the approved Development Standards established in Zoning Case 17-18. No changes to the Development Standards are proposed. The total combined tract remains approximately 162 acres.

b) The additional 0.16 acres provides additional area for the expansion of the management service office. The overall intent remains to expand the existing campus to build additional residential dwelling units, including additional single-family detached, single family attached and multifamily units and beds, a club house with restaurant, a new maintenance facility, management service office expansion, wellness center expansion, on-site amenities, main entrance gate/guard houses, and healthcare facility expansion. New buildings or expansion of existing buildings will match the existing architectural character of the campus and function as a cohesive campus.

c) The existing campus consists of 298 residential dwelling units and 116 beds (58 units based on 1 unit per 2 beds). This expansion of the development will allow a maximum of 550 residential dwelling units within the overall River Landing Development.

d) The club house will contain a pro-shop and a restaurant, minor use. Although the pro-shop and restaurant will be primarily intended for residents and golfers, it may be open to the public as well as provide services to the River Landing at Sandy Ridge community.

e) The existing nine (9) hole golf course shall be retained with adjustments to the layout to accommodate development of the pro-shop, restaurant additional residential units as indicated on the PD-P Master Plan (Tract C).

f) All entrances to the development will be at the existing locations on Sandy Ridge Road. Entrances may be gated. The road network will consist of private drives. All residents within the development will have access to the recreational and amenity areas.

g) Campus private water and sewer services will be extended to service expansion areas.

Development Standards:

Part 1. USES:

A. Continuing Care Retirement Community and accessory uses shall be permitted, subject to the development and dimensional requirements of the specific conditions listed in this Development Standards. The following uses shall be permitted within the various tracts of the development:
   1. Tract A: Single Family Attached and Single Family Detached dwelling units.
   2. Tract B: Single Family Attached and Single Family Detached dwelling units.
   3. Tract C: All Household Living Category Uses, Clubhouse with restaurant minor use, Golf course and accessory uses.
   4. Tract C.1: Maintenance facility
   5. Tract D: All uses and activities associated with a continuing care retirement community, all household living uses (including Assisted living facility, Long-term care/skilled nursing facility), maintenance facility, office category use types, day care use category.
   6. Tract E: Single Family Attached and Single Family Detached dwelling units.
   7. Tract F: All Household Living Category Uses
   8. Tract G: Office category use types
   9. Tract H: Golf Course, Common Recreation Area, Common Open Space area and walking trail.

Part 2. CONDITIONS:

A. Development, Dimensional & Density Standards:

   1. Development Density: A maximum of 550 dwelling units, including beds as calculated at 1 unit per 2 beds, shall be permitted.

   2. General Building Height, Setback and Development Requirements:

      a. Maximum building height:
         i. Perimeter Area: Maximum fifty (50) foot building height within one hundred (100) feet of the perimeter of the development.
         ii. Internal Area (beyond the 100-foot perimeter): Maximum eighty (80) foot building height.
         iii. In Tract C.1 and G the maximum building height shall be 40 feet.
         iv. Tracts fronting Sandy Ridge Road, the maximum building height for multifamily residential uses shall not exceed seventy (70) feet at the building setback from Sandy Ridge Road.

      b. Perimeter Building and Perimeter Street Setback
         i. For Tracts A thru F, a minimum thirty (30) foot building setback shall be provide from the perimeter of the overall development.
         ii. For Tract G and H, a minimum twenty (20) foot building setback shall be provide from the perimeter of the overall development.

iii. Sandy Ridge Road: A minimum fifty (50) foot building setback (as measured from the right-of-way) shall be provided from the Sandy Ridge Road right of way.

iv. Maintenance building /Tract C.1: In addition to above noted building setback requirements, outside laydown space for landscape materials shall setback a minimum of thirty (30) feet from perimeter of the development

c. Household Living Category use (Single Family Detached and Single Family Attached) shall meet the following standards:

Option 1 - Group Development:

a. Principal Building Setbacks
   i. 20 ft. Minimum Front Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided, or from back of sidewalk)
   ii. 10 ft. Minimum Side Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided, or from back of sidewalk)

b. Accessory Structures
   i. No accessory building(s) shall be permitted; except, this shall not prohibit amenity structures within common element areas such as gazebos or similar structures or centrally located maintenance structures.

Option 2 - Individual Lots:

a. Minimum Lot Area – no minimum lot area however, single family detached dwelling and single family attached dwelling units shall be fully contained within a lot.
b. Principal Building Setbacks
   i. 20 ft. Minimum Front Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided, or from back of sidewalk)
   ii. 10 ft. Minimum Side Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided, or from back of sidewalk)
   iii. 5 ft. Side Setback
   iv. 15 ft. Rear Setback

c. Accessory Structures
   i. No accessory building(s) shall be permitted; except, this shall not prohibit amenity structures within common element areas such as gazebos or similar structures or centrally located maintenance structures.

3. Multi-family use types shall meet the following standards:
   a. Principal Building Setbacks
      i. 20 ft. Minimum Front and side street setback from private drives (measured from back of curb or edge of pavement, if no curb is provided)
      ii. Maximum Building Length shall meet the dimensional standards for Multi-family dwellings as set forth in 4.3.2(5) of the City of High Point Development Ordinance.

4. Office buildings, Club House with publicly accessible restaurant (minor), and all other use types not listed above will meet the following standards:
    a. Principal Building Setbacks
        i. 20 ft. Minimum front and Side Street Setback from private drives (measured from back of curb or edge of pavement, if no curb is provided)
        ii. Setback does apply to drop-offs or from parking spaces.
        iii. Except for accessory structures, all building shall have a pitched roof

    b. Maximum Building Size
        i. Tract G: A maximum building footprint of 12,000 square feet per structure.

B. <u>Landscaping, Setback and Buffers</u>
1. Perimeter Landscape Yard
    a. A minimum 15-foot wide Type C planting yard shall be installed at the perimeter of the development where single family detached or single family attached use type is within one hundred (100) feet.
    b. A minimum 25-foot wide Type B planting yard shall be installed at the perimeter of the development where the maintenance facility, any outdoor laydown area, and associated parking is within one hundred (100) feet.
    c. A minimum 25-foot wide Type B planting yard shall be installed at the perimeter of the development where any multifamily residential use and associated parking is within one hundred (100) feet.
    d. Locations along the perimeter of Tract A with higher landscape standards are noted on the PD-P Master Plan.

2. <u>Parking Lot Landscaping</u>
    a. New parking lot landscaping shall meet the standards set forth in 5.5.10 of the City of High Point Development Ordinance.
    b. Modifications to existing parking lots shall meet the standards set forth in 5.5.10 of the City of High Point Development Ordinance within the area of modification.

3. <u>Street Yard (Sandy Ridge Road Frontage)</u>
    a. New development along Sandy Ridge Road frontage shall have landscape planting and berming similar to the existing landscaping and berming along existing frontage (between John Knox Drive and Links Dive). At a minimum, this street yard shall have a minimum width of 20 feet, planted at Type C Yard Rate.

C. <u>Transportation</u>
1. Vehicular Access and improvements
    a. Access shall be from the existing ~~full~~ access points on Sandy Ridge Road as depicted on the PD-P Master Plan
        i. Access Point 1 - John Knox Drive

ii. Access Point 2 - The Links Drive
iii. Access Point 3 - Northern entrance drive to Tract G and F

b. Access may be gated with review and approval from HPDOT and Emergency Services.
c. Sandy Ridge Road Right-of-way dedication: The developer shall dedicate to the City of High Point right-of-way along Sandy Ridge Road frontage as required to meet the alignment depicted for NCDOT road improvement project U-4758. This right-of-way shall be dedicated by December 31, 2018.
d. 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.

2. Pedestrian Access
   a. A pedestrian access system shall be provided for future development phases to provide safe and convenient pedestrian access to open space/common areas for all new dwelling units.
   b. A pedestrian access plan shall be submitted as part of the site plan review and approval for each development Tract and for each phase of development within a tract. The location of all sidewalks/paths shall be indicated on plans submitted for approval. Pedestrian access shall be installed as part of each phase or sub-phase of development.

D. Signage

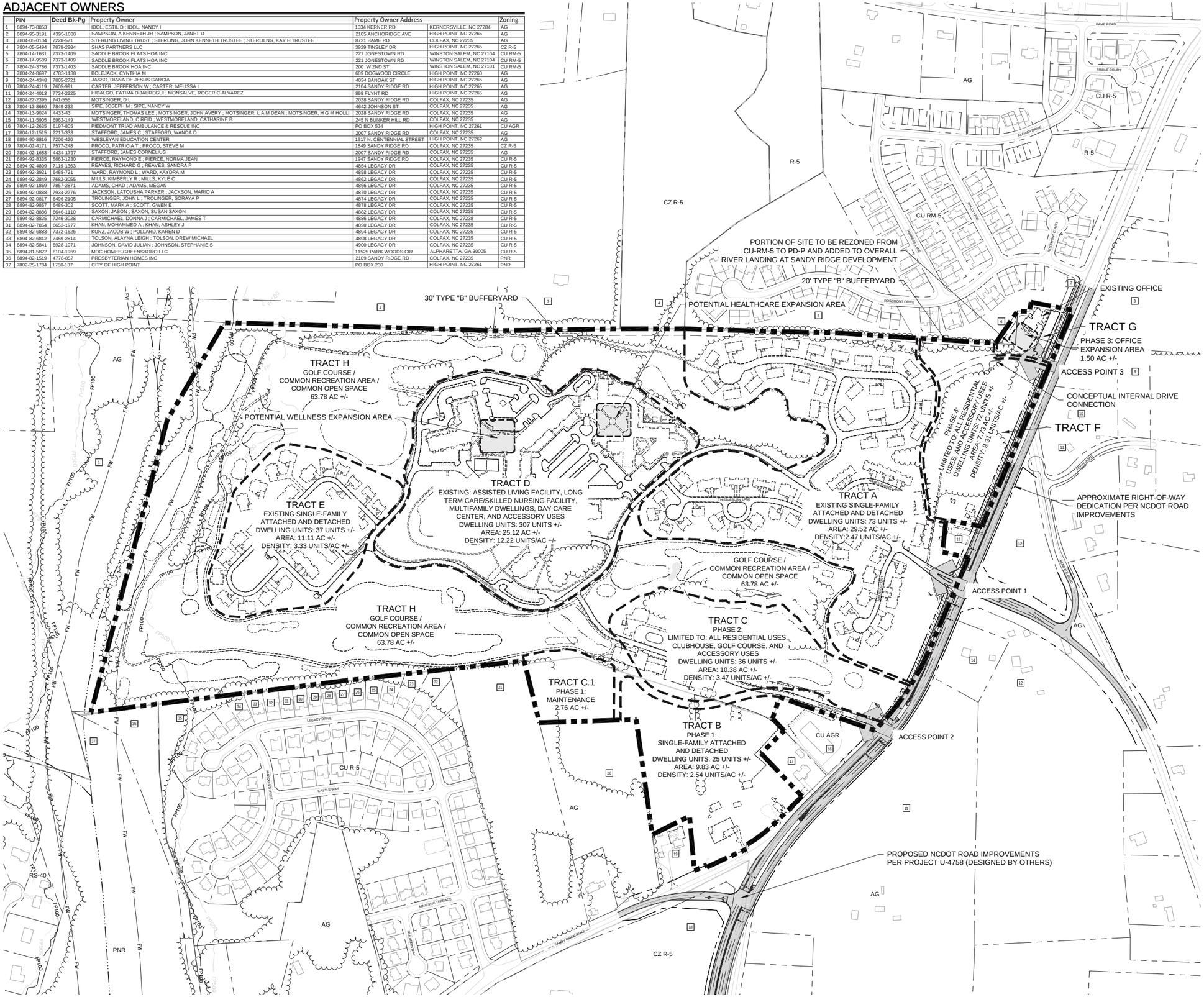
The location of signage on the rezoning site shall conform to the approved Common Signage Plan. The previously approved Common Signage Plan shall be updated to show the location of additional proposed signage on the subject property. Sign drawings consistent with the Common Signage Plan criteria, for obtaining sign permits, shall be required prior to the issuance of building permits for each phase or portion thereof.

E. Relationship of Permit to Development Ordinance

The use and development of the subject site shall be subject to the uses and conditions within this Development Standards document and the Statement of Intent. The City of High Point Development Ordinance shall govern issues not addressed within these documents.

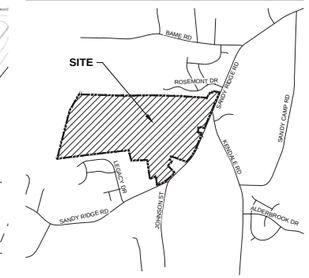
ADJACENT OWNERS

	PIN	Deed Bk-Pg	Property Owner	Property Owner Address		Zoning
1	6894-73-8853		IDOL, ESTIL D ; IDOL, NANCY I	1034 KERNER RD	KERNERSVILLE, NC 27284	AG
2	6894-95-3191	4395-1080	SAMPSON, A KENNETH JR ; SAMPSON, JANET D	2105 ANCHORIDGE AVE	HIGH POINT, NC 27265	AG
3	7804-05-0104	7228-571	STERLING LIVING TRUST ; STERLING, JOHN KENNETH TRUSTEE ; STERLILNG, KAY H TRUSTEE	8731 BAME RD	COLFAX, NC 27235	AG
4	7804-05-5494	7878-2984	SHAS PARTNERS LLC	3929 TINSLEY DR	HIGH POINT, NC 27265	CZ R-5
5	7804-14-1631	7373-1409	SADDLE BROOK FLATS HOA INC	221 JONESTOWN RD	WINSTON SALEM, NC 27104	CU RM-5
6	7804-14-9589	7373-1409	SADDLE BROOK FLATS HOA INC	221 JONESTOWN RD	WINSTON SALEM, NC 27104	CU RM-5
7	7804-24-3786	7373-1403	SADDLE BROOK HOA INC	200 W 2ND ST	WINSTON SALEM, NC 27101	CU RM-5
8	7804-24-8697	4783-1138	BOLEJACK, CYNTHIA M	609 DOGWOOD CIRCLE	HIGH POINT, NC 27260	AG
9	7804-24-4348	7805-2721	JASSO, DIANA DE JESUS GARCIA	4034 BANOAK ST	HIGH POINT, NC 27265	AG
10	7804-24-4119	7605-991	CARTER, JEFFERSON W ; CARTER, MELISSA L	2104 SANDY RIDGE RD	HIGH POINT, NC 27265	AG
11	7804-24-4013	7734-2225	HIDALGO, FATIMA D JAUREGUI ; MONSALVE, ROGER C ALVAREZ	898 FLYNT RD	HIGH POINT, NC 27265	AG
12	7804-22-2395	741-555	MOTSINGER, D L	2028 SANDY RIDGE RD	COLFAX, NC 27235	AG
13	7804-13-8680	7849-232	SIPE, JOSEPH M ; SIPE, NANCY W	4642 JOHNSON ST	COLFAX, NC 27235	AG
14	7804-13-9024	4433-43	MOTSINGER, THOMAS LEE ; MOTSINGER, JOHN AVERY ; MOTSINGER, L A M DEAN ; MOTSINGER, H G M HOLLI	2028 SANDY RIDGE RD	COLFAX, NC 27235	AG
15	7804-11-5905	6962-149	WESTMORELAND, C REID ; WESTMORELAND, CATHARINE B	245 N BUNKER HILL RD	COLFAX, NC 27235	AG
16	7804-12-2635	6197-805	PIEDMONT TRIAD AMBULANCE & RESCUE INC	PO BOX 534	HIGH POINT, NC 27261	CU AGR
17	7804-12-1515	2217-333	STAFFORD, JAMES C ; STAFFORD, WANDA D	2007 SANDY RIDGE RD	COLFAX, NC 27235	AG
18	6894-90-8816	7200-420	WESLEYAN EDUCATION CENTER	1917 N. CENTENNIAL STREET	HIGH POINT, NC 27262	AG
19	7804-02-4171	7577-248	PROCO, PATRICIA T ; PROCO, STEVE M	1849 SANDY RIDGE RD	COLFAX, NC 27235	CZ R-5
20	7804-02-1653	4434-1797	STAFFORD, JAMES CORNELIUS	2007 SANDY RIDGE RD	COLFAX, NC 27235	AG
21	6894-92-8335	5863-1230	PIERCE, RAYMOND E ; PIERCE, NORMA JEAN	1947 SANDY RIDGE RD	COLFAX, NC 27235	CU R-5
22	6894-92-4809	7119-1363	REAVES, RICHARD G ; REAVES, SANDRA P	4854 LEGACY DR	COLFAX, NC 27235	CU R-5
23	6894-92-3921	6488-721	WARD, RAYMOND L ; WARD, KAYDRA M	4858 LEGACY DR	COLFAX, NC 27235	CU R-5
24	6894-92-2849	7682-3055	MILLS, KIMBERLY R ; MILLS, KYLE C	4862 LEGACY DR	COLFAX, NC 27235	CU R-5
25	6894-92-1869	7857-2871	ADAMS, CHAD ; ADAMS, MEGAN	4866 LEGACY DR	COLFAX, NC 27235	CU R-5
26	6894-92-0888	7934-2776	JACKSON, LATOUSHA PARKER ; JACKSON, MARIO A	4870 LEGACY DR	COLFAX, NC 27235	CU R-5
27	6894-92-0817	6496-2105	TROLINGER, JOHN L ; TROLINGER, SORAYA P	4874 LEGACY DR	COLFAX, NC 27235	CU R-5
28	6894-82-9857	6489-302	SCOTT, MARK A ; SCOTT, GWEN E	4878 LEGACY DR	COLFAX, NC 27235	CU R-5
29	6894-82-8886	6646-1110	SAXON, JASON ; SAXON, SUSAN SAXON	4882 LEGACY DR	COLFAX, NC 27235	CU R-5
30	6894-82-8825	7246-3028	CARMICHAEL, DONNA J ; CARMICHAEL, JAMES T	4886 LEGACY DR	COLFAX, NC 27238	CU R-5
31	6894-82-7854	6653-1977	KHAN, MOHAMMED A ; KHAN, ASHLEY J	4890 LEGACY DR	COLFAX, NC 27235	CU R-5
32	6894-82-6883	7372-1626	KUNZ, JACOB W ; POLLARD, KAREN D	4894 LEGACY DR	COLFAX, NC 27235	CU R-5
33	6894-82-6812	7459-2814	TOLSON, ALAYNA LEIGH ; TOLSON, DREW MICHAEL	4898 LEGACY DR	COLFAX, NC 27235	CU R-5
34	6894-82-5841	6928-1071	JOHNSON, DAVID JULIAN ; JOHNSON, STEPHANIE S	4900 LEGACY DR	COLFAX, NC 27235	CU R-5
35	6894-81-5822	6104-1969	MDC HOMES-GREENSBORO LLC	11525 PARK WOODS CIR	ALPHARETTA, GA 30005	CU R-5
36	6894-82-1519	4778-857	PRESBYTERIAN HOMES INC	2109 SANDY RIDGE RD	COLFAX, NC 27235	PNR
37	7802-25-1784	1750-137	CITY OF HIGH POINT	PO BOX 230	HIGH POINT, NC 27261	PNR



VICINITY MAP

SCALE: NOT TO SCALE



SITE DATA

Jurisdiction
High Point, NC

Zoning

Existing Zoning:	CU-RM-5 (04-33) & PD-P (17-18)
Proposed Zoning:	PD-P

Proposed Uses
Continuing Care Retirement Community & Accessory Uses

Site Acreage

Existing:	161.57 Acres +/- per GIS & survey
	0.16 Acres +/- per survey
Total Site Acreage:	161.73 Acres +/-

Watershed Data
Site is located within the GWA of Oak Hollow Lake

Infrastructure

Water	Private
Sewer	Private
Road	Private

Infrastructure

Proposed Max Units:	550 Units +/-
Proposed Max Density:	3.4 Units/AC +/-

NOTES

Boundary Information
Boundary information provided from Guilford County GIS information for existing campus. Boundary information for Tract B & Tract C.1 and additional 0.16 acres provided from survey dated September 12, 2016 & June 14, 2017 prepared by Sgroi Land Surveying, PLLC.

General Notes
1. Proposed NCDOT road improvements for project U-4758 are for reference only and subject to change.

RIVER LANDING AT SANDY RIDGE

PETITIONERS/OWNERS:
PIN: 6894-93-7695.00, 7804-02-5656.00, 7804-02-7273.00, 7804-13-9747.00, 7804-14-4286.00, 7804-14-5042.00, 7804-24-2539.00
Presbyterian Homes, Inc
2019 Sandy Ridge Road
Colfax, NC 27235
P: (336) 886-6553
F: (336) 888-8759
E: twebster@prebyhomesinc.org

PREPARED BY:
stimmel
LANDSCAPE ARCHITECTURE CIVIL ENGINEERING LAND PLANNING
601 N. TRADE STREET, SUITE 200
WINSTON-SALEM, NC 27101
www.stimmelpa.com 336.723.1067

NORTH

0 200 400 600
SCALE: 1" = 200'

stimmel
LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING
LAND PLANNING
601 N. TRADE STREET, SUITE 200
WINSTON-SALEM, NC 27101
P: 336.723.1067 F: 336.723.1069
www.stimmelpa.com

SEALS:

PRELIMINARY DRAWING
NOT APPROVED FOR CONSTRUCTION

PROJECT:

RIVER LANDING AT SANDY RIDGE
HIGH POINT, NC

CLIENT:
PRESBYTERIAN HOMES, INC
2109 SANDY RIDGE ROAD
COLFAX, NC 27235
P: (336) 886-6553
F: (336) 888-8759
E: twebster@presbyhomesinc.org

DRAWN:	BR
DATE:	02/12/18
REVISIONS:	
JOB. NO:	18-002

SHEET TITLE:
PD-P SKETCH PLAN

SCALE: 1"=200'
SHEET NO.:
G - 801

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Citizens Information Meeting Report
Zoning Map Amendment 18-02

Submitted by: Mr. Luke Dickey, Stimmel & Associates,
on behalf of The Presbyterian Homes, Inc

stimmel
LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING • LAND PLANNING

River Landing at Sandy Ridge – PD-P
Citizen Information Meeting Report

A notification letter was mailed February 3, 2018 along with the required statement provided by the High Point Planning Department to surrounding property owners within three-hundred (300) feet of the CU-RM-5 portion of the site being rezoned.

A total of twenty-five (25) notification letters were sent based on the property owners list as supplied by the High Point Planning Department. *(Please refer to the list of property owners attached as Exhibit A.)*

The notification letter provided a general overview of the zoning request and requested the property owner to contact Luke Dickey with Stimmel Associates by February 9, 2018 if they had any questions. *(Please refer to the notification letter attached as Exhibit B.)*

No adjacent property owners contacted Stimmel Associates with any questions or concerns.

Respectfully submitted,

Luke Dickey
Partner/Senior Project Manager
Stimmel Associates, P.A.

601 N. Trade Street, Suite 200
Winston Salem, NC 27101
P: 336.723.1067 F: 336.723.1069

stimmel
LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING • LAND PLANNING

Exhibit A

ADAMS, JANE WHITE
5001 PHILLY LN
COLFAX NC 27235

BOLEJACK, CYNTHIA M
609 DOGWOOD CIRCLE
HIGH POINT NC 27260

BOWE, PATRICIA A
2142 ROSEMONT DR
COLFAX NC 27235

CARTER, JEFFERSON W ; CARTER, MELISSA L
2104 SANDY RIDGE RD
HIGH POINT NC 27265

FLYNT, KATHY S
1965 SANDY RIDGE RD
COLFAX NC 27235

HARNESS, ROBERT JAMES ; HARNESS, PATRICIA A
5002 HARNESS LN
COLFAX NC 27235

HEDRICK, LARRY C ; HEDRICK, REBECCA W
2144 ROSEMONT DR
COLFAX NC 27235

HIDALGO, FATIMA D JAUREGUI ; MONSALVE, ROGER C ALVAREZ
898 FLYNT RD
HIGH POINT NC 27265

JASSO, DIANA DE JESUS GARCIA
4034 BANOAK ST
HIGH POINT NC 27265

KARIM, KENNETH MUFID
5002 PHILLY LN
COLFAX NC 27235

KELLEY, ROBERT B ; KELLEY, LU A
2158 ROSEMONT DR
COLFAX NC 27235

KING, KARICA DONES
2162 ROSEMONT DR
COLFAX NC 27235

LAFON, RUTH W
2150 ROSEMONT DR
COLFAX NC 27235

MASTERS, MARK A ; MASTERS, CAROL C
2146 ROSEMONT DR
COLFAX NC 27235

MISHLER, KEITH G ; MISHLER, NORMA J
2148 ROSEMONT DR
COLFAX NC 27235

MORGAN, ANTHONY G ; MORGAN, BEVERLY W ; MORGAN, CHARLES A SR ; MORGAN, WILMETTE F ; WALKER, JO ANN
174 MONTICELLO DR
REIDSVILLE NC 27320

SADDLE BROOK FLATS HOA INC
221 JONESTOWN RD
WINSTON SALEM NC 27104

SADDLE BROOK HOA INC
200 W 2ND ST
WINSTON SALEM NC 27101

SCARPONI, RICHARD D ; SCARPONI, ARLENE E
2156 ROSEMONT DR
COLFAX NC 27235

SCOTT, MICHAEL E ; SCOTT, JANE W
5002 ROSEMONT CT
COLFAX NC 27235

STURGIS, BONNIE E ; STURGIS, EDWIN M
2160 ROSEMONT DR
COLFAX NC 27235

TEAGUE, REBECCA J
2154 ROSEMONT DR
COLFAX NC 27235

THE PRESBYTERIAN HOMES INC
2109 SANDY RIDGE RD
COLFAX NC 27235

WAGNER, JASON W ; WAGNER, KRYSTLE T
2152 ROSEMONT DR
COLFAX NC 27235

WEBER, JUDY A
5004 ROSEMONT CT
COLFAX NC 27235

stimmel
LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING • LAND PLANNING

Exhibit B

stimmel

LANDSCAPE ARCHITECTURE
CIVIL ENGINEERING
LAND PLANNING

601 N Trade Street, Suite 200
Winston-Salem, NC 27101
www.stimmelpa.com 336.723.1067

February 2, 2018

Rezoning Notice for River Landing at Sandy Ridge Community

Regarding: The River Landing at Sandy Ridge Community has purchased a small 0.16-acre property from the Saddle Brook Community Home Owners Association. The parcel is located behind the Presbyterian Homes office building at 2109 Sandy Ridge Road. Please refer to the exhibit below. River Landing is proposing to incorporate the parcel into their existing campus and rezone as part of the campus Planned Development zoning that was approved by the High Point City Council on November 6, 2017.

If you have any questions in regards to the proposed zoning request, please contact Luke Dickey with Stimmel Associates at (336) 723-1067 by Friday, February 9, 2018.

CITY OF HIGH POINT
AGENDA ITEM

Title: Purchase of Concrete Vaults
Bid No. 50-042018

From: Garey S. Edwards, Electric Utilities Director

Meeting Date: May 7, 2018

Public Hearing: N/A

Advertising Date: April 20, 2018
Advertised By: Purchasing

Attachments: Attachment A: Formal bid Recommendation
Attachment B: Bid Tabulation

PURPOSE:
To purchase concrete vaults for the conversion of overhead electric lines to underground facilities for the Downtown Revitalization projects.

BACKGROUND:
The City normally stocks this item in inventory, however, the above listed project exceeds our normal inventory amount.

BUDGET IMPACT:
Funds are available in the FY2017-2018 Budget for this project.

RECOMMENDATION / ACTION REQUESTED:
Council is requested to award contract to **WESCO in the amount of $252,740.00.**

FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: ELECTRIC

COUNCIL AGENDA DATE: May 7, 2018

BID NO.: 50-042018 CONTRACT NO.: DATE OPENED:

DESCRIPTION:

SWITCH VAULTS - 7'X 11'X10' - PB #15006 - PER SPECIFICATIONS .

PURPOSE:

THESE VAULTS ARE FOR THE DOWNTOWN REVITALIZATION PROJECT .

COMMENTS:

IT IS MY RECMMENDATION THAT THE ENTIRE BID BE AWARDED TO WESCO FOR THE TOTAL AMOUNT OF $252,740.00

RECOMMEND AWARD TO: WESCO AMOUNT: $252,740.00

JUSTIFICATION:

TO REPLENISH STOCK

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631161022505	40202	$252,740.00
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Garey S. Edwards Digitally signed by Garey S. Edwards Date: 2018.04.23 10:37:39 -04'00' DATE: Apr 23, 2018

The Purchasing Division concurs with recommendation submitted by the Electric and recommends award to the lowest responsible, responsive bidder Wesco in the amount of $ 252,740.00.

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US Date: 2018.04.23 13:02:35 -04'00' DATE: Apr 23, 2018

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Digitally signed by Jeffrey A. Moore DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial Services Director, email=jeff.moore@highpointnc.gov, c=US Date: 2018.04.24 14:57:51 -04'00' DATE: Apr 24, 2018

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: 2018.04.24 15:23:43 -04'00' DATE: Apr 24, 2018

BIDDERS LIST & TABULATION

* * AWARDED TO WESCO * *

FORMAL BID #50-042018 – SWITCH VAULTS – ELECTRIC DEPT.					
VENDOR NAME & ADDRESS	**LINE ITEM #**	**QTY.**	**UNIT PRICE (UOM=EA)**	**TOTAL PRICE**	**DELIVERY A.R.O.**
ANIXTER 5031 UNICON DR. WAKE FOREST, NC 27587	**1**	**20**	**-**	**NO QUOTE**	**-**
IRBY P.O. BOX 7457 ROCKY MOUNT, NC 27804	**1**	**20**	**-**	**NO QUOTE**	**-**
SHEALY ELEC. WHOLESALERS P.O. BOX 8597 COLUMBIA, SC 29202	**1**	**20**	**-**	**NO QUOTE**	**-**
WESCO 3025 STONYBROOK DR. RALEIGH, NC 27604	**1**	**20**	**$12,637.00**	**$252,740.00**	**12-14 WKS.**

*Bids emailed April 4, 2018.

CITY OF HIGH POINT
AGENDA ITEM

Title: Resolution – Housing Authority of High Point – Funding for Redevelopment of Daniel Brooks Homes

From: Randy E. McCaslin, Deputy City Manager

Meeting Date: May 7, 2018

Public Hearing: N/A

Advertising Date: N/A
Advertised By:

Attachments: Resolution

PURPOSE:
Adoption of a Resolution approving funding for the redevelopment of the Daniel Brooks Homes.

BACKGROUND:
The current age and condition of Daniel Brooks Homes prohibits rehabilitation of the property and redevelopment is the preferred option. The Housing Authority of the City of High Point and Laurel Street, its developer partner, presented a proposed redevelopment plan for Daniel Brooks Homes to City Council and City staff in March 2018. The proposed redevelopment plan is subject to approval by the US Department Housing and Urban Development and with such approval current residents of Daniel Brooks Homes would be relocated and the property subsequently demolished.

The Daniel Brooks Homes site is in the High Point Core City and its neighborhood was identified by the University of North Carolina Greensboro's Center for Housing and Community Studies report entitled, "Market Segmentation & Targeted Revitalization", as being severely impacted due to the concentration of poverty and large public housing located in the community. The development of new mixed income affordable housing will allow for the development of new, high quality housing for low-to-moderate income residents of the City as well as allow for revitalization of the surrounding community.

BUDGET IMPACT:
$6,500,000 by March 31, 2021

RECOMMENDATION / ACTION REQUESTED:
City Council is requested to adopt a Resolution approving the funding of $6,500,000 for the development of new, mixed income affordable housing and infrastructure on the Daniel Brooks site over three years with total funding available no later than March 31, 2021; and to authorize the City Manager to execute commitment letters and other documents as may be required to support the Housing Authority of the City of High Point in its pursuit of federal and state approvals associated with the redevelopment plan for Daniel Brooks.

RESOLUTION of the HIGH POINT CITY COUNCIL
APPROVING FUNDING FOR THE REDEVELOPMENT OF
DANIEL BROOKS HOMES

WHEREAS, the Housing Authority of the City of High Point built the Daniel Brooks Homes in 1942 to provide affordable housing for low-income citizens of High Point, and it is the oldest public housing property remaining in the housing authority's portfolio;

WHEREAS, the current age and condition of Daniel Brooks Homes prohibits rehabilitation of the property and redevelopment is the preferred option;

WHEREAS, the Housing Authority of the City of High Point and Laurel Street, its developer partner, presented a proposed redevelopment plan for Daniel Brooks Homes to City Council and City staff in March 2018;

WHEREAS, the proposed redevelopment plan is subject to approval by the US Department Housing and Urban Development and with such approval current residents of Daniel Brooks Homes would be relocated and the property subsequently demolished;

WHEREAS, the Housing Authority of the City of High Point requests that the City of High Point fund $6,500,000 of gap financing required to develop 100 new mixed income affordable housing units and infrastructure on the current Daniel Brooks site in partnership with Laurel Street Residential as its developer, and that additional units will be developed offsite in the future;

WHEREAS, the proposed Daniel Brooks redevelopment plan will cost approximately $43 million and anticipated to be financed with tax credit equity allocations, tax-exempt bond volume and subsidized loans allocated by the North Carolina Housing Finance Agency, private market debt, and gap financing from the Housing Authority of the City of High Point, leveraging the City's funds by nearly 7:1;

WHEREAS, the development of new mixed income housing on the current Daniel Brooks site would meet the City of High Point's great unmet need for safe, sanitary and decent affordable housing for its low-to-moderate income residents;

WHEREAS, the Daniel Brooks Homes site is in the High Point Core City and its neighborhood was identified by the University of North Carolina Greensboro's Center for Housing and Community Studies report entitled, "Market Segmentation & Targeted Revitalization", as being severely impacted due to the concentration of poverty and large public housing located in the community;

WHEREAS, the development of new mixed income affordable housing will allow for the development of new, high quality housing for low-to-moderate income residents of the City as well as allow for revitalization of the surrounding community.

WHEREAS, the City of High Point's 2015-2019 Consolidated Plan identifies Affordable Housing Rental Construction as its number one priority need, and the new mixed income affordable housing funded by this commitment would help meet this need;

THEREFORE, THE CITY COUNCIL OF THE CITY OF HIGH POINT RESOLVES:

1. To fund $6,500,000 for the development of new, mixed income affordable housing and infrastructure on the Daniel Brooks site over three years with total funding available no later than March 31, 2021.
2. To authorize the City Manager to execute commitment letters and other documents as may be required to support the Housing Authority of the City of High Point in its pursuit of federal and state approvals associated with the redevelopment plan for Daniel Brooks.

ADOPTED this the _____ day of _____, 2018.

CITY OF HIGH POINT

By: _____
Jay W. Wagner, Mayor

Attested to:

_____
Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Reappointments –- Citizens Advisory Council

From: Council Members Moore/Scarborough/Jones

Meeting Date: May 7, 2018

Public Hearing: N/A

Advertising Date / Advertised By:

Attachments:

PURPOSE:
To reappoint Jerry Mingo, Jim Bronnert and Elizabeth Dennis to the Citizens Advisory Council.

BACKGROUND:
Council Member Moore is recommending the reappointment of Jim Bronnert as an At-Large appointment; Council Member Scarborough is recommending the reappointment of Jerry Mingo as an At-Large appointment and Council Member Jones is recommending the reappointment of Elizabeth Dennis as the Ward 5 appointment to the Citizens Advisory Council. All appointments are effective May 31, 2018 – May 31, 2021.

BUDGET IMPACT:
N/A

RECOMMENDATION / ACTION REQUESTED:
Council is requested to confirm the reappointment of Jim Bronnert, Elizabeth Dennis and Jerry Mingo to the Citizens Advisory Council. Appointments to be effective May 31, 2018 and will expire May 31, 2021.

CITY OF HIGH POINT
AGENDA ITEM

Title: **Ordinance to Demolish –711 E Commerce Ave.**

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 5/7/18

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 711 E. Commerce Ave.

BACKGROUND:
After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 2/12/18. No action occurred by the compliance date of 3/12/18. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

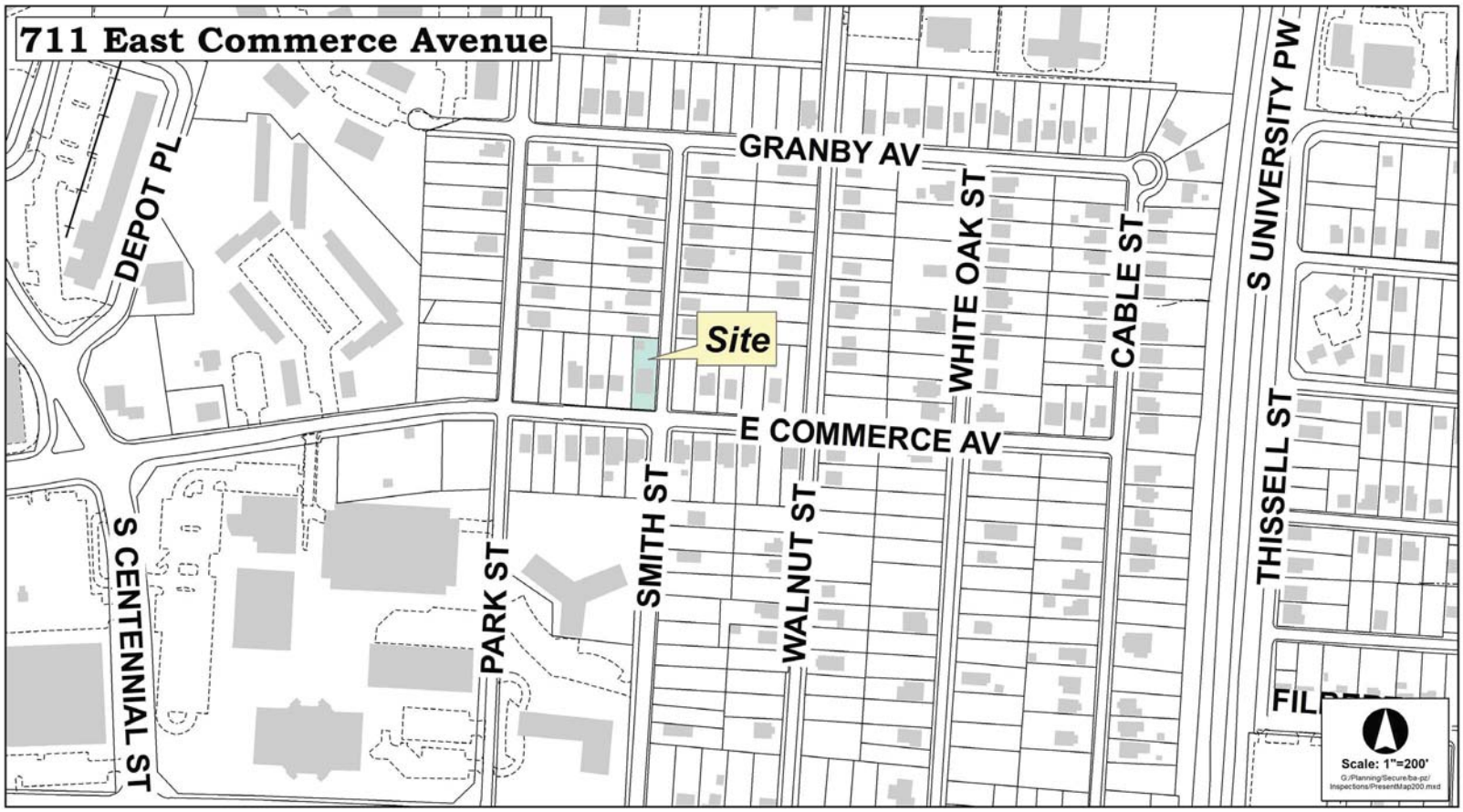
BUDGET IMPACT:
Funds are available in the Department budget for the demolition and asbestos testing of the structure(s), and for the asbestos removal if present.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends the adoption of the requested ordinance to demolish this single family dwelling and any 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:	711 E. Commerce Ave.
OWNER:	Tom and Rhonda Gould
REASON FOR INSPECTION:	Inspector observed exterior of property
FIRST INSPECTION: 1/25/18	Summary of Major Violations 1. Repair or replace roof covering 2. Repair or replace front porch ceiling and floor 3. Repair or replace ceiling material throughout 4. Repair or replace floor coverings throughout 5. Repair or replace foundation
HEARING RESULTS: 2/12/18	No one appeared for the Hearing. During the Hearing it was determined there are several violations of the Minimum Housing Code. There are multiple violations of the minimum housing code in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 65% of the value of the structure.
ORDER(S) ISSUED: 2/12/18	Order to Repair or Demolish Date of Compliance 3/12/18
APPEALS:	No appeals to date.
OWNER ACTIONS:	None
ADDITIONAL:	Inspector Mullins spoke with Rhonda Gould about 1/30/18 and she stated that the bank owns the property and they are not going to do anything with it. The owners are delinquent on property taxes in the amount of $5,641.18.


711 East Commerce Avenue
GRANBY AV
DEPOT PL
WHITE OAK ST
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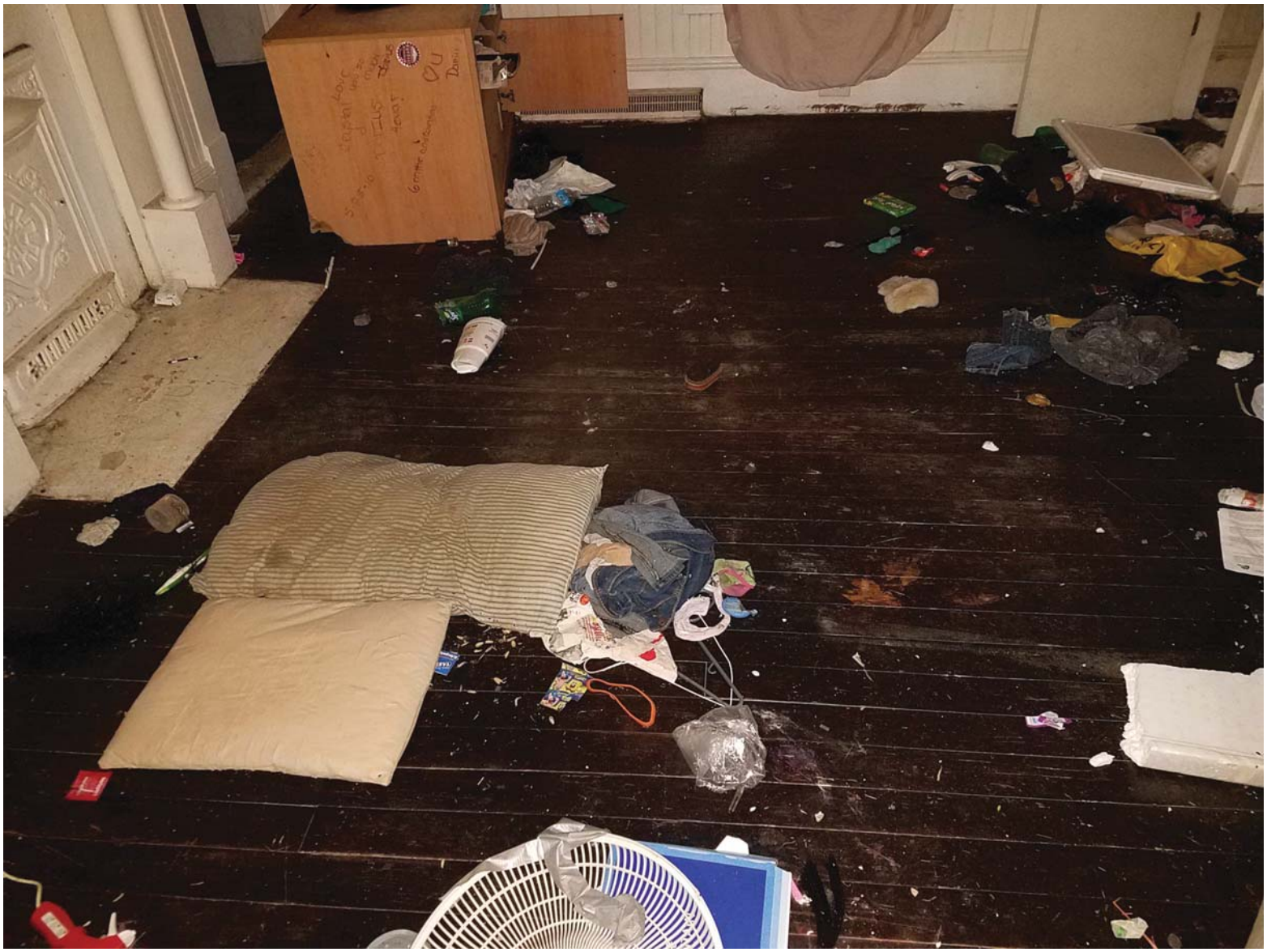


RESOLUTION IN SUPPORT OF THE EQUAL RIGHTS AMENDMENT

WHEREAS, the City of High Point forthrightly supports equal rights for the citizens of High Point; and women constitute over 52 percent of the citizenry of High Point; and

WHEREAS, women play a critical role in families, the workplace, and in society as a whole, contributing to our economy and advancing our nation; and

WHEREAS, women continue to confront a lack of political parity, workplace discrimination, health care inequities, disparate rates of poverty, rape and domestic violence assaults; and

WHEREAS, the US Constitution does not explicitly guarantee that all rights that it protects are held equally by all citizens without regard to sex; and

WHEREAS, the 14th Amendment's equal protection clause has never been interpreted to guarantee equal rights for women in the same way the ERA would, by situating sex as a suspect category invoking strict judicial scrutiny, just as race, national origin and religion do; and

WHEREAS, state laws are not uniform and federal laws are not comprehensive; additionally these laws can be repealed or reduced; and

WHEREAS, the Amendment would help correct systemic sex discrimination; and

WHEREAS, the ERA was passed by Congress in 1972 and ratified by 37 of the 38 states necessary to put it into the Constitution, yet was assumed to have expired in 1982; and

WHEREAS, Congress can alter time limits in the proposing clauses of amendments; and the deadline for ERA appeared only in the preamble and not in the actual legislation; and

WHEREAS, Senator Floyd B. McKissick, Jr. and Representative Carla Cunningham introduced ERA ratification bills in the NC General Assembly in 2015 long session with Senator Mike Woodard co-sponsoring the Senate bill and Representative Henry M. Michaux co-sponsoring the House bill; and

WHEREAS, US Representatives G.K. Butterfield, David Price and Alma Adams co-sponsored bills in the 114th Congress to pass an ERA and to lift the time limits on the states for ratifying the ERA;

WHEREAS, SB85 and HB102 are currently held up in rules committees, and are being urged to be released from committees for the NCGA short session; and

THEREFORE, BE IT RESOLVED, that the City of High Point calls on Congress to remove the time limit for ratification of the ERA so that ratification shall be achieved upon the affirmative vote of 38 states, of which 37 have already ratified; and

BE IT FINALLY RESOLVED, that the City of High Point calls on the NC General Assembly to ratify the ERA to the US Constitution as proposed by Congress on March 22, 1972.

NORTH CAROLINA'S INTERNATIONAL CITY™

May 7, 2018

To: Randy McCaslin, Deputy City Manager

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

Subject: Code Enforcement Activity Report for April 2018

This report serves to summarize Code Enforcement activity for the month of April. During this period, staff processed 39 new minimum housing complaints (292 minimum housing cases are currently active); 96 new public nuisance complaints (165 public nuisance cases are currently active) and collected 68 signs during the month of April. Additionally:

- The backlog of minimum housing cases from the old system dropped from 270 (May 2016) to 7 by the end of April.
- Local Code Enforcement Staff recorded 27 zoning complaints recorded during the month.
- With the coming of Spring, Public Nuisances have increased substantially.
- Demolition update:
    - 7properties pending the demolition process (asbestos inspection/abatement and demolition bid process)
    - 7 properties are waiting on the completion of demolition
    - 2 properties have been abated of asbestos and going out for demolition bid
    - 1 property is pending repairs from the owner

We have completed interviews for the two vacant Local Codes Enforcement Officer positions and have selected two applicants for background checks. We hope to have the two selectees begin work by the end of the month. Please see the attachments containing a table summarizing detailed activity and sample pictures.

Local Codes Enforcement Montly Activity

		Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18
1. Minimum Housing								
	a. Minimum Housing Complaints	42	30	33	43	21	32	39
	b. Active Minimum Housing Cases	291	N/A	306	304	293	295	292
	c. Active Backlog Cases (270 original)	24	24	21	17	13	9	7
	d. Cases Taken Before City Council							
	i. For Demolition	2	8	2	4	3	5	3
	e. City Demolished Houses	0	0	5	0	4	0	1
2. Public Nuisance								
	a. Public Nuisance Complaints (incl. unsecured dwellings)	72	30	29	13	29	44	96
	b. Active Public Nuisance Cases	130	N/A	71	36	40	49	165
	c. City abated PN Cases	43	8	17	15	2	2	5
	d. Owner abated PN Cases	102	51	27	35	19	23	38
3. Zoning								
	a. Zoning Complaints (Vehicles, Signs, Banners)	23	16	8	12	30	18	27
	b. Signs collected	165	164	41	128	372	113	68

HIGH POINT CITY COUNCIL
SPECIAL MEETING
April 11, 2018 – 3:30 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM

MINUTES

Present:
Mayor Jay Wagner, Council Member Donald Scarborough (At Large), Council Member Britt Moore (At Large) [arrived at 3:48 p.m.], Council Member Jeffrey Golden (Ward 1) [arrived at 3:39 p.m.], Council Member Monica Peters (Ward 3) [arrived at 4:18 p.m.], Council Member Wesley Hudson (Ward 4) [departed before presentation on Communications & Public Engagement], Council Member Victor Jones (Ward 5) and Council Member Jason Ewing (Ward 6) [arrived at 3:36 p.m.]

Absent:
Mayor Pro Tem Chris Williams (Ward 2)

Staff Present:
Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Eric Olmedo, Budget and Administrative Director; Jeron Hollis, Director of Communication & Public Engagement; Ryan Ferguson, Marketing Manager; Jolie Helton, Communication Specialist; Brandon Cook, Communication Specialist; Fanta Dorley, Human Relations Manager; Angela Kirkwood, Director of Human Resources; Michael McNair, Director of Community Development & Housing; Thanena Wilson, Assistant Director of Community Development & Housing; JoAnne Carlyle, City Attorney; Sandra Keeney, Deputy City Clerk; and Lisa Vierling, City Clerk

News Media:
No News Media Present

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

- ✓ PowerPoint Presentation: Communications and Public Engagement/Human Relations

  Exhibit Book, Volume XX, Page 5

Human Relations Department and Communications & Public Engagement (CPE)
Jeron Hollis, Director of Communications & Public Engagement, explained that his department is a relatively new department, established in 2015. It consists of a combination of Communication & Public Engagement and Human Relations. On the communications side, there are three employees: Ryan Ferguson, Marketing Manager; Jolie Helton, Communications Specialist; and Brandon Cook, Communications Specialist. There are two employees on the Human Relations side of the department: Fanta Dorley, Human Relations Manager; and Janet Riley-Wright, Community Resources Specialist.

DRAFT

Human Relations Department

Mr. Hollis shared that Human Relations is a vital department to the city and advised that High Point is very fortunate to have a Human Relations entity because not every community has one. The Human Relations Department manages walk-in customer traffic addressing landlord/tenant or community resource questions and is a collaboration hub for community organizations and community events. They also provide fair housing training to landlords, property managers, tenants and other groups and partner with the Code Enforcement Division to resolve minimum housing concerns. Additionally, staff provides guidance and support for the Human Relations Commission.

Approximately 125 cases have been reported so far during FY 2017-2018. Four of which have been referred to the North Carolina Human Relations Commission and 34 of these cases were code enforcement referrals.

The Human Relations Commission was created by an ordinance adopted by the City Council and is comprised of nine members, with each council member making an appointment. The HRC submits its work plan to Council for approval twice a year. Human Relations Commission Workplan recommendations are:

- ✓ International Community Dinner
- ✓ Student Human Relations Commission mentorship
- ✓ Triad HRC meet and greet
- ✓ Meetings to take place in community
- ✓ Interfaith Summit
- ✓ Further involvement of millennials by requesting Council to add college and high school students
- ✓ Training and participating in YWCA Front Porch conversation partnership

Mr. Hollis touched on the 2017 Hi Fest event, which has grown tremendously since its inception with over 2,500 in attendance. For the first time in 2017, they did a neighborhood contest. The winner was the Eastside neighborhood community, who received $1,500 to use in their community. The money that was awarded came from sponsorships secured by the High Point Realtors and Fox 8. Some other events that were sponsored by the Human Relations Department in 2017 were:

- ✓ High Point's first Housing Summit
- ✓ High Point's first National Day of Prayer Celebration
- ✓ Cities for citizenship (C4C) to promote citizenship and naturalization in High Point.

Mr. Hollis reported on the following challenges the department has been faced with:

- ✓ Significant demand for housing supportive services.
- ✓ Moving beyond recent history of the Human Relations Commission by rebuilding former relationships and building new partnerships that align with City Council goals.
- ✓ Integration of Human Relations services with other city functions.

DRAFT

Some upcoming initiatives that the department is working on include

- ✓ International Community Clinic
- ✓ Financial Literacy Project
- ✓ Beep Ball Tournament

Mr. Hollis concluded his presentation on the Human Relations Department by sharing some questions that might be asked by the residents.

Note: Council Member Hudson departed the meeting at this time and was not present from this point forward.

Marketing/Communications

Mr. Hollis reported that his department is also responsible for the marketing aspects of the city as follows:

- ✓ Branding
- ✓ News/Media relations
- ✓ Video production
- ✓ Website
- ✓ Crisis communication
- ✓ Social Media
- ✓ Customer Service
- ✓ Community Outreach
- ✓ Communication Approvals
- ✓ Writing
- ✓ Graphic Design

He explained one of the most important aspects of marketing is the branding aspect of it and he hopes that people are seeing a difference in the city's branding, in the appearance of city facilities, and signage. etc….. They also maintain the city's website and contents.

Social Media is another aspect of the department's responsibility. Mr. Hollis advised that they have the ability to leverage Social Media to get information out to the public in a way that is very inexpensive and easy on a platform that people are already using. The department is also updating some of the content on the city's High Point television channel, posting more videos and people have started to notice. The department is also creating and capturing content to be used for other purposes as well.

Mr. Hollis explained the department is also a great resource to city departments and offers assistance with graphic design, interviews with the news media, marketing, etc…. Last year, they integrated their HELP desk system with IT to help them better manage and track work orders within the departments. With the assistance of Hi tran, the CPE Marketing Division designed the wraps for the newly purchased buses. They have also been marketing the stadium and the last two Economic Development Corporation Annual Report covers were done in-house.

DRAFT

Chances are greater to get the word out using social media platforms such as Facebook and Twitter because the news media/reporters are already following the city's posts on Social Media. Social Media is leveraged in a way to increase coverage.

Mr. Hollis' staff has been coaching/training departments for interviews with the news media. They also are proactive and constantly going out week by week to find out engagement opportunities. He shared the story that was picked up by multiple outlets of the news media regarding the citizen who thought she lost her keys in the recycle cart and the keys were found by a MRF employee. He conveyed that these "feel good" stories are what the public is hungry for. The reach of this story is an example of the good work that the city is doing especially through media, website, and electronic content. Another example is the high number of mentions that the city is getting on news broadcasts and Mr. Hollis pointed out people are talking about the city through digital, website, and social media.

The department is also responsible for designing bill inserts, brochures, and a newsletter that highlights projects, stories, etc….. He advised they use the "shotgun" approach to get messages out to the public and they try to do this through targeted information on the different platforms reach people where they are. Mr. Hollis shared some statistics on viewing habits and explained that staff is constant analyzing the statistics in an effort to better target the audience.

Mr. Hollis advised that the city currently sends out bill inserts with the utility bills to about 41,000 homes at a cost of .62 cents for each. Staff estimates that less than 10% of the customers look at the inserts. He explained that staff is exploring ways to use the resources from the mail inserts to possibly boost a social media post in an effort to reach a lot more people.

People continue to reach out to the city through social media. Staff gets direct messages on a regular basis from residents through Facebook and Twitter and provides quick responses, which helps gain public trust. Mr. Hollis reiterated that staff uses social media platforms such as Facebook, Twitter, Instagram, Nextdoor, etc…. all of which are platforms where information can be shared.

In an effort to improve the number of followers, staff started using GIFs on Social Media postings to attract more people and to gain more attention. Mr. Hollis explained that this gets people engaged and lures them to the platforms/website to see the not-so-interesting and other helpful things the city is sharing. One example provided was the recent "Best Dog" contest, which happened to coincide with March Madness. Since the "Best Dog" contest started, the numbers have increased exponentially with a reach close to 80,000 and engagement 18,000-19,0000. Mr. Hollis shared that his department uses the Facebook algorithms to figure out how to best reach more people. Regarding the website, Mr. Hollis reported that the city has had 62,000 users since March 2017 and over 200,000 page views.

He noted that Spectrum News caught on to an inkling of what the city is doing and actually did a feature story on Jolie Helton, Communications Specialist, and how she creatively uses GIFs on the city's Facebook page to get the word out about other things going on.

Mr. Hollis reported that his department also creates and produces videos in-house with professional video equipment. The video production helps staff feed contents into the various social media platforms. Staff is able to create and produce videos at an effective and efficient pace and can generally turn a video around within a week's time. Producing these videos in-house allows staff to control their own timelines, calendars, etc…. Mr. Hollis shared clips of some of the video productions. Some examples of videos that staff has done are:

- Kerns Water Treatment Plant Re-Use (opportunity for investors to lease the building
- Main Street Project (provided updates on project)
- Library Plaza Project (updates on project)
- Multi-Use Stadium Project (bi-weekly updates)

Some of the department's accomplishments were shared as follows:

- ✓ Design and rebranding of the High Point Transit System
- ✓ Council chamber up fit (enhanced technology)
- ✓ Upgraded employee badge system/equipment
- ✓ Fall 2017 Demo Day Celebration
- ✓ Assisted High Point Baseball, Inc. in groundbreaking ceremony

The following challenges were identified by the department:

- ✓ Further improve social media reach
- ✓ Get information out to more people (using targeted demographic data to identify audiences)
- ✓ Continue to improve cable channel content
- ✓ Improve media/interview presence for staff
- ✓ Standardization of all city marketing materials
- ✓ Increase efficiency of work order system

Other things the department is working on…..

- ✓ Department Communication Training
- ✓ Reestablish Marketing Team
- ✓ Farmer's Market Grand Opening
- ✓ "Dirty Jobs" Series
- ✓ Style Guide
- ✓ Next phase of Stadium marketing

In closing, Mr. Hollis shared some questions that might be asked by the residents.

DRAFT

<u>Closed Session: Personnel</u>

Upon motion by Council Member Ewing and second by Council Member Moore, Council entered into a closed session at 4:38 p.m. pursuant to N. C. General Statute 143-318.11(a)(6) to discuss a personnel matter. The motion carried by a unanimous 7-0 vote. [Mayor Pro Tem Williams and Council Member Hudson was absent]

Upon reconvening into open session at 5:20 p.m., the Mayor announced there would be no action taken as a result of the closed session.

The meeting adjourned at 5:20 p.m. upon motion duly made and seconded.

_____
Jay W. Wagner, Mayor

Attest:

_____
Lisa B. Vierling, MMC
City Clerk

DRAFT

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 March 27, 2018 and before the City Council of the City of High Point on May 7, 2018 regarding **Zoning Map Amendment Case 18-01 (ZA-18-01)** 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 March 18, 2018, for the Planning and Zoning Commission public hearing and on April 25, 2018 and May 2, 2018, 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 **May 7, 2018**.

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

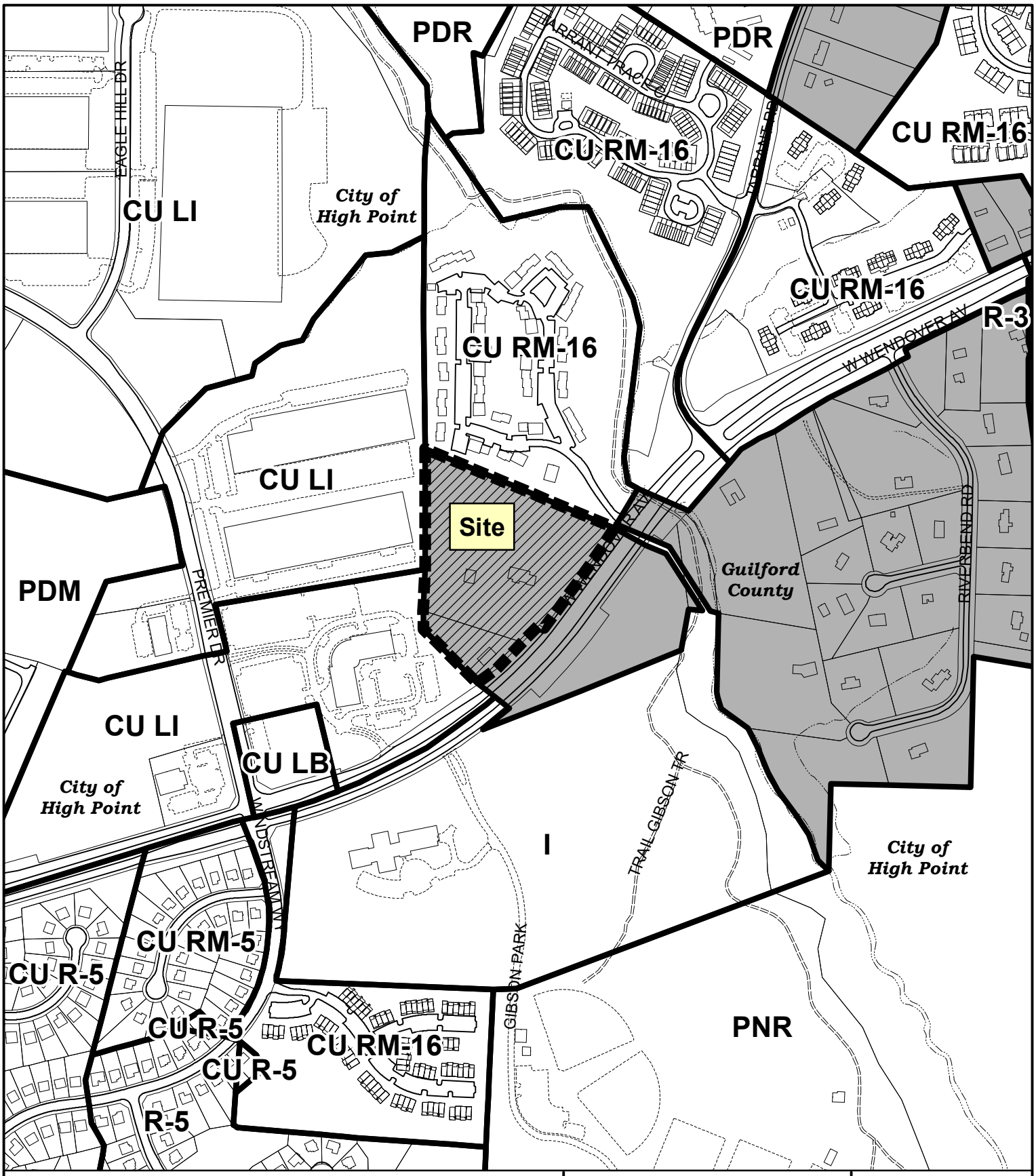
SECTION 1
That the Official Zoning Map of the City of High Point be amended to establish the following described area as a: **Residential Multifamily-16 (RM-16) District.** The property is approximately 8.7 acres and lying along the north side of W. Wendover Avenue, approximately 500 feet west of Tarrant Road (5206 & 5208 W. Wendover Avenue). The property is also known as Guilford County Tax Parcels 0154826 and 0154832.

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.
7th day of **May, 2018**

Lisa B. Vierling, City Clerk



ZONING MAP AMENDMENT ZA-18-01

From: Residential Single Family-40 (Guilford County)
To: Residential Multifamily-16

Existing Zoning Boundary
Subject Property Boundary

Planning & Development Department

City of High Point

N

Scale: 1"=600'

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CITY OF HIGH POINT
AGENDA ITEM

Title: **Zoning Map Amendment 18-05**
(Anthony Pennisi)

From: Lee Burnette, Planning & Development Director

Meeting Date: May, 7, 2018

Public Hearing: Yes

Advertising Date: April 25, 2018, and May 2, 2018

Advertised By: Planning & Development

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

PURPOSE:
A request by Anthony Pennisi to rezone approximately 1.7 acres from the General Business (GB) District to the Light Industrial (LI) District. The site is lying west of East Market Center drive, between Tate Street and Park Street.

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 April 24, 2018, a public hearing was held before the Planning and Zoning Commission regarding Zoning Map Amendment 18-05. The Planning & Zoning Commission recommended ***approval*** of this request, as outlined in the staff report and recommended by staff, by a vote of 8-0.

PLANNING AND ZONING COMMISSION RECOMMENDATION

Anthony Pennisi Zoning Map Amendment 18-05 (ZA-18-05)

At its April 24, 2018 public hearing, the Planning and Zoning Commission reviewed a request to rezone approximate 1.7 acres to the Light Industrial (LI) District. All members of the Commission were present except Mr. Andrew Putnam. Mr. Robert Robbins, Development Services Administrator, presented the case and recommended approval of the request as outlined in the staff report.

Speaking in favor of the request:

Speaking in favor of the request was the applicant, Mr. Anthony Pennisi, 6476 Allendale Drive Archdale, NC; President of Domenick's Furniture Manufacturer. Mr. Pennisi provided an overview of this request for the Commission and made himself available for questions.

Speaking in opposition of the request:

No one spoke in opposition to this request.

Planning & Zoning Commission Action

Consistency Statement

The Commission stated that the zoning site and surrounding area are designated by the Land Use Plan Map as Light Industrial, and the requested Light Industrial zoning district is consistent with that designation.

Reasonableness Statement

The Commission stated that the proposed LI district is consistent with the surrounding zoning pattern and will allow the property to develop with similar uses and under the same development standards as the surrounding properties.

The Planning & Zoning Commission ***adopted these statements*** by a vote of 8-0.

Zoning Map Amendment

The Commission recommended ***approval*** of Zoning Map Amendment 18-05, as recommended by staff, by a vote of 8-0.

CITY OF HIGH POINT
PLANNING AND DEVELOPMENT DEPARTMENT

STAFF REPORT
ZONING MAP AMENDMENT ZA-18-05
April 24, 2018

Request			
Applicant: Anthony Pennisi	**Owner:** J. Phil Kennett and Gloria K. Kennett		
Zoning Proposal: To rezone approximately 1.7 acres	**From:**	**GB**	General Business District
	To:	**LI**	Light Industrial District

Site Information	
Location:	The site is lying west of East Market Center Drive, between Tate Street and Park Street.
Tax Parcel Numbers:	Guilford County Tax Parcels 0174453, 0174458, 0174459, 0174460(portion), 0174461(portion), 0174462, 0174463 and 0174464
Site Acreage:	Approximately 1.7 acres
Current Land Use:	Existing 20,400-square-foot commercial/warehouse structure and undeveloped parcels.
Physical Characteristics:	The site has no noteworthy features.
Water and Sewer Proximity:	A 6-inch City water line and an 8-inch City sewer line lies adjacent to the site along Tate Street and along Park Street.
General Drainage and Watershed:	The site is relatively flat and drains in a general northerly direction, and development is subject to the Randleman Lake General Watershed Area (GWA) requirements. Engineered stormwater measures are required for non-residential development with an impervious surface area that exceeds 12% or more of the site.
Overlay District:	Randleman Lake General Watershed Area - Credit Area.

Adjacent Property Zoning and Current Land Use			
North:	LI	Light Industrial District	Undeveloped parcel and a major vehicle establishment *(automotive repair and body shop)*
South:	LI	Light Industrial District	Minor manufacturing use *(Rowland Woodworking, Inc.)*
East:	LI	Light Industrial District	Vacant industrial building
West:	LI	Light Industrial District	Minor manufacturing use *(Marsh Furniture Company)*

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement:	This request is neither consistent nor inconsistent with the goals and objectives of the Community Growth Vision Statement.
Land Use Plan Map Classification:	The site has a Light Industrial land use designation. This classification includes general manufacturing, wholesaling, warehousing, and research and development uses.
Land Use Plan Goals, Objectives & 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:	There has been no recent rezoning activity in this area. The last rezoning included the establishment of the Main Street (MS) District, along the S. Main Street corridor, in 2008.

Transportation Information			
Adjacent Streets:	**Name**	**Classification**	**Approx. Frontage**
	E. Market Center Drive	Major Thoroughfare	172 ft.
	Tate Street	Local	198 ft.
	Park Street	Local	167 ft.
	Wheeler Avenue	Local	140 ft.
Vehicular Access:	Via drive way from Tate Street or Park Street.		
Traffic Counts: *(Average Daily Trips)*	E. Market Center Drive	3,100 AADT (NCDOT 2015 traffic count)	
Estimated Trip Generation:	Not applicable		
Traffic Impact Analysis:	**Required**		**TIA Comment**
	Yes	No X	Not applicable

School District Comment
Not applicable to this zoning case.

Details of Proposal

The applicant is requesting rezoning to permit a manufacturing use at this location. Based on review of historic information, it appears that the current GB District zoning is a holdover from the 1980s when this area was transitioning from a mixture uses to an industrial area. The use and redevelopment of the property is difficult as the current zoning (GB and LI Districts) runs through the middle of parcels and through existing structures, creating a situation where the property is subject to two different use and land development standards.

The current GB District zoning is an oddly shaped enclave surrounded by LI zoning and uses. In order to support the applicant's proposed use and to allow the property to be governed by one set of development standards, the applicant has requested that the GB zoned portion of the property be rezoned to the LI District.

Staff Analysis

The adopted Land Use Map has classified this area for Light Industrial uses since the mid-1980s; furthermore, the GB District zoning is surrounded by LI District zoning and uses. Therefore, the requested LI District is consistent with the Land Use Map and with the surrounding zoning and development pattern.

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 purpose, goal objectives, and policies of the City's adopted policy guidance.

The zoning site and surrounding area are designated by the Land Use Plan Map as Light Industrial, and the requested Light Industrial (LI) zoning district is consistent with that designation.

Reasonableness/Public Interest:

Whether an approval of the zoning map amendment is reasonable and in the public interest.

The proposed LI District is consistent with the surrounding zoning pattern and will allow the property to develop with similar uses and under the same development standards as the surrounding properties.

Recommendation

Staff Recommends Approval:

The Planning & Development Department recommends approval of the request to rezone 1.7 acres to the LI District. The request is 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:

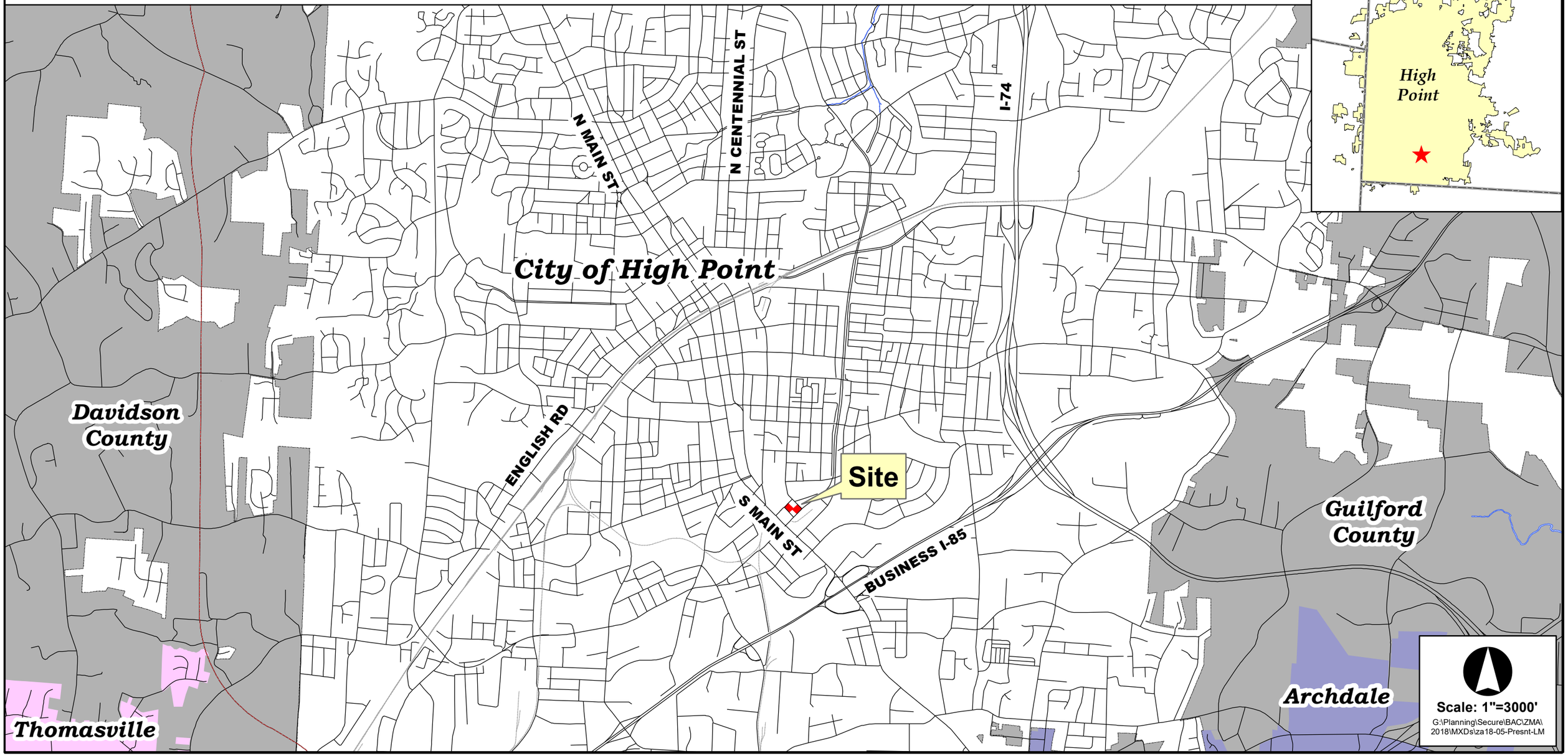
The NC General Statutes require that the City Council also place in the official record a statement of consistency with the City's adopted plans, and explain why the action taken is considered to be reasonable and in the public interest when rendering its decision in this case. This may be accomplished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

Report Preparation

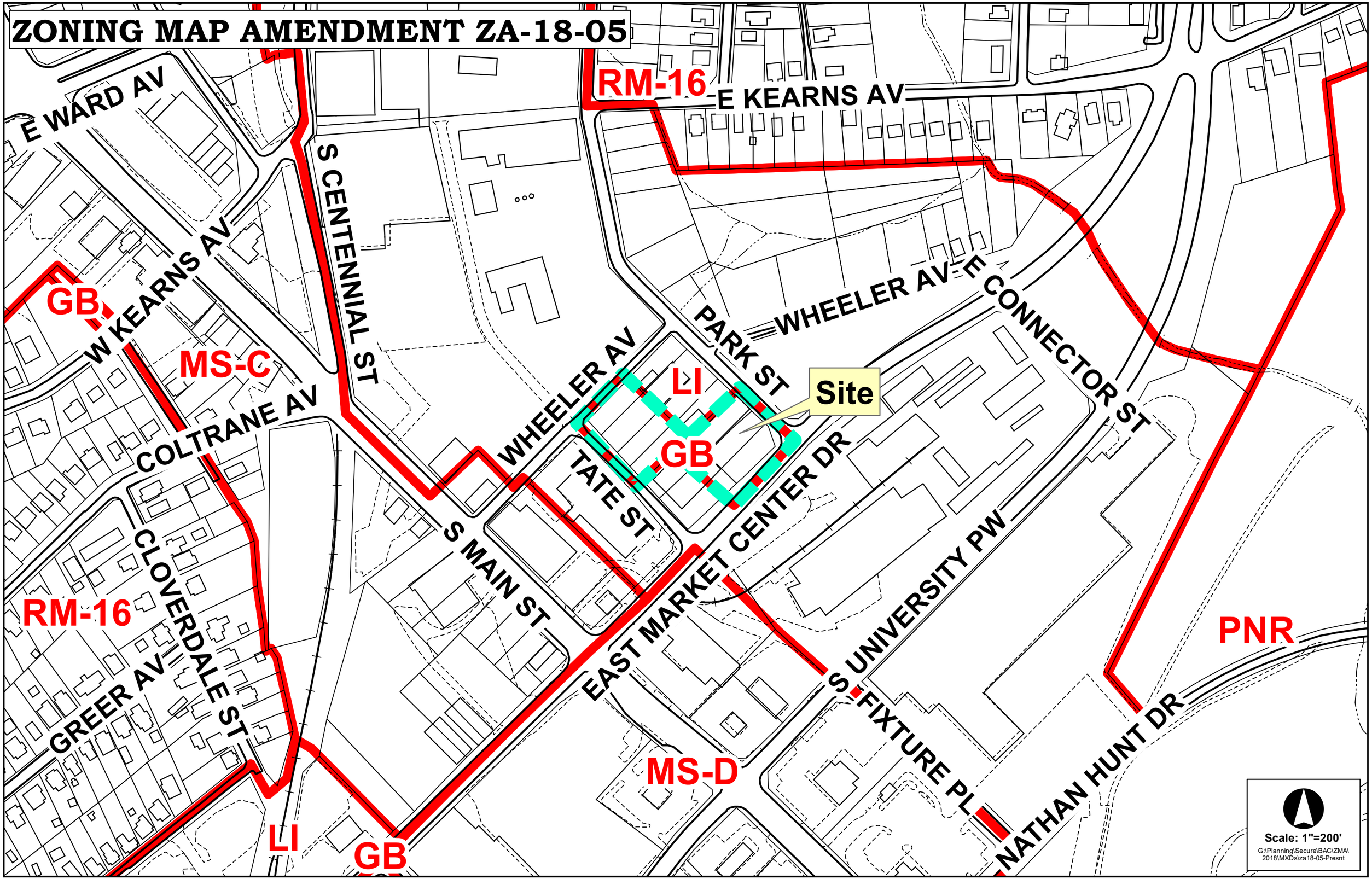
This report was prepared by Planning and Development Department staff member Herbert Shannon Jr. AICP, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and G. Lee Burnette AICP, Director.

LOCATION MAP

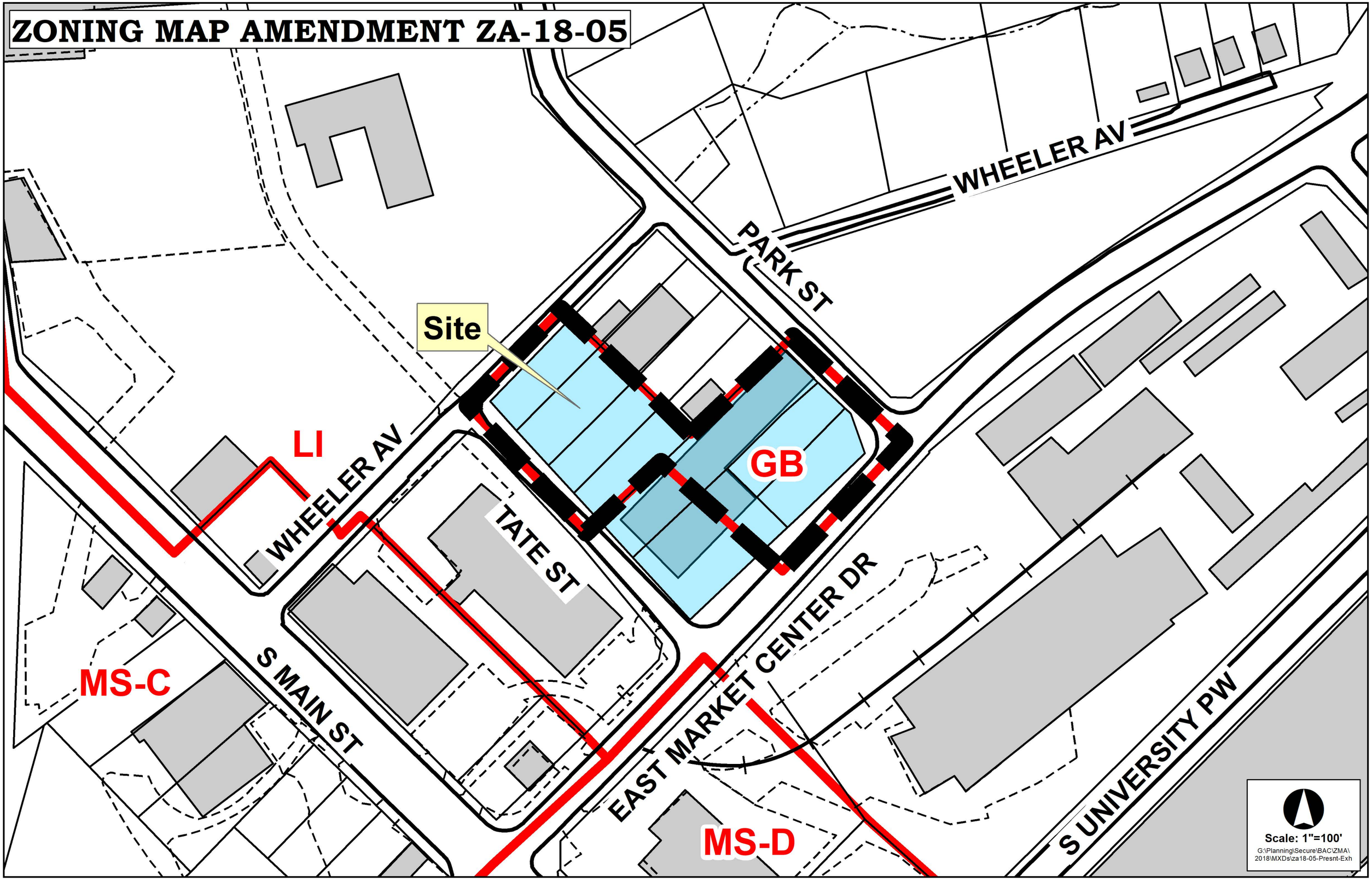
ZONING MAP AMENDMENT ZA-18-05
Applicant: Anthony Pennisi



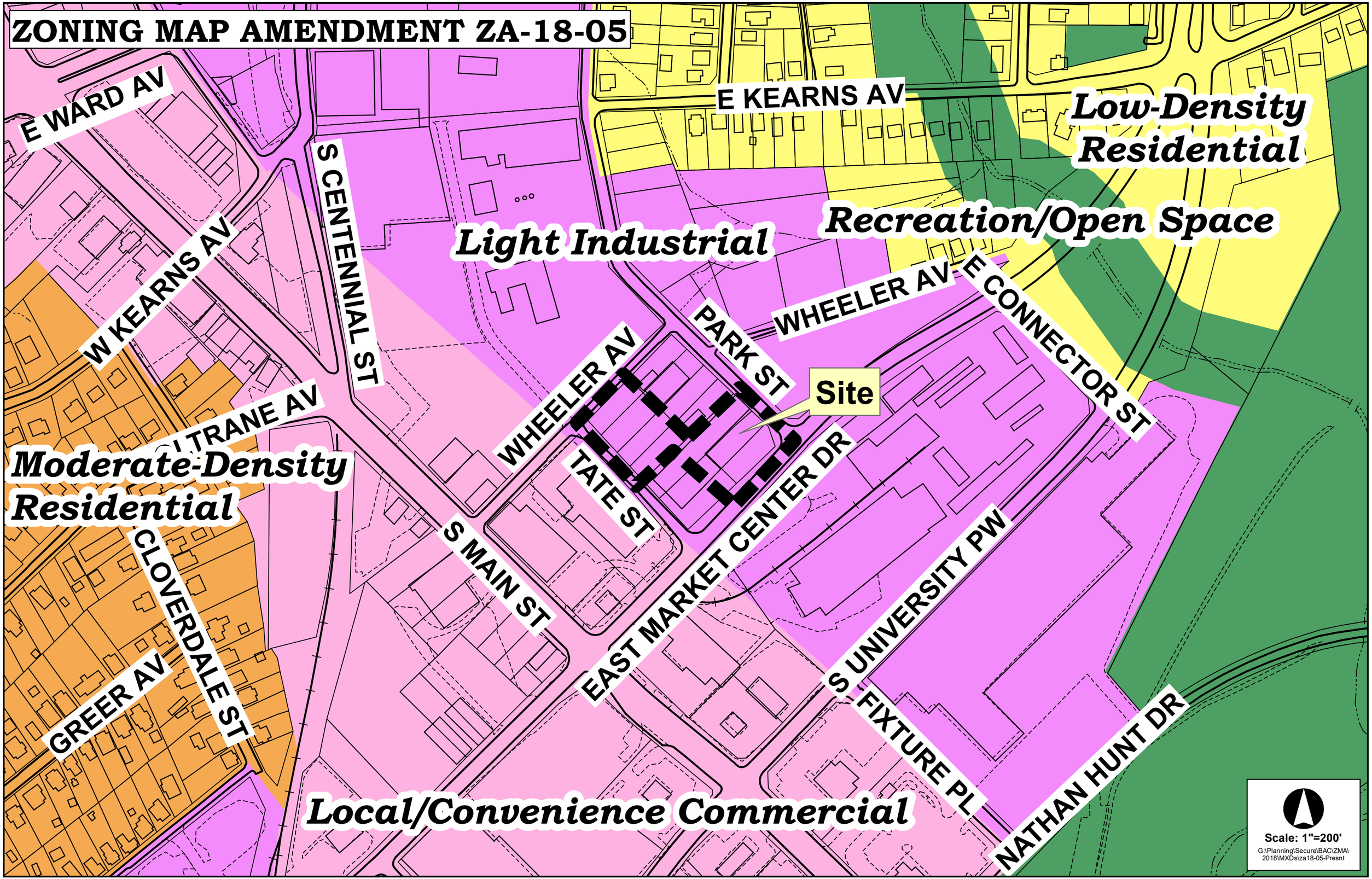
ZONING MAP AMENDMENT ZA-18-05



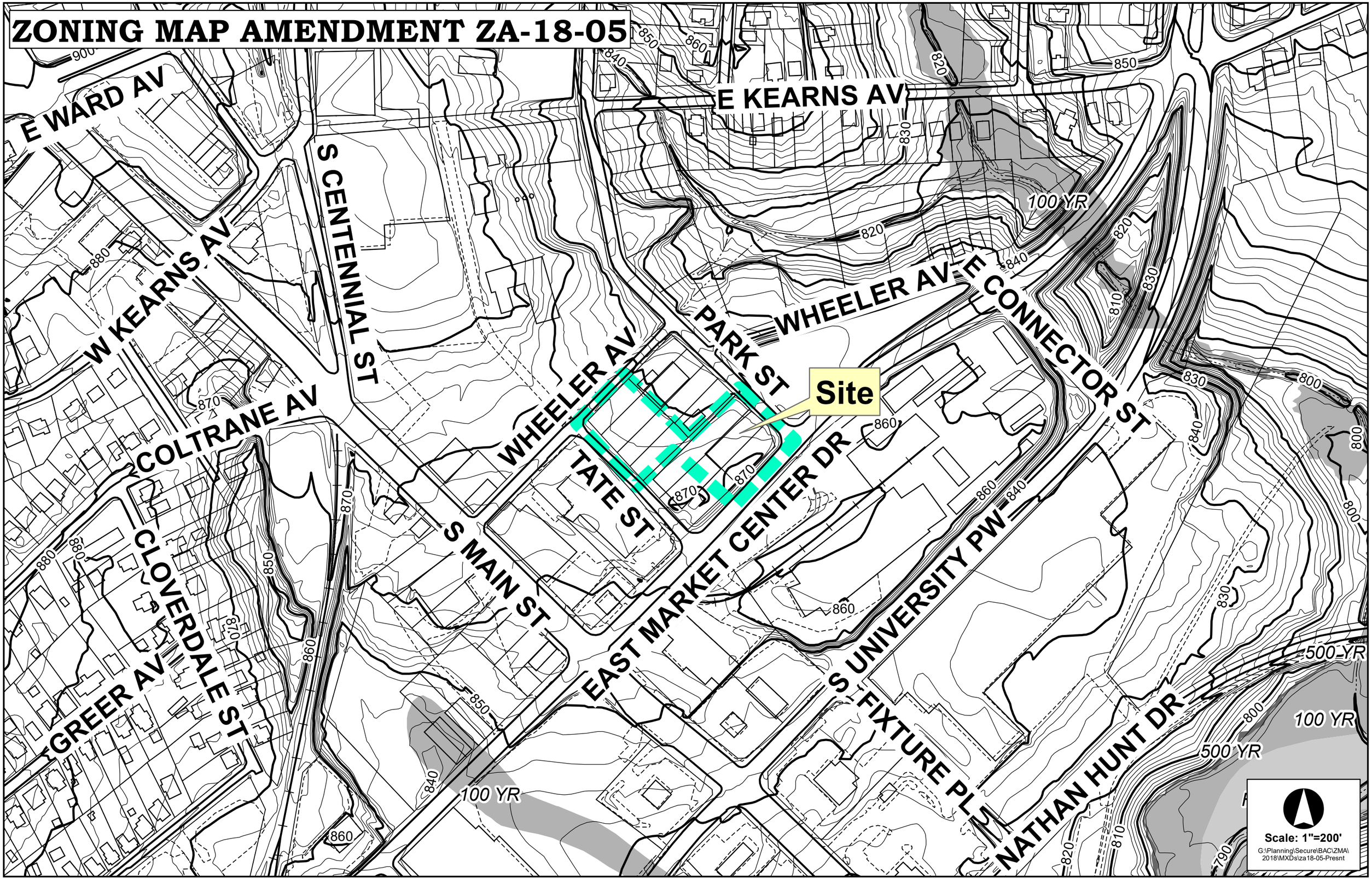
ZONING MAP AMENDMENT ZA-18-05



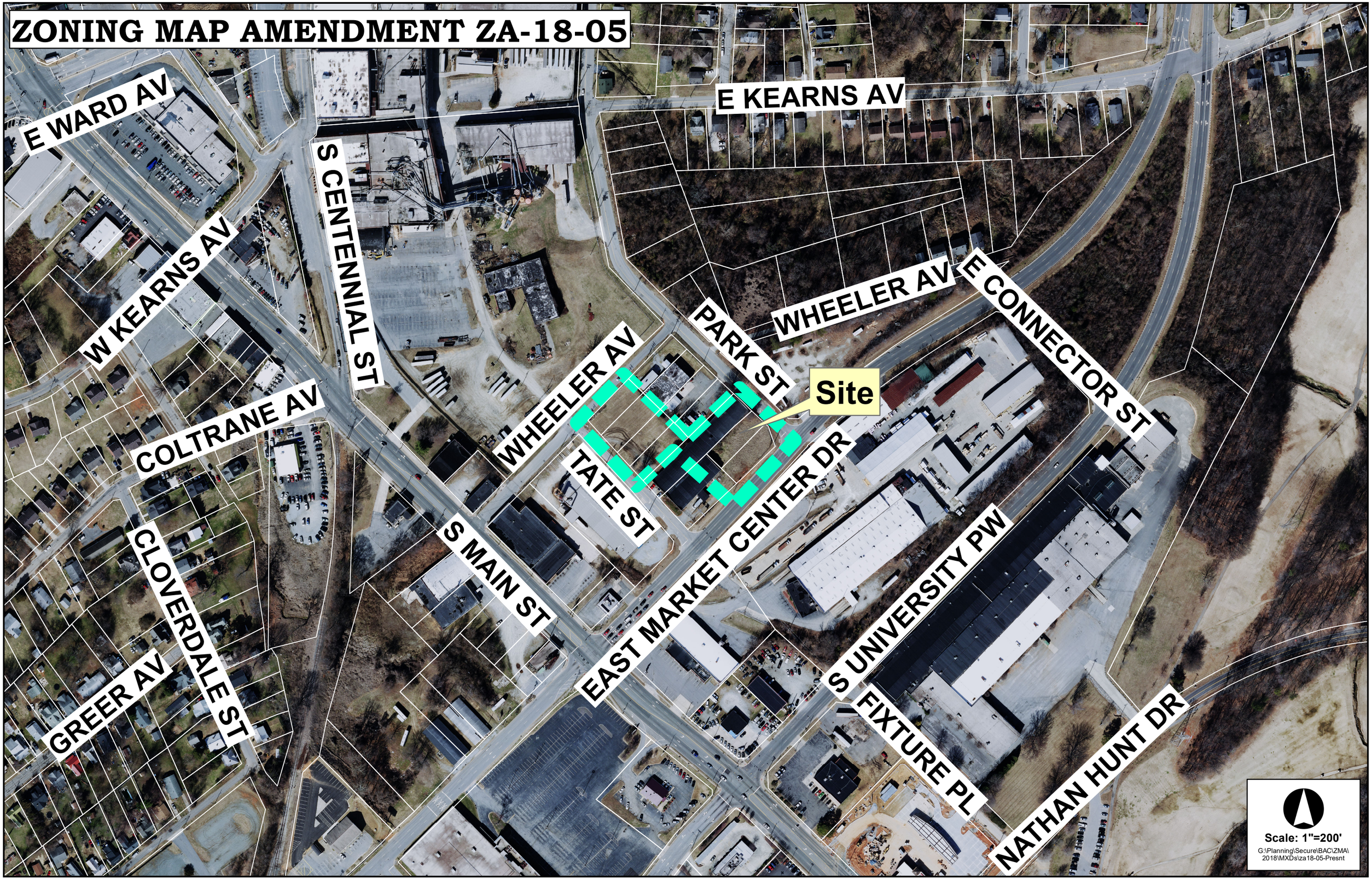
ZONING MAP AMENDMENT ZA-18-05



ZONING MAP AMENDMENT ZA-18-05



ZONING MAP AMENDMENT ZA-18-05



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 April 24, 2018 and before the City Council of the City of High Point on May 7, 2018 regarding **Zoning Map Amendment Case 18-05 (ZA-18-05)** 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 April 15, 2018, for the Planning and Zoning Commission public hearing and on April 25, 2018 and May 2, 2018, 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 **May 7, 2018.**

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: **Light Industrial (LI) District.** The property is approximately 1.7 acres and lying west of East Market Center drive, between Tate Street and Park Street. The property is also known as Guilford County Tax Parcels 0174453, 0174458, 0174459, 0174460, 0174461, 0174462, 0174463 and 0174464.

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.
7th day of **May, 2018.**

Lisa B. Vierling, City Clerk

DOMENICK'S Furniture Manufacturer, LLC.
"Meeting your deadlines with quality."
2400 College Drive, High Point, NC 27260
www.domenicksfurniture.com

April 16, 2018

TO: Owners of property near 1107 Tate Street, High Point, NC 27260

FROM: Anthony Pennisi, Domenick's Furniture Manufacturer

RE: Zoning Map Amendment Citizen Information Letter – No Response

Domenick's Furniture Manufacturer, submitted a Zoning Map Amendment (Rezoning) Application to the City of High Point Planning and Development department for the property located at **1107 Tate Street, High Point, NC 27260.** The application requests that the Zoning District designation for this property to be changed from its current designation of *General Business* (GB) to *Light Industrial* (LI), the previous tenant was operating a cabinet manufacturer business, so there is no change of business. All of the businesses surrounding the property are already zoned as Light Industrial. We would also like to combine all 8 parcels to 1 tract, so there is only 1 deed.

As requested by the rezoning process, all surrounding owners within 300 feet of the proposed zoning site were notified by the Domenick's Furniture. We asked to write, email, or call Domenick's Furniture Manufacturer by April 16, 2018 with any comments, questions or concerns regarding this rezoning request. However, **no one reached out to us with any questions.**

Best Regards,
Anthony Pennisi

Anthony Pennisi
Domenick's Furniture Manufacturer
Cell: 336.442.3348 or Office: 336.884.3422
Email: domenicksdesign@gmail.com

ENC: City of High Point Citizen Information Meetings Letter – No response

FINANCE COMMITTEE
Chaired by Council Member Moore
Members: Moore, Hudson, Ewing, and Jones
March 29, 2018 – 4:00 P.M.
3rd FLOOR CONFERENCE ROOM

MINUTES

Present: Chairman Britt Moore, and Committee Members Wesley Hudson, Jason Ewing, and Chris Williams (filling in due to the absence of Committee Member Jones)

Absent: Committee Member Victor Jones

Staff Present:
Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Eric Olmedo, Budget & Administrative Director; Jeff Moore, Director of Financial Services; Greg Venable, Transportation Planning Administrator; Sandra Keeney, Deputy City Clerk, and Lisa Vierling, City Clerk

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

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

2018-112 **Resolution - Establishing Petty Cash Funds**
City Council is requested to adopt a Resolution Establishing Petty Cash Funds for use of cash for City expenditures.

Jeff Moore, Director of Financial Services, explained that these are basically some housekeeping items and are procedures/best practices that the city has been following for years. He noted in 2015, legislation was passed and made it legal, then in November the regulations were posted to the North Carolina Administrative Code. Essentially this authorizes the city to continue to do business under this

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statute and requires adoption of a resolution by the City Council and the delegation of the authority to the Financial Services Director to prescribe the procedures.

Mr. Moore noted that he and City Attorney JoAnne Carlyle had some discussion regarding when the effective date should be and they are recommending it be retroactive to July 1.

Committee Member Ewing moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hudson made a second to the motion, which carried by a unanimous 4-0 vote.

2018-113 **Resolution - Authorizing Use of Electronic Payment Methods**

City Council is requested to adopt a Resolution Authorizing the City of High Point to engage in Electronic Payment methods.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Williams made a second to the motion, which carried by a unanimous 4-0 vote.

2018-114 **Municipal Agreement - NCDOT - Eastchester (NC 68) Sidewalk at I-74 Interchange**

City Council is requested to approve a Municipal Agreement with the North Carolina Department of Transportation (NCDOT) for the construction of sidewalk along Eastchester Drive (NC 68) from Ambassador Court to the Oak Hollow Festival Park entrance, and along the public section of Cypress Court adjacent to Eastchester Drive.

Greg Venable with the High Point Transportation Department advised that a new interchange would be constructed at I-74 and NC 68. Construction is anticipated to begin a month or two after the contract for the project is let in June, and will take approximately two years to complete. The City of High Point will be responsible for 50% of the cost of the sidewalks for the project, which is about $97,385. He then shared a map of the project. The project will involve realignment of York and Ambassador Court, as well as Cypress and Gordon, and realignment of the traffic signals. An additional lane will be added across the bridge; a 100kV electric line will need to be relocated; two loops will be constructed to keep the traffic moving making it easier to get on and off I-74.

Committee Member Ewing questioned why sidewalks would be constructed only on one side of the bridge. Mr. Venable explained that there was not adequate space to put in sidewalks on both sides of the bridge because if the space required for the lanes. Committee Member Ewing asked if it was too late in the process to talk with NCDOT to possibly pick up a sidewalk on the other side of the bridge and a

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crosswalk there. Mr. Venable agreed to talk with NCDOT further regarding the suggestion.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Ewing made a second to the motion, which carried by a unanimous 4-0 vote.

There being no further business to come before the Finance Committee, the meeting adjourned at 4:20 p.m. upon motion duly made and seconded. All items will appear on the Consent Agenda for the Monday, April 2nd City Council Meeting.

Respectfully Submitted,

_____
Lisa B. Vierling, MMC
City Clerk

_____
Britt Moore, Chairman

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