

City of High Point

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



Meeting Agenda

Monday, May 5, 2014

5:30 PM

Council Chambers

City Council

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

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

- [140130](#) Proclamation - Public Works Week
Keith Pugh, Director of Engineering Services, will be in attendance to accept proclamation proclaiming the week of May 18-24 as Public Works Week.
- [140131](#) Proclamation - Fibromyalgia Awareness Day
Ms. Kimberly Cakal will be attendance to accept proclamation proclaiming May 12th as Fibromyalgia Awareness Day
- [140132](#) Eagle Scout Award - Carlo Ballesteros-Flores
Carlo Ballesteros-Flores from Scout Troop 26 sponsored by the IHM Catholic Church will be in attendance for recognition for achieving the Boy Scout Eagle Award. His Eagle Scout project was collecting medical supplies for the Medical Missionaries in Haiti. His Court of Honor ceremony will be held June 13, 2014.

CONSENT AGENDA ITEMS**FINANCE COMMITTEE - Council Member Moore, Chair**

- [140119](#) Contract - Bid No. 52 - Stone Materials
Approval of contract awarding Bid No. 52 for the purchase of Stone Materials for use by City Departments for routine operational needs (roadway base, utility cuts, etc.). The Purchasing Division recommends that contract be awarded to Martin Marietta Aggregates in the estimated amount of \$115,000.00 based on our historical usage of these annual contracts.
- [140120](#) Contract - Bid No. 53 - Concrete for City-Wide Usage
Approval of contract awarding Bid No. 53 for the purchase of concrete for use by all City Departments on an as-needed basis. The Purchasing Division recommends that contract be awarded to Childer's Concrete, Co., Inc. in the amount of \$92,868.78 which is the lowest responsible and responsive bidder meeting specifications.
- [140122](#) Contract -Sole Source Authorization - Microsoft Enterprise Agreement - Dell Corporation
Council is requested to approve an exception to the bid laws under the "sole source qualification" for the purchase of year two of three of the Microsoft Enterprise Agreement software licensing for the City's Information Technology Department with Dell Corporation in the amount of \$155,984.44 annually.

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - Council Member Moore, Chair

- [140121](#) Change Order - Breece Enterprises - Highway 66 Water Line, Phase I
Consideration of Change Order to the Breece Enterprises contract in the amount of \$958,966.00 to construct the water main extension to serve the NC Highway 66/I-74 Industrial Park.
- [140123](#) Transfer of Right of Way - NCDOT - Boulding Branch Bridge Replacement
Council is requested to authorize the City Attorney's office to execute documents necessary to transfer two small right of way easements to the North Carolina Department of Transportation for the purpose of replacing the Boulding Branch Bridge (culvert) on Lexington Avenue near the High Point Museum site.
- [140124](#) Municipal Agreements - NCDOT - Railroad Crossing Signal Upgrades
Council is requested to authorize staff to execute municipal agreements with the North Carolina Department of Transportation (NCDOT) for the Pendleton Street and Redding Drive railroad crossing signal improvement projects.
- [140125](#) Loan Commitment Letter - Hartley Ridge Housing Development
City Council is requested to favorably consider a proposal from Wynnefield Properties approving the City's financial participation in the amount of \$1,350,000 to assist with the construction of an 84 unit multi-family affordable housing development on a site approximately 10 acres in an area located near the corner of Hartley Drive and Ingleside Drive; and authorize the City Manager to execute the loan commitment letter.

COMMUNITY HOUSING & NEIGHBORHOOD DEVELOPMENT COMMITTEE - Council Member Douglas, Chair

- [140104](#) Public Hearing - CDGB Funding - Annual Action Plan 2014-15
Monday, April 21, 2014 at 6:15 p.m. is the date and time established for the Public Hearing on the Community Development and Housing Department (CD&H) 2014-15 Annual Action Plan as required by the Department of Housing and Urban Development (HUD) on the CDBG funding.

COMPREHENSIVE PLANNING COMMITTEE - Council Member Smothers, Chair

- [140126](#) Resolution of Intent - Annexation 14-04 - Carolina Investment Properties
Approval of a Resolution of Intent that established a public hearing date of Monday, May 19, 2014 at 6:15 p.m. to consider a voluntary non-contiguous annexation of approximately 1.5 acres, lying along the east side of NC Highway 66, approximately 1,175 feet north of I-74 (2775 Highway 66 South).

- [140106](#) Amendment to Zoning Case 12-06 - High Point University
A request by High Point University to amend Conditional Zoning Case 12-06 to revise the transportation conditions. The site is bounded by Montlieu Avenue, N. College Drive and Boundary Avenue. (The petitioner is requesting that this item be delayed to a future council meeting) Petitioner is requesting that this item be withdrawn from the City Council Agenda.
- [140110](#) Ordinance - Annexation Case ANX14-03 - Michael & Tonya Curtis
A request by Michael & Tonya Curtis to consider a voluntary contiguous annexation of approximately 1.6 acres. The area to be annexed is lying along the south side of Tangle Lane, approximately 1,900 feet west of Penny Road. This item was discussed at the April 21st City Council meeting and was deferred to the May 5th agenda to receive clarification from staff on street and drainage issues with the property.

PUBLIC COMMENT PERIOD - 6:00 P.M.

PUBLIC HEARINGS - 6:15 P.M.

COMPREHENSIVE PLANNING COMMITTEE - Council Member Smothers, Chair

- [140127](#) Land Use Plan Amendment Case 14-02 - High Point University
A request by High Point University to change the Land Use Map Classification for approximately 6.75 acres from Low Density Residential to an Institutional land use designation. The site consists of the block bounded by Montlieu Avenue, Barbee Avenue and Fifth Street (private street).
- [140128](#) Amendment to Zoning Case 13-08 - High Point University
A request by High Point University to amend Conditional Zoning Case 13-08 to:
1. Add approximately 7.1 acres to CZ Ordinance 13-08.
 2. Rezoning approximately 7.1 acres from a Residential Single Family-9 (RS-9) District, to a Conditional Zoning Public & Institutional (CZ-PI) District.
 3. Amend conditions pertaining to permitted uses, landscaping and vehicular access.
- The property consists of the block bounded by Montlieu Avenue, Barbee Avenue and Fifth Street (private street).

BOARDS AND COMMISSIONS APPOINTMENTS AND VACANCY REPORT

- [140111](#) Boards and Commissions - Vacancy Report
Attached is the current list of vacancies for all Boards and Commissions.

APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

[140129](#)

Minutes to be approved

Community Housing & Neighborhood Development Committee;

Tuesday, April 15th @ 9:00 a.m.

Special Meeting (Closed Session-Personnel); Monday, April 21st @
2:30 p.m.

Finance Committee; Monday, April 21st @ 4:30 p.m.

High Point City Council Regular Meeting; Monday, April 21st @ 5:30
p.m.

Special Meeting; Thursday, April 24th @ 9:00 a.m.

ADJOURNMENT



MEMORANDUM

DATE: **May 1, 2014**

TO: Randy McCaslin, Assistant City Manager

FROM: Michael E. McNair, Director

SUBJECT: Loan Commitment for Hartley Ridge

The City has received a proposal from Wynnefield Properties, Inc. to construct and manage an 84 unit multi-family affordable housing development on a site approximately 10 acres in area and located near the corner of Hartley Drive and Ingleside Drive. Wynnefield has requested that the City, through its HUD Section 108 Loan program, consider a loan commitment in the amount of \$1,350,000.00 for the purpose of assisting with the development of the project. The loan will be for a term of twenty years, at an interest rate to be determined by HUD. Monthly payments will be made as set forth in the pro forma budget for the project. There will be a balloon payment at the end of the twentieth year of all remaining unpaid principal and accrued interest. Final loan terms and loan documents will be approved by Council at a later date pursuant to N.C.G.S. Section 160A-457.

The City's commitment to provide financing for the development in the amount of \$1,350,000.00 will assist with rent affordability and the leverage of other resources, thus enabling the project to be in a better position to compete for its allocation of low income housing tax credits. The total projected cost of the development is approximately \$9.5 million (a 7:1 leveraging). Due to the requirements of the state's application process, the developer must receive a commitment letter from the City by May 16th. Since a public hearing on Zoning Case 14-04 (Hartley Ridge) will not occur until May 19th, consideration of the commitment is scheduled for the May 5th meeting. Approval of the commitment letter does not preclude Council's decision on the zoning case.

High Point has a great unmet need for safe, sanitary and decent affordable housing for its low-to-moderate income residents. This development will be an additional step by the City to help address this need. Staff requests that Council favorably recommend approving the City's financial participation in this development in the amount of \$1,350,000.00 through its Section 108 Loan program, and authorize the City Manager to send a Commitment Letter to Wynnefield Properties, Inc. stating the above terms and conditions of the City's participation.

Enclosures: Request for Funding from Wynnefield Properties
Loan Commitment Letter

Wynnefield Properties

April 29, 2014

Michael E. McNair
Community Development & Housing Department
City of High Point
PO Box 230
High Point, NC 27261

Re: Hartley Ridge Apartments

Dear Mr. McNair:

Thank you for meeting with Wynnefield Properties Inc. to discuss the availability of HUD Section 108 Program funds to invest in High Point's community development. Based on our discussions, Wynnefield Properties intends to submit a LIHTC application to the North Carolina Housing Finance Agency in the Agency's 2014 application round. The application will propose the development of a multifamily affordable housing development in High Point. As part of the application process, Wynnefield Properties, Inc. requests a commitment for financing in the amount of \$1,350,000 from the City of High Point Section 108 Program funds.

Sincerely,



C. Craig Stone
President

May ____, 2014

Wynnefield Properties, Inc.
PO Box 395
Jamestown, North Carolina 27282

Re: RE: Hartley Drive Affordable Housing Project

Dear Mr. Stone:

The High Point City Council has authorized me, on behalf of the City, to extend a loan commitment to Wynnefield Properties, Inc. in the amount of \$1,350,000.00 for the purpose of providing assistance in the development of the above referenced multi-family Affordable Housing project. This loan commitment is subject to and contingent upon the following terms and conditions:

1. Receipt by the City of a site survey, site plan, title insurance commitment (and final title policy insuring the City's interest in the property), and environmental review report satisfactory to the City;
2. Compliance with the City's development review process, and the securing of all permits necessary to complete the project;
3. Compliance with all other City of High Point, State and Federal regulations and requirements, including obtaining a traffic impact analysis.
4. The loan shall be provided by the City through its HUD Section 108 Loan program, shall be in the amount of \$1,350,000.00, for a term of 20 years, at an interest rate to be determined by HUD. Annual payments will be made as set forth in the pro forma budget for the project, with a balloon payment of all remaining unpaid principal and interest at the end of the twentieth year.
5. Attorney fees for the City of High Point will be paid by the Borrower in an amount not to exceed \$1,500.00.
6. Final loan terms and loan documents will be approved by City Council at a later date pursuant to N.C.G.S. Section 160A-457.
7. Execution by Borrower of all loan documents reasonably required by the City to protect its interest in the project.

On behalf of the City Council and the City of High Point, we are very pleased that Wynnefield has proposed to undertake this project to help address the affordable housing deficit in our City. We look forward to working with you on this project.

Very truly yours,

Strib Boynton,
City Manager



April 30, 2014

Mr. Randy McCaslin
Assistant City Manager
City of High Point
211 S. Hamilton St.
High Point, NC 27261

Dear Mr. McCaslin,

As per our previous conversations, I'm writing you to confirm that at this point, High Point University would like to withdraw the item (Amendment to Rezoning Case 12-06) coming up at the public hearing of the City of High Point's, City Council, which is scheduled for Monday, May 5, 2014.

We are reviewing various, different concepts for that entire area, which will have an effect on the Amendment to Rezoning Case 12-06. High Point University would like to start this procedure again and move this matter to the next Planning and Zoning Commission public hearing, which to my understanding is scheduled for June 24, 2014.

If High Point University's revised Amendment to Rezoning Case 12-06 is approved at the Planning and Zoning Commission public hearing on June 24, 2014, we request, if possible, to be scheduled for the City Council public hearing on July 7, 2014.

Thank you very much for your understanding and consideration,



HIGH POINT UNIVERSITY

Ron Guerra
Director of Construction & Renovation



Community Development & Housing Department

Public Hearing on the 2014-15 Annual Action Plan

April 21, 2014



Agenda

- Overview
- Proposed Action Plan
- Request for Recommendation



Annual Funding Sources

- The CDBG program provides funding to develop viable communities by:
 - providing decent housing,
 - a suitable living environment, and
 - opportunities to expand economic opportunities, principally for low/mod persons.
- HOME provides to fund a wide range of activities that:
 - build, buy, and/or rehabilitate affordable housing for rent, or
 - homeownership, or
 - provide direct rental assistance to low-income people.



Federal Budget Update

- 2014 HUD Allocations:
 - CDBG – 809,899 (Reduction of \$35,054 from prior year)
 - Housing repairs associated with the lead program reduced in the amount of \$20,670.
 - Delivery costs for CNDD reduced by \$7,373
 - CDBG Program Administration reduced by \$7,011
 - HOME - \$356,000 (Increase of \$18,109 from prior year)
 - Program Administration increased by \$1,811
 - CHDO increased by \$16,298



HUD Income Guidelines

2014 INCOME LIMITS				
FAMILY SIZE	VERY LOW INCOME (30% MEDIAN)	LOW INCOME (50% MEDIAN)	MODERATE INCOME (80% MEDIAN)	MEDIAN
1	\$11,600	\$19,300	\$30,900	\$38,625
2	\$13,250	\$22,050	\$35,300	\$44,125
3	\$14,900	\$24,800	\$39,700	\$49,625
4	\$16,550	\$27,550	\$44,100	\$55,100
5	\$17,900	\$29,800	\$47,650	\$59,563
6	\$19,200	\$32,000	\$51,200	\$64,000
7	\$20,550	\$34,200	\$54,700	\$68,375
8	\$21,850	\$36,400	\$58,250	\$72,813



Proposed 2014-15 Annual Action Plan

Projected Resources and Expenditures



Projected Resources for 2014-15 Action Plan

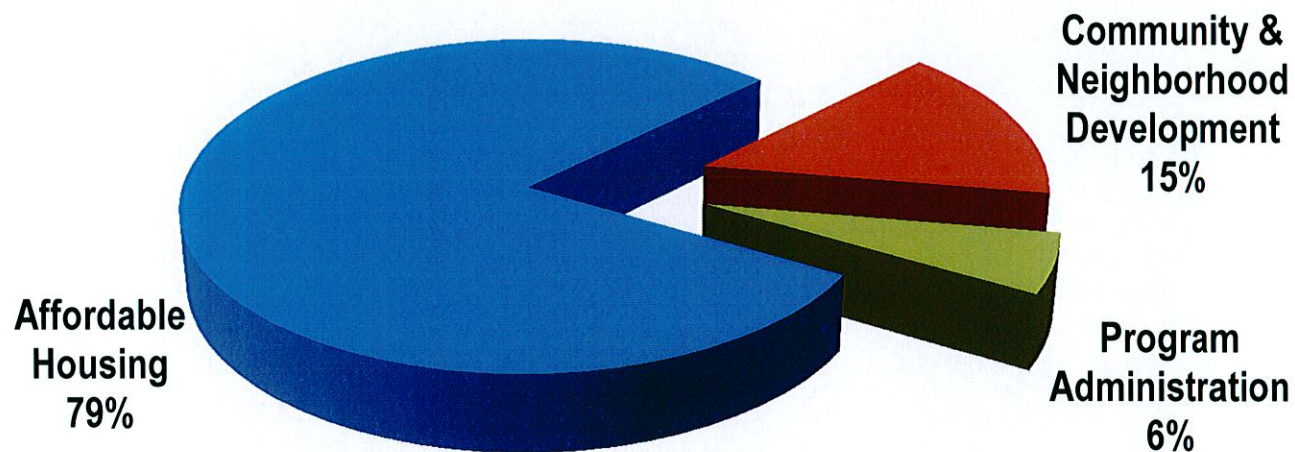
Anticipated Funding & Sources:	<u>HOME</u> <u>Program</u>	<u>CDBG</u> <u>Program</u>	<u>Other</u> <u>Funds</u>	<u>TOTAL</u>
Federal Grant current year	356,000	809,899	0	1,165,899
Federal Grant prior year	0	110,000	0	110,000
Shelter Care Plus Program	0	0	78,012	78,012
Lead Hazard Control Grant	0	0	500,000	500,000
NCHFA - Construction Partnership Training Program	0	0	65,000	65,000
NCHFA - Urgent Repair Program	0	0	100,000	100,000
HUD Section 108 Loan Proceeds	0	0	1,350,000	1,350,000
Admiral Pointe Loan Payments	0	0	11,200	11,200
Program Income	397,400	135,000	0	532,400
Consortium Program Income	50,000	0	0	50,000
Volunteer Income Tax Assistance	0	0	4,000	4,000
Office of Violence Against Women (Harmony House)	0	0	314,700	314,700
City Local Funds (EAC)	0	0	67,382	67,382
City Local Funds (Infill Development)	<u>0</u>	<u>0</u>	<u>288,259</u>	<u>288,259</u>
TOTAL	\$803,400	\$1,054,899	\$2,778,553	\$4,636,852



2014-15 Action Plan

Expenditures by type:

Affordable Housing	\$3,678,201
Community & Neighborhood Development	694,331
Program Administration	<u>264,320</u>
Total	\$4,636,852





Program Administration

	<u>HOME</u> <u>Program</u>	<u>CDBG</u> <u>Program</u>	<u>Other</u> <u>Funds</u>	<u>TOTAL</u>
Program Administration	0	188,980	0	188,980
Operating Costs/Consulting/Travel & Training	<u>75,340</u>	<u>0</u>	<u>0</u>	<u>75,340</u>
TOTAL	\$75,340	\$188,980	\$0	\$264,320

- Salaries & benefits Director & CD Administrator;
- General Program Management and Administration
 - Preparation of required plans;
 - Assessment of Fair Housing
 - 5 year Consolidated Plan; &
 - Performance reporting for activities to appropriate state and federal agencies.



Community & Neighborhood Development Programs

<u>Community and Neighborhood Development</u>	<u>HOME Program</u>	<u>CDBG Program</u>	<u>Other Funds</u>	<u>TOTAL</u>
Community Based Initiatives	0	10,000	0	10,000
Community Capacity Building Delivery Costs	0	155,742	67,382	223,124
Harmony House	0	0	314,700	314,700
Public Service Grants	0	64,495	0	64,495
Shelter Plus Care Program	0	0	78,012	78,012
Volunteer Income Tax Assistance Program	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>
TOTAL	\$0	\$230,237	\$464,094	\$694,331

- Program delivery costs includes position funded by general fund;
- Shelter Plus Care in 8th year of service, due to be transferred to HPHA;
- Community Based Initiatives last awarded in Fy 2009-10; &
- Harmony House funded by DOJ in partnership with Family Service of the Piedmont.



Public Service Grant Requests

<u>Applicant</u>	<u>Amount Allocated</u>
Caring Services	6,750
Family Service of the Piedmont	4,000
Helping Hands Ministry	5,400
HP Housing Authority	4,500
Macedonia Family Resource Center	8,850
Mary's House	2,000
New Beginning Full Gospel Ministries	2,600
Piedmont Health Services & Sickle Cell	5,000
Reading Connections	5,000
Redeeming Love Word Ministries	1,800
Salvation Army of HP	9,845
YWCA of High Point	<u>8,750</u>
	\$ 64,495



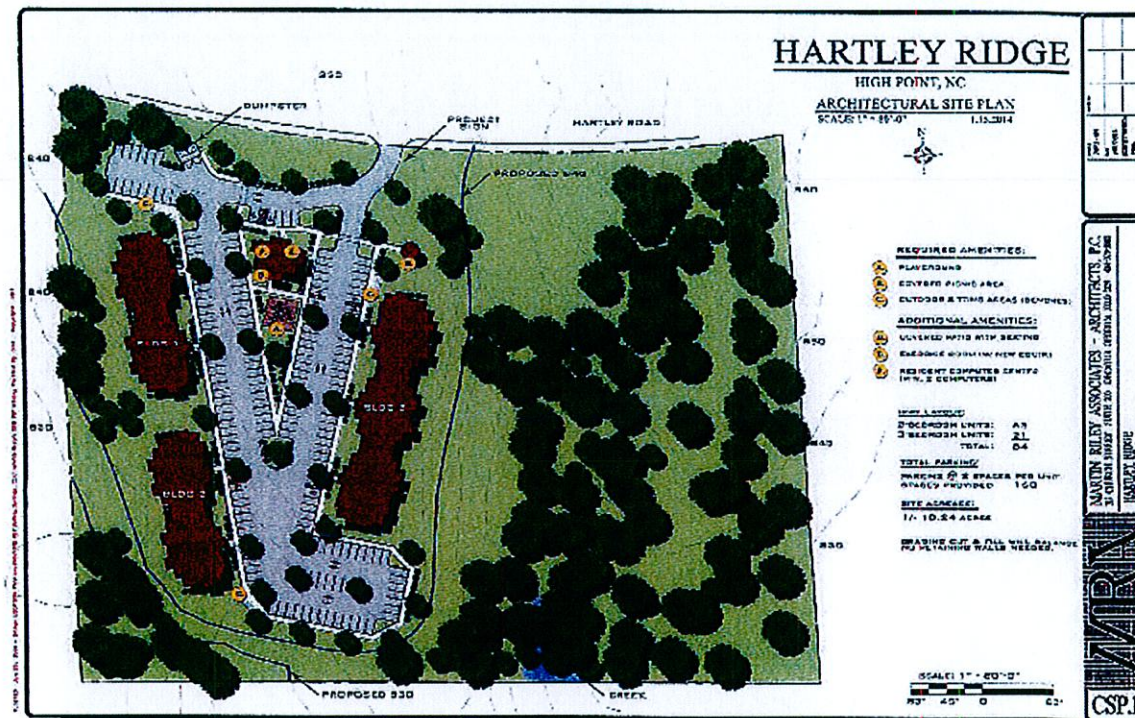
Affordable Housing Programs

<u>Affordable Housing</u>	<u>HOME Program</u>	<u>CDBG Program</u>	<u>Other Funds</u>	<u>TOTAL</u>
Affordable Housing Program Delivery	0	429,152	0	429,152
CHDO Operating Support	15,000	0	0	15,000
Community Housing Development Organizations	96,762	0	0	113,060
Construction Partnership Training Program	0	0	130,000	130,000
Homebuyer Assistance/Individual Development Accounts	100,000	51,000	0	151,000
Housing development (Lease Purchase/Rental)	500,000	0	0	500,000
Infill Housing Development	0	0	223,259	223,259
Lead Hazard Control Program	0	155,530	500,000	655,530
Multi-family LIHTC development (Hartley Ridge)	0	0	1,350,000	1,350,000
Section 108 loan payment	0	0	11,200	11,200
Urgent Repair Program	<u>0</u>	<u>0</u>	<u>100,000</u>	<u>100,000</u>
TOTAL	\$711,762	\$635,682	\$2,314,459	\$3,678,201

- Program delivery primarily consists of personnel costs;
- CPTP provides occupational training and graduates perform rehab services;
- Housing development funds to be realized from program income received from Mobile St lease purchases; &
- Urgent Repair program plus \$65k from CPTP to be used for home repairs.

Hartley Ridge Multi-family Housing

- LIHTC development
- Est. funding = \$10,545,525:
 - LIHTC Equity - \$6,680,525
 - CHP (Section 108) - \$1,350,000
 - State Tax Credits - \$924,660
 - RPP (NCHFA) – \$685,000
 - Bank (Conventional loan) - \$905,393
- 84 units of affordable multi-family rental housing (2 & 3 bedrooms);
- Rents from \$215 to \$565 based on # of bedrooms size & household income
- Site is located near the intersection of W. Hartley Drive and Ingleside Drive.





2014-15 Action Plan Schedule

Community Meeting at YWCA	14-Feb-14
Community Meeting at YWCA	18-Mar-14
Public Comment Period (projected)	March 17 thru April 16, 2014
Public Hearing - CAC	27-Mar-14
Public Hearing - Council	21-Apr-14
Submit to HUD	15-May-14

Information Technology Services

Steve Lingerfelt

DIRECTOR



Date: April 29, 2014

To: Allen Oliver
Interim Assistant City Manager

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

Subject: Enterprise Agreement Purchase – Year 2 of 3 Year Contract

The Department of ITS requests permission to purchase an enterprise agreement for Microsoft products used by the City of High Point. This agreement will cover all operating system and software upgrade costs for as long as the agreement is in effect. This is the second year of a three year contract approved by City Council in December of 2012. The cost to the city will be \$155,984.44 annually.

An enterprise agreement will provide a significant cost savings on the purchase price of software and operating systems during the three year term of the contract. The implementation of the Enterprise Agreement should also reduce the price of new computers purchased by the city by the cost of the operating system and application software installed. Several other benefits include windows and office application training, twenty four hour problem resolution support and an employee home use program.

The initial pricing of the contract utilized the North Carolina state contract pricing at the time of execution.

Cc: Jeff Moore
Finance Director

Financial Services
Purchasing Division



Requisition # **9701**

**CITY OF HIGH POINT
SOLE SOURCE JUSTIFICATION
FORM (For Items Costing \$500.00 or More)
Statutory Reference N.C.G.S. 143-129(e)6**

Vendor: **Dell**

Item(s): **year 2 of Microsoft Enterprise Agreement**

Justification:

continuation of a 3 year agreement

Estimated expenditure for the above item(s): **155984.44**

**CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT DOCUMENTATION.**

1. ☐ Performance or price competition for a product are not available.
2. ☐ A needed product is available from only one source of supply.
3. ☒ Standardization or compatibility is the overriding consideration.
4. ☐ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel **Steve Lingerfelt** Digitally signed by Steve Lingerfelt
DN: cn=Steve Lingerfelt, o=City of High Point,
ou=Information Technology,
email=steve.lingerfelt@highpointnc.gov, c=US
Date: 2014.04.17 13:07:14 -0400 Department/Division **ITS / 101241**

Date **4/17/14**

Approval Process
Under \$5,000 (Purchasing Manager)
\$5,000-\$30,000 (Financial Services Director)
\$30,000 – Up (City Council)

Tarinda Chappell Digitally signed by Tarinda Chappell
DN: cn=Tarinda Chappell, o=City of High Point, ou=Purchasing,
email=tarinda.chappell@highpoint.gov, c=US
Date: 2014.04.22 14:37:27 -0400

Jeffrey Moore 20130620-173418 Digitally signed by Jeffrey Moore 20130620-173418
DN: cn=Jeffrey Moore 20130620-173418, o=City of High Point, ou=Bank of America Client Certificate CA - G2,
email=jeff.moore@highpointnc.gov, c=US
Date: 2014.04.28 11:17:18 -0400

Strib Boynton Digitally signed by Strib Boynton
DN: cn=Strib Boynton, o=Administration, ou=City of High Point,
email=cindy.smith@highpointnc.gov, c=US
Date: 2014.04.29 08:46:10 -0400



FID Number: 74-2616805
 Sales Rep: REINHOLD BERGS
 For Sales: (800)981-3355
 Sales Fax: (800)433-9527
 For Customer Service: (800)981-3355
 For Technical Support: (800)822-8965
 Dell Online: <http://www.dell.com>

Customer Number: 000518695
 Purchase Order: 81630
 Order Number: 591416629
 Order Date: 03/28/14

Invoice Number: **XJD5CP822**

Invoice Date: 04/10/14
 Payment Terms: NET DUE 30 DAYS
 Due Date: 05/10/14
 Shipped Via: STANDARD GROUND
 Waybill Number:

83 01 0 01 01 N

SOLD TO:
 #BWNHQPV
 #0005 1869 52

CITY OF HIGH POINT
 P O BOX 230
 HIGH POINT, NC 27261

SHIP TO:

CITY OF HIGH POINT
 211 S HAMILTON ST COMMUNICATIONS &
 INFO SERV DEP
 HIGH POINT, NC 27260-5232

Reg# 9701 April 15, 2014
4-17-14
Anna Inf services

Anna, Please review the PO# 81630 system says closed. Thanks Debbie #.

PLEASE REVIEW IMPORTANT TERMS & CONDITIONS ON THE REVERSE SIDE OF THIS INVOICE

Order	Shipped	Item Number	Description	Unit	Unit Price	Amount
2	2	A6784195	VLA SYSTEM CENTER DATACENTER S A STEP UP FROM SYS CTR SEA PER 2 PROC ALL LANGUAGE MfgPartNum: T6L-00315 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000		581.43	1,162.86
1	1	A7287296	VLA SYSTEM CENTER CLIENT MANAG EMENT SUITE PER USER LIC/BA AL L LANGUAGES MfgPartNum: MFF-00503 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000		26.66	26.66
175	175	A5435382	VLA VISIO STD WIN32 SOFTWARE A SSURANCE ALL LANGUAGES EA MfgPartNum: D86-01253 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000	EA	39.98	6,996.50
1	1	A5745866	VLA Microsoft MapPoint - Softw are Assurance MfgPartNum: B21-00364 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000	EA	44.98	44.98
16	16	A7417700	VLA ENTERPRISE WINDOWS SERVER STD PER 2 PROCESSORS SABA L LA NGUAGES		144.94	2,319.04

RCUD 08:30 15 APR 14

FOR SHIPMENTS TO CALIFORNIA, A STATE ENVIRONMENTAL FEE OF UP TO \$5 PER ITEM WILL BE ADDED TO INVOICES FOR ALL ORDERS CONTAINING A DISPLAY GREATER THAN 4 INCHES. PLEASE KEEP ORIGINAL BOX FOR ALL RETURNS. COMPREHENSIVE, ONLINE CUSTOMER CARE INFORMATION AND ASSISTANCE IS A CLICK AWAY AT WWW.DELL.COM/PUBLIC-ECARE TO ANSWER A VARIETY OF QUESTIONS REGARDING YOUR DELL ORDER.

Ship. &/or Handling	\$	0.00
Subtotal	\$	155,984.44
Taxable:	Tax:	
\$ 155,984.44	\$	10,528.95
ENVIRO FEE	\$	0.00
Invoice Total	\$	166,513.39



DETACH AT PERF AND RETURN WITH PAYMENT

MAKE CHECK PAYABLE/REMIT TO:

DELL MARKETING L.P.
 C/O DELL USA L.P.
 PO BOX 534118
 ATLANTA, GA 30353-4118



Invoice Number: XJD5CP822
 Customer Name: CITY OF HIGH POINT
 Customer Number: 000518695
 Purchase Order: 81630
 Order Number: 591416629

Ship. &/or Handling	\$	0.00
Subtotal	\$	155,984.44
Taxable:	Tax:	
\$ 155,984.44	\$	10,528.95
ENVIRO FEE	\$	0.00
Invoice Total	\$	166,513.39
	\$	
	\$	
	\$	
Balance Due	\$	166,513.39
Amt. Enclosed	\$	

000XJD5CP82200000166513398300005186954

This is your INVOICE

Page: 2 of 3



FID Number: 74-2616805
 Sales Rep: REINHOLD BERGS
 For Sales: (800)981-3355
 Sales Fax: (800)433-9527
 For Customer Service: (800)981-3355
 For Technical Support: (800)822-8965
 Dell Online: <http://www.dell.com>

Customer Number: 000618695
 Purchase Order: 81630
 Order Number: 591416629
 Order Date: 03/28/14
 83 01 0 01 01 N

Invoice Number: XJD5CP822

Invoice Date: 04/10/14
 Payment Terms: NET DUE 30 DAYS
 Due Date: 05/10/14
 Shipped Via: STANDARD GROUND
 Waybill Number:

SOLD TO:

CITY OF HIGH POINT
 P O BOX 230
 HIGH POINT, NC 27261

SHIP TO:

CITY OF HIGH POINT
 211 S HAMILTON ST COMMUNICATIONS &
 INFO SERV DEP
 HIGH POINT, NC 27260-5232

PLEASE REVIEW IMPORTANT TERMS & CONDITIONS ON THE REVERSE SIDE OF THIS INVOICE

Order	Shipped	Item Number	Description	Unit	Unit Price	Amount
			MfgPartNum: P73-05898 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000			
1	1	A5249038	VLA SHAREPOINT PORTAL SERVER S SOFTWARE ASSURANCE ALL LANGUAGE S		805.51	805.51
			MfgPartNum: H04-00268 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000			
747	747	A7630900	VLA ENTERPRISE CORE CAL PLATFO RM USER CAL SOFTWARE ASEURANCE ALL LANGUAGES		29.99	22,402.53
			MfgPartNum: W06-01072 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000			
747	747	A5929114	VLA WINDOWS PRO SA W/MDOP SA P LATFORM ALL LANGUAGES EA		39.15	29,245.05
			MfgPartNum: FQC-03029 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000			
747	747	A5866715	VLA ENTERPRISE OFFICE PRO PLUS PLATFORM SA ALL LANGUAGES EA		86.63	64,712.61
			MfgPartNum: 269-12442 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000			
3	3	A5435347	VLA EXCHANGE SERVER SOFTWARE A SSURANCE ALL LANGUAGES EA		115.79	347.37
			MfgPartNum: 312-02257 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000			
12	12	A6689928	VLA SYSTEM CENTER STD PER 2 PR OCESSORS SA ALL LANGUAGES EA		144.94	1,739.28
			MfgPartNum: T9L-00223 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000			
6	6	A6685442	VLA SQL SERVER STD SA PER 2 CO RE LIC ALL LANGUAGES EA		586.43	3,518.58
			MfgPartNum: 7NQ-00292 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000			

This is your **INVOICE**

Page: 3 of 3

FID Number: 74-2616805
Sales Rep: REINHOLD BERGS
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Customer Number: 000518695
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83 01 0 01 01 N

Invoice Number: **XJD5CP822**

Invoice Date: 04/10/14
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SOLD TO:

CITY OF HIGH POINT
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INFO SERV DEP
HIGH POINT, NC 27260-5232

PLEASE REVIEW IMPORTANT TERMS & CONDITIONS ON THE REVERSE SIDE OF THIS INVOICE

Order	Shipped	Item Number	Description	Unit	Unit Price	Amount
1	1	A6929630	VLA VISUAL STUDIO PREMIUM W/ M SDN SA ALL LANGUAGES MfgPartNum: 9ED-00073 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000	EA	766.36	766.36
1	1	A6685191	VLA SYSTEM CENTER DATACENTER P ER 2 PROCESSORS LIC/SA ABALAN GUAGES MfgPartNum: T6L-00237 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000		917.13	917.13
14	14	A7630901	VLA ENTERPRISE WINDOWS SERVER DATACNTR SASTEPUP WINSER STD P ER 2 PROC ALL LANG MfgPartNum: P71-07281 MfgName: MICROSOFT CORPORATION Maintenance End Date: 11/30/20 15 Recurring Bill: YR 2 of 3 ID # 8793986 Above Items Originally Purchas ed On: PO# 81630 , O# 00000000		1,498.57	20,979.98

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 9-3-12, ZONING MAP AMENDMENTS, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of The City of High Point adopted “The City of High Point Development Ordinance” on January 7, 1992 with an effective date of March 1, 1992, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on April 22, 2014 and before the City Council of the City of High Point on May 5, 2014 regarding **Amendment to Zoning Case 13-08** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings was published in the High Point Enterprise on April 13, 2014, for the Planning and Zoning Commission public hearing and on April 23, 2014 and April 30, 2014, 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 5, 2014**.

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 **Conditional Zoning Public & Institutional (CZ-PI) District**. The site consist of approximately 17.2 acres bounded and by Montlieu Avenue, Barbee Avenue and N. Centennial Street. The property is also known as Guilford County Tax Parcels 0190022 thru 0190059.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. **USES:**

Permitted Uses: Only the following land uses allowed in the Public & Institutional (PI) District shall be permitted, subject to the development and dimensional requirements of the PI District and the specific conditions listed in this Conditional Zoning Ordinance:

- a. Colleges or Universities (SIC 8220).
- b. Accessory Uses and Structures (customary)

Part II. CONDITIONS:

A. Development and Dimensional Requirements.

1. The zoning site shall be subject to the development and dimensional requirements of the Public & Institutional (PI) District, except as follows:
 - a. A minimum fifty (50) foot building setback shall be provided from the Barbee Avenue right-of-way.
 - b. A maximum eighty-five (85) foot building height shall be permitted.
 - c. The additional building setback requirement, noted in Table 4-11-5(f) of the Development Ordinance, for buildings over fifty (50) feet in height shall not apply.
 - d. Welcome Center in Montlieu Avenue (private drive): A minimum of seven (7) vehicular stacking spaces, per dimensional standards of Table 5-6-2 of the Development Ordinance, shall be provided as measured from the N. Centennial Street curb line (See Exhibit A “N. Centennial Street Entry Plan”).
2. Lot Combination: As requested by the Technical Review Committee, parcels associated with the zoning site shall be combined prior to development or subdivision.
3. Screening of equipment, outdoor storage and loading docks:

Purpose and Intent: This section is intended to provide standards to mitigate negative impacts on adjacent property owners from viewing unsightly equipment, appurtenance or activities associated with permitted PI District uses. The intent is to filter views and to not have direct unobscured views of these areas; it is not intended to mandate 100% visual screening.

 - a. Within fifty (50) feet of the exterior perimeter of the zoning site mechanical or electrical equipment, dumpsters or other such similar building appurtenances shall be screened from view, at a height of six (6) feet above ground level, as seen from the centerline of any adjacent public street. Existing or newly planted vegetation, opaque fences, masonry walls, other structures or combination thereof may be used to achieve an effective screen.
 - b. Loading docks shall not be located on any side of a building that faces a public right-of way or be screened from view of the public right-of-way. .
4. Lighting:

Within fifty (50) feet of the Barbee Avenue right-of-way, all freestanding exterior lighting shall be limited to twenty-five (25) feet in height. All lighting shall be directed inwards towards the interior of the zoning site and include the use of shields to direct lighting and glare away from adjacent residential uses.

5. Landscaping, Buffers, and Screening:

a. Landscaping:

i. Centennial Street frontage and Montlieu Avenue frontage: A minimum twenty (20) foot wide Street Yard, planted at Type C rate, shall be installed along the N. Centennial Street frontage of the zoning site.

ii. Barbee Avenue frontage:

a) Along the Barbee Avenue frontage the Street Yard planting standards shall be increased from eight (8) foot width to a minimum width of fifteen (15) feet, and the planting rate for understory trees shall be increased from none to a minimum of 4 per 100 linear feet, and 33 evergreen shrubs per 100 linear feet. Additionally, these shrubs shall be a locally adapted species and are expected to reach a minimum height of thirty (30) inches within three years of planting.

b) Fifty percent (50%) of trees and shrubs utilized along the Barbee Avenue frontage shall consist of evergreen species of planting material. These shrubs shall be a locally adapted species expected to reach a minimum height of thirty (30) inches and a minimum spread of thirty (30) inches within three years of planting.

c) Where parking is located within fifty (50) feet of the Barbee Avenue right-of way, landscaping shall be arranged in such a manner as provide low-level screening from vehicle headlights that may face towards Barbee Avenue.

b. Fencing:

If opaque fencing is installed along the Barbee Avenue frontage of the zoning site, said fencing shall be located behind the Barbee Avenue street planting yard.

B. Transportation Conditions.

1. Right-of-way dedication: The property owner shall dedicate a thirty (30) foot by thirty (30) foot right of way chord at the intersection of N Centennial Street and Montlieu Avenue for the installation of a traffic signal mast arm.

2. Vehicular Access:

a. No access will be allowed to N. Centennial Street.

b. One (1) point of emergency access will be allowed to Barbee Avenue. This access point shall be gated and not intended for general or service vehicle access; and shall be installed as approved by the High Point Department of Transportation.

3. The City of High Point Director of Transportation shall approve the exact location and design of all access points and turn lanes. In addition, the Director of Transportation and the North Carolina Department of Transportation (NCDOT), if applicable, shall approve all construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans now required to be approved by the City of High Point.

SECTION 4

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

SECTION 5

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

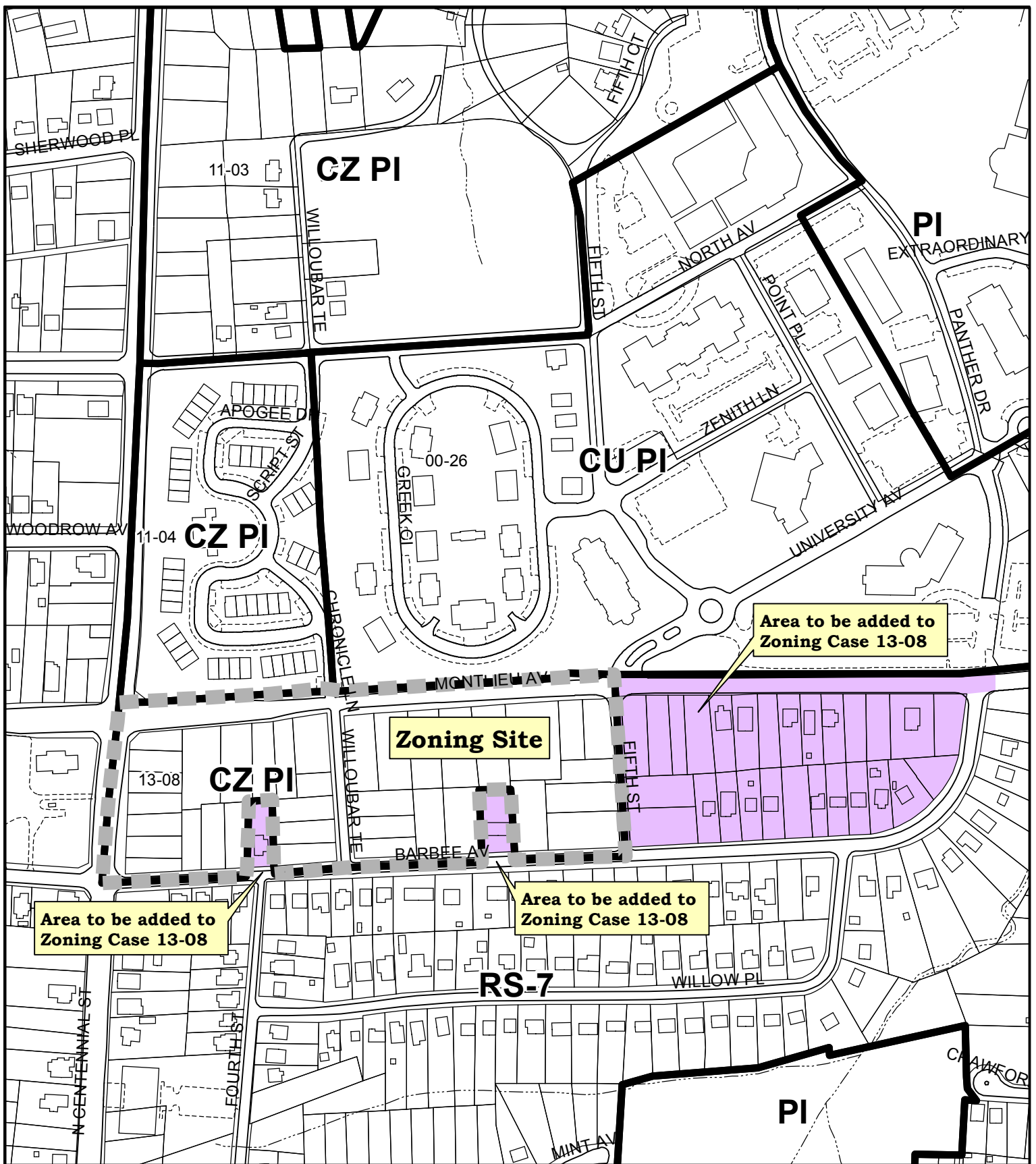
SECTION 6.

This ordinance shall become effective upon the date of adoption.

May 5, 2014.

Lisa B. Vierling, City Clerk

Conditional Zoning Case 12-06 Supplemental Information	
Initial Zoning Application	Adopted November 18, 2013 (Ordinance # 7016 / 13-48)



AMENDMENT TO CZ13-08

From: Residential Single Family-7
To: Conditional Zoning Public Institutional

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

**Planning & Development
 Department**

City of High Point

Date: March 12, 2014



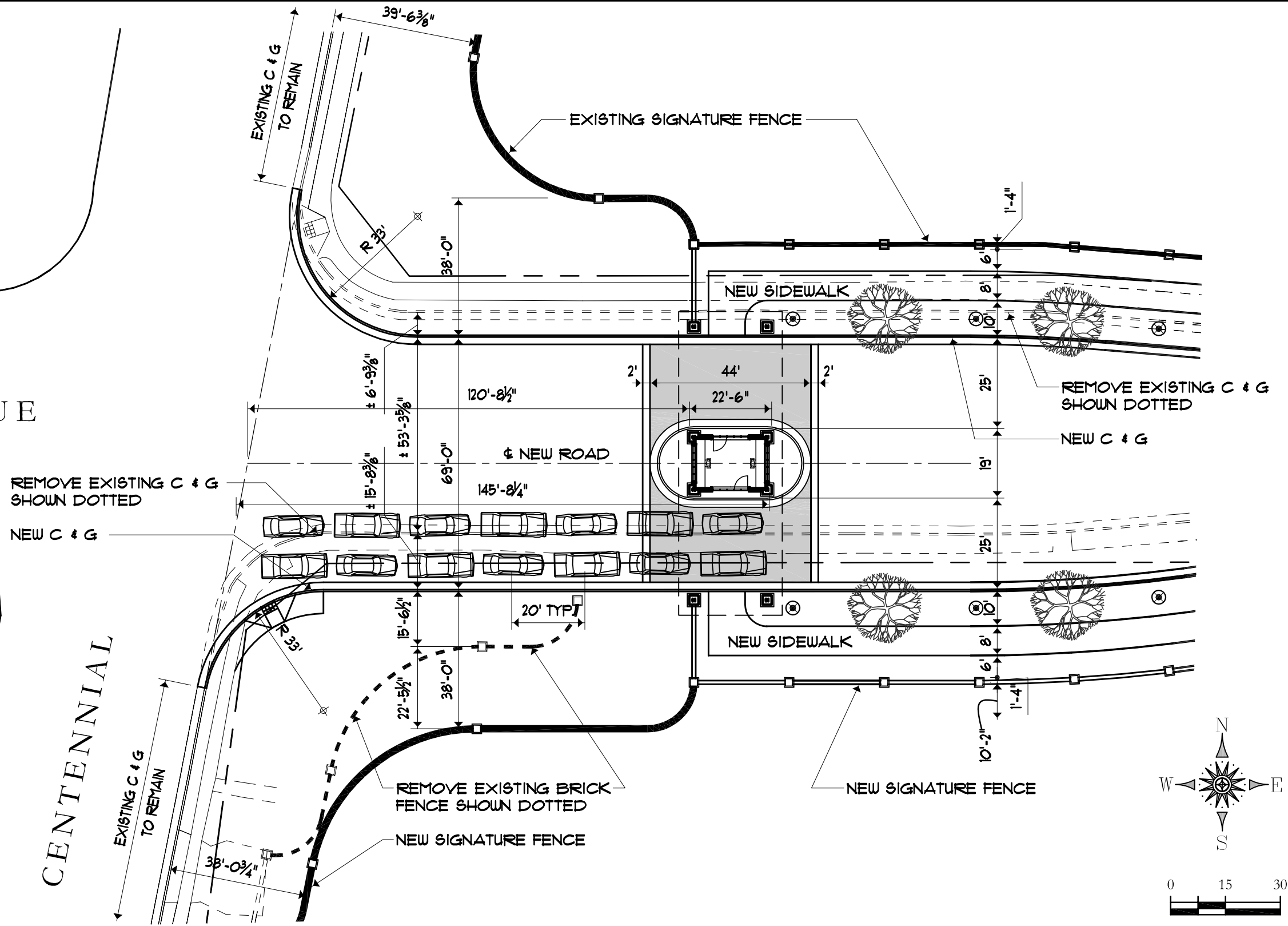
Scale: 1"=300'

G:\Planning\Secure\ba-pz/
 2014\pz\z13-08.mxd

T:\0415 HPU Master Plan\Buildings\1201B HEALTH SCIENCE\Montlieu\Const Doc\MontlieuBaseSite_0402014.dwg

MONTLIEU AVENUE

CENTENNIAL



CENTENNIAL ENTRY PLAN

HIGH POINT UNIVERSITY

4-4-2014

WALTER
ROBBS
CALLAHAN
& PIERCE
Architects, PA

Suite 301
Winston-Salem, NC
Telephone
Fax

530 North Trade Street
27101
336-725-1371
336-725-1465

MERCER
ARCHITECTURE
INC.
1015 HUTTON LN, SUITE 106
HIGH POINT, NC 27262
PHONE: (336) 885-1200
FAX: (336) 885-1201

BK: R 7603
PG: 692-694
RECORDED:
06-06-2014
11:00:27 AM
BY: MARY MORGAN
DEPUTY-HP



2014027206
GUILFORD COUNTY, NC
JEFF L. THIGPEN
REGISTER OF DEEDS

NC FEE \$26.00

Return to: JoAnne Caryle, City Attorney
City of High Point
P.O. Box 230
High Point, NC 27261
Ordinance No. 1761/14-39

AN ORDINANCE EXTENDING THE CITY LIMITS OF THE CITY OF HIGH POINT

WHEREAS, The City of High Point has been petitioned under G.S. 160A-31 as amended, to annex the area described herein; and,

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

WHEREAS, a public hearing on this annexation was held at the Municipal Building at 5:30 p.m. on the 21st day of April, 2014; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the requirements of G.S. 160A-31 as amended;

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

SECTION 1. By virtue of the authority granted by G.S. 160A-31 as amended, the following described territory is hereby annexed, and made a part of the City of High Point as of June 2, 2014.

ANNEXATION DESCRIPTION

Michael & Tanya Curtis (inclusive of R/W)

(Annexation Case 14-03 – 1132 Tangle Lane)

Guilford County tax parcel 0176240 and Stafford Run Court ROW

Beginning at a ½” iron pipe in the southern right of way of Tangle Lane, a common corner with Margaret B. & Garland Burton (Deed Book 2998, Page 617), said iron pipe being located North 30 degrees, 15 minutes, 52 seconds East, 117.45 feet from a ½” iron pipe, said

iron pipe being the Northwestern corner of Margaret B. & Garland Burton. From said beginning point and along said right of way with a curve to the right having a radius of 454.62 feet, and arc distance of 206.44 feet, a chord bearing and distance of North 42 degrees, 59 minutes, 25 seconds East, 204.67 feet to a ½" iron pipe; thence crossing Stafford Run Court North 63 degrees, 08 minutes, 33 seconds East, 116.94 feet to a point in the eastern right of way of Stafford Run Court; thence along said right of way line, South 19 degrees, 03 minutes, 51 seconds West, 39.23 feet to a point; thence continuing with the Stafford Run Court eastern right of way line, South 32 degrees, 29 minutes, 18 seconds East, 278.37 feet to a point; thence leaving Stafford Run Court eastern right of way line, South 56 degrees, 59 minutes, 30 seconds West, 59.89 feet to a ½" iron pipe in the western right of way line of Stafford Run Court; thence leaving said right of way line South 28 degrees, 37 minutes, 58 seconds West, 77.32 feet to a ½" iron pipe, the southeastern corner of Margaret B. & Garland Burton; thence along the common line with Margaret B. & Garland Burton, North 59 degrees, 55 minutes, 51 seconds West, 338.95 feet to the point and place of beginning. Said above described tract contains 1.60± acres

SECTION 2. Upon and after June 2, 2014 the foregoing property and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of High Point, and shall be entitled to the same privileges and benefits as other parts of the City of High Point. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

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

Adopted by City Council,
this the 2nd day of June, 2014.
Lisa B. Vierling, City Clerk

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

Certification

I, Lisa B. Vierling, City Clerk of the City of High Point, North Carolina, do hereby certify that the foregoing is a true and accurate Ordinance adopted by the City Council in official Session on June 2, 2014 and upon approval by City Council will be recorded in Book 89 of the Official Minute Books and Ordinance Book XVIII of this City, under my care, custody and control. As of this date, action to adopt said Ordinance has not been amended, rescinded or repealed and is in full force and effect.

WITNESS my hand and the Corporate Seal of the City of High Point, the 5th day of June, 2014.



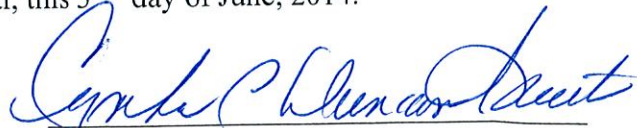
Lisa B. Vierling, City Clerk

ACKNOWLEDGEMENT

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

WITNESS my hand and official Notarial Seal, this 5th day of June, 2014.

CYNTHIA C. DUNCAN-SMITH
NOTARY PUBLIC
GUILFORD COUNTY, NC



Cynthia C. Duncan-Smith, Notary Public

Commission Expires: 1/18/2015

Public Services Department

Wm. Scott Cherry

PUBLIC SERVICES CIVIL ENGINEER II



MEMORANDUM

DATE: April 30, 2014
TO: Randy McCaslin, Assistant City Manager
FROM: Wm. Scott Cherry, Civil Engineer II 
SUBJECT: 2013-008 Water, Sewer and Storm Sewer Improvements - Change Order #1 – Highway 66 Water Line, Phase I

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

Consideration and approval to use the contract extension clause to add the Phase 1 Highway 66 water line extension in the amount of \$958,996.00.

Public Services provided estimated quantities and construction drawings to Breece Enterprises requesting prices to install approximately 12,852 linear feet of twelve inch water line from Skeet Club Rd to Payne Rd to the US-311/NC-66 ramp to serve the Project Foresight site. Breece Enterprises submitted prices to perform said work resulting in cost savings of \$170,000.00 from our engineering estimate.

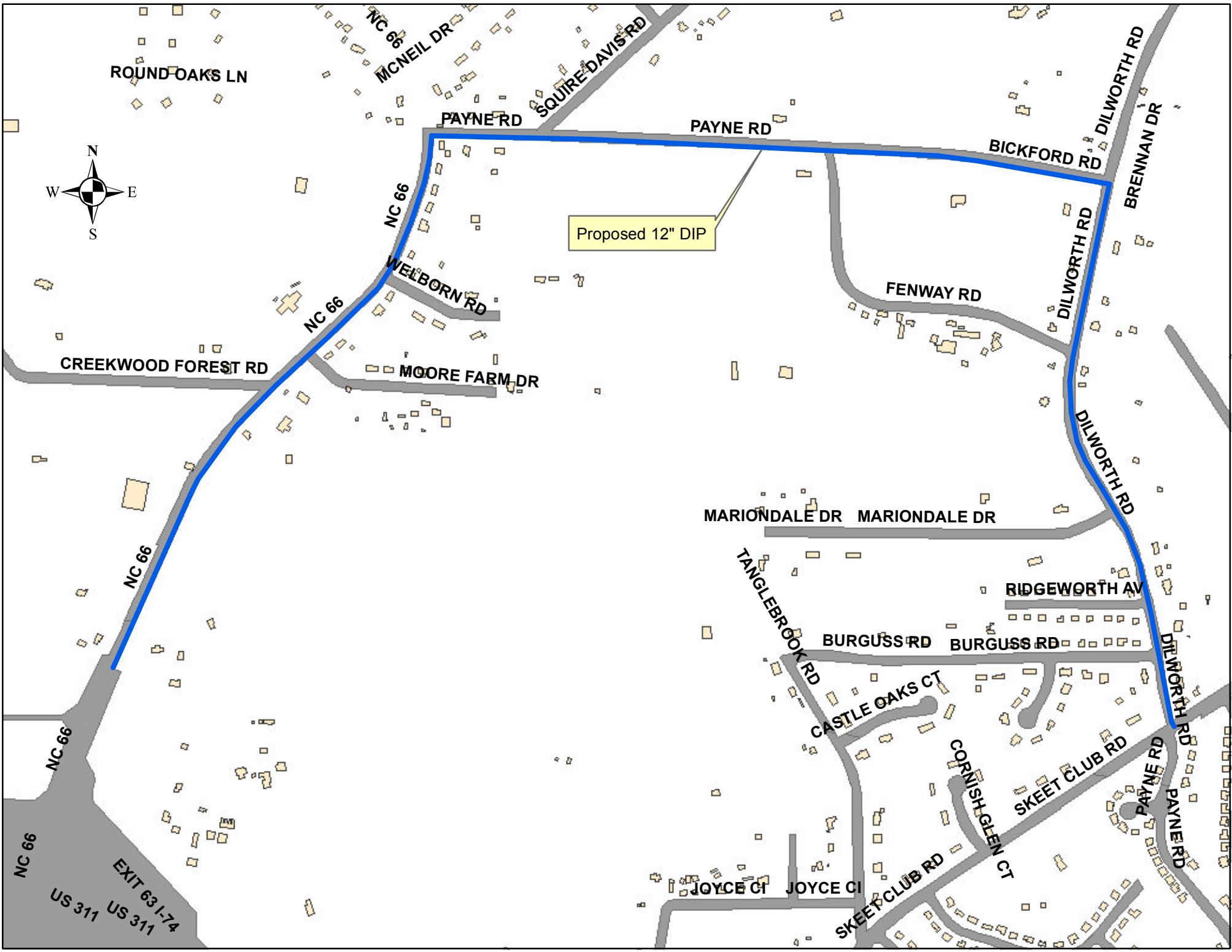
The cost savings combined with the ability to have this line installed and in operation a minimum of two months earlier for Project Foresight construction is very important for the City.

The Contractor has the staffing resources to work on the existing contract projects and the Highway 66 water line extension concurrently. Thus, the additional work will not impact the original contract completion date. The Contractor will complete all work associated with this add-on within six (6) months of notice to proceed.

Approval of this change order will bring the total contract amount to \$2,253,995.15, Funding is available in the following account: 421779-533701-421131026305-40201

If you have any questions, please contact me.

pc: Allen Oliver, Assistant City Manager Tarinda Chappell, Purchasing Director
Terry L. Houk, Public Services Keith Pugh, Engineering Services
Michelle Kiefer, Purchasing Jeff Moore, Financial Services
File



Proposed 12" DIP

ROUND OAKS LN

NC 66
MCNEIL DR

SQUIRE DAVIS RD

PAYNE RD

PAYNE RD

BICKFORD RD

DILWORTH RD
BRENNAN DR

NC 66

WELBORN RD

FENWAY RD

DILWORTH RD

DILWORTH RD

CREEKWOOD FOREST RD

MOORE FARM DR

MARIONDALE DR MARIONDALE DR

RIDGEWORTH AV

BURGUSS RD BURGUSS RD

TANGLEBROOK RD

CASTLE OAKS CT

CORNISH GLEN CT

SKEET CLUB RD

PAYNE RD

JOYCE CI JOYCE CI

SKEET CLUB RD

NC 66
EXIT 63 I-74
US 311 US 311

PLANNING AND ZONING COMMISSION RECOMMENDATION

On April 22, 2014, a public hearing was held before the Planning and Zoning Commission regarding the request described below. All members of the Commission were present except for Mr. Andrew Putnam and Mr. Mark Walsh.

High Point University **Land Use Plan Amendment Case 14-02**

A request by High Point University to change the Land Use Map Classification for approximately 6.75 acres from Low Density Residential to an Institutional land use designation. The site consists of the block bounded by Montlieu Avenue, Barbee Avenue and Fifth Street (private street).

AND

High Point University **Amendment to Zoning Case 13-08**

A request by High Point University to amend Conditional Zoning Case 13-08 to:

- a. Add approximately 7.1 acres to CZ Ordinance 13-08.
- b. Rezone approximately 7.1 acres from a Residential Single Family-9 (RS-9) District, to a Conditional Zoning Public & Institutional (CZ-PI) District.
- c. Amend conditions pertaining to permitted uses, landscaping and vehicular access.

The property consists of the block bounded by Montlieu Avenue, Barbee Avenue and Fifth Street (private street).

Mr. Andy Piper and Mr. Herbert Shannon presented these applications. It was stated that if the City Council determines this is an appropriate expansion of the University campus, then the Land Use Plan Amendment Case 14-02 should be approved. Once that request is approved, then it is reasonable for the City Council to approve the requested Amendment to Zoning Case 13-08 with the conditions offered by the applicant.

Speaking on behalf of the request were the applicant's representative, Mr. Ron Guerra, Director of Construction, High Point University, 833 Montlieu Avenue, High Point and Mr. Greg Mercer, Architect, 1015 Hutton Lane, High Point. They provided a general overview of this proposal and addressed questions from the Commission.

No one spoke in opposition to the request.

After the public hearing was closed, the Commission members debated the following issues:

- Some members expressed concern with the University's request for reduced setbacks (from 65 feet to 50 feet) from Barbee Avenue, and the impact it may have on the residential property owners along the south side of Barbee Avenue.
- Member Davis noted that there have been no revisions to the growth areas established by the *University Area Plan*, and that the plan should be updated.

The Planning & Zoning Commission recommended approval of Land Use Plan Amendment Case 14-02 by a vote of 4-2. Ms. Davis and Ms. Stone voted in opposition.

The Planning & Zoning Commission recommended approval of the amendment to Zoning Case 13-08, as submitted by the applicant, by a vote of 4-2. Ms. Davis and Ms. Stone voted in opposition.

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

**STAFF REPORT
LAND USE PLAN AMENDMENT CASE 14-02
AMENDMENT TO ZONING CASE 13-08
April 22, 2014**

Requests		
Applicant: High Point University	Owner: High Point University	
LUPA Proposal: To change the future land use designation for approximately 6.75 acres to an Institutional land use designation	From:	Low Density Residential
	To:	Institutional
Zoning Proposal: To amend Conditional Zoning Case 13-08 (CZ13-08) to add approximately 7.1 acres	From:	RS-7 Residential Single Family-7 District
	To:	CZ PI Conditional Zoning Public & Institutional District

Site Information		
Location:	The property consists of the block bounded by Montlieu Avenue, Barbee Avenue and Fifth Street (private street).	
Tax Parcel Numbers:	Plan Amendment	Zoning Request
	Guilford County tax parcels 0190196 thru 0190215	Guilford County tax parcels 0190196 thru 0190215; and 0190054 & 0190031.
Site Acreage:	Plan Amendment	Zoning Request
	Approximately 6.75 acres.	Current acreage CZ13-08 - 10.1 acres Proposed addition - 7.1 acres Revised zoning site acreage will be approximately 17.2 acres.
Current Land Use:	Plan Amendment	Zoning Request
	Single family dwellings and undeveloped parcels	Same
Physical Characteristics:	The site has a gently sloping terrain.	
Water and Sewer Proximity:	Lying adjacent to the site, within the abutting public streets and private drives, are 6-inch and 8-inch City water lines and City sewer lines.	
General Drainage and Watershed:	The site drains in a southerly direction towards Barbee Avenue. Development is subject to the City Lake General Watershed Area requirements of the water supply watershed regulations. Engineered stormwater measures are required for non-residential or multifamily developments with an impervious surface area that is greater than 24% or more of the site.	
Overlay District:	City Lake General Watershed Area (GWA)	

Adjacent Property Zoning and Current Land Use			
North:	CU-PI	Conditional Use Public & Institutional District	High Point University campus (<i>across Montlieu Avenue</i>)
South:	RS-7	Residential Single Family-7 District	Single family residential dwellings (<i>across Barbee Avenue</i>)
East:	RS-7	Residential Single Family-7 District	Single family residential dwellings (<i>across Barbee Avenue</i>)
West:	CZ-PI	Conditional Zoning Public & Institutional District	Undeveloped parcels (<i>across Fifth Street</i>)

Adjacent Land Use Designations	
North:	Institutional
South:	Low Density Residential
East:	Low Density Residential
West:	Institutional

Purpose of Existing and Proposed Land Use Designations	
Existing Designation:	Low-Density Residential: These areas include primarily single family detached dwellings on individual lots. Development densities in these areas shall not exceed five dwelling units per gross acre.
Proposed Designation:	Institutional: Public, quasi-public and institutional uses on large tracts are included in this classification.

Relevant Land Use Policies and Related Zoning & LUPA History	
Community Growth Vision Statement	Goal 1: Obj. 1H: Support the continued growth of the City's educational institutions for their many educational, cultural and economic benefits.
Land Use Plan Goals, Objectives & Policies:	The following goal of the Land Use Plan is relevant to this request: Goal #2: Encourage development that enhances and preserves established neighborhoods.
Relevant Area Plan(s):	Core City Plan <u>Neighborhood Planning Principles – Discernible Boundaries:</u> Do not allow neighborhoods to get chipped away at their edges by incompatible uses and development forms. Employ design measures to accentuate their boundaries through features such as gateway treatments and street tree plantings. University Area Plan <u>Goal 3:</u> Ensure compatibility between the edge of campus and the surrounding neighborhood. <u>Policy 3.3:</u> Where existing vegetation does not exist, provide landscaping that delineates the campus and residential properties and provides sufficient separation between the university and adjacent residential areas. <u>Policy 3.5:</u> Transition the intensity of uses along the campus edge adjacent to existing residences.

	i. Decrease the bulk, mass and height of buildings, or increase setbacks. ii. Prevent the spillover of light and glare from outdoor lighting onto adjacent properties by limiting the height, illumination, and direction of outdoor lighting. iii. Locate parking areas internal to campus, where possible, to minimize visual impacts on adjacent residential properties. They should be screened from view, and access to the parking areas should be from internal campus driveways and not directly from local residential streets to minimize cut-through traffic in the residential neighborhood. iv. A combination of fencing and landscaping can be used to soften the edges, however solid fencing is typically discouraged along public streets. v. Placement of loading areas and mechanical equipment should be placed to minimize impact on adjacent properties. Screening shall be provided. <u>Policy 3.6:</u> New campus development should be contiguous to the existing campus and consist of an entire sub-area. However, if a partial rezoning of a sub-area is requested, then a site plan must be submitted along with the rezoning request that demonstrates how the impacts on adjacent properties will be mitigated. <u>Policy 3.7:</u> Mitigate the impacts of new campus development on adjacent properties through the provision of conditions with rezoning requests.
Zoning History and LUPA History:	In November 2013, a Land Use Plan Amendment and zoning application was approved for the two-block area along the south side of Montlieu Avenue, immediately west of the zoning amendment site. In February 2014, City Council adopted Street Abandonment Case 14-01 to closes that portion of Montlieu Avenue between N. College Drive and N. Centennial Street as a public street.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	Montlieu Avenue		Major Thoroughfare	845 ft.
	Barbee Avenue		Local Street	1,000 ft.
	Fifth Street		Private Street	350 ft.
Vehicular Access:	Access is proposed to be taken from Montlieu Avenue, one emergency access drive is proposed from Barbee Avenue.			
Traffic Counts: (Average Daily Trips)	Montlieu Avenue—————4,400 ADT N. Centennial Street—————7,500 ADT			
Estimated Trip Generation:	N/A			
Traffic Impact Analysis:	Required			Comment
	<u>Yes</u>		<u>No</u> X	None

Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.
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School District Comment

Not applicable to this zoning case.

Details of Proposal

1. General Overview:

High Point University desires to expand their campus to add this one-block area bounded by Montlieu Avenue, Barbee Avenue, and Fifth Street. The site currently has a residential classification on the City's Land Use Plan Map and a single family residential zoning designation. In order to add this area to the campus, the University has submitted both a Land Use Plan Map Amendment and Zoning Map Amendment application. The Land Use Plan Map Amendment proposes to change the Land Use Plan classification of this area from Low Density Residential to Institutional. The Zoning Map Amendment is an amendment to a previously approved CZ-PI District (CZ 13-08) to allow for university uses.

2. Summary of Land Use Plan Amendment Request:

This requested expansion of the campus is similar to what was approved in November 2013 for the two-block area immediately to the west between N. Centennial Street and Fifth Street. The Land Use Plan Amendment submitted by the applicant requests the Institutional land use classification to allow for development of the properties now owned by the University.

This requested expansion of the campus is inconsistent with the Growth Areas policy outlined by the *University Area Plan* adopted in December 2009. These Growth Areas were established to increase predictability about future campus expansion in order to help maintain the stability of adjacent neighborhoods. However, the High Point City Council essentially revised the policy for this area by approving the original request for campus expansion south of Montlieu Avenue to Barbee Avenue. It is important to note that the *University Area Plan* is not a master plan for the University but rather a neighborhood plan. The purpose of the area plan is to balance the goal of encouraging the University's growth and expansion with the goal of protecting the established neighborhoods surrounding the University and maintaining their stability.

3. Summary of Zoning Request:

Included with the zoning application is a revised conditional zoning ordinance that adds this block to Conditional Zoning Ordinance 13-08, removes the previously approved restriction limiting use of the site to surface parking only, and lists additional conditions for development of the site related to setbacks, building height, screening of outdoor equipment, and vehicular access.

4. Applicant's Request to Reduce Standards of Development Ordinance

Sections 9-3-13 (b) & (d) of the Development Ordinance notes that no rule, regulation or condition of a Conditional Zoning District shall have the effect of removing or amending any requirement of this Development Ordinance, with the exception of less restrictive conditions as authorized by the Ordinance and approved by the City Council. However, conditions may be more restrictive than standards of the Development Ordinance. The Development

Ordinance allows an applicant to request less restrictive standards only with regard to dimensional, parking, and landscaping standards.

The applicant has proposed the following standards that are less restrictive than the standards of the Development Ordinance:

- Increase maximum allowable building height within the proposed PI District from 80 feet to 85 feet.
- Reduce building setback standards from Barbee Avenue. The PI District requires one foot of additional building setback for every foot of building height over 50 feet. An 85-foot tall building would be required to be a minimum of 65 feet from the Barbee Avenue right-of-way line. The applicant is proposing to permit a minimum 50-foot building setback from Barbee Avenue.

Staff Analysis

Section 9-3-13 of the Development Ordinance states that the Planning & Zoning Commission and the City Council shall be guided by the purposes and intent of the Ordinance, and shall give consideration to the following in the review and discussion of any Conditional Zoning application. Based on the applicant's submittal and proposed conditions, as they existed on the date of this report, the Planning and Development Department offers the following comments relative to these ordinance considerations.

Consistency with Adopted Plans:

The proposed Conditional Zoning District is appropriate for its proposed location and is consistent with the purposes, goals, objectives and policies of relevant comprehensive land use or area plans

Staff Comments:

The City's *Community Growth Vision Statement* encourages support for the continued growth of the City's educational institutions, including High Point University. The *University Area Plan* calls for the University to establish a more specific timeframe, location, and identification of needs to help with advance planning; and it identifies Growth Areas to increase predictability about future campus expansion to help maintain the stability of adjacent neighborhoods. Although this request is for an expansion of the University campus outside the Growth Areas defined in the *University Area Plan*, the City Council previously approved a land use plan amendment and conditional zoning request for the two blocks adjacent to the site. As a matter of policy, that approval has established Barbee Avenue as the new southern limits of the campus.

While it is a policy goal of the City to support continued growth of the University for its many educational, cultural and economic benefits; additional goals set forth in City policy also support protecting the established neighborhoods that surround the University. Expansion of the University onto this site is likely warranted to support their continued growth. However, such additional unplanned expansions of the University campus will continue to chip away at these neighborhoods and accelerate their instability.

Review Factors:

The applicant's proposed Conditional Zoning District, including the proposed use(s), written conditions and Conditional Zoning Plan, satisfactorily meets or addresses the following:

<u>Factor #1</u>	Produces a development that is compatible with surrounding development character and land uses; <u>Staff Comments:</u> By its nature, the rezoning site becomes a new campus edge and should therefore be considered a Transition Area as defined in the <i>University Area Plan</i>. The intent of Transition Areas is to maintain the existing setting, if possible, to ensure compatibility with abutting residential areas. Most of the houses in the subject area have already been demolished and therefore the character of the area has changed. To protect the remaining homes along the south side of Barbee Avenue, the applicant has offered conditions that: 1) allows vehicular access only from Montlieu Avenue; however, a single gated emergency access would be allowed to Barbee Avenue, 2) provides for higher landscaping standards along Barbee Avenue; and 3) conditions the placement of fencing and lighting along Barbee Avenue.
<u>Factor #2</u>	Minimizes or effectively mitigates any identified adverse impact on adjacent and nearby property, such as that caused by traffic, parking, noise, lighting, trash, loading areas, etc.; <u>Staff Comments:</u> ❖ To diffuse the impact of headlights from vehicles and filter views of the residential property owners along the south side of Barbee Avenue, the applicant has offered to provide a wider planting yard and higher planting rate for landscaping along Barbee Avenue. Fifty percent of planting materials utilized along the Barbee Avenue frontage shall consist of evergreen species. If opaque fencing is installed along Barbee Avenue, said fencing shall be located behind the 15-foot wide Barbee Avenue street planting yard. ❖ Except for one gated access point dedicated for emergency purposes, vehicular access to the site shall be from Montlieu Avenue. However, in their March 5, 2014 memorandum, the Transportation Department is recommending there be no vehicular access to the site from Barbee Avenue
<u>Factor #3</u>	Minimizes or effectively mitigates any identified adverse environmental impact on water and air resources, minimizes land disturbance, preserves trees and protects habitat; <u>Staff Comments:</u> Staff has not identified any environmental impacts based upon the proposed amendment. The site is within the City Lake General Watershed Area and development will be subject to watershed regulations.
<u>Factor #4</u>	Minimizes or effectively mitigates any identified adverse impact on municipal facilities and services, such as streets, potable water and wastewater facilities, parks, police and fire; and; <u>Staff Comments:</u> The site is within an area currently served by City of High Point utilities and municipal services. The requested amendment has no known impacts on municipal

	services.
Factor #5	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent properties.
	<u>Staff Comments:</u> As outlined in Factors #1 and 2, the applicant has offered conditions to offset impacts to adjacent residential property owners.

Changes in the Area:

There have been changes in the type or nature of development in the area of the proposed Conditional Zoning District that support the application.

Staff Comments:

The applicant has purchased all of the property associated with the proposed amendment to Zoning Case 13-08. Most of the single family dwellings have been razed and the previous residential neighborhood is now a green space across the street from the campus. Removal of the homes has changed the character of this area.

Development Patterns:

The proposed Conditional Zoning District would result in development that promotes a logical, preferred and orderly development pattern.

Staff Comments:

This area was historically a residential neighborhood prior to the expansion of the High Point University campus. Given that the University has acquired these properties, removed the residential structures and has recently been granted its request to abandon this segment of Montlieu Avenue as a public street, the viability of the subject area for residential use is not practical.

Reasonableness/Public Interest:

An approval of the proposed Conditional Zoning District is considered reasonable and in the public interest.

In this case, staff suggests that the approval of the applicant's request can be considered to be reasonable and in the public interest because: 1) Recent approval by City Council to rezone a two-block area lying south of Montlieu Avenue, east of N. Centennial Street and north of Barbee Avenue has effectively established Barbee Avenue as the new southern limit of the University campus, and the proposed amendment to CZ13-08 is consistent with that boundary; 2) City Council's action to abandon the public interest in Montlieu Avenue; 3) Subject to the approval of Land Use Plan Amendment Case 14-02, the request will be consistent with the Land Use Plan, and 4) Conditions offered by the applicant to limit vehicular access, provide for higher landscaping standards along Barbee Avenue, and conditioning the manner in which fencing and lighting may be installed near Barbee Avenue will help minimize impacts to the adjacent residential neighborhood south of Barbee Avenue.

Recommendation

The comments in this report are based on policies contained in the City Council adopted Land Use Plan, Community Growth Vision Statement, *University Area Plan* (neighborhood area plan), Core City Plan, and from previous City Council land use and zoning decisions.

If the City Council determines this is an appropriate expansion of the University campus, then Land Use Plan Amendment Case 14-02 should be approved. Once that request is approved, then it is reasonable for the City Council to approve the requested amendment to Zoning Case 13-08 with the conditions offered by the applicant.

Required Action

Planning and Zoning Commission:

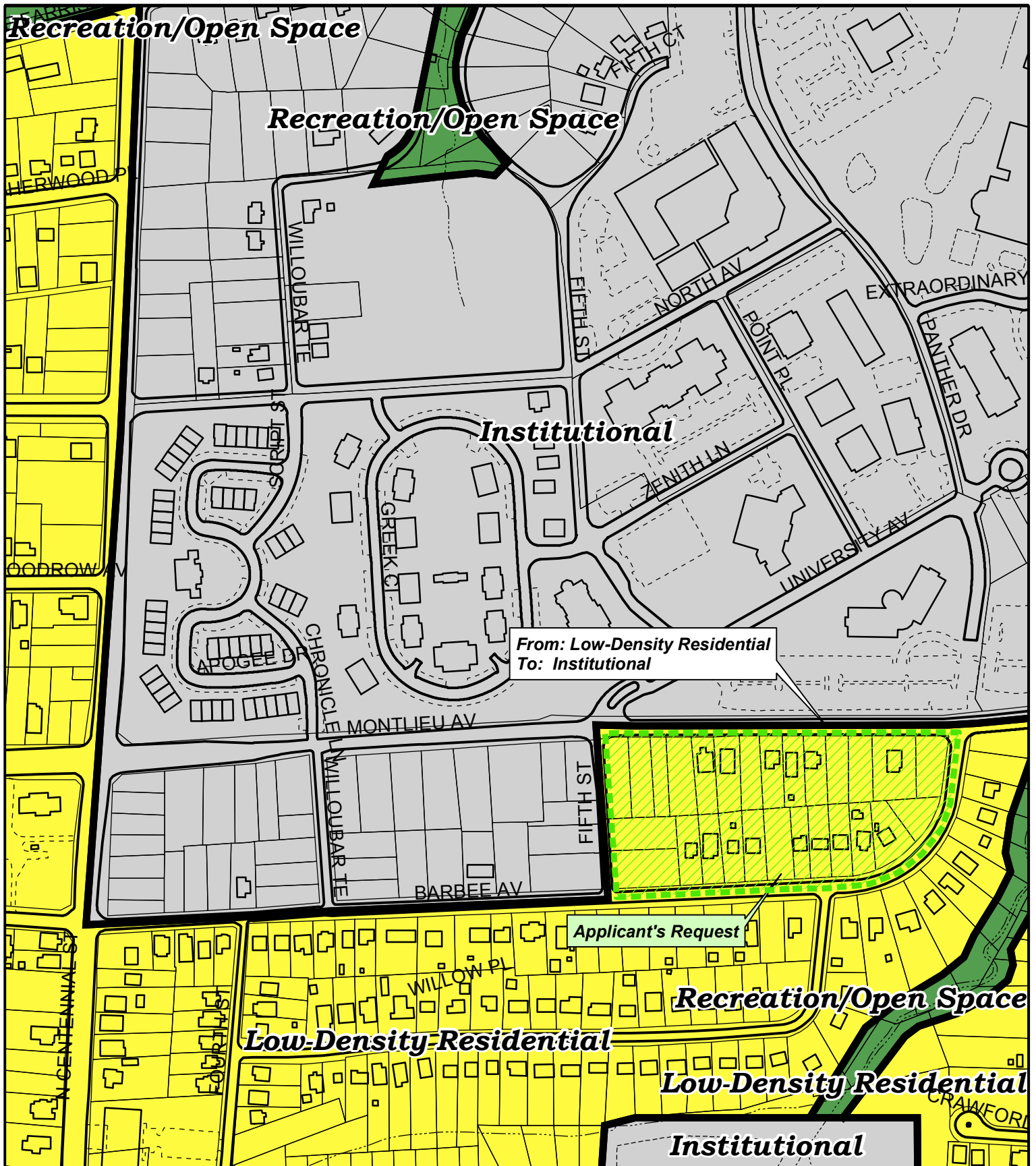
The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting 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 Andy Piper, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and Lee Burnette AICP, Director.



LAND USE PLAN AMENDMENT 14-02

**Request: From: Low Density Residential
To: Institutional**

Existing Land Use Plan
Subject Property Boundary

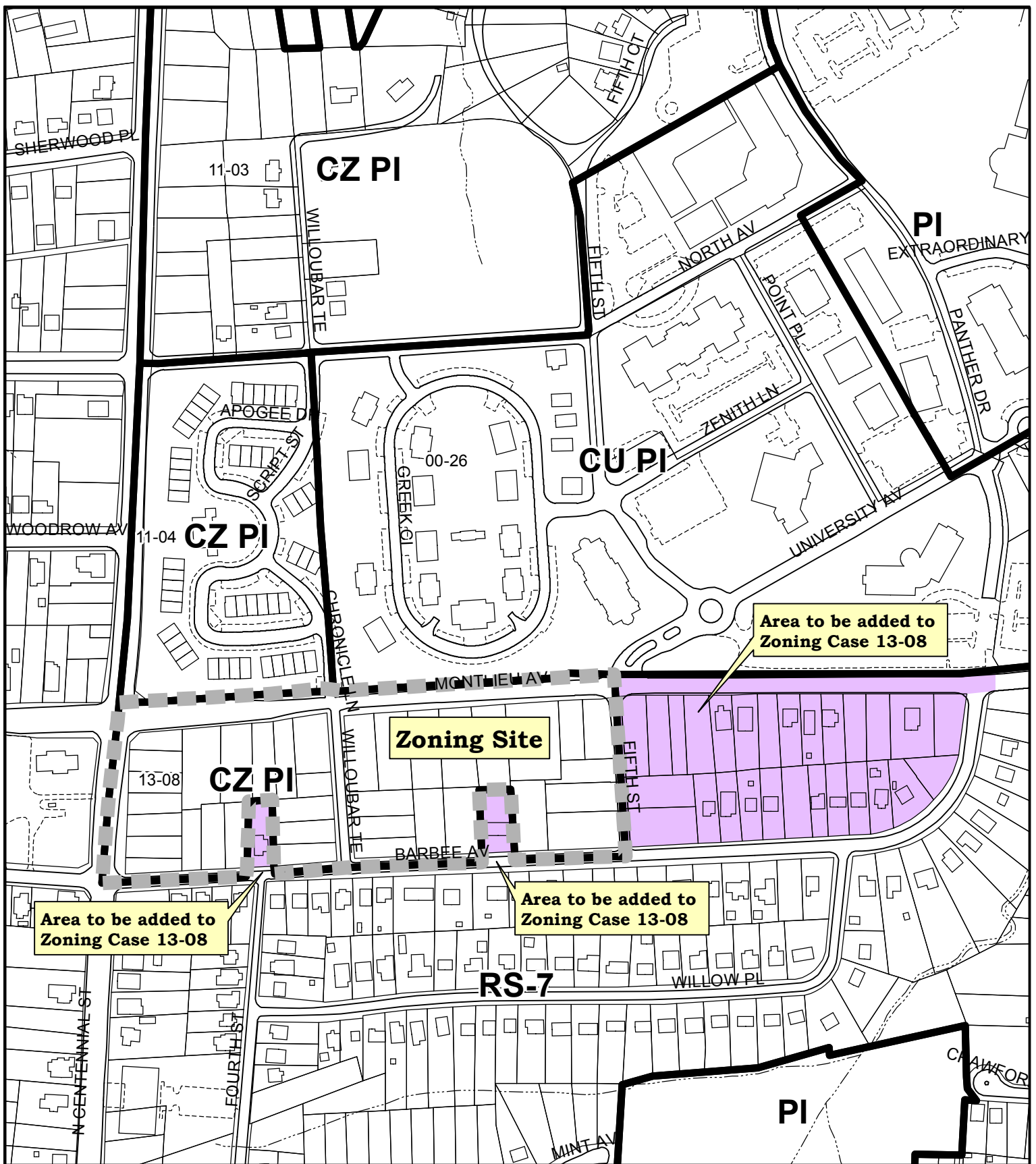
**Planning & Development
Department**

City of High Point

Date: March 6, 2014



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 2014/pz/lupa14-02.mxd



AMENDMENT TO CZ13-08

From: Residential Single Family-7
To: Conditional Zoning Public Institutional

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

**Planning & Development
 Department**

City of High Point

Date: March 12, 2014



Scale: 1"=300'

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 2014\pz\z13-08.mxd

AMENDMENT TO CZ13-08

Land Use Plan

-  Low-Density Residential
 Institutional
 Recreation/Open Space

**Planning & Development
Department**

City of High Point

Date: March 21, 2014



Scale: 1"=300'

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AMENDMENT TO CZ13-08

Topography

Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point

Date: March 14, 2014



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2014\pz\Az13-08topo.mxd

AMENDMENT TO CZ13-08



Transportation



March 5, 2014

To: Lee Burnette, Director of Planning and Development
From: Mark McDonald, P.E., Transportation Director 
Subject: Zoning Case 13-08, High Point University. Property is bounded by Montlieu Ave, N Centennial St, Barbee Ave and Fifth St.

My staff and I have reviewed the rezoning request and have the following comments:

A traffic impact analysis was not required for this development. To require a traffic study the proposed development must be expected to produce at least one hundred and fifty (150) trips in the AM or PM peak hour. In order to mitigate the development's impact on the surrounding roadway network the following improvements will be required:

Right of Way

Dedicate a 30'x30' right of way chord at the intersection of N Centennial St and Montlieu Ave for the installation of a traffic signal mast arm.

Access

No access will be allowed to N. Centennial Street and Barbee Avenue.

Improvements

The Welcome Center on Montlieu Ave. shall be no closer than one hundred and fifty (150) feet from the right-of-way of N. Centennial Street.

The City of High Point Transportation Director shall approve all construction and improvements.

If you have any questions or would like to further discuss this case, please advise.

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 9-3-12, ZONING MAP AMENDMENTS, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of The City of High Point adopted “The City of High Point Development Ordinance” on January 7, 1992 with an effective date of March 1, 1992, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on _____, 2014 and before the City Council of the City of High Point on _____, 2014 regarding **Amendment to Zoning Case 13-08** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings was published in the High Point Enterprise on _____, 2014, for the Planning and Zoning Commission public hearing and on _____, 2014 and _____, 2014, 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 _____, 2014.

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 **Conditional Zoning Public & Institutional (CZ-PI) District**. The site consist of approximately **17.2** ~~40.4~~ acres bounded and by Montlieu Avenue, ~~Fifth Street~~ Barbee Avenue and N. Centennial Street. The property is also known as Guilford County Tax Parcels 0190022 thru ~~0190030; 0190032 thru 0190052; 0190054 thru~~ 0190059.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. **USES:**

- A. **Permitted Uses: Only the following land uses allowed in the Public & Institutional (PI) District shall be permitted, subject to the development and dimensional requirements of the PI District and the specific conditions listed in this Conditional Zoning Ordinance:**
- a. **Colleges or Universities (SIC 8220).**
 - b. **Accessory Uses and Structures (customary)**

- B. ~~The zoning site shall be limited to surface off-street parking use only.~~

Part II. CONDITIONS:

A. Development and Dimensional Requirements.

1. The zoning site shall be subject to the development and dimensional requirements of the Public & Institutional (PI) District, except as follows:
 - a. A minimum fifty (50) foot building setback shall be provided from the Barbee Avenue right-of-way.
 - b. A maximum eighty-five (85) foot building height shall be permitted.
 - c. The additional building setback requirement, noted in Table 4-11-5(f) of the Development Ordinance, for buildings over fifty (50) feet in height shall not apply.
 - d. Welcome Center in Montlieu Avenue (private drive): A minimum of seven (7) vehicular stacking spaces, per dimensional standards of Table 5-6-2 of the Development Ordinance, shall be provided as measured from the N. Centennial Street curb line (See Exhibit A “N. Centennial Street Entry Plan”).
2. Lot Combination: As requested by the Technical Review Committee, parcels associated with the zoning site shall be combined prior to development or subdivision.
3. Screening of equipment, outdoor storage and loading docks:

Purpose and Intent: This section is intended to provide standards to mitigate negative impacts on adjacent property owners from viewing unsightly equipment, appurtenance or activities associated with permitted PI District uses. The intent is to filter views and to not have direct unobscured views of these areas; it is not intended to mandate 100% visual screening.

 - a. Within fifty (50) feet of the exterior perimeter of the zoning site mechanical or electrical equipment, dumpsters or other such similar building appurtenances shall be screened from view, at a height of six (6) feet above ground level, as seen from the centerline of any adjacent public street. Existing or newly planted vegetation, opaque fences, masonry walls, other structures or combination thereof may be used to achieve an effective screen.
 - b. Loading docks shall not be located on any side of a building that faces a public right-of way or be screened from view of the public right-of-way. .
4. Lighting:
 - a. Within fifty (50) feet of the Barbee Avenue right-of-way, all freestanding exterior lighting shall be limited to twenty-five (25) feet in height. All lighting shall be directed inwards towards the interior of the zoning site

and include the use of shields to direct lighting and glare away from adjacent residential uses.

- b. ~~Where the zoning site abuts residentially zoned parcel(s) along the north side of Barbee Avenue, lighting shall be setback a minimum of twenty (20) feet from the abutting residential parcel(s) property line.~~

5. Landscaping, Buffers, and Screening:

a. Landscaping:

- i. Centennial Street frontage and Montlieu Avenue frontage: A minimum twenty (20) foot wide Street Yard, planted at Type C rate, shall be installed along the N. Centennial Street ~~and Montlieu Avenue~~ frontage of the zoning site.
- ii. Barbee Avenue frontage: ~~The intent is to provide a low-level screening of off-street parking areas near Barbee Avenue through the use of an assortment of understory trees, canopy trees, shrubs, berms and other topography treatments.~~
 - a) Along the Barbee Avenue frontage the Street Yard planting standards shall be increased from eight (8) foot width to a minimum width of fifteen (15) feet, and the planting rate for understory trees shall be increased from none to a minimum of 4 per 100 linear feet, and 33 evergreen shrubs per 100 linear feet. Additionally, these shrubs shall be a locally adapted species and are expected to reach a minimum height of thirty (30) inches within three years of planting.
 - b) Fifty percent (50%) of trees and shrubs utilized along the Barbee Avenue frontage shall consist of evergreen species of planting material. These shrubs shall be a locally adapted species expected to reach a minimum height of thirty (30) inches and a minimum spread of thirty (30) inches within three years of planting.
 - c) Where parking is located within fifty (50) feet of the Barbee Avenue right-of way, landscaping shall be arranged in such a manner as provide low-level screening from vehicle headlights that may face towards Barbee Avenue.

b. Fencing:

- i. If opaque fencing is installed along the Barbee Avenue frontage of the zoning site, said fencing shall be located behind the Barbee Avenue street planting yard.
- ii. ~~Where the zoning site abuts residentially zoned parcel(s) along the north side of Barbee Avenue, an opaque fence shall be installed, in the required planting yard, around the residential parcel.~~

B. Transportation Conditions.

1. Right-of-way dedication: The property owner shall dedicate a thirty (30) foot by thirty (30) foot right of way chord at the intersection of N Centennial Street and Montlieu Avenue for the installation of a traffic signal mast arm.
2. Vehicular Access:
 - a. No access will be allowed to N. Centennial Street.
 - b. **One (1) point of emergency access will be allowed to Barbee Avenue. This access point shall be gated and not intended for general or service vehicle access; and shall be installed as approved by the High Point Department of Transportation.**
 - c. ~~Any access to Montlieu Avenue will either be provided at the existing Willoubar Terrace or Fifth Street (private drive) existing access points.~~
3. The City of High Point Director of Transportation shall approve the exact location and design of all access points and turn lanes. In addition, the Director of Transportation and the North Carolina Department of Transportation (NCDOT), if applicable, shall approve all construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans now required to be approved by the City of High Point.

SECTION 4

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

SECTION 5

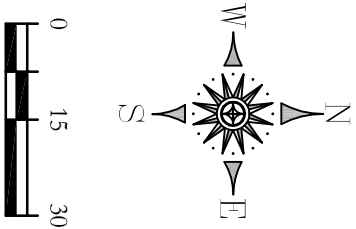
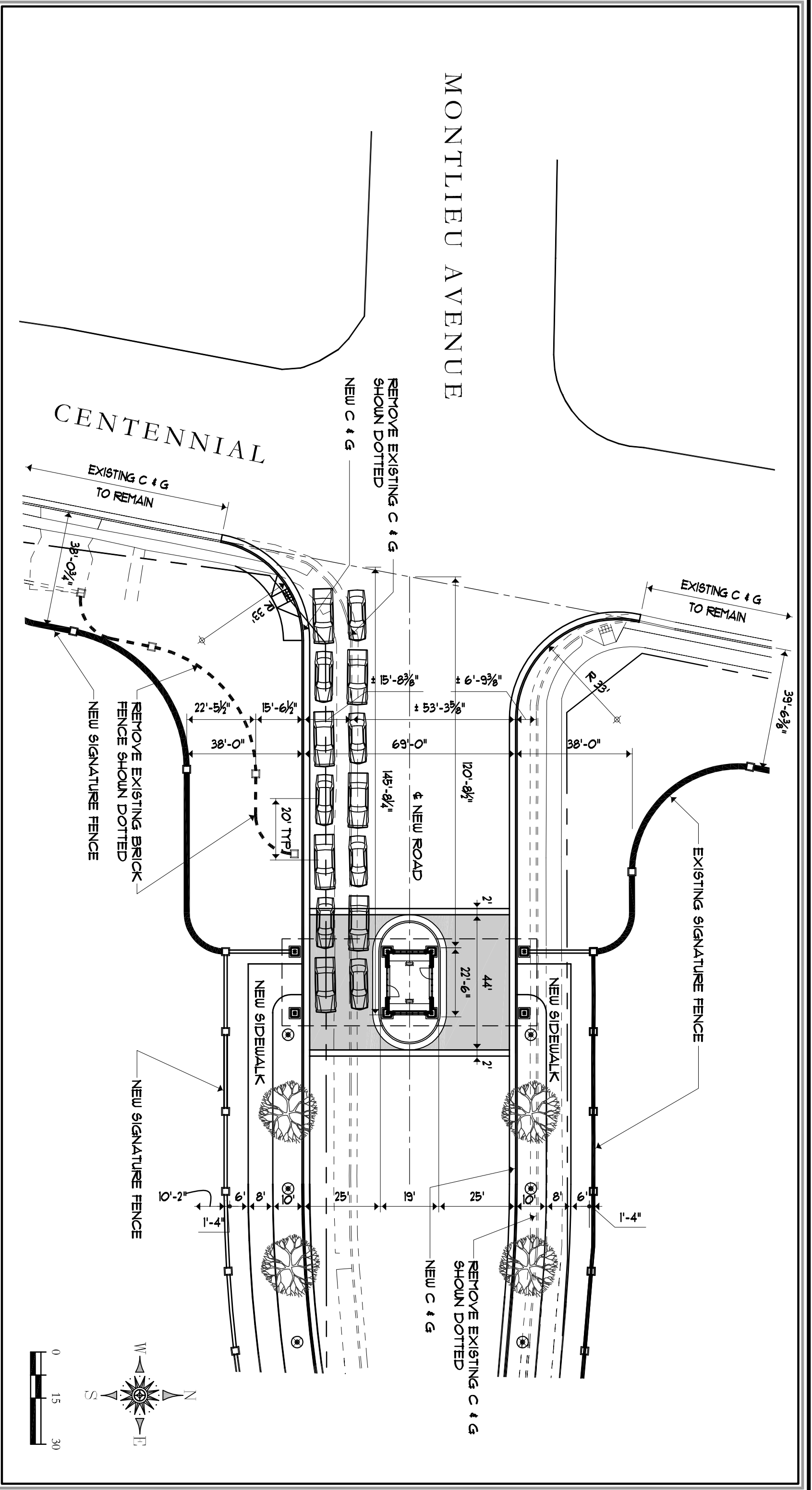
That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.

_____, 2014.

Lisa B. Vierling, City Clerk



CENTENNIAL ENTRY PLAN

HIGH POINT UNIVERSITY

4-4-2014

WALTER ROBB
CALLAHAN & PIERCE
Architects, PA

550 North Trade Street
Winston-Salem, NC 27101
Telephone: 336-725-1371
Fax: 336-725-1468

MERCER ARCHITECTURE

M E R C E R
ARCHITECTURE INC

1015 HUTTON LN, SUITE 106
HIGH POINT, NC 27262
PHONE: (336) 885-1200
FAX: (336) 885-1201



MEMORANDUM

March 13, 2014

To: City of High Point, North Carolina
Planning and Development Department

From: Ron Guerra, MBA
Director of Construction and Renovation

Re: Zoning Case CZ-13-08
Citizens Information Meeting, March 6, 2014, 6:00 P.M.

High Point University conducted a Citizen's Information Meeting in support of Major Amendment to Zoning Case CZ-13-08. The meeting was held at High Point University at Norton Hall Room 202. Letters of invitation were mailed to 101 residents on February 27, 2014 (letter is attached). The application is for Rezoning and Amendments to Zoning Case CZ-13-08 which includes 65 parcels totaling approximately 15 acres in the area between Montlieu Avenue and Barbee Avenue east of Centennial Street. Mr. Ron Guerra, Director of Construction and Renovation, Mr. Jason Street, Assistant Director of Construction and Renovation, and Mr. Rich Glover, of Jamestown Engineering Group, Inc., represented the University.

Mr. Guerra reviewed maps illustrating the properties included in the rezoning, and their potential uses. Mr. Guerra explained the proposed building height and setbacks would be mitigated by increases in landscaping required by the zoning conditions. Mr. Guerra also explained that the single access to Barbee Avenue would be limited to emergency vehicles only.

It was a very positive meeting with specific discussion focused on the following:

- The current proposed schedule for development.
- Zoning conditions applicable to site lighting and increased planting buffers along public streets. Discussions of the type of fencing proposed to be installed around the University properties were also discussed.
- Property owners questioned if Barbee Avenue would be closed, and were assured that Barbee would remain open as a public street with a termination at Montlieu Avenue.
- Overhead utilities are being installed underground in the area.
- Questions were asked concerning the termination of existing water and sewer services on properties the University has purchase and the effect of that on the remaining homes. Residents were assured their services would not be affected.
- Questions were asked by the residents regarding the time it takes to take down some of the houses. It was explained that these particular homes contained asbestos and had to be demolished in a highly controlled manner.

Sincerely yours,

HIGH POINT UNIVERSITY

Ron Guerra
Director of Construction and Renovation



MEMO

April 23, 2014

To: JoAnne Carlyle, City Attorney

From: Henry T. Moon *Henry T. Moon*

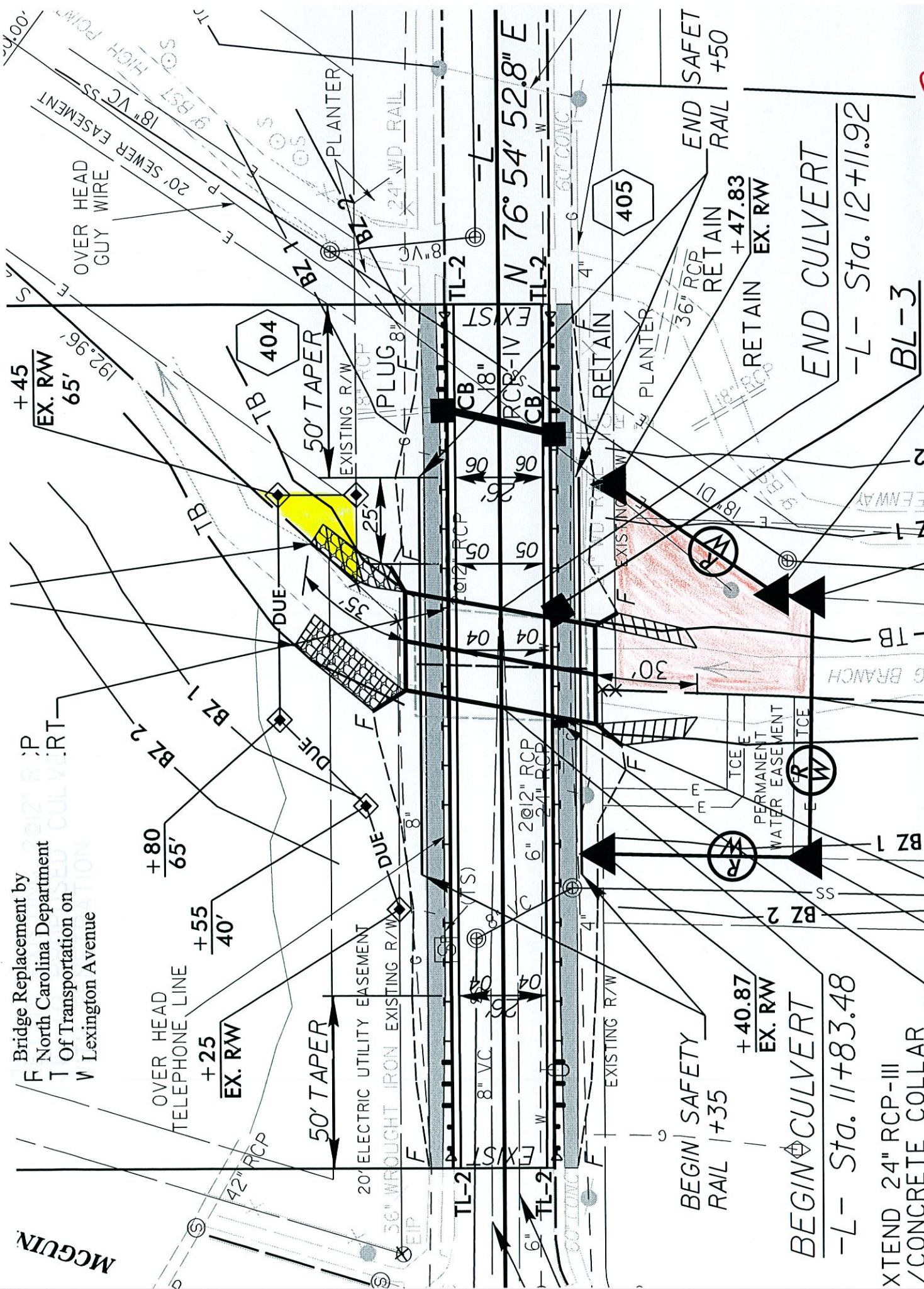
Subject: Bridge replacement for Boulding Branch
on Lexington Ave.

The North Carolina Department of Transportation is planning to replace the Culvert for Boulding Branch on Lexington Ave. just pass McGuinn St. intersection. In order to do this replacement the State needs a small amount of additional right of way (.056 ac) shown in red on the attached map and a small amount of permanent drainage easement (.008 ac). This matter has been reviewed with Engineering; Parks and Rec.; and Public Services all of whom are in favor of same.

It is recommend that the City donate these two small areas to the State. Please seek Council approval at the May 5th, 2014 meeting to donate same.

If you have any question, please advise.

Bridge Replacement by
North Carolina Department
Of Transportation on
Lexington Avenue



BEGIN SAFETY
RAIL +35

+40.87
EX. RW

BEGIN CULVERT
-L- Sta. 11+83.48

XTEND 24\"/>



MEMORANDUM

DATE: **April 16, 2014**

TO: Randy McCaslin, Assistant City Manager

FROM: Michael E. McNair, Director

SUBJECT: Public Hearing for the 2014-15 Annual Action Plan

The Community Development and Housing Department (CD&H) requests a public hearing for the 2014-15 Annual Action Plan during Council's regularly scheduled meeting on April 21st. CD&H has completed necessary activities for preparation and submission of the Plan to the Department of Housing and Urban Development (HUD). The final steps prior to submission are a public hearing and Council approval. A draft of the Plan describing the activities and programs proposed for the 2014-15 program year is attached for Council's review. The plan must be submitted to HUD no later than May 15, 2014.

The 2014-15 allocations were released late again this year with the city receiving CDBG funds in the amount of \$809,899 (a \$35,054 decrease from last year) and HOME funds in the amount of \$356,000 (a \$18,109 increase from last year); a net decrease of \$16,945. The decrease in CDBG funding was distributed in the plan in a manner to avoid impacting public service allocations made by the CAC. The increase in HOME funds was primarily applied to CHDO activities.

The Annual Action Plan is designed to implement strategies and programs that accomplish objectives identified in the City's five year Consolidated Plan. The goals and measurable objectives for the proposed projects in the Plan are consistent with federal regulatory requirements. The process to develop the Plan included the following:

- Two community meetings were scheduled to discuss programs and seek citizen input; one meeting was cancelled due to inclement weather;
- The Citizen Advisory Council (CAC) received presentations from public service grant applicants on February 27th;
- A draft of the proposed Plan was released for public comment from March 17th through April 16th; and
- The CAC finalized its Public Service Grant awards, conducted a public hearing for the Action Plan on March 27th and voted unanimously to recommend that Council approve the plan.

The action plan process has met HUD citizen participation requirements for plan development such as public availability of the proposed Plan, public hearings on the Plan, and the public comment period. We ask that Council favorably consider approval of the 2014-15 Annual Action Plan and authorize the City Manager to execute necessary documents.

2014-2015 Annual Action Plan

**CDBG/HOME Programs
July 1, 2014 -- June 30, 2015**

Bernita Sims, Mayor

Strib Boynton, City Manager

City Council Members:

**Jim Davis, Ward 5, Mayor Pro Tem
Jeff Golden, Ward 1
Judy Mendenhall, Ward 3
Becky Smothers, At-large**

**Britt Moore, At-large
Foster Douglas, Ward 2
Jay Wagner, Ward 4
Jason Ewing, Ward 6**



Submitted by

Community Development & Housing Department

Michael E. McNair, Director
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I. Executive Summary

The City of High Point's 2014-2015 Annual Action Plan, the fifth and final of the 5-year period from FY 2010/11—2014/15, describes activities proposed for funding and implementation during FY 2014-2015. The Action Plan Sets forth a description of proposed activities, establishing goals and objectives for each of them. The Plan is based on the housing and community priority needs as defined in the Consolidated Plan¹ along with anticipated financial resources available to address those needs. The Plan also contains goals and measurable objectives for projects and activities which implement strategies establish in the Consolidated Plan. The 2014-2015 Annual Action Plan complies with regulations issued by the U.S. Department of Housing and Urban Development (HUD) in 1995. HUD requires Entitlement² communities such as High Point to consolidate its planning, application and reporting requirements for HUD programs including the Community Development Block Grant (CDBG) and the HOME Investment Partnership Grant programs (HOME). The Action Plan must be prepared each year. It is presented for approval to the City Council and the Citizens Advisory Council. It must be submitted to HUD by May 15, 2014. A final Plan will be made available for review on the City's website, www.high-point.net/cd and in print form at the Community Development and Housing Department's office, 211 S. Hamilton Street, Suite 312, High Point, NC 27261.

II. Community Development and Housing Department Overview

The City of High Point's Community Development and Housing Department (CD&H) is committed to providing the highest level of service and a broad range of opportunities to its customers. Recognizing that neighborhoods cannot be strengthened simply with "sticks and bricks," the Department implements a diverse but coordinated mixture of programs ranging from affordable housing activities to public services to various neighborhood improvement and community capacity-building activities. Additionally, the Department actively seeks funding from other sources such as NC Housing Finance Agency, US DOJ, and the IRS to direct more resources towards low-moderate-income communities.

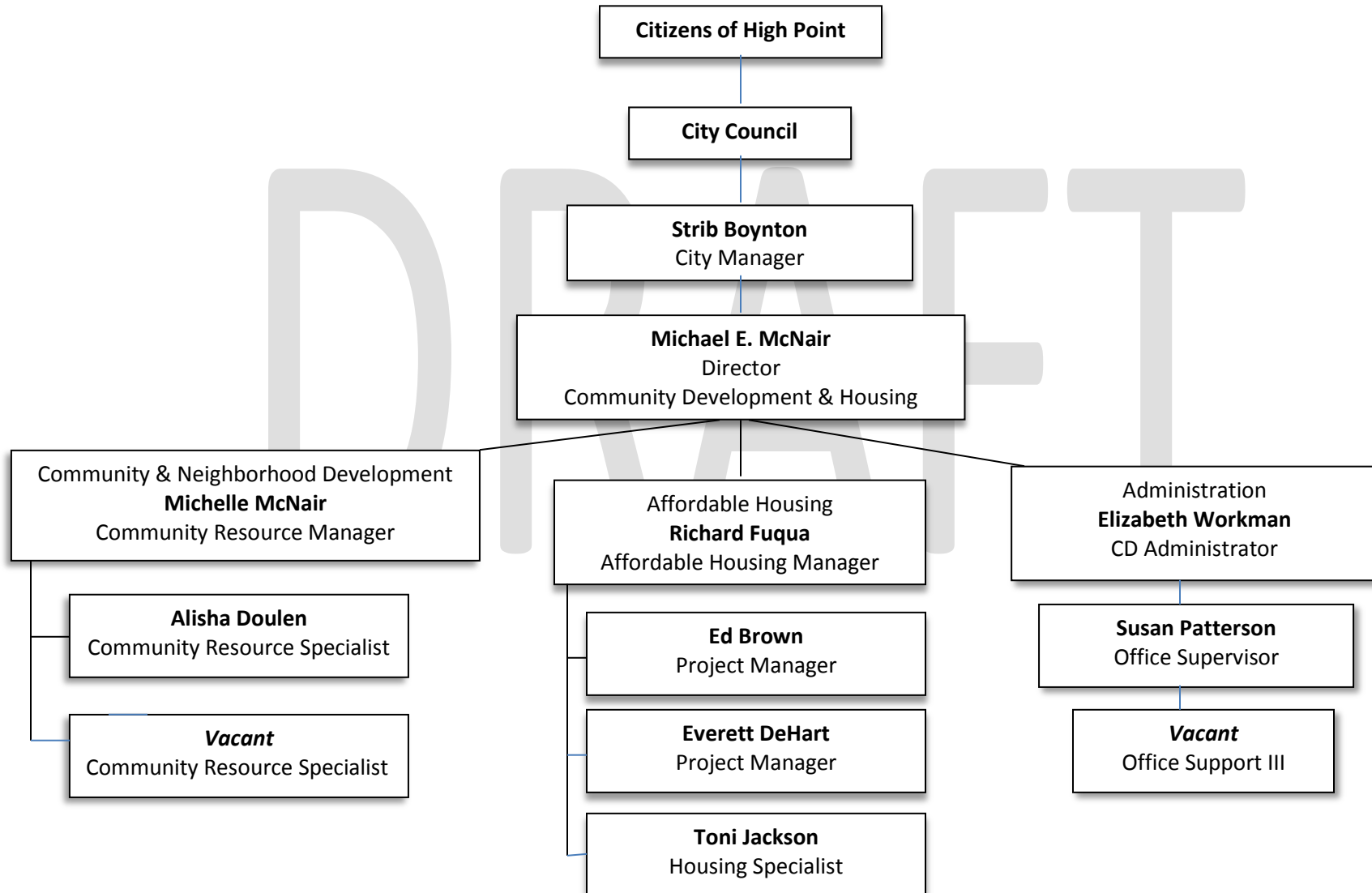
CD&H is responsible for program administration, monitoring, compliance, and evaluation of all programs funded from state and federal sources. It prepares the 5-year Consolidated Plan, the Analysis of Impediments to Fair Housing choice, and the One-Year Action Plan. The Department also manages the citizen participation process; makes program documents available for public inspection/comment; assists the Citizens Advisory Council (CAC); and seeks City Council approval of the Action Plan. Each year the Department prepares a Consolidated Annual Performance and Evaluation Report³ (CAPER) to inform citizens of the use and impact of community development funds. CD&H staff provide progress reports to the City Manager, the Citizens Advisory Council and City Council. These reports include recommendations on reallocation of funds as appropriate. The Department's organization chart is shown on the following page.

¹ A five-year plan that describes a community's needs, resources, priorities, and proposed activities to be undertaken with HUD funding, primarily CDBG and HOME program funds. The Consolidated Plan is updated annually.

² A city which, based on factors such as its population, age of housing and poverty levels, is entitled to receive CDBG funds directly from HUD.

³ A CAPER reports how jurisdictions carried out housing and community strategies, projects and activities in the past year.

Community Development and Housing Organizational Chart



A. Citizens Advisory Council

The Citizens Advisory Council (CAC), a nine-member volunteer entity composed of City residents, plays a key role in the planning process. CAC members are appointed by the Mayor and City Council, and are limited to two consecutive two-year terms. The CAC was established in April 1974 to function as the primary citizen participation mechanism for projects planned and implemented with HUD funds. CD&H is responsible for providing administrative and technical support to the CAC. The CAC meets once a month; all meetings are open to the public. Current members are:

Jerry Mingo, Chair At-large
Jeffery Sypole, Ward 3
Scott Niebauer, Ward 6

Jeffrey Golden, Ward 1
Myra Clodfelter, Ward 4
Teresa Jones-Echard, At-Large
Judy Mendenhall, City Council Liaison

Vacant, Ward 2
Thomas Kak, Ward 5
Yvonne Short, At-Large

B. The Planning Process

Participation of the general public and of public organizations is extremely important to the development of the Annual Action Plan. To maximize citizen participation, CD&H staff conducts community meetings to discuss the planning process and solicit input. Community meetings are advertised in local newspapers at least 14 days in advance. This year's meeting was held at the YWCA, 112 Gatewood, High Point on March 18th. During these meetings, staff reviewed HUD national objectives as well as ongoing Department activities and facilitated a discussion of community needs along with suggestions for improving programs. Meeting with the community gives the Department the best opportunities to interact with residents and receive feedback. Staff regularly attend neighborhood group and association meetings in the Core City throughout the year which build partnerships, maintains meaningful and productive relationships in the community, and enhances the Department's ability to develop responsive, relevant programs.

C. Public Hearings

Two public hearings were conducted on the proposed Action Plan. The Citizens Advisory Council conducted the first public hearing at 6:30 PM on Thursday March 27, 2014 on the third floor of City Hall, 211 South Hamilton Street, High Point. The second public hearing was conducted by City Council during its regularly scheduled meeting on Monday, April 21, 2014 in City Council chambers on the third floor of City Hall, 211 South Hamilton Street.

D. Public Notice

In accordance with HUD regulations, the Community Development and Housing Department published a draft of the proposed 2014-2015 Annual Action Plan for public review and comment for 30 days beginning March 17, and ending April 18, 2014. The proposed plan was available for review at the following locations:

- ✚ City of High Point Parks & Recreation Dept., 136 Northpoint Avenue
- ✚ Community Development & Housing Department, Suite 312, City Hall, 211 S. Hamilton Street
- ✚ Community & Neighborhood Development Center, 201 Fourth Street
- ✚ High Point Public Library
- ✚ High Point Housing Authority, 500 E. Russell Street
- ✚ The City's website: www.high-point.net/cd
- ✚ West End Ministries, 901 English Road
- ✚ YWCA, 112 Gatewood Avenue

The Annual Action Plan describes housing and community development activities proposed by the City for the period between July 1, 2014 and June 30, 2015 using a blend of HOME, CDBG Entitlement, program income, and local funds. The Plan also identifies other activities funded by a Lead Hazard Control grant; Health and Human Services, North Carolina Housing Finance Agency, HUD Section 108; Neighborhood Stabilization Program; US DOJ; the IRS/Volunteer Income Tax Assistance, and Shelter Plus Care. For more information, please call or write: Community Development & Housing Department, City of High Point, PO Box 230, High Point NC, 2721 or visit our website, www.high-point.net/cd. The City's meeting facilities are accessible to persons with disabilities. Anyone needing special accommodations may call (336) 883-3298 (voice) or (336) 883-8517 (TDD) to make prior arrangements.

E. Projected Sources of Funding

The CDBG program was created to plan and implement projects that foster revitalization of eligible communities throughout the United States. High Point is an Entitlement city, eligible to receive an annual CDBG allocation directly from HUD. Title I of the Housing and Community Development Act of 1974, as amended, is the legislation that authorizes the federal government to disburse block grant funds. The primary goal of this legislation is the development of viable urban communities. Program objectives include the provision of decent housing, a suitable living environment and expanded opportunities principally for low to moderate-income individuals and families. The City of High Point has been an Entitlement city for 38 years. CDBG-funded projects and activities must meet one of three broad national objectives; all of High Point's CDBG-funded activities in the Annual Action Plan meet at least one of these national objectives:

1. Benefit low- and moderate-income persons
2. Aid in the prevention and/or elimination of slums or blight
3. Meet community developments needs having a particular urgency

HUD also allocates HOME program funding to assist in implementing affordable housing strategies that address local housing needs. The HOME Investment Partnerships Program (HOME) provides formula grants to states and localities that communities use---often in partnership with local nonprofit groups---to fund a wide range of activities including building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. HOME is the largest Federal block grant to state and local government designed exclusively to create affordable housing for low-income households.

HOME funds are awarded annually as formula grants to participating jurisdictions or PJs. The program's flexibility allows states and local governments to use HOME funds for grants, direct loans, loan guarantees or other forms of credit enhancements or rental assistance of security deposits. The program was designed to reinforce several important values and principles of community development:

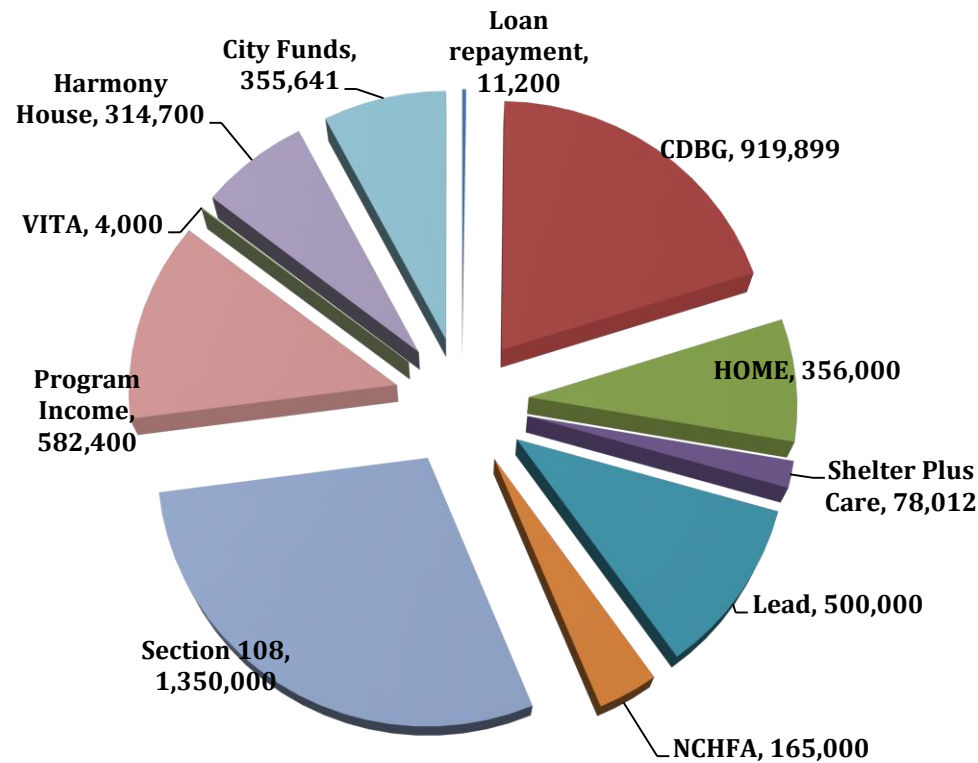
- ✚ HOME's flexibility empowers people and communities to design and implement strategies tailored to their own needs and priorities
- ✚ HOME's emphasis on consolidated planning expands and strengthens partnerships among all levels of government and the private sector in the development of affordable housing
- ✚ HOME's technical assistance activities and set-aside for qualified community-based nonprofit housing groups builds the capacity of these partners
- ✚ HOME's requirement that participating jurisdictions match 25 cents of every dollar in program funds mobilizes community resources in support of affordable housing

Grantees must spend their allocations within five years, otherwise funds are subject to recapture by HUD. In the past the City of High Point received its HOME funds allocation as part of a consortium that included the cities of Greensboro and Burlington as well as Alamance and Guilford counties. The City exited the Greensboro Consortium and gained its status as a Participating Jurisdiction⁴ in July, 2005.

HUD regulations require the City identify all resources expected to be available to implement activities identified in the Annual Action Plan. These funds, enumerated in the chart on the next page, will be used to develop a coordinated, comprehensive approach to the core goals identified in the Plan.

⁴ HUD designation as a Participating Jurisdiction occurs if a State or local government meets funding thresholds, notifies HUD that it intends to participate in the program, and obtains approval by HUD of its Consolidated Plan.

2014-2015 ANTICIPATED FUNDING & SOURCE
TOTAL EXPECTED: \$4,636,852



This graph depicts the fact that CD&H has diverse sources of income: note that other sources comprise more than CDBG and HOME funds. The variety of fund sources also speaks to the diversity of programs used to address other factors that affect peoples' homes in addition to affordability, such as types of housing, safety of the home environment, employment, family and mental health issues.

Proposed Use of Funds

Affordable Housing:

A. H. Program Delivery	429,152
CHDO	113,060
CHDO Operating Support	15,000
Urgent Repair	100,000
Homebuyer Assistance/IDA	151,000
Infill Housing Development	223,259
Lead Hazard Control	655,530
Construction Partnership Training	130,000
LIHTC Hartley Ridge	1,350,000
Section 108 Loan Payment	11,200
Housing Development Lease Purchase/rental	<u>500,000</u>
	3,678,201

Community & Neighborhood Development:

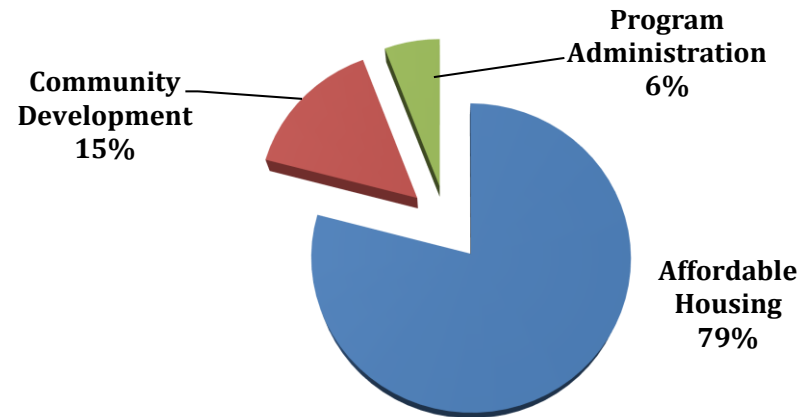
Capacity-building Delivery Costs	223,124
Shelter Plus Care (Continuum of Care)	78,012
VITA	4,000
Harmony House	314,700
Community-Based Initiatives	10,000
Public Service Grants	<u>64,495</u>
	694,331

Program Administration:

Program Administration	188,980
Operating Costs/Consulting/Travel & Training	<u>75,540</u>
	264,320

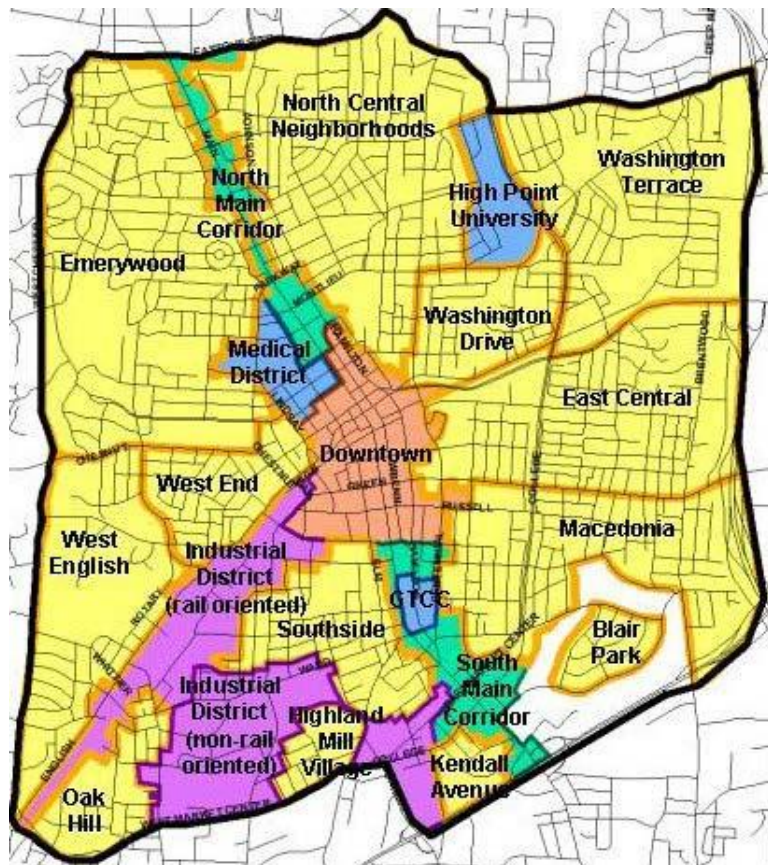
GRAND TOTAL: \$4,636,852

Expenditure Percentages



The ratio of projected building & development costs to personnel/administrative costs is 5.35 to 1: for every \$1 spent for Program Administration and salaries, \$5.35 goes into the community. Housing expenditures are by nature more expensive than Community & Neighborhood Development costs due to the capital-intensive nature of building.

F. Geographic Priorities and Core City Plan



The Core City Plan is a major initiative of the High Point City Council. On September 8, 2005, a contract was awarded to the Walker Collaborative to conduct the planning process as well as prepare a Vision and Plan. After the Plan was completed, the Community Growth Vision Statement and Core City Plan were adopted by the High Point City council on February 8, 2007. The Plan's purpose is to provide a clear blueprint for improving the physical, economic and social facets of High Point's central core area: it reflects the collective vision of the community. With adoption of the Plan, other City policies will be adapted for consistency with the plan including zoning, development regulations, and capital improvement projects. In addition to the main focus on the Core City, this project also forged a community-wide vision as a framework into which the Core City Plan and other future plan can fit. As the City moves toward implementation of the Core City Plan, CD&H will continue to re-evaluate its progress and practices to ensure the Department is aligned with Council priorities as articulated in the Plan. The Department will utilize the Plan for guidance on its development, redevelopment and revitalization activities in the City's core area. The Core City area is defined as "downtown and the surrounding neighborhoods, commercial/industrial areas and gateway corridors," illustrated to the left.

A key objective of the Core City Plan is to stabilize and strengthen Core City's neighborhoods by minimizing existing negative conditions while reinforcing positive qualities. The Plan goes further to identify specific improvements in our targeted Core City area. The neighborhoods most commonly have one or more of the following characteristics:

- ✚ Natural or man-made boundaries
- ✚ Legal subdivision
- ✚ Shared development patterns
- ✚ Common economic conditions

A common theme expressed through neighborhood discussions was that the City largely represented a more post-war suburban feel with houses set back and larger front yards. Most homes were constructed over 50 years ago and are now aging, which represents a

great need in the Core City environment. Because of this need, the Core City Plan makes a common recommendation throughout: rehabilitate existing homes, and develop appropriate infill housing on vacant parcels. The Core City Plan lays out specific challenges and recommendations for each affected neighborhood. CD&H programs focus on target areas in the heart of Core City.

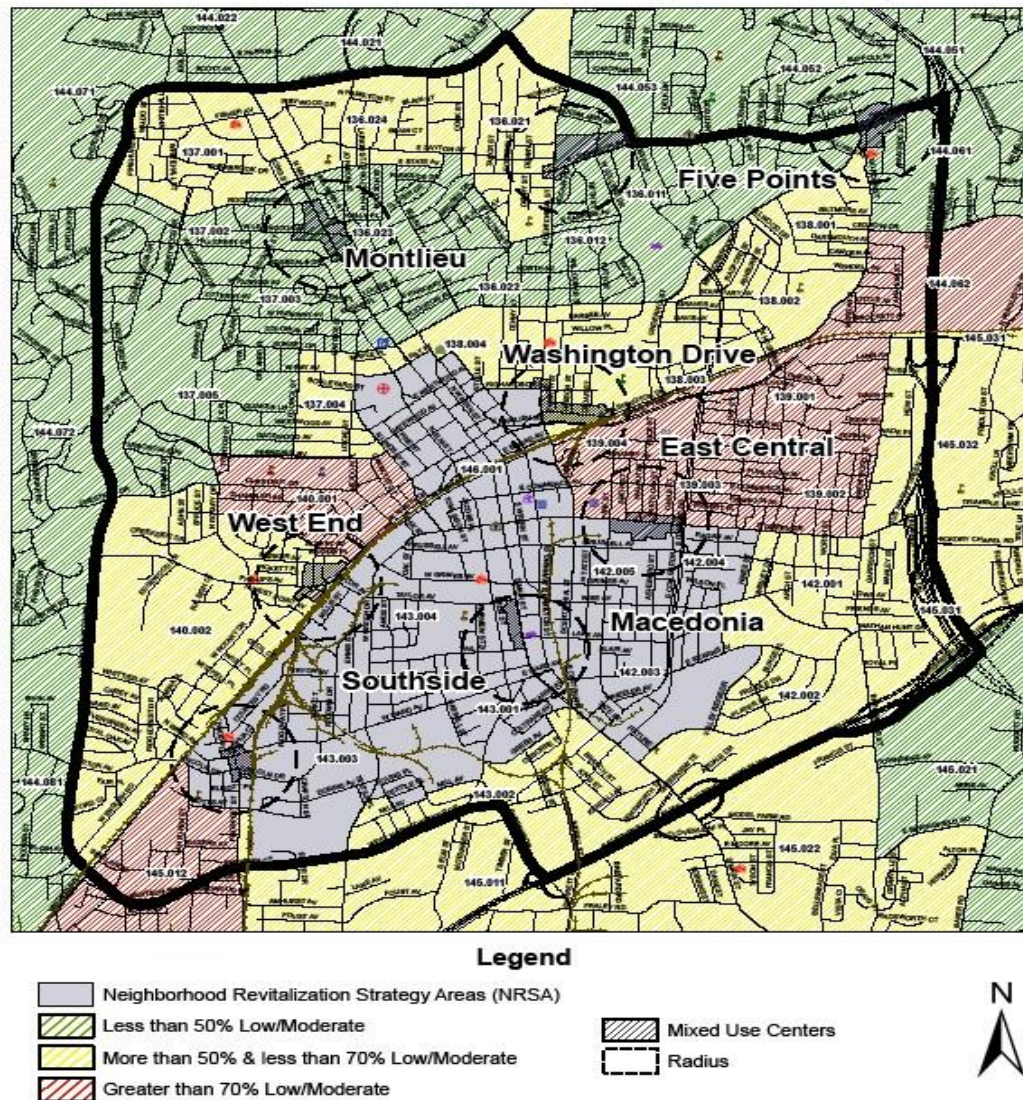
Due to the concentration of low-to-moderate income households in the heart of Core City, CD&H has historically targeted neighborhoods in that area. Current targeted neighborhoods are Washington Street, East Central, Macedonia, Southside and West End, all of which contain the traditional urban land uses of residential, commercial and industrial. Significant residential uses exist in the Washington Street, East Central and West End sub-neighborhoods. Commercial uses straddle Main Street and the area's historical business corridor. Industrial uses, primarily textile and furniture manufacturing plants, are sprinkled throughout with concentrations in Southside and Macedonia. Violent crime has historically been pervasive but significant impact has been made by the Police Department's Focused Deterrent Initiative in Southside, West End, East Central and Washington Street. Targeted areas have a large number of vacant lots and boarded up houses that are a blighting influence. In recent years the City has made a concerted effort through housing code enforcement to demolish substandard houses that blight Core City neighborhoods.

In an effort to facilitate the construction of infill housing in the Core City, the Departments of Planning and Development and Community Development & Housing co-sponsored a text amendment to the City of High Point's development ordinance which establishes a new zoning category known as RS-5, Residential Single Family District. This zoning category is primarily intended to accommodate high-density single family detached dwellings in the Core City where public water and sewer service is required. Overall gross density in RS-5 will typically be 7.0 units per acre or less. This category allows for the construction of homes on lots as small as 5,000 square feet. Utilization of the RS-5 category will require Council approval to rezone all affected properties. The text amendment was unanimously recommended to Council and approved at its regularly scheduled meeting on March 3, 2008. The first application of the RS-5 zoning was in the Southside community. The Graves Avenue area was rezoned to RS-5 as well.

G. Neighborhood Revitalization Strategy Area (NRSA)

The extreme concentration of low-to-moderate income families in the heart of the Core City qualified High Point to obtain Neighborhood Revitalization Strategy Area designations for specific construction projects. This designation is possible due to HUD's desire to create communities of opportunity in distressed neighborhoods. Entitlement communities such as High Point may define a NRSA that meets the threshold for low/moderate income residents and is primarily residential. Within the NRSA the City receives much greater flexibility in the use of CDBG funds to stimulate the reinvestment of human and economic capital by economically empowering low-income residents. In order to enhance the impact of its community development programs in Core City neighborhoods, the Department successfully submitted an application for NRSA designation from HUD in specific Core City areas. The area submitted to HUD for NRSA approval is shown in grey on the map on the following page.

Low / Moderate Percentages by Block Group



Continuing decline, widespread disinvestment in many communities, and the spillover effects in surrounding areas all point to the need for a different approach to rebuilding communities. HUD specifies that at least 70% of households in the NRSA must have low-to-moderate incomes (LMI). This map depicts LMI household percentages in High Point by census block groups.⁵ Block groups in red have LMI percentages in excess of 70%; yellow areas have LMI percentages of 50-70%; green has LMI percentages of less than 50%. Clearly the greatest concentration of LMI households is in the heart of the Core City. The NRSA designation will be used to enhance revitalization projects in the Macedonia and Southside communities.

The purple/grey areas show the boundaries of the NRSA in the City of High Point.

One of the census tracts in the Core-city was recently identified as an economically distressed tract by the Center for Urban and Regional Studies⁶

⁵ A census block group is a subdivision of a census tract and is the smallest geographic unit for which the Census Bureau tabulates 100% data. Many blocks correspond to individual city blocks bounded by streets but blocks, especially in rural areas, may include many square miles and may have non-street boundaries.

⁶ *North Carolina's Distressed Urban Tracts: A View of the State's Economically Disadvantaged Communities* by William High & Todd Owen, Center for Urban & Regional Studies, UNC Chapel Hill.

H. Income Guidelines

HUD is required by law to set income limits in determining eligibility of applicants for assisted housing programs which use HUD funds. The income guidelines provided to High Point reflect incomes for the Greensboro-High Point Combined Statistical Area (CSA)⁷. The table below contains 2014 income limits with breakdowns by family size and income categories for High Point. These guidelines form the basis of eligibility criteria for the City's CDBG- and HOME-funding projects. According to the 2010-2014 Consolidated Plan, High Point families with incomes at or below 30% of the area median income are at the greatest risk for housing problems.

2014 INCOME LIMITS				
PERSONS IN HOUSEHOLD	EXTREMELY LOW INCOME (30% MEDIAN)	VERY LOW INCOME (50% MEDIAN)	LOW INCOME (80% MEDIAN)	AREA MEDIAN INCOME
1	\$11,600	\$19,300	\$30,900	\$38,600
2	\$13,250	\$22,050	\$35,300	\$44,100
3	\$14,900	\$24,800	\$39,700	\$49,600
4	\$16,550	\$27,550	\$44,100	\$55,100
5	\$17,900	\$29,800	\$47,650	\$59,900
6	\$19,200	\$32,000	\$51,200	\$63,900
7	\$20,550	\$34,200	\$54,700	\$68,300
8	\$21,850	\$36,400	\$58,250	\$72,750

These families also have the greatest risk of exposure to lead-based paint hazards. The 2014 Median Family income in High Point is \$55,100. Census median family income (MFI) estimates are updated with county-level Bureau of Labor Statistics earnings data and Census American Community Survey (ACS) state-level MFI estimates or ACS local area MFI estimates. Separate HUD MFI estimates are calculated for all MSAs and nonmetropolitan counties. HUD uses the Section 8 program's Fair Market Rent (FMR) area definitions in developing median family income estimates for a given area. HUD income limits are calculated for every FMR area with adjustments for family size and for areas with unusually high or low income-to- housing cost relationships. HUD sets income limits to determine eligibility for each Entitlement's program and services. FY 2014-2015 MFI estimates are based on data generated by the census for that community and are updated annually.

⁷ A Combined Statistical Area (CSA) is a grouping of adjacent metropolitan and/or metropolitan statistical areas (MSAs) in the United States and Puerto Rico. The US Office of Management and Budget (OMB) define combined statistical areas based on social and economic ties measured by commuting patterns between adjacent MSAs. The areas that combine retain their own designations as metropolitan or micropolitan statistical areas within the larger combined statistical area. The primary distinguishing factor between a CSA and an MSA is that the social and economic ties between the individual MSAs within a CSA are at lower levels than between the counties within the MSA.

I. Fair Market Rents and Affordable Housing

Fair market rents are set annually by HUD to identify the amount needed to rent modest housing in an area.⁸ They are affordability indicators of the general housing market for an area. One way to evaluate rental-housing costs is to compare the Housing Wage⁹ to the estimated mean renter wage.¹⁰ According to the National Low Income Housing Coalition, the Fair Market Rent (FMR) for a two bedroom apartment in North Carolina is \$747. To afford this level of rent and utilities---without paying more than 30% of income on housing---a household must earn \$2,491 monthly or \$29,897 annually. Assuming a 40-hour work week, 52 weeks per year or 2080 hours, this translates into a housing wage of \$14.37/hour.¹¹

2014 Fair Market Rents (source: HUD)				
Efficiency	1 bedroom	2 bedrooms	3 bedrooms	4 bedrooms
\$522	\$598	\$709	\$964	\$1,087

Lower income families in High Point have great difficulty securing affordable housing and are driven toward older neighborhoods where housing stock is often not well maintained. Housing quality and affordability are intertwined, with one factor often forcing acceptance of undesirable levels of the other. Low-income families who are unable to afford market rate rents may also be unable to access Section 8 vouchers and often find themselves with housing cost burdens that force choices between paying the rent, paying for utilities, buying food, or paying for health needs/expenses. Often the poor opt to cut back on medicine, resulting in decreased quality of life and ultimately higher health care costs for themselves and the community at large. The inability to pay market rate forces low-income families to seek lower cost and lower quality housing in older homes of Core City neighborhoods. Since Core City neighborhoods have the greatest concentration of older housing and consequently the greatest threat of lead poison contamination, a vicious cycle is put in motion which forces low-income families to accept low quality housing which is all they can afford, exposing them to hazardous living conditions.

⁸ Fair market rent also establishes the maximum rent that could be provided for Section 8 recipients.

⁹ A term used to describe the average hourly wage needed to rent a two-bedroom dwelling at fair market rent.

¹⁰ Estimated mean renter wage is based on Bureau of Labor Statistics data, adjusted using the ratio of renter to total household income reported in 200 census.

¹¹ The hourly wage needed to afford, at no more than 30% of gross income, a 2-bedroom apartment at Fair Market Rent.

III. Affordable Housing Activities

According to the City's 2010-14 Consolidated Plan, a large percentage of extremely low-income and very low-income households in High Point experience one or more housing problems. Households with housing problems are those households occupying units without a complete kitchen or bathroom, that contain more than one person per room, or that pay more than 30 percent of their income to cover housing expenses. More than one-quarter of all households in our community (at any income level) experience a housing problem, and over one-quarter experience a cost burden of 30 percent or more. Many very low-income and extremely low-income individuals experience severe cost burdens. More than ten percent of all households in High Point experience a cost burden of 50 percent or more, while more than one-half of all extremely low-income households fall into this category. The availability of affordable housing is a local as well as national issue.

Many low-income families in High Point are faced with multiple undesirable choices when seeking housing. They must choose between paying more than they can afford, living in substandard housing, or living in overcrowded housing. These choices have corresponding negative impact in their quality of life. The scarcity of affordable housing in our community is reflected in the extreme concentration of low-income families in older areas of the Core City and in the substantial waiting list maintained by the High Point Housing Authority. Unfortunately, public health records indicate these areas also have the greatest risk for lead based paint hazards and other unhealthy conditions (e.g., asbestos contamination). In response to housing needs identified in the Consolidated Plan, Community Development & Housing's affordable housing strategies are focused in three areas (programs in response to these areas are given below each area):

- ✚ Increasing the supply of safe, sanitary and decent affordable housing (single family and multifamily housing development)
 - Infill development through partnership with non-profit developers (CHDOs)
 - Partnership with multifamily housing developers in support of LIHTC projects (e.g., Admiral Pointe)
 - Neighborhood Stabilization Program (NSP) to acquire and repair vacant foreclosed properties and sell to income-eligible persons
- ✚ Improving the condition of the existing low income housing stock (housing rehabilitation)
 - Lead Hazard Control (remediate lead-based paint hazards)
 - Southside Revitalization
 - Emergency Repair
- ✚ Improving the accessibility to affordable housing (homebuyer education and down payment assistance)
 - Homebuyer Education
 - Down Payment Assistance
 - Individual Development Accounts

A. Community Housing Development Organization (CHDO) Activities



Budget:	\$113,060
Activity:	Construction of Affordable Housing
Source:	HOME Investment Partnership Program
National Objective:	Affordable Housing
Eligibility Citation:	24 CFR Part 92.300
Goal:	Provide affordable homeownership opportunities
Objective:	Provide affordable homes
Outcome:	Affordability
Performance Measures:	Number of affordable homes provided

Community Housing Development Organizations (CHDOs) are nonprofit organizations whose purpose is to provide decent and affordable housing for low-to-moderate-income persons. The City is required to set aside at least fifteen percent of its HOME funds for CHDO activities.

Currently the City has two active certified CHDOs: Habitat for Humanity of High Point, Trinity and Archdale; and Unity Builders, Inc. Habitat has contracted to build 17 single family homes in the 1700 block of Graves Avenue, an area directly adjacent to Washington Terrace Park. Habitat has constructed and sold 18 homes in the Graves Avenue area with an additional 6 currently underway. CD&H has contracted with Unity Builders, Inc. to construct 18 single family homes in the Southside community. Unity Builders has constructed and sold 7 single family homes in Southside, and has 2 lease-purchase properties completed with 2 more under construction. The City has received an application from a non-profit affordable housing developer, Nehemiah Community & Empowerment Center, Inc., who is interested in becoming a CHDO.

The City facilitates the development of affordable housing by identifying project sites, property assemblage and gap financing that is used to attract construction financing from local banks. The City also makes available down payment assistance to income-eligible CHDO customers buying houses. Additional CHDO information is available at www.HabitatHP.org and www.unitybuildersinc.org.

B. Emergency Repair Program



Budget:	\$341,200
Activity:	Rehabilitation
Source:	CDBG (\$176,200) & NC Housing Finance Agency (\$165,000)
National Objective:	Affordable Housing
Eligibility Citation:	24 CFR Part 570.202 (2)(1)
Goal:	To provide emergency housing rehabilitation for low-to-moderate income homeowners; improve quality of existing LMI housing stock; acquire dilapidated housing for repair and/or demolition; mitigate blight and lead-based paint hazards
Objective:	Provide decent housing
Outcome:	Availability
Performance Measure	40 emergency repairs

Rehabilitation of the City's aging housing stock is an ongoing effort to ensure the continued livability and viability of High Point's limited affordable housing units. Due to continued scarcity of resources, the City is leveraging a portion of emergency repair funds against the Lead Hazard Control Grant (LHC) program to adequately address substandard housing conditions where LHC funding cannot be utilized. Consequently, many emergency repairs are generally performed in conjunction with a lead remediation project though exceptions may be made in extreme cases. Funding from the NC Housing Finance Agency will allow the City to perform emergency repairs on homes, particularly those built after 1978, apart from our LHC efforts. The Emergency Repair Program is designed to provide quick action for elderly homeowners and other homeowners with special needs whose household incomes are below 50% of area median income. Emergency repairs typically complete include the following:

Roofing: Roofing repairs made in a timely manner can prevent further loss from damage to the structure, reduce the incidence of childhood lead poisoning, and improve indoor air quality by eliminating moisture intrusion into living spaces.

HVAC: Heating, air conditioning and ventilation repairs done in a timely manner can prevent loss of life due to hypothermia, improve indoor air quality, measurably increase the efficiency of outdated equipment, reduce the burden of high utility bills and ensure a greater degree of affordability for strapped homeowners.

Electrical: Electrical service upgrades to distribution panels and new wiring when necessary improve safety and allow for additional loads to be added when replacing and modernizing HVAC systems.

Plumbing/Sewer: Hot water heating failures are addressed to meet minimum housing requirements. Additional plumbing modifications and repairs are sometimes needed to repair broken water and sewer lines.

Collapsing floor systems: Structural (framing) problems incurred primarily as a result of plumbing failures can have repair costs beyond many homeowners' resources. If it is determined that substantial failure is imminent, repairs will be undertaken.

Since CDBG funds are scarce, the Department closely monitors clients' income and asset eligibility criteria to focus resources on the lowest income groups. The City will continue to act as the owner's representative to ensure repairs are performed properly and customer expectations are met. Project management services include:

- ✚ Intake and qualification of applicants
- ✚ Inspection and assessment of required repairs
- ✚ Preparation of the work write-up
- ✚ Manage bid-letting process
- ✚ Compliance with HUD and local regulations
- ✚ Supervision of work performed and contractor payment



C. Homebuyer Assistance/Individual Development Accounts



Budget:	\$151,000
Activity:	Homebuyer Assistance
Source:	HOME (\$100,000) & CDBG (\$51,000)
National Objective:	Low & Moderate Income/Affordable Housing
Eligibility Citation:	24 CFR 92.205 (a) (1)
Goal:	Assist LMI families purchase homes
Objective:	Assist LMI families purchase homes
Outcome:	Affordability
Performance Measures:	15 homeowners assisted

Homebuyer Assistance 24 CFR 92.205 (a) (1)

Homebuyer Assistance is vital to the Department's goal of providing decent, safe, sanitary and affordable housing. The program provides down payment and closing cost assistance to homebuyers to reduce out-of-pocket costs in the form of a deferred low-interest rate loan. Homebuyer assistance is offered to buyers who purchase homes in the city limits of High Point. Traditionally, assistance is up to \$5,000 that can be used for closing costs and /or lowering the down payment. The Department offers additional incentives in the form of homebuyer assistance in Macedonia up to \$7,500, and assistance up to \$10,000 for targeted properties in the West End community. Down payment assistance in the amount of \$7,500 is also available for targeted properties in the Southside community under a development contract by the City. These assistance packages are designed to attract homebuyers to these neighborhoods.

Basic program requirements include:

- ✚ Completing an 8-hour Homebuyer Education class offered by a HUD-approved Housing Counseling Agency sponsored by CD&H
- ✚ Obtaining a loan to purchase the house from a participating lender
- ✚ Meeting income eligibility requirements established for the program
- ✚ Purchasing a home within High Point city limits
- ✚ Post-purchase counseling consisting of two 2-hours individual counseling sessions in the first 12 months of ownership
- ✚ A minimum cash investment of \$500 toward the home purchase

Homebuyers meeting these basic program requirements are assisted during the homebuyer process by various professionals who demonstrate an interest in ensuring first-time homebuyers receive decent, safe, sanitary and affordable housing.

In Section 92.254(a)(2)(iii) of the Final Rule published on July 24, 2013, HUD established new homeownership value limits for HOME Participating Jurisdictions or PJs. These new limits apply to homeownership housing to which HOME funds are committed on or after August 23, 2013, and remain in effect until HUD issues new limits.

- ✚ Newly Constructed Housing The new HOME homeownership value limits for newly constructed HOME units is 95% of the median purchase price for the area based on Federal Housing Administration (FHA) single family mortgage program data for newly constructed housing. Nationwide, HUD has established a minimum limit based on 95% of the U.S. median purchase price for new construction for non-metropolitan areas. This figure is determined by the U. S. Census Bureau. HUD has used the greater of these two figures as their HOME homeownership value limit for newly constructed housing in each area. For the Greensboro-High Point metro area, the maximum homeownership value for newly constructed housing is \$195,000 for FY 2014.
- ✚ Existing Housing The new HOME homeownership value limits for existing HOME units is 95% of the median purchase price for the area based on FHA single family mortgage program data for existing housing and other appropriate data available nationwide for sale of existing housing in standard condition. Nationwide, HUD has established a minimum limit based on 95% of the statewide non-metropolitan area median purchase price using this data. HUD used the greater of these two figures as their HOME ownership value limit for existing housing in each area. For the Greensboro-High Point Metro Area, the maximum homeownership value for existing housing is \$138,000 for FY 2014.

Homebuyer Education Eligibility 24CFR 570-201(k)

Homebuyer education workshops use a HUD-approved curriculum, Neighborworks' Realizing the American Dream of Homeownership¹² Workshops are offered monthly at rotating locations throughout High Point to assist first-time homebuyers with the process. Locations include Southside, Morehead, and Oakview Recreation Centers; Greater First United Baptist Church, and the Community & Neighborhood Development Center. A HUD-approved housing counseling agency partners with the City to offer this training. Classes are free, 8 hours in length, with all participants receiving a certificate when completed. Topics covered include a homeownership overview, financing, budgeting, saving and credit counseling, working with real estate professionals, predatory lending, fair housing, home maintenance, and foreclosure prevention.

Lender Participation

To extend partnerships and enhance homeownership, the City has partnered with local lenders to help homebuyers obtain an affordable mortgage. The Department conducts free lender certification workshops for mortgage providers to become Participating Lenders for the

¹² Realizing the American Dream Trainer's manual, 4th edition and its complementing Homebuyer's Manual are the definitive resources for homebuyer training/education. Updated in 2009, both manuals are available in English, Spanish, Mandarin Chinese and Vietnamese and cover the entire homeownership process organized in 6 modules in a format that de-mystifies the complexities of home-buying. New features in the 4th edition include more photos and graphics with many useful "green" tips and the latest information of changes in credit and mortgage financing as well as participatory activities, worksheets and a CD PowerPoint presentation for each module.

Down Payment and closing Costs Assistance Program. These certifications provide a common groundwork to help streamline the application process¹³ and facilitate the access of low-to-moderate income families to affordable mortgages. Participating lenders agree to non-predatory mortgage practices for households receiving down payment assistance from the City. In accordance with guidelines established by the Community Reinvestment Association of North Carolina (CRA-NC¹⁴) The CD&H website maintains a list of Participating Lenders, local real estate agents who take the training and dedicate time and effort to assisting low-to-moderate-income homebuyers obtain fair, decent and affordable housing.

Individual Development Accounts

Individual Development Accounts, or IDAs, are part of an asset-building strategy that concentrates on building family security by improving long-term economic well-being and emphasizing beneficial behaviors rather than merely offering temporary assistance.¹⁵ The homebuyer makes a contribution to their IDA account that is then matched up to \$2000 with private and/or public resources. IDAs can be used to reward the monthly savings of working-poor families who are building towards purchasing an asset, most commonly buying their first home, paying for post-secondary education, or starting a small business. The City's focus with the IDA program is on homeownership. IDAs are savings accounts established in the homebuyer's name, held at local financial institutions, and usually managed by a community organization. CD&H records indicate that most graduates of the Homebuyer Education Program have not purchased a home over the last five years, indicating that additional financial training is needed to help potential low-to-moderate income homebuyers in High Point. To improve opportunities for homeownership, the City will partner with Guilford County Homeownership Center to continue an IDA program specifically for High Point. Monthly classes will complement required one-on-one sessions to effectively assist participants in reaching their homeownership goals. There will be two classes, six months apart, during a year. Financial literacy classes will be held at the High Point Library, targeting potential homebuyers who have attended the homebuyer education classes but who also realize the need for additional training and assistance in financial management.

In response to higher lending standards as a result of the economic downturn, the Department determined that the IDA Program needs to sharpen its focus on spending patterns, the ability to maintain a monthly budget, the ability to save money monthly, and establishment of an emergency fund to enhance a homebuyer's ability to obtain a home loan. The habit of saving and planning for unexpected events is imperative to the future success of IDA graduates. In an effort to allow for other innovative housing opportunities, GCHC along with CD&H will partner homes acquired through the Neighborhood Stabilization Program and HOME funds with potential homebuyers who receive education through IDA. Families participating in the Lease Purchase Program facilitated by CHDO Unity Builders have also been identified as IDA participants. The IDA program provides these families with the tools necessary to become mortgage-ready by the end of the lease.

¹³ Since participating lenders agree to submit down payment and closing costs assistance packages to the Department, prospective homebuyers only have to fill out one application for approval.

¹⁴ CRA-NC's mission is to promote and protect community wealth, advocating for change in lending practices to promote wealth-building for underserved communities and an end to predatory lending practices that strip wealth.

¹⁵ According to the NC Housing Coalition, the idea for IDAs was created by Michael Sherraden in his 1992 book, *Assets and the Poor*. It was further advanced by the Corporation for Enterprise Development in the mid-1990s. One half of all Americans own less than \$1,000 in net financial assets, and one third of American children grow up in households with zero or negative financial assets.

D. Infill Housing



Budget:	\$223,259
Activity:	Property Acquisition
Source:	General Fund
National Objective:	Affordable Housing
Goal:	Encourage Core City housing development to mitigate blight
Objective:	Construction of new affordable housing
Outcome:	Affordability
Performance Measures:	20 properties

High Point City Council has maintained a commitment to build affordable housing through the annual appropriation of \$120,000 in general fund resources. These funds are used to acquire strategically located properties and preparing them for redevelopment by affordable housing producers. CD&H will continue to utilize those funds to acquire properties in Core-City neighborhoods such as Southside, Graves Avenue, Macedonia and West End areas for the development of affordable housing and to alleviate slum and blight. In light of community concerns voiced by Council regarding abandoned properties and dilapidated housing, CD&H will also be prepared to utilize infill development funds to assist in the land-banking of Core-City properties prioritized by Council.

E. Other Housing Construction



Budget:	\$500,000
Activity:	Housing Development
Source:	HOME
National Objective:	Affordable housing
Eligibility Citation:	24 CFR Part 92.205 (a) (1)
Goal:	Construction/Acquisition of affordable housing
Objective:	Provide decent housing/suitable living environment
Outcome:	Availability
Performance Measures:	4 Units

It is anticipated that a significant amount of program income will be earned from the sale City-financed lease-purchase properties located on Mobile Street, constructed by Unity Builders, Inc. CD&H proposes to utilize these funds along with a portion of the current year's allocation to perform the following activities, individually or in combination:

- ✚ Purchase and/or build housing units to be used in the City's lease-purchase program
- ✚ Build rental duplexes on Core-City sites such as the vicinity of Park Terrace Apartments, the White Oak area or other sites prioritized by Council. These properties would be owned by the City but would be managed by a third party, potentially the HPHA or other local private property management businesses.
- ✚ Acquire foreclosed properties that will be repaired and sold via the lease-purchase program to income-eligible homebuyers.

The building shown in the photo above shows a model currently being used by the High Point Housing Authority.

IV. Community and Neighborhood Development (CNDD)

The Community & Neighborhood Development Division (CNDD) is charged with developing and implementing the Department's non-housing strategies to implement community capacity development activities that promote stronger neighborhoods. The Division will continue to focus on community-building activities such as leadership development, youth development, GED classes, computer classes, Volunteer Income Assistance Services (VITA) and homelessness. Special emphasis will be on replacing computers in the computer lab and youth development. The Division partners with various organizations to enhance services to low/mod neighborhoods, homeless individuals and coordinates community programs. CNDD activities include providing neighborhood capacity building opportunities; helping residents acquire needed skills; enhancing public services; providing resource coordination for residents; assisting in homelessness reduction activities; and assisting residents in preparing yearly income taxes.

Budget:	\$223,124
Source:	CDBG (\$155,742) & General Fund (\$67,382)
National Objective:	Low-to-moderate income area
Eligibility Citation:	570.210 (o)(p)
Goal:	Facilitate Capacity-building activities for community-based organizations
Objective:	Conduct 12 capacity-building activities by June 30, 2015 (Suitable Living Environment)
Projected Outcome:	Sustainability
Public Service Access:	Improved
Performance Measures:	Census Tracts to be served: 136.01, 136.02, 138, 139, 140, 142, 143, 144.06, 144.08, 145.01, 145.02, 145.03, 146.

The Division will still continue responsibility for managing CDBG and CBI funds (Public Service Grants), the Continuum of Care (Special Needs Assistance Program, formerly Shelter Plus Care) funds for chronic homeless individuals and Supervised Visitation Program for Women of Domestic Violence. The CNDD budget includes program delivery costs necessary to implement community and neighborhood development activities. The computer lab will continue to provide computer service for public use. The computers are also used in the Volunteer Income Tax Assistance (VITA) program. CNDD will continue to partner with Guilford Technical Community College to provide GED classes to individuals who have not completed their high school degree. Capacity-building and technical support for neighborhood associations still remains one of the most important services provided by CNDD. CNDD support of the Neighborhood Leaders Council (which consists of ten neighborhoods) will continue to allow them to discuss issues of concern related to each neighborhood and the City as a whole. Members learn about local government, address crime issues in their areas, create strategies for youth development, organize around citywide issues and develop a plan of action as a group. The Neighborhood Leader's Council will focus on Transportation, Youth Development, Boarded up Houses, Neighborhood Clean ups and Recruiting New Members for their associations.

CNDD will continue to focus on strengthening neighborhoods and transferring the Special Needs Assistance Program to the Housing Authority. This will allow the SPC clients the opportunities for permanent housing. Coordinating multiple programs from HUD at one location allows the Division to optimize effectiveness to the benefit of low to moderate-income neighborhoods. The Division is responsible for providing technical and analytical support to the Citizen's Advisory Council as well as the Neighborhood Leader's Council. The

Community and Neighborhood Development Center is currently located at 201 Fourth Street. The facility contains a 12-station computer center, two conference rooms, staff offices, a greeting area, and kitchen facilities.

B. Neighborhood Associations

Burns Hill Neighborhood Association

The Burns Hill Neighborhood Association continues to be actively involved in issues of crime, planned neighborhood activities, increasing membership, neighborhood beautification and youth development. Their plan for the year includes:

- Increase membership (face book, personal contact, contact members who has stop attending and advertising)
- Better participation in Great American Cleanup in the Spring and Clean Sweep America Fall Cleanup (residents, landlords, churches, organizations)
- Improve relationship with landlords (sending out letters, invitation to meeting and involving in neighborhood activities)
- Commitment Community Award Dinner
- National Night Out participation (Back-To-School celebration for the youths, providing free school supplies)
- Survey of blighted houses and present information to City Council (walking the in neighborhood to complete survey)
- Improve financial status (fundraising)



Cedrow Residents' Association

Cedrow Residents' Association are continually involved in neighborhood issues and activities.

Their plan for this year includes:

- Monthly Newsletter
- Youth Programs
- Send Out Community Connection Letters of Concern



Five Points Neighborhood Association

The Five Points Neighborhood Association will focus on re-organization and membership.

Their plan for this year includes:

- Recruiting new members both residents and businesses
- Forge partnerships with businesses interested in getting involved in the neighborhood
- To become more involved with the youth
- To establish friendship with the older citizens (addressing their needs and concerns)



Highland Mills Neighborhood Association

Highland Mills Neighborhood Association will continue to increase their awareness of activities & events in their neighborhood. Their plan for this year includes:

- Identify a leader for the association
- Continue to partner with the High Point Police Department to address crime issues
- Beautify and clean up the neighborhood

Macedonia Neighborhood Association

The Macedonia Neighborhood Association will focus on increasing membership. They will continue to partner with Macedonia Family Resource Center and assist with programs to address needs of residents living in the neighborhood. Their plan for this year includes:

- Increase membership (bring 1 or 2 members to each meeting).
- Select members to hold offices.
- Increase resident participation and commitment.
- Increase awareness concerning the association, resource center and neighborhood.
- Increase youth participation.
- Encourage residents to improve the appearance of the neighborhood.

Oakview Citizens' Council

Oakview Citizen's Council overall goal is to continue to get community members involved in their neighborhood and increase awareness of issues concerning the neighborhood. Their plans this year includes:

- Recruiting new members in areas where there has been an increase in crime and little representation.
- Improve National Night Out
- Continued efforts on crime
- Do more to make a difference in the neighborhood

Pershing Street Neighborhood Watch

The Pershing Street Neighborhood Watch continues to focus on crime and safety issues. The residents are actively involved in improving the quality of life in the neighborhood. Their plan for this year includes:

- Invite speakers to present at the meetings
- Door Knocking Campaign to increase membership
- National Night Activities



- Neighborhood Watch Christmas Dinner

Southside Neighborhood Association

The Southside Neighborhood Association is excited about trying to recruit new members to their association. They will continue to partner with Family Service of the Piedmont, Fairview Street School, Boys & Girls Club and High Point Parks & Recreation to celebrate National Family Night. Their plan for this year includes:

- Neighborhood Garden Planting Dates
- Door Knocking in the Neighborhood to increase membership
- Neighborhood Spring Clean-Up
- Youth participation
- National Night Out Activities
- Partner with Family Service of the Piedmont with 'National Family Night'
- Holiday Celebration with Neighborhood Residents



Washington Street Neighborhood Association

The Washington Street Neighborhood Association will work diligently with local businesses, the City of High Point Police Department, Community & Neighborhood Development Division, and area Churches to assist in eliminating crime, drugs and theft with the area. Their plan for this year includes:

- Spring Neighborhood Cleanup
- Neighborhood Garden
- National Night Out
- Fall Neighborhood Cleanup
- Washington Street Fall Festival
-

West End Neighborhood Association

The West End Neighborhood Association and West End Ministries will try to help people who live and work in West End by making the neighborhood the best that it can be. Their plan for this year includes:

- Increased involvement and recruitment of community members
- National Night Out
- Youth activities
- Neighborhood projects

- Hold elections
- Continue to increase safety and awareness, especially for our elderly and youth

C. Public Service Grants



Budget: \$64,495
Activity: CDBG Public Service Subrecipient
Source: CDBG
National Objective: LMI clientele
Eligibility Citation: 570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal: Provide public services to benefit LMI residents
Objective: Suitable Living Environment
Outcome: Sustainability
Public Service Access: Improved
Performance Measures: Projected Census Tracts to be served 136.01, 136.02, 138, 139, 140, 142, 143, 144.06, 144.08, 145.01, 145.02, 145.03, 146

The City of High Point annually sets aside a portion of its CDBG entitlement to fund public service activities provided by local community based organizations and non-profits for the benefit of low to moderate-income residents. Eligible activities include labor, supplies and materials, employment, crime prevention, child-care; health; drug abuse; education; fair housing counseling; and energy conservation. The funds are allocated through a competitive process and the Citizens Advisory Council (CAC) reviews all applications and makes recommendations to the City Council. A total of twelve applications were submitted for funding. The CAC reviewed applications on February 27th and sent recommendations to City Council in April.

Caring Services, Inc.



Caring Services, Inc. is a program of hope to individuals and families whose lives have become unmanageable because of chemical dependence. We are a therapeutic community offering a holistic continuum of care to individuals who are ready to make a commitment to their recovery from mood altering substances. Reunited Love is designed to assist in reestablishment of family relationships between the non-custodial parent enrolled in our program and their children.

Budget:	\$6,750
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	
Objective:	Suitable Living Environment
Outcome:	Affordability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 30 households

Family Service of the Piedmont



Family Service of the Piedmont is the largest private nonprofit agency serving children and families in Guilford County, serving approximately 24,000 people each year through its four divisions: Victim Services, Family Support Services, Consumer Credit Counseling Service, and Family Counseling Services.

Budget:	\$4,000
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)(b)
Goal:	Provide shelter for homeless families in High Point
Objective:	Suitable Living Environment
Outcome:	Availability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 50 families

Funds are requested for Fairview Youth Enrichment Programs/National Family Week Event, an afterschool/summer program emphasizing social, emotional and cognitive growth in a safe, positive haven.

Helping Hands Ministry



Helping Hands is a well-established Community Emergency Assistance Program that has served the High Point area since 1996. The program provides food assistance, emergency rent and utilities. They are a partner agency of the Community Resource Network (CRN) of High Point which includes Open Door Ministries, Salvation Army, West End Ministries and others. Funds requested will be used for a one-on-one case management program called empowered Life, providing a bridge from dependency to long term solutions.

Budget:	\$5,400
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	Provide 100 individuals
Objective:	Suitable Living Environment
Outcome:	Sustainability
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 100

High Point Housing Authority



The High Point Housing Authority mission is to provide eligible families and individuals with adequate housing advancement and homeownership opportunities –in a safe, drug free suitable living environment without discrimination. This project, Family Self-Sufficiency Occupational Training Project will use funds for specific job training courses, a major step toward achieving employment leading to economic self-reliance.

Budget:	\$4,500
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	Provide 10 homeownership opportunities
Objective:	Suitable Living Environment
Outcome:	Sustainability
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 10

Mary's House, Inc.



Mary's House, Inc. is a fully licensed therapeutic agency that provides transitional and permanent housing, life skills, training and a supportive community for homeless women in recovery from substance abuse. The program is one of few in the United States that allows women to raise their children while in treatment for addiction issues. The project, *Homeless Mothers in Recovery* is an expansion project that will provide six permanent housing vouchers for homeless, recovering mothers to be united with their children. CDBG funds will be used for office supplies, office space, vehicle fuel, bus passes, storage space for supplies and a partial case manager salary to operate Mary's Home-High Point.

Budget:	\$2,000
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	Provide permanent housing for homeless recovering Mothers and their children
Objective:	Suitable Living Environment
Outcome:	Availability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 6

New Beginnings Full Gospel Ministries

This church is in the Washington Street area and a long-time member of the Washington Street Neighborhood Association (WSNA). With the church's support, the WSNA will plan and implement a back-to-school event in the new park on Washington Street. The event will feature music, a storyteller and structured play after which children will receive back-to-school supplies.

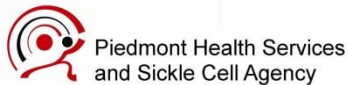
Budget:	\$2,625
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	Provide back-to-school supplies
Objective:	Suitable living environment
Outcome:	Availability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served

Redeeming Love Word Ministries

RLWM is a faith-based organization serving High Point for over 6 years dedicated to providing support for a variety of community improvement activities. This project, ***Girls Only... "If I only knew"*** focuses on preteen and teen girls' issues and behaviors, helping them resist negative social pressures and risk-laden conduct.

Budget:	\$1,800
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	Provide training for pre-teen girls
Objective:	Suitable Living Environment
Outcome:	Availability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 200

Piedmont Health Service and Sickle Cell Agency



Piedmont Health Services
and Sickle Cell Agency

Piedmont Health Services and Sickle Cell Agency (PHSSCA) is a 42-year old community-based, minority health organization that is comprised of three divisions, Sickle Cell Services Division, HIV/AIDS Prevention Division and Wellness Division. The mission of PHSSCA is to provide outreach, education, screening and case management for people with high-risk health problems. The project, ***Help Me Get a Job Day*** will target 200 low income individuals 16 and older in the Core City of High Point area for 2 job fairs. Those targeted will be those with the greatest obstacles to employment such as criminal records, those with HIV, who are homeless, and other unusual difficulties.

Budget:	\$5,000
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	Provide two job fairs
Objective:	Suitable Living Environment
Outcome:	Availability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 200

Reading Connections, Inc.



Reading Connections is the primary provider of 1-to-1 tutoring and small group literacy classes for adult students in Guilford County. They provide literacy education to improve knowledge, skills and abilities that enable them to accomplish real-life goals, including enhanced employability and improved quality of life. This project, High Point Adult Literacy Services, will provide basic literacy instruction to 350 participants.

Budget:	\$5,000
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	Provide basic literacy instruction
Objective:	Suitable Living Environment
Outcome:	Availability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 350

Salvation Army of High Point



The Salvation Army of High Point serves homeless single women and families by providing shelter, case management, food and life skills developmental classes, rent and clothing. There are major cornerstones that will be addressed with each resident through case management, financial security, stable housing, medical and mental wellness. Requested funds will be used to renovate the bathroom.

Budget:	\$9,845
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)
Goal:	Provide suitable shelter/renovate bathroom
Objective:	Suitable Living Environment
Outcome:	Affordability
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 24

YWCA of High Point



The High Point YWCA is dedicated to eliminating racism and empowering women and promoting peace, justice, freedom and dignity for all. This project, Making Proud Choices, is an evidence-based safer-sex approach to teen pregnancy, STDs and HIV prevention curriculum that will be used for middle and high school youth.

Budget:	8,750
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)(b)
Goal:	
Objective:	Suitable Living Environment
Outcome:	Availability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 80 youth

Macedonia Family Resource Center



Macedonia Family Resource Center is in its 11th year of providing services to the Macedonia community: computer classes, cooking, dance, life-skills, music/voice lessons, Little League and Pony league baseball, and math/science summer camp. Funds requested will host a 5K health Walk/Run.

Budget:	\$8,850
Activity:	CDBG Public Service Subrecipient
Source:	CDBG
National Objective:	LMI clientele
Eligibility Citation:	570.201(e); 570.208(a)(1) and 570.208(a)(2)(b)
Goal:	
Objective:	Suitable Living Environment
Outcome:	Availability/Accessibility
Public Service Access:	Improved
Performance Measures:	Projected number to be served: 80 youth

Community Based Initiatives

Budget:	\$10,000
Activity:	CBI Public Service
Source:	CDBG
National Objective:	Low-to-moderate income clientele (LMI)
Eligibility Citation:	570.201(e); 570.208(1)(1) & (a) (2)
Goal:	Assist at least 10 neighborhoods
Objective:	Sustainability
Outcome:	Availability/accessibility
Public Service Access:	Improved
Performance Measures:	Projected Census Tracts to be served 136.01, 136.02, 138, 139, 140, 142, 143, 144.06, 144.08, 145.01, 145.02, 145.03, and 146

The City may assign a portion of its CDBG entitlement to fund the Community Based Initiative (CBI) for public service activities provided by neighborhoods and/or local community based organizations for the benefit of low to moderate-income residents. Organizations are not required to have a 501 3(c) status. Eligible projects can use CBI funds as seed money for the purchase of supplies, materials, goods and services directly related to the implementation of the project. The project must provide matching resources in dollars, in-kind contributions, or volunteerism that equals or exceeds 25% of the grant amount requested. All activities must be implemented within the city limits of High Point, involve neighborhood people in the identification, planning or execution of the proposed activity.

The application process will begin in March/April timeframe. The Citizen Advisory Council (CAC) will review the applications in May/June and recommendations will be send to the City Council in April for approval.

The CAC will select at least ten (10) neighborhoods and/or local community based organization improvement projects to be completed by June 30, 2015.

D. Reducing Homelessness

Partners Ending Homeless

(www.partnersendinghomelessness.org.)

Mission: Partners Ending Homelessness (PEH) works to encourage public understanding of the causes and conditions of homelessness and lead a strong and stable system of care for individuals and families to reduce homelessness in Guilford County.



Strategy: Partners Ending Homelessness focuses on generating housing, strengthening prevention and supportive service efforts, and increasing coordination, collaboration and access through the Continuum of Care (CoC) in our community.

Partners Ending Homelessness seeks to:

- ✚ Engage existing and new partners to unite stakeholders' voices and achieve a shared vision of ending homelessness
- ✚ Develop greater visibility of and support for PEH efforts to end homelessness
- ✚ Advocate for strong policies that address root causes of homelessness, and initiatives that strengthen current system of care
- ✚ Provide technical assistance and training to homeless service delivery agencies
- ✚ Develop and implement strategies and best practices to end homelessness, inclusive of Guilford County's 10-Year Plan to End Chronic Homelessness and the five objectives identified by HUD
- ✚ Consolidate efforts to increase resources for ending homelessness in Guilford County ensuring that all areas of need are being addressed
- ✚ Evaluate efforts toward ending homelessness overseeing the collection, use and security of data to determine the effectiveness of outcomes, and make adjustments in strategies to improve outcomes

Partners Ending Homelessness is the planning & coordinating organization for homeless service delivery in our CoC. PEH implements, evaluates & updates Guilford County's Strategic Plan to End Homelessness. PEH is a groundbreaking, collaborative partnership of over 80 community partners that work to generate housing, strengthen prevention & supportive services, & increase coordination, collaboration & access through the community's continuum of care. Partners Ending Homelessness

- ✚ CONNECTS with individuals & organizations to enhance awareness of & increase access to our system of care.
- ✚ SUPPORTS the development of an effective service system by functioning as the hub for information sharing & training
- ✚ RESTORES lives in our community by securing & administering major funding with continuous oversight of services and resources. PEH believes that through strong partnerships and a coordinated effort on the part of businesses, social service agencies, the faith community, & all citizens, we will be a community that ends homelessness

Current Work: Over the next 12 months, the CoC will pursue several efforts to increase transitional housing (TH) exits to permanent housing (PH).

1. A few TH programs in the CoC are interested in converting to PH programs and have expressed interest in pursuing reallocation and restructuring in the next 12 months.

2. Many TH applicants, like Greensboro Urban Ministry, Servant Center, and Open Door Ministries have either partnered individually or with PEH to team up with CHDOs and other affordable housing builders (Affordable Housing Management Inc. as an example) to discuss expansion of programs to include PH. In fact Servant Center just opened another 9-bedroom unit near their TH program specifically for their clients to move into while still accessing medical and other services provided by the program.

3. There is a statewide funding opportunity through the NC Housing Finance agency to access funding for new PSH units. Our CoC will submit at least one application to the program in early 2013.



Income increases the exit rate of TH participants to PH. In 2011, 47% of homeless persons reported unemployment/ underemployment as the reason for their homelessness. Thus, PEH is strategically targeting employment programs (Goodwill, Welfare Reform liaison project, JobLink) to meet with CoC agencies and work toward ways of integrating individuals they serve into those programs. PEH and ESG recipients will expand the capacity of the RRH team (funding, technical assistance, & coordination). Lastly, our CoC will apply for HUD bonus project each year, & agencies will apply to NCHFA each year to access PSH dollars. As part of the CoC strategic plan, PEH will lead the work of the Housing section (See attached.). Highlights of the plan include: increasing supply of supportive housing; increasing SOAR access; aligning local homeless funding into goals and funding objectives supported by the CoC; & increasing collaborations & coordination among all levels of housing entities.

Our CoC is beginning to implement its Coordinated Assessment System pilot project via our ESG program's CoC-Wide Rapid Rehousing Team. The CoC has developed a common assessment tool and a coordinated "map" showing which providers will focus on which sub-populations. Partners Ending Homelessness (PEH), the CoC's Collaborative Applicant, currently is finalizing state and city contracts for ESG dollars and waiting to begin this process. Additionally, PEH has contracted with a consultant to expand and assist in the holistic development of the Coordinated Assessment Program and data usage for the entire CoC

V. General Program Administration

Budget:	\$269,520
Activity:	Administration
Source:	HOME, CDBG and General Funds
National Objective:	N/A
Eligibility Citation:	24 CFR 92.206, 570.200 (a) (3) (i)

Administrative costs that are necessary for program planning and management of the CDBG and HOME programs are charged to program administration. CD&H is responsible for ensuring program implementation in compliance with national objectives of both programs as well as adherence to state and local requirements. Reasonable administrative and planning costs include, but are not limited to:

- Preparation of the Consolidated Plan & Assessment of Fair Housing
- General management, oversight and coordination
- Salaries, wages and related costs of the participating jurisdiction's staff
- Monitoring progress and compliance with program requirements
- Preparing reports and other documents related for submission to HUD
- Coordination of audit and monitoring findings resolutions
- Evaluation of program results against stated objectives
- Travel costs incurred for official business in carrying out the program
- Administrative services performed under third party contracts or agreements
- Capacity building and training activities for staff and non-profits
- Fair housing and activities to affirmatively further fair housing

HUD regulations permit the City to use up to twenty percent of the CDBG grant and up to ten percent of its HOME grant for reasonable administrative and planning costs.

A. HOME Matching Requirements

Generally, jurisdictions participating in the HOME program are required to make contributions or match to housing that qualifies as affordable housing. During a fiscal year, match must total not less than 25 percent of the HOME funds drawn from the jurisdiction's HOME Investment Trust Fund Treasury account in that fiscal year for project costs, unless the participating jurisdiction has received a reduction in the match requirement, which was the case for High Point for October 2013-September 2014. Due to prevailing economic conditions the City anticipates receiving a reduction in the match requirement for the 2014-15 program year.

B. Local Monitoring and Compliance

HUD requires entitlement communities to establish and implement monitoring procedures that ensure accountability, program compliance and performance. Consequently, the Department has developed special procedures to ensure sub-recipients are in compliance with applicable regulations. All applicants are required to submit an application that is reviewed by staff.

Public Services: Once funding is approved for a project, staff coordinate allocation of funds. Organizations receiving funds must enter into a detailed performance contract with the City. It describes all federal laws and regulations, and defines reporting and project management responsibilities of the sub-recipient. This contract also states performance goals that the organization is expected to meet. As a project progresses, grantees are required to submit monthly reports. Staff makes quarterly on-site visits to each funded project. They discuss the project's progress with managers and examine records. All CDBG funded sub-recipient projects are required to demonstrate a minimum of low to moderate-income benefit ratio of 70%. To ensure grantees achieve this, the City requires them to focus on providing services to residents of officially designated community development target areas with high concentrations of low-to-moderate income residents. Sub-recipients are also required to make a mid-year report and/or appearance before the Citizen Advisory Council (CAC) at one of its regular meetings to ensure performance measures are being met and funds are expended in a timely manner.

Procedures have been developed by the Department to ensure that all projects and programs funded with CDBG and HOME funds meet required regulations. Households or individuals receiving assistance through a housing program must submit an application that is reviewed by the department's staff to verify eligibility. Examples of specific compliance requirements are given below.

Affordable Housing: Low Income Housing Tax Credit project (LIHTCs) - In order to verify compliance with property standards and the information submitted by owners on tenants' incomes, rents and other HOME rental requirements during the project's period of affordability, HOME rules require on-site inspections of HOME properties according to the total number of units in a project. Two such projects - Admiral Pointe comprised of a total of 54 units and Addington Ridge with 58 units - require annual inspections. A minimum of 20% of the HOME-assisted units in will be inspected. Addington Ridge will be partially funded with Section 108 funds wherein CDBG regulations will apply. CD&H plans to utilize the Guide for Review of Rental Projects checklist provided by HUD as a resource during monitoring to ensure adequate recordkeeping is in accordance with all federal requirements.

CHDOs - To address new requirements specified in HUD Notice CPD-12-007, CHDOs shall be evaluated on an annual basis by the Affordable Housing Manager (or his designee) to determine the organization's fiscal soundness and staff underwriting/development experience. The evaluation criteria shall include, but not limited to, the following:

1. Progress on development projects to date;
2. Capacity of staff to accomplish contract goals;
3. Fiscal management; and

4. Continued good standing with the State.

Lead Hazard Control – A primary goal of the City’s Lead-Based Paint Hazard Control Program is the elimination and/or control of identified lead hazards. Housing for low to very-low income families with children under six years of age (with a priority given to units occupied by children with an Elevated Blood Lead Level) is given highest priority. To ensure that this program is compliant with its Notice of Funding Availability (NOFA) and HUD regulations, CD&H shall do the following:

- Review work write-ups to ensure that the prescribed work addresses components that are found to be lead hazards. Any additional work required (e.g., to meet minimum housing inspection standards) will be addressed with CDBG, HOME or General Funds.
- Other compliance items such as income verification, income eligibility, affordability period, and procurement shall follow the Department’s standard operating procedures.

C. Fair Housing

Fair housing is the right of individuals to obtain the housing of their choice, free from discrimination based on race, color, religion, sex, disability, familial status, national origin, and, depending on the circumstances, age. This right is assured by the Federal Fair Housing Acts of 1968 and 1988, as amended, which make it unlawful to discriminate in the sale, rental, financing, and insuring of housing. Under the Fair Housing Act an aggrieved person may, not later than one year after an alleged discriminatory housing practice has occurred, file a complaint directly with the U.S. Department of Housing and Urban Development (HUD), or a state or local agency that enforces laws that are “substantially equivalent” to the Fair Housing Act. Upon the filing of such a complaint, HUD has the responsibility to serve notice of the complaint and conduct an investigation into the alleged discriminatory housing practice. The Fair Housing Act declares, “It is the policy of the United States to provide, within Constitutional limitations, for fair housing throughout the United States.” In addition, the law directs all executive departments and agencies to administer their programs and activities related to housing and urban development in a manner that affirmatively furthers the purposes of the Act.

The U. S. Department of Housing and Urban Development requires that all state and local governments participating in their programs submit an analysis of impediments to fair housing (AI). The City of High Point has completed this requirement with assistance from Mullin & Lonergan, Associates. Mullin & Lonergan’s services were engaged to assure HUD and the community that the City is working to ensure that efforts are being made to “affirmatively further fair housing” as set forth in the regulations governing the Community Development Block Grant Program and Title VIII of the Fair Housing Act. The analysis of impediments to fair housing choice identified several impediments that could play a role in prohibiting fair housing choice in High Point. Based on these findings, the City must take appropriate actions to overcome the effects of the impediments identified through the analysis. In conducting the analysis of fair housing choice for the City of High Point, M&L completed a comprehensive review of policies, practices, and procedures that affect the location,

availability, and accessibility of housing and current residential patterns and conditions. The analysis includes an examination of existing studies and literature along with a review of public policies from a fair housing perspective. M&L evaluated all the data for effectiveness of existing fair housing activities and examined barriers to fair housing choice for protected classes. Based upon the analysis, M&L provided this report of the findings and recommendations for remedies. The current analysis of impediments to fair housing identifies the following issues which impede the City's ability to affirm fair housing choice and equal opportunity. A table listing the impediments and planned actions is listed below:

Identified Impediment Show specific FHA act protected class(es) or other groups and geographic area(s), if applicable	Activities to address the impediment (Specify protected class(es), other special needs groups, and geographic area(s), if applicable)	Milestones and Timetables	Anticipated Results	\$ Available for Activity	Source of \$
1.) The City maintains records of the composition of its appointed citizen boards and commissions that are involved in housing and housing- related decisions. However, more detailed information is needed in order to document that members of the protected classes are fairly represented.	Opportunities for High Point residents to participate on citizen boards and commissions are available on an on-going basis and are advertised as vacancies become available. One example of the City's support of board participation by protected classes is its support of Project Board Development, a leadership development program developed by the United Way of Greater High Point's African American Initiative.	On-going	Increased awareness of, opportunities for and presence of protected classes to participate on appointed boards and commissions that are involved in housing and housing- related decisions.	N/A	N/A

Identified Impediment Show specific FHA act protected class(es) or other groups and geographic area(s), if applicable	Activities to address the impediment (Specify protected class(es), other special needs groups, and geographic area(s), if applicable)	Milestones and Timetables	Anticipated Results	\$ Available for Activity	Source of \$
2.) The City lacks formal policies aimed at expanding the supply of affordable housing in geographic locations outside of areas of racial, ethnic, and/or LMI concentrations.	The City recognizes the need to de-concentrate the City's supply of affordable housing and, as an example, has supported the development of the following projects that are located outside traditional racial, ethnic and LMI concentration areas: a) Admiral Pointe (census tract 163.06) – a 54-unit complex that targets elderly, LMI beneficiaries (opened in January 2013); b) Addington Ridge (census tract 163.06) – a to-be-developed 58-unit complex targeting LMI families (under construction); and c) Hartley Ridge (census tract 144.07) – a proposed 84-unit complex targeting LMI families.	a) Admiral Pointe opened January 2013 b) Addington Ridge under construction c) Hartley Ridge 1. Approval of Section 108 application amendment (action pending) 2. Final approval of LIHTC application by State housing finance agency 3. Anticipated start of construction 4 th quarter 2014 pending HUD approval	Increase in the number of affordable housing units in geographic areas outside traditional racial, ethnic and LMI concentration areas.	\$1.35 million	Section 108
3.) Zoning districts in High Point permitting multi-family housing units as a use by right are concentrated primarily in the central and southern neighborhoods of the City, which are LMI areas. In addition, there is limited available land for new multi-family housing developments in non-impacted areas.	Developers have been successful in locating suitable land for development as well as obtaining support from City Council and staff in the development of new, multi-family housing in non-impacted areas (see #2 above).	See #2 above	Increased de-concentration of affordable housing options throughout the City, including new, multi-family housing.	See #2 above	See #2 above
4.) Through the imposition of minimum distancing requirements (i.e. separation), the City's zoning ordinance places additional restrictions on the siting of group care facilities and family care uses. This is discriminatory. The City's zoning ordinance appears to be in violation of the Fair Housing Act.	The City's minimum distancing requirements are consistent with State law (reference: N.C.G.S. §168-22(a)).	N/A	N/A	N/A	N/A

Identified Impediment Show specific FHA act protected class(es) or other groups and geographic area(s), if applicable	Activities to address the impediment (Specify protected class(es), other special needs groups, and geographic area(s), if applicable)	Milestones and Timetables	Anticipated Results	\$ Available for Activity	Source of \$
5.) Despite efforts at de-concentration, public housing units and Section 8 units are concentrated in impacted areas of the City, specifically in the central and southern neighborhoods, such as the Southside, West End, and Macedonia.	Section 8 vouchers can be used for units located throughout the City, including recently-developed and/or approved affordable housing units (see #2 above). To increase community awareness, the City's Community Development and Housing Department will explore opportunities to host fair housing outreach/training sessions in partnership with the City's Human Relations department and with external organizations such as the High Point Association of Realtors®.	On-going	Increased community awareness and de-concentration of the value and use of Section 8 vouchers in non-impacted areas.	To be determined	CDBG admin
6.) The City's minority population has expanded significantly in the past two decades. For example, Hispanics now comprise 7% of the City's population. There are other City residents who have limited proficiency with the English language as well, including families that have resettled to High Point. While the City provides translation services, residents with limited English proficiency may not take the initiative to seek out programs and services due to the language barrier	The City shall continue to expand its partnership with organizations that support limited English proficiency residents such as the following: a) <u>World Relief High Point/Asheville</u> , whose mission is to partner with the local church and community to assist refugee families by providing support as they adjust to their new lives in America; and b) <u>Reading Connections</u> , an adult literacy agency that provides free and confidential services that help to improve basic literacy skills, self-esteem, community service and leadership skills among new adult readers who live or work in Guilford County, NC.	On-going	Increased access by High Point residents with limited English proficiency to information about affordable housing opportunities	To be determined	CDBG & General funds

Identified Impediment Show specific FHA act protected class(es) or other groups and geographic area(s), if applicable	Activities to address the impediment (Specify protected class(es), other special needs groups, and geographic area(s), if applicable	Milestones and Timetables	Anticipated Results	\$ Available for Activity	Source of \$
7.) There are service gaps in the local public transit system that make it difficult for inner-city transit- reliant populations to access bus service to outlying areas where entry-level and low-skill jobs are available. The lack of adequate public transportation to area employment centers is a major impediment to fair housing choice for members of the protected classes.	The City's transit system is designed to maximize available resources in its ability to provide public transportation services in the coverage area. At present, non-covered areas exceed the City's ability to properly address.	N/A	N/A	N/A	N/A
8.) Minority households have greater difficulty becoming home owners because of lower incomes.	In order to increase the ability of low-income, minority households to become home owners, the City has created an enhanced lease-purchase program with the following characteristics: a) Buyer must select a house available through the Lease Purchase programs of the City or participating CHDOs; b) Buyer shall enter into a 1-year lease (maximum duration) during which time they receive comprehensive financial literacy, money management and savings training; c) Buyers must receive a minimum of 8 hours homebuyer education and participate in a City-approved IDA Program; d) Buyers must be able to obtain a loan from a Participating Lender and have a minimum cash investment of \$500; and e) Buyers can receive a three-year deferred loan up to \$7,500 for down payment to assist with the purchase.	On-going (since 2011)	Increased ability of low-income, minority households to become home owners.	\$251,000	CDBG & HOME

9.) There is an inadequate supply of rental housing accessible to persons with mobility impairments and other disabilities. In order to address this unmet need, the City should require developers to include a higher number of accessible units with constructing new housing.	The City and the High Point Housing Authority have recently participated in the development of Low Income Housing Tax Credit projects. LIHTC projects are required to target ten percent (10%) of the total units to persons with disabilities or homeless populations. Since the 2011 AI was completed, three (3) LIHTC projects have been completed, with one proposed (see below for number of units accessible to persons with mobility impairments and other disabilities): a) Admiral Pointe – 6 (54 total units) b) Addington Ridge – 6 (58 total) c) Park Terrace (Phase 1 & 2) – 18 (172 total) d) Hartley Ridge – 6 (84 total)	See #2 above	Increase in the number of ADA-accessible, affordable units.	See #2 above	See #2 above
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10.) There is an inadequate supply of available information relative to accessible dwelling units for persons with disabilities.	The Arc of North Carolina, who is committed to securing for all people with intellectual and developmental disabilities the opportunity to choose and realize their goals of where and how they learn, live, work, and play, maintains a database of available vacancies for both those with intellectual and developmental disabilities as well as mental illness (http://www.arcnc.org/housing-resources). Other web-based resources such as SocialServe provide information on available housing units as well (http://www.socialserve.com/tenant/NC/Se arch.html?city_id=30400&type=rental).	On-going	Increase in awareness of information on available housing units for persons with disabilities	N/A	N/A
11.) Over half of the fair housing complaints filed in High Point (through HUD) involved disability claims of discrimination.	The City's Human Resources (H/R) Department has provided leadership in educating the community (e.g., residents, real estate brokers, etc.) about fair housing laws and how to implement them. H/R will continue these efforts into the future.	On-going	Increased awareness by the High Point community about fair housing.	To be determined	CDBG admin
12.) Questionable language, including restrictions on pets and references to certain age groups, was found in the local newspaper and other rental publications. In addition, some publications lacked the Equal Housing Opportunity logo and/or the publisher's policy.	See #11 above	See #11 above	See #11 above	See #11 above	See # 11 above
13.) Mortgage loan denials and high-cost lending disproportionately affect minority applicants in High Point, similar to national trends.	See #8 above	See #8 above	See #8 above	See #8 above	See #8 above
14.) Local Realtors have identified the need for more fair housing information to be made available in languages other than English for persons with Limited English Proficiency (LEP).	See #11 above	See #11 above	See #11 above	See #11 above	See # 11 above

In the fall of 2007, High Point's City Council voted to enact Fair Housing in High Point. The Human Relations Commission has voted to expand its Fair Housing Committee (FHC) to include members of the public sector who do not sit as human relations commissioners. Last year, invitations for membership to the FHC were issued to the High Point Housing Authority, High Point Housing Coalition, and the Triad Apartment Association (TAA). Fair Housing committee members are Ron Butler, Angela McGill, Cam Cridlebaugh, Steve Key, Mary Gwyn, and Milagros Amaro.

The Human Relations Department is in the process of submitting an application to HUD for Substantial Equivalency Certification, which would designate our department as a Fair Housing Administrative Program (FHAP) agency. This designation means that a State or local agency has the ability to enforce a local law that provides substantive rights, procedures, remedies and judicial review provisions that are substantially equivalent to the federal Fair Housing Act. In addition, the department is currently researching Fair Housing Initiative Program (FHIP) grants and is in conversation with HUD about becoming an FHIP agency until our FHAP status is approved.

To better serve the community, the department has relocated to the second (main) floor of City Hall. The new space has a conference room for conducting training, educational programming, mediations, and an expanded resource area. The department has also added an additional position of Human Relations Specialist, who is responsible for fair housing education, outreach, and investigations. The Human Relations Department is working to develop a Fair Housing & Equal Opportunity educational program.

The Human Relations Department celebrates Fair Housing Month each April. The Department will be working closely with the City of High Point's Community Development & Housing Department to implement the educational component of lead abatement, recognizing that potential fair housing concerns exist related to properties containing lead-based paint hazards.

D. Discharge Policy

The City of High Point does not expend funds directly or indirectly to public institutions and/or systems of care that may discharge persons resulting in homelessness of such persons. The City, however, provides technical assistance to organizations that serve the homeless. The City's Community Development and Housing Department works closely with the High Point Housing Coalition, a task force of homeless shelters and supportive service providers. The City played a leading role in establishing the Housing Coalition and a department staff member continues to provide technical assistance and other support to the group. The City also utilizes its CDBG program to fund public service activities that are available to Homeless Service Providers.

Assessment of Fair Housing and Consolidated Plan

HUD has released draft rules requiring entitlement cities to prepare an Assessment of Fair Housing (AFH) at least every five years. The assessment must be submitted 270 days prior to submission of the next 5-year Plan. HUD grant recipients must undertake this assessment in keeping with their obligation to 'affirmatively further fair housing' (AFFH). Draft HUD rules published in the Federal Register on July 19, 2013, (FR-5173) encourage and allow local jurisdictions to join together to prepare a Regional Assessment of Fair Housing (RAFH), thereby achieving economies of scale and addressing fair housing issues within the housing market. The City of High Point, the City of Burlington, the City of Greensboro and the Surry County HOME Consortium have agreed to partner in the development of Regional Assessment of Fair Housing. Under the terms of the agreement, the City of High Point will serve as the lead entity with administrative services provided by the Piedmont Triad Regional Council.

Mullin & Lonergan, Assoc. (M&L), who conducted the City's most recent analysis of impediments to fair housing in 2009, has been contracted to develop the RAFH due in 2014. Although the AFH will be prepared on a regional scale, individual fair housing goals and prioritized actions will be developed for each of the three cities and the four-county Surry HOME Consortium for inclusion in their respective Five-Year Consolidated Plans.

Total costs for the AFH are not expected to exceed \$90,000 with expenses shared among the participants based on the jurisdictions' 2012 population and HUD funding received in 2013. High Point's share will be not exceed \$20,000. The City's share will be funded from existing HUD funds (HOME Administrative). AFFH goals identified in the AFH must be used to inform the strategies and actions of the Consolidated Plan and the Annual Action Plan which will take effect July 1, 2015.

Consolidated Plan –Background: As an entitlement community, HUD requires the City to consolidate its planning, application and reporting requirements for its federally funded programs into a consolidated plan covering five years of proposed activities. The Consolidated Plan contains goals, measurable objectives and implementation strategies for each of the elements included in it. It is based on community needs gathered through the citizen participation process, staff analyses, recommendations from the Citizens Advisory Council, and direction and guidance provided by the City Council. The Consolidated Plan document is the result of a collaborative process whereby the citizens of High Point establishes a unified vision for community development actions. It offers local jurisdictions the opportunity to shape various housing and community development programs into effective, coordinated neighborhood strategies. It, also, facilitates strategic planning and citizen participation in a comprehensive context and reduces duplication of effort. This document shall include a one-year Action Plan that describes activities to be funded or implemented in the first year of the five-year consolidated plan and implements the strategies formulated to accomplish objectives identified in the Consolidated Plan. The City plans to release an RFP for consulting services to assist in development of the Conplan in late April 2014.

HOME Investment Partnerships Program – Changes to Final Rule

The HOME Program is the largest federal block grant program for affordable housing. It provides funding to State and local governments for rental and homebuyer housing development, homebuyer (down payment) assistance, homeowner rehabilitation assistance and tenant-based rental assistance. HUD published a Final Rule in the Federal Register on July 24, 2013 to amend the HOME Investment Partnerships (HOME) Program regulations. These amendments to the HOME regulations represent the most significant changes to the HOME Program in 17 years. Since its inception, many HOME participating jurisdictions (PJs) have encountered new challenges in administering their programs and in managing their growing portfolios of older HOME projects. These challenges have been intensified by recent housing and credit market conditions. Informed by what HUD and HOME PJs (including the City of High Point) have learned over the years, HUD made significant changes to the HOME program regulations with the overall goal of providing PJs and their partners with regulatory guidance to enhance the efficiency and effectiveness of the HOME Program in the context of a more complex housing and community development environment.

The 2013 Rule contains many new provisions and changes that will have substantive and broad-based impact on how participating jurisdictions administer HOME activities. The 2013 Rule also codifies existing policy guidance that has been previously issued by HUD, and addresses a number of technical and non-substantive “housekeeping” items within the HOME regulation. The key substantive changes in the regulation are intended to:

- ✚ Accelerate the timely production and occupancy of assisted housing,
- ✚ Strengthen the performance of PJs and their partners in producing and preserving affordable housing units,
- ✚ Provide PJs with greater flexibility in the design and implementation of their programs, and
- ✚ Increase administrative transparency and accountability.

The City shall modify and implement changes to its policies/procedures and all underlying processes as well as documentation to comply with the new 2013 HOME Rule.

VI. Other Activities/Actions

The next several pages detail programs funded by additional grants awarded to the City of High Point for administration by the Community Development and Housing Department.

Housing:	Lead Hazard Control Funds	\$500,000
	Section 108 Loan Guarantee Program	1,350,000
	Construction Training Partnership	130,000
CNDD	VITA	4,000
	Harmony House (US DOJ)	314,700
	Continuum of Care (Shelter Plus Care)	78,012
TOTAL:		\$2,376,712

The City successfully applied for competitive grants that fund additional activities. These funds enable enhancement and expansion of current efforts to create safe, healthy and sustainable neighborhoods. Lead Hazard grant funds will fund education materials and activities; inspections and risk assessments; remediation services, and clearance of lead in homes built before 1978. The Construction Training Partnership will offer on-the-job training for ex-offenders, leading to a stable career and life. Shelter Plus Care addresses the needs of chronically homeless persons in collaboration with Open Door Ministries as part of CD&H's involvement with Guilford County's 10-year Plan to End Homelessness. The Section 108 Loan Guarantee program will enable additional housing to benefit low-to-moderate - income residents. Harmony House provides a neutral visitation site for victims of crime/abuse and their families; VITA offers free tax preparation to area residents.

A. Lead-Based Paint Hazard Remediation

Budget: \$500,000
Activity: Healthy Homes and Lead Hazard Control
Source: HUD
National Objective: Low and Moderate Income Housing
Eligibility Citation: 24 CFR Part 35, "Lead-based paint poisoning prevention in certain residential structures"
Goal: Conduct lead hazard control work activities
Objective: Conduct lead hazard control activities on 109 units
Outcome: Lead-safe residences
Performance Measures: 59 housing units remediated



During the course of most rehabilitation activities, whether emergency, limited or comprehensive in scope, it is likely that painted surfaces will be disturbed. The department conforms to the federal mandate established by Title X of the 1992 Housing and Community Development Act that HUD funded programs, including Housing Rehabilitation Programs; incorporate lead-based paint hazard evaluation, remediation/reduction strategies and clearance requirements for all housing structures built before 1978.

The U.S. Centers for Disease Control (CDC) reports that at least 4 million households have children living in them that are being exposed to high levels of lead. The CDC estimates approximately half a million U.S. children ages 1-5 with blood lead levels above 5 micrograms per deciliter ($\mu\text{g}/\text{dL}$), the new reference level at which CDC recommends public health actions are to be initiated. According to the 2010 Census, City of High Point housing data indicates approximately 69% of local housing stock as built before 1978, or approximately 20,970 residential structures.

Lead is a dangerous and pervasive poison. Anyone at any age, even pets, can become poisoned by lead. Because lead is harmful to the developing brain and nervous system, exposure to lead is especially dangerous to fetuses and young children. Because lead exposure often occurs with no obvious symptoms, it frequently goes unrecognized. Low-level lead exposure, including prenatal exposure, has been linked to decreased performance on standardized IQ tests and end-of-grade testing for school-aged children.

Children are not uniformly exposed to lead. The age of the child, race/ethnicity, socioeconomic status, and age of housing all play a role in the risk of exposure to and development of childhood lead poisoning. Children living in poverty are four times more likely to have elevated blood lead levels than children from wealthier families. Children with elevated blood lead levels are not distributed evenly;

rather, they are disproportionately located in older neighborhoods. Due to their overrepresentation in lower income neighborhoods, African-American children are four times more likely to have elevated blood lead levels than white children.

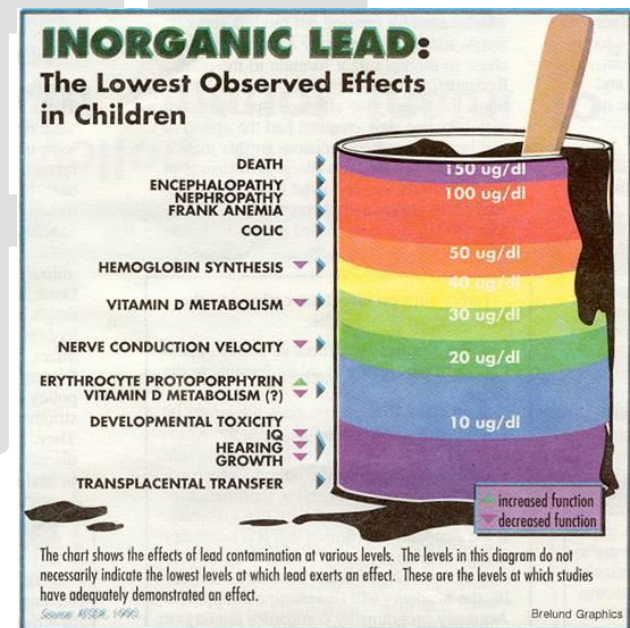
To reduce the potential for adverse health effects attributable to the rehabilitation of deteriorated lead-based paint surfaces, the City: 1) provides educational material to all housing rehabilitation customers with information about the potential health hazards posed by the presence of deteriorated lead-based paint; 2) provides information about protecting their families from this hazardous substance; 3) Project Managers, who oversee rehabilitation projects, are trained to incorporate proper hazard reduction techniques into the treatment of lead-based paint; 4) program contractors are trained and certified on lead hazard remediation and are EPA RR&P accredited.

HUD Lead-Based Paint Hazard Control Grant Award

On September 15, 2011, HUD announced a \$2.475 million Lead-Based Paint Hazard Control Grant award to the City of High Point to continue the Department's on-going Lead-based Paint Remediation Program on private residential housing serving very low to moderate income families. The City's on-going lead remediation program begun in 2008 has resulted in 274 residential units made "lead safe."

Goals and Objectives: The City's primary goal is the elimination and/or control of identified lead hazards in one hundred eighty (180) housing units involving very low to moderate families with children under six years of age, with a priority given to units occupied by children with an Elevated Blood Lead Level. Other ongoing objectives include:

- 1) Increase the number of children screened for lead poisoning;
- 2) Increase public awareness of lead-based paint prevention through a *Lead Safe High Point Initiative*;
- 3) Promote primary prevention strategies for families with children under six years of age who have low-level lead poisoning of 5 micrograms per deciliter ($\mu\text{g}/\text{dL}$);
- 4) Promote NC Department of Public Health's Preventative Maintenance Program;
- 5) Provide EPA certified Lead Supervisor/Worker and EPA Renovation, Repair and Painting Rule training to contractors, management companies, building inspectors and others;
- 6) Promote comprehensive fair housing initiatives, in cooperation with the City Human Relations Department, to housing providers, civic and community-based organizations, and elected and appointed officials;
- 7) Updates to the city web-based Lead Safe Housing Registry.



Eligible Residential Housing Units: The program is available to all housing units City-wide occupied by income eligible families. However, six census tracts/neighborhoods located in the Core-City that have socioeconomic and environmental risk factors which demonstrate the likely prevalence of lead-based paint exposure (including age of housing, poverty, crime, low educational scores, and concentrated ethnicity) will be targeted as follows: Tract Number (Neighborhood) 136.02 (Five Points & Montlieu); 138 (Washington Street); 139 (East Central); 140 (Southside & West End); 142 (Macedonia), and 143 (Highland Mills & Ward Avenue). Current data confirms a higher concentration of children with blood lead poisoning within these tracts.

Applicants must meet each of the following criteria: 1) Residential building was constructed prior to 1978; 2) occupied by very low to moderate income person or family; 3) contains lead-based paint, dust or soil.

The following free services will be available to eligible applicants:

1. **Lead Inspection:** an analysis of all coated surfaces to confirm the presence of lead paint coatings (paint, varnish, shellac) in a dwelling for lead with an x-ray fluorescence analyzer, an electronic device used to find lead-based paint.
2. **Risk Assessment:** an analysis report explaining the results of the inspection and to confirm the presence of lead-based paint hazards.
3. **Remediation Services:** activity which eliminates or controls lead paint hazards that have/can cause poisoning.
4. **Clearance:** an environmental test to confirm, by a visual inspection (exterior) and taking dust samples (interior) that lead-based paint hazards have been remediated and that proper clean up using Lead Safe Work Practices has occurred.

The City of High Point has established the following prioritization schedule for identified units:

1. referrals from the Guilford County Health Department confirming presence children less than six years of age identified with elevated blood lead levels;
2. presence of children less than six years of age as part of a Primary Prevention Program, a proactive approach to control lead hazards before children are poisoned;
3. housing units located in the identified targeted areas;
4. Cost Value Benefit (remediation vs. structure value);
5. degree of lead hazards;
6. housing units earmarked for existing rehabilitation programs; and
7. housing units located outside of the targeted areas.

The City of High Point Community Development & Housing Department has affirmed support of Healthy People 2020, a national initiative comprised of state and federal goals to promote “health for all through a healthy environment” for all U.S. citizens and to end lead-based paint poisoning by 2020.

Additional information on the City's Lead Safe High Point program can be found at www.leadSAFEhp.org.

B. HUD Section 108 Loan funds/LIHTC (Low Income Housing Tax Credit)

Budget:	\$1,350,000
Activity:	Public Improvements
Source:	Section 108/CDBG
National Objective:	Benefitting low- and moderate-income persons
Eligibility Citation:	24 CFR Part 570.703
Goal:	Provide affordable rental housing
Objective:	Provide decent housing; suitable living
Outcome:	Affordability
Performance Measures:	84 units of multi-family housing



Section 108 is the loan guarantee provision of the Community Development Block Grant (CDBG) program. Section 108 provides communities with a source of financing for economic development, housing rehabilitation, public facilities, and large-scale physical development projects. The program allows local governments to transform a small portion of their CDBG funds into large, federally guaranteed loans for eligible projects such as funding public improvements in support of Low Income Housing Tax Credit (LIHTC) projects. In 2010, the City received a \$3,907,000 Section 108 loan guarantee to leverage private funding from local banking institutions to create and maintain a Small Business Loan program. However, due to market demand, the City has modified its Section 108 application to expand the utilization of these proceeds to further benefit low- and moderate-income residents of High Point to finance public improvements in support of multi-family housing initiatives.

The City will partner with experienced for-profit and non-profit developers of multi-family housing, particularly those with experience in securing LIHTC for proposed projects. For example, the City partnered with High Point-based Wynnefield Properties to construct and manage Admiral Pointe, a 54-unit affordable housing development for the elderly (age 55 & up), which completed construction in December 2012. As a follow up to Admiral Pointe, the City partnered with Wynnefield to support the development of another affordable housing facility that will serve low- to moderate-income beneficiaries (Addington Ridge, a 58-unit, multi-family development presently under construction). The City anticipates partnering with Wynnefield in support of a third multi-family development for the 2014 round

of LIHTC applications (Hartley Ridge; application due date of May 2014).

DRAFT

C. North Carolina Construction Training Program

Budget: \$130,000
Activity: Rehabilitation
Source: General Funds (\$65,000) and N.C. Housing Finance Agency (\$65,000)
National Objective: Benefitting low- and moderate-income persons
Goal: To provide emergency housing rehabilitation services to low- and moderate-income (LMI) homeowners; improve quality of existing LMI housing stock
Objective: Providing Decent Housing
Outcome: Availability
Performance Measures: 20 students trained/5 rehabilitations

In 2013, the City entered into a tri-party agreement with the N. C. Housing Finance Agency (NCHFA) and the N. C. Homebuilders Association (NCHBA) to provide occupational training to City residents and to build/renovate affordable housing. The City will pay the soft costs associated with training at an amount not to exceed \$65,000. NCHBA will conduct a range of training services that shall consist of no less than two (8) week construction classes, consisting of classroom and hands-on residential new construction and/or rehabilitation field training followed by job placement activities. NCHFA will pay the hard costs of eligible program-related new construction or rehabilitation activities at an amount not to exceed \$65,000. The City will identify and select eligible residential construction projects to serve as class related field laboratories and instructional models. The City will choose new and/or rehabilitation projects with a sufficiently broad scope of work so as to allow students the widest possible variety of construction training exposures and experiences. The City has procured a general contractor partner (High Point Committee Against Violence ("HPCAV")) to work with one or more of its development partners (e.g., Habitat for Humanity and Unity Partners) who will be responsible for the satisfactory completion of all work performed on program-related projects. The City will work with HPCAV to schedule work commensurate with the training needs of each class. The City will administer disbursement of NCHFA-provided funds, maintain accurate and detailed records of all eligible program-related transactions, and report to the Agency as required by this agreement.

D. VITA -- Volunteer Income Tax Assistance \$4,000

The Community and Neighborhood Development Division continues to offer free tax preparation for low-to-moderate-income individuals during tax season. A program of the IRS, VITA offers services six days a week free of charge to residents of High Point and surrounding areas. We expect to file more than 400 federal tax returns this year. Partner agencies provide other resources and services to taxpayers as needed. Partnerships this year include the United Way of Greater High Point; High Point University; Guilford Technical Community College; West End Ministries; and Macedonia Family Resource Center. The program provides college students with hands-on experience in tax preparation as well as the satisfaction of volunteering for a worthwhile cause. The program will increase awareness of the Earned Income Tax Credit and Child Tax Credit. The three VITA sites this year are Community & Neighborhood Development Center at 201 Fourth Street, West End Community Center at 901 English Road, and Macedonia Family Resource Center at 401 Lake Avenue.

FREE TAX PREPARATION

Beginning January 27th

EARN LESS THAN \$46,227 (\$51,567 MARRIED FILING JOINTLY) WITH 3 OR MORE QUALIFYING CHILDREN?	• YOUR EITC COULD BE AS MUCH AS \$6,044.
EARN LESS THAN \$43,038 (\$48,378 MARRIED FILING JOINTLY) WITH 2 QUALIFYING CHILDREN?	• YOUR EITC COULD BE AS MUCH AS \$5,372.
EARN LESS THAN \$37,870 (\$43,210 MARRIED FILING JOINTLY) WITH 1 QUALIFYING CHILD?	• YOUR EITC COULD BE AS MUCH AS \$3,250.
EARN LESS THAN \$14,340 (\$19,680 MARRIED FILING JOINTLY) WITH NO CHILDREN?	• YOUR EITC COULD BE AS MUCH AS \$487.

AVOID EXPENSIVE 'RAPID REFUND' LOANS and GET YOUR REFUND IN 10-14 DAYS OR LESS!

GET YOUR TAXES PREPARED **FREE** BY IRS-CERTIFIED VOLUNTEERS
AT ANY HIGH POINT VITA SITE LISTED BELOW. TAXES ARE DONE ON A FIRST-COME, FIRST-SERVE BASIS. CALL 336-883-3041 FOR MORE INFORMATION.

MACEDONIA FAMILY RESOURCE CENTER 401 LAKE AVENUE	COMMUNITY & NEIGHBORHOOD DEVELOPMENT 201 FOURTH STREET	WEST END COMMUNITY CENTER 903 ENGLISH ROAD
MONDAYS & WEDNESDAYS 5:00 TO 7:30 P.M.	TUESDAYS & THURSDAYS 5:00 TO 7:30 P.M.	FRIDAYS 3:00 – 5:30 P.M.
	SATURDAYS 2:00 P.M. TO 5:00 P.M.	



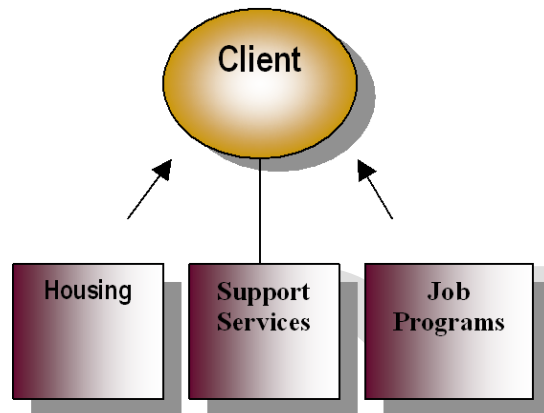




E. Harmony House \$314,700

This program, awarded to Family Service of the Piedmont in partnership with the City of High Point (oversight and financial pass-through by CNDD), provides a safe, neutral and family-friendly means of supervised visitation and safe exchange service for victims of domestic violence, child abuse, sexual assault, teen dating violence, and stalking. The program will serve families in Guilford County and surrounding counties as appropriate. The US Department of Justice, Office on Violence Against Women will play a substantial role in shaping and monitoring the program. The City of High Point will work collaboratively in planning implementation phases along with Harmony House, Family Service of the Piedmont and the 18th Judicial District Court.

F. Continuum of Care (Special Needs Assistance Program) Formerly Shelter Plus Care



Budget:	\$78,012
Activity:	Permanent Supportive Housing for the Homeless
Source:	Homeless Assistance Programs
National Objective:	Low to Moderate-Income Limited Clientele
Eligibility Citation:	24 CFR 570.201(p), 208(a)(2) and 582
Goal:	Provide long-term housing and supportive services homeless persons with disabilities
Objective:	(Creating Economic Opportunities)
Outcome:	Sustainability
Public Service Access:	Improved
Performance Measures:	Projected number of persons to be served- 11

The City of High Point serves as the fiscal agent for the Shelter Plus Care Program with Open Door Ministries serving as the service provider. The program is entering its seventh year and currently assists 11 homeless individuals with disabilities to obtain housing stability and address their supportive service needs. This year the program will successfully graduate two individuals who will exit the program to permanent housing. One client has obtained a Section 8 voucher and is no longer in need of supportive services and another client has become stable and has obtained multiple federal benefits and he now believes that he is ready to move out on his own. Open Door Ministries will continue to provide ongoing supportive services from obtaining furniture to ensuring clients receive proper medical care.

The City provides yearly inspections at each residence to ensure compliance with HUD quality standards, processes rent, utility, and gas payments. Open Door Ministries will provide case management, direct supportive services, and maintain the services provided documentation for each client. Clients who receive disability payments from the federal government are required to make prorated rent payments. Open Door Ministries will be assisting remaining clients to apply for Social Security Disability payments. If Open Door Ministries succeeds in securing these disability payments, revenue will be added to the program funds. When this revenue amount is substantial, another client will be added to the program. To provide a more direct door to permanent housing, the High Point Housing Authority is expected to take over as fiscal agent for the grant this coming year. The City of High Point will be working to ensure a smooth transition for our clients and service providers.

Other Action:

Neighborhood Stabilization Program

In the summer of 2009 the City of High Point's application for Neighborhood Stabilization Program (NSP) funding was approved. The program, authorized under the Housing and Economic Recovery Act of 2008, was established for the purpose of stabilizing communities that have suffered from foreclosures and abandonment. NSP provided grants to every state and certain local communities to purchase foreclosed or abandoned homes and to rehabilitate, resell, or redevelop these homes in order to stabilize neighborhoods and prevent the further decline of house values of neighboring homes.

The City of High Point realized the goal of the program was more than a means to acquire and redevelop foreclosed properties: it was an opportunity to help rebuild neighborhoods hardest hit by foreclosure with new qualified and able homeowners. An important aspect of the program is that all homebuyers are required to attend homebuyer education classes. These classes help ensure that buyers gain a strong financial foundation and prevent mortgage defaults, and foreclosures, in the future.

The City used NSP funds to purchase 9 homes with the intent to sell to very low-income first-time homebuyers, but has had difficulty selling the single family homes due to insecurity in the job market coupled with potential buyers who unable to meet criteria currently set by the lending industry. Under NSP program guidelines, if the City is unable to sell NSP-assisted homes, alternatives such as lease purchasing or rentals must be considered to ensure the properties benefit low income families. Consequently, the City will make the remaining properties available to income eligible buyers on a lease-purchase basis. Eight future homeowners are presently participating in this program and it is anticipated that all of them will close on their homes before their one-year lease expires.

As of January 1, 2014, all program income generated from the sale of these homes must be returned to the for possible re-allocation or other award process. The process that the State will use to reallocate program income to grantees has not been finalized. However, it is anticipated that these funds will be used for NSP-eligible projects that are "shovel-ready," as competition for these funds should be strong. Once the application process has been developed, the City will make application to the State on behalf of the following projects:

-  Infrastructure for Phase III of the Southside Revitalization Project
-  Bridge over Richland Creed connecting a proposed walking trail between Southside Elementary school and City-owned land adjacent to Phase III of the Southside Revitalization Plan
-  Acquisition of blighted properties in the Core City for "land banking"
-  Installation of "traffic calming devices" in the Graves Avenue area on N. Hoskins Street

CD&H will remain in contact with the NCDOC and will apply for these funds when they become available.



April 15, 2014

Mr. Randy McCaslin
Assistant City Manager
City of High Point
211 S. Hamilton St.
High Point, NC 27261

Dear Mr. McCaslin,

As per our phone conversation this afternoon, I'm writing you to confirm that at this point, High Point University would like to postpone the item (Amendment to Rezoning Case 12-06) coming up at the public hearing of the City of High Point's, City Council, which is scheduled for Monday, April 21, 2014.

We are reviewing various, different concepts for that entire area, which may have an effect on the Amendment to Rezoning Case 12-06. High Point University would like to postpone this matter until the next City Council public hearing, which to my understanding is scheduled for either May 5, 2014 or May 19, 2014.

If upon nearing that next public hearing date, we at High Point University have not come to a conclusion of our plans for this area, I will notify you again for perhaps another postponement.

Thank you very much for your understanding and consideration,



HIGH POINT UNIVERSITY

Ron Guerra
Director of Construction & Renovation

PLANNING AND ZONING COMMISSION RECOMMENDATION

On March 25, 2014, a public hearing was held before the Planning and Zoning Commission regarding the request described below. All members of the Commission were present except for Mr. Mark Walsh and Mr. Ed Spivey.

High Point University

Amendment to Zoning Case 12-06

A request by High Point University to amend Conditional Zoning Case 12-06 to revise the transportation conditions. The site is bounded by Montlieu Avenue, N. College Drive and Boundary Avenue.

Mr. Herbert Shannon presented the Amendment to Zoning Case 12-06 and recommended approval as outlined in the staff report.

Speaking on behalf of the request was the applicant's representative, Mr. Ron Guerra, Director of Construction, High Point University.

No one spoke in opposition to the request.

The Planning & Zoning Commission recommended approval of the requested Amendment to Zoning Case 12-06 by a vote of 6-0.

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

**STAFF REPORT
AMENDMENT TO ZONING CASE 12-06**

April 8, 2014

(Revised)

Requests		
Applicant: High Point University	Owner: High Point University	
Zoning Proposal: To amend Conditional Zoning Ordinance 12-06 (CZ12-06) to revise the transportation conditions	From:	CZ-PI Conditional Zoning Public & Institutional District
	To:	CZ-PI Conditional Zoning Public & Institutional District

Site Information	
Location:	The site is bounded by Montlieu Avenue, N. College Drive and Boundary Avenue.
Tax Parcel Numbers:	Guilford County Tax Parcel 0183270, 0183279 thru 88
Site Acreage:	Approximately 11.24 acres
Current Land Use:	Parking lot and undeveloped parcels
Physical Characteristics:	The site has a moderately sloping terrain and a perennial stream runs through the middle of it. Running parallel, along both sides of this stream, are associated floodways, and 100-year and 500-year flood zone areas that extend approximately 170 feet from the stream.
Water and Sewer Proximity:	A 6-inch City water line and an 8-inch sanitary sewer line are lying adjacent to the site within Montlieu Avenue and Boundary Avenue.
General Drainage and Watershed:	The Montlieu Avenue and Boundary Avenue frontages are elevated above the majority of this block, thus the site drains towards the stream lying in the middle of the property. Development is subject to the City Lake General Watershed Area requirements of the water supply watershed regulations. Engineered stormwater measures are required for non-residential or multifamily development with an impervious surface area that is greater than 24% or more of the site.
Overlay District(s):	City Lake General Watershed Area (GWA)

Adjacent Property Zoning and Current Land Use			
North:	RS-7	Residential Single-Family-7 District	Single family residential dwellings (<i>across N. College Drive</i>)
South:	RS-7	Residential Single-Family-7 District	Single family residential dwellings (<i>across Boundary Avenue</i>)
East:	RS-7	Residential Single-Family-7 District	Single family residential dwellings (<i>across N. College Drive</i>)
West:	RS-7 PI CU-PI	Residential Single-Family-7 District Public & Institutional District Conditional Use Public & Institutional	Single family residential dwelling High Point University campus

Relevant Land Use Policies and Related Zoning History	
Community Growth Vision Statement	This request is neither in conflict with the Community Growth Vision Statement's goals and objectives nor does it promote those goals and objectives.
Land Use Plan Map Classification:	The site has an Institutional land use designation. This classification is intended to accommodate public, quasi-public and institutional uses on large tracts.
Land Use Plan Goal, Objectives & Policies:	This request is neither in conflict with the Land Use Plan's goals and objectives nor does it promote those goals and objectives.
Relevant Area Plan:	<u>University Area Plan:</u> This requested amendment is not in conflict with the policies of the University Area Plan.
Zoning History:	2007: Special Use Permit Case 07-02 was granted by Council to permit a parking lot in a residential zoned area for the University. This parking lot was constructed and in 2009 the Special Use Permit was amended to allow its expansion southward to the north side of Meadowbrook Boulevard. 2009: In 2009 the University Area Plan was adopted and redesignated the Montlieu Avenue frontage of this block from a Low Density Residential to an Institutional land use designation, and the plan also classified the southern half of this block as a future growth area for the University. 2012: Zoning Case 12-06 and Land Use Plan Amendment Case 12-02 adopted for the this area (between Montlieu Avenue and Boundary Avenue) and changed the zoning and land use map, respectively, to allow expansion of the University southward to Boundary Avenue. 2014: In February 2014, City Council adopted Street Abandonment Case 14-01 to closes that portion of Montlieu Avenue between N. College Avenue and N. Centennial Street as a public street.

Transportation Information			
Adjacent Streets:	Name	Classification	Approx. Frontage
	Montlieu Avenue	Private Street	1,160 ft.
	N. College Drive	Major Thoroughfare	1,015 ft.
	Boundary Avenue	Local Street	1,110 ft.
Vehicular Access:	Vehicular access will be from the existing access drive from Montlieu Avenue.		
Traffic Counts: (Average Daily Trips)	College Drive	11,000 ADT	(2009, 12 hour count)
	Montlieu Avenue	5,600 ADT	(2009, 12 hour count)
Estimated Trip Generation:	None		
Traffic Impact Analysis:	Required		Comment
	☐ Yes	☐ No X	None

Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.
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School District Comment

Not applicable to this zoning case.

Details of Proposal

With the recent abandonment of that portion of Montlieu Avenue between N. College Drive and N. Centennial Street, the applicant has submitted this amendment to CZ Ordinance 12-06 to revise the following transportation conditions.

- Remove the requirements for a turn lane to be installed at the parking lots access point from Montlieu Avenue or from N. College Drive onto Boundary Avenue;
- Remove the condition allowing vehicular access to the site from Boundary Avenue; and
- Establish a setback for the placement of a security entrance center (i.e. welcome center) near the intersection of N. College Drive and private portion of Montlieu Avenue.

In addition, the amendment removes non-relevant conditions based on the abandonment of this portion of Montlieu Avenue.

Staff Analysis

Section 9-3-13 of the Development Ordinance states that the Planning & Zoning Commission and the City Council shall be guided by the purposes and intent of the Development Ordinance, and shall give consideration to the following in the review and discussion of any Conditional Zoning application. Based on the applicant's submittal and proposed conditions, as they existed on the date of this report, the Planning and Development Department offers the following comments relative to these ordinance considerations.

Consistency with Adopted Plans:

The proposed Conditional Zoning District is appropriate for its proposed location and is consistent with the purposes, goals, objectives and policies of relevant comprehensive land use or area plans

Staff Comments:

This area has an Institutional Land Use Map classification and is designated in the University Area Plan as a growth area. The requested amendment to the CZ-PI District is consistent with the objectives of the University Area Plan and the City's Land Use Plan.

Review Factors:

The applicant's proposed Conditional Zoning District, including the proposed use(s), written conditions and Conditional Zoning Plan, satisfactorily meets or addresses the following:

<u>Factor #1</u>	Produces a development that is compatible with surrounding development character and land uses;
	<u>Staff Comments:</u> Proposed amendment will not change or remove conditions pertaining to landscaping, screening or lighting along this permanent edge of the campus.

<u>Factor #2</u>	Minimizes or effectively mitigates any identified adverse impact on adjacent and nearby property, such as that caused by traffic, parking, noise, lighting, trash, loading areas, etc.; <u>Staff Comments:</u> The proposed amendment removes a condition permitting a vehicle access point to the site from Boundary Avenue; provisions will be made to permit a grassed area that will allow emergency vehicular access. Removal of this access further minimizes the impact development has on adjacent residences.
<u>Factor #3</u>	Minimizes or effectively mitigates any identified adverse environmental impact on water and air resources, minimizes land disturbance, preserves trees and protects habitat; <u>Staff Comments:</u> Staff has not identified any environmental impacts based upon the proposed changes to the transportation conditions.
<u>Factor #4</u>	Minimizes or effectively mitigates any identified adverse impact on municipal facilities and services, such as streets, potable water and wastewater facilities, parks, police and fire; and; <u>Staff Comments:</u> With the abandonment of this segment of Montlieu Avenue, the University is proposing to construct a security entrance center (i.e. welcome center) near the intersection of Montlieu Avenue at N. College Drive. To ensure there will be sufficient stacking distances, so vehicles do not back-up into N. College Drive, the applicant has offered a condition to provide a stacking area for 7 cars (approximately 150 feet.)
<u>Factor #5</u>	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent properties. <u>Staff Comments:</u> Based on existing conditions in Conditional Zoning Ordinance 12-06, which are not significantly changing, development of the site will not adversely effect the value of adjacent properties.

Changes in the Area:

There have been changes in the type or nature of development in the area of the proposed Conditional Zoning District that support the application.

Staff Comments:

The zoning site was historically a residential neighborhood adjacent to the southeastern edge of the High Point University campus. Over the past decade, the University purchased the land, obtained University related zoning approvals, and razed the residences to facilitate the development of a parking lot. The recent abandonment of this segment of Montlieu Avenue will enable added change to the area.

Development Patterns:

The proposed Conditional Zoning District would result in development that promotes a logical, preferred and orderly development pattern.

Staff Comments:

The proposed amendment does not change any of the conditions that ensure development will be consistent with the goals and policies of the University Area Plan.

Reasonableness/Public Interest:

An approval of the proposed Conditional Zoning District is considered reasonable and in the public interest.

Staff Comments:

In this case, staff suggests that the approval of the applicant's request is reasonable and in the public interest because: 1) The requested amended CZ-PI District is consistent with the Land Use Plan; and 2) Development conditions noted within Conditional Zoning Ordinance 12-06 will ensure the request is in harmony with the adjacent single family neighborhood; and 3) The welcome center vehicular stacking for a minimum of 7 cars will mitigate any adverse impacts on adjacent public streets.

Recommendation

Staff Recommends Approval:

The Planning and Development Department recommends approval of the request to amend this CZ-PI District. As conditioned, the requested CZ-PI District will be compatible with the surrounding area and in conformance with adopted plans.

Required Action

Planning and Zoning Commission:

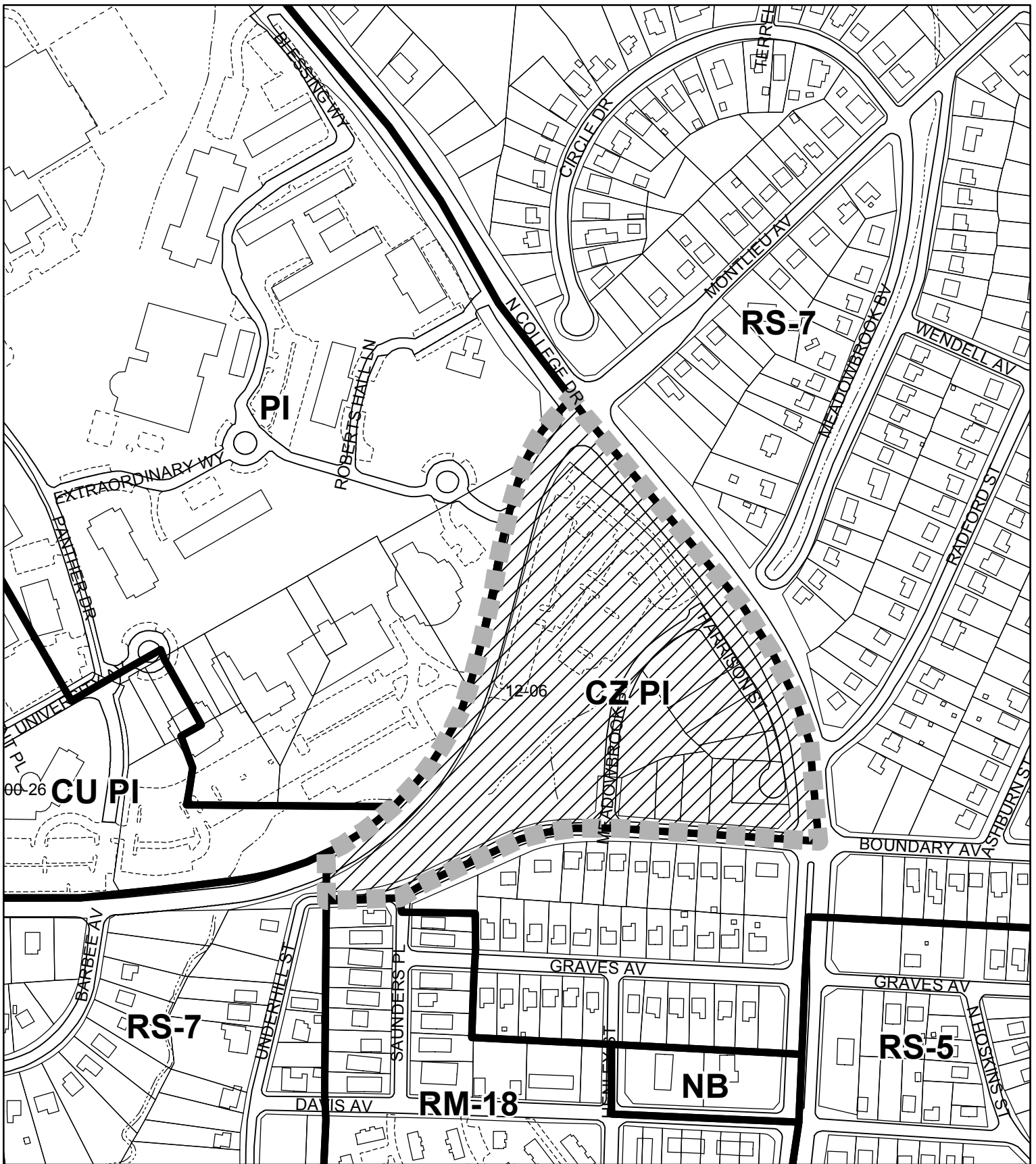
The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting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



AMENDMENT TO CZ12-06

Request: To revise the Transportation conditions.

Existing Zoning Boundary
Subject Property Boundary

Planning & Development
Department

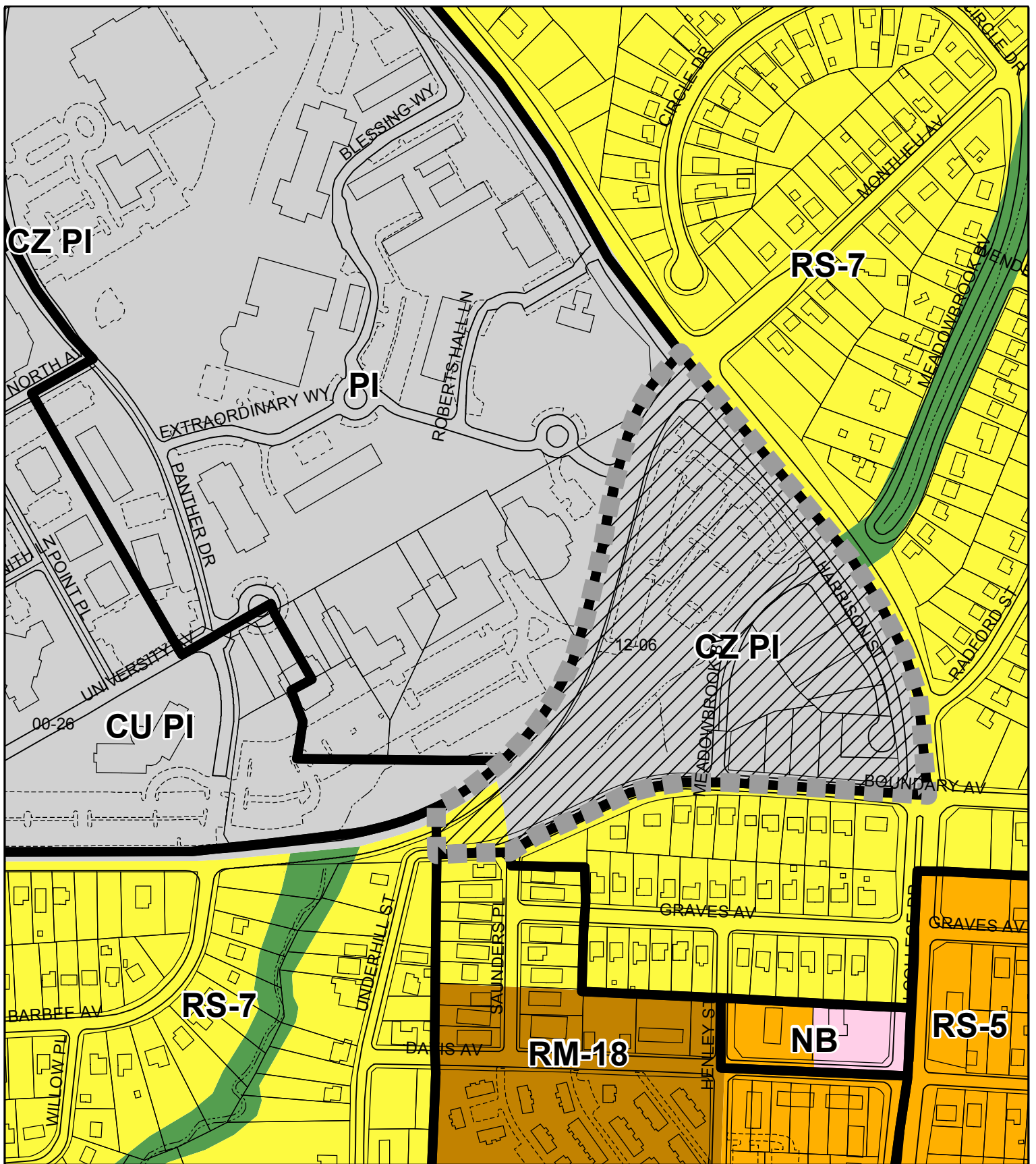
City of High Point

Date: March 12, 2014



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AMENDMENT TO CZ12-06

Land Use Plan

 Low-Density Residential	 Local/Convenience Commercial
 Moderate-Density Residential	 Institutional
 Medium-Density Residential	 Recreation/Open Space

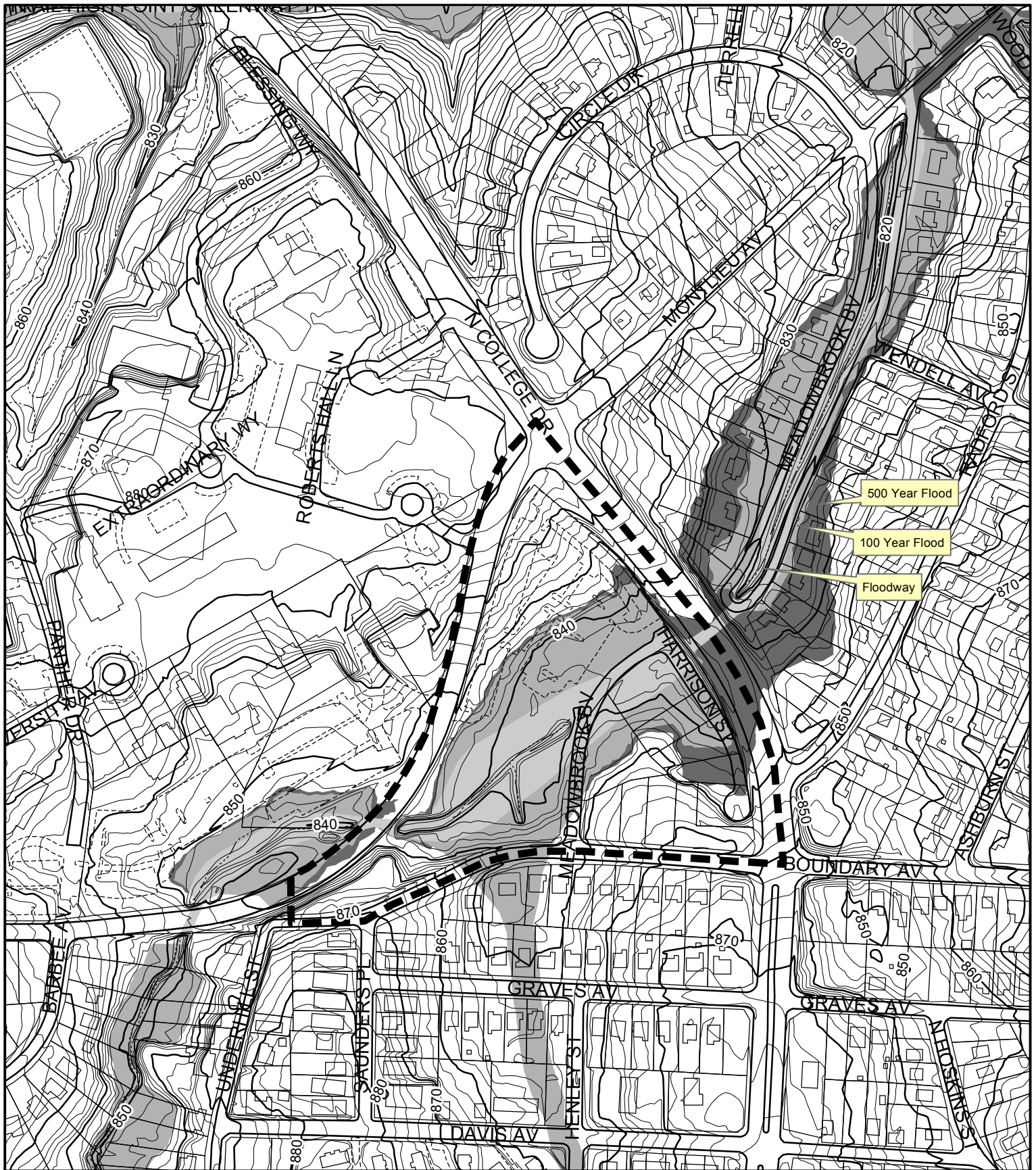
Planning & Development
Department

City of High Point

Date: March 21, 2014



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ZONING CASE 12-06

Topography

Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point

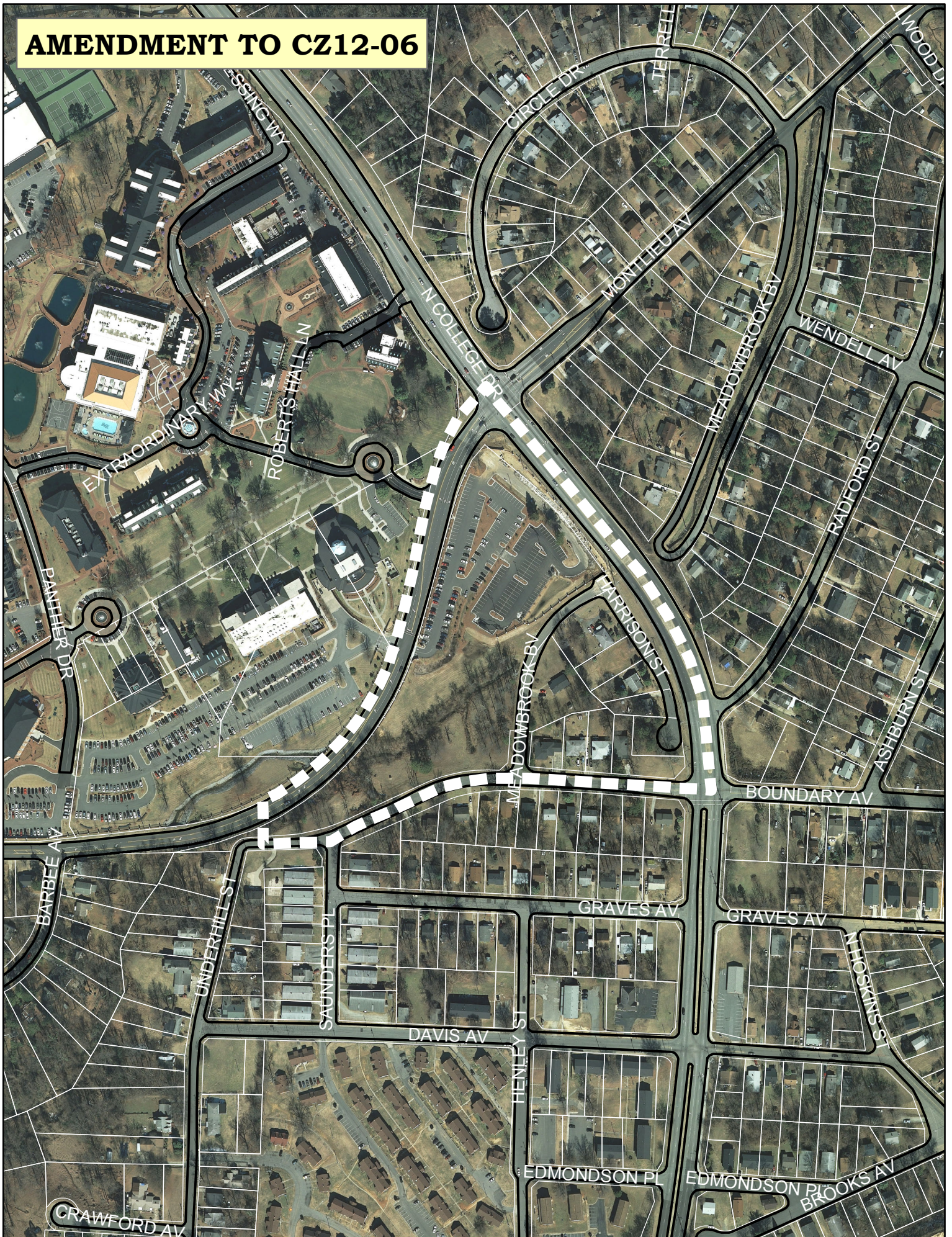
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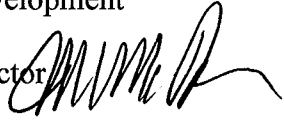
AMENDMENT TO CZ12-06



Transportation



March 5, 2014

To: Lee Burnette, Director of Planning and Development
From: Mark McDonald, P.E., Transportation Director 
Subject: Zoning Case 12-06, High Point University. Property is bounded by Montlieu Ave, N College Drive and Boundary Avenue.

My staff and I have reviewed the rezoning request and have the following comments:

A traffic impact analysis was not required for this development. To require a traffic study the proposed development must be expected to produce at least one hundred and fifty (150) trips in the AM or PM peak hour. In order to mitigate the development's impact on the surrounding roadway network the following improvements will be required:

Access

No access will be allowed to Boundary Avenue.

Improvements

The Welcome Center on Montlieu Ave. shall be no closer than one hundred and fifty (150) feet from the right-of-way of N. College Drive.

The City of High Point Transportation Director and the North Carolina Department of Transportation shall approve all construction and improvements.

If you have any questions or would like to further discuss this case, please advise.

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 9-3-12, ZONING MAP AMENDMENTS, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of The City of High Point adopted “The City of High Point Development Ordinance” on January 7, 1992 with an effective date of March 1, 1992, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on March 25, 2014 and before the City Council of the City of High Point on April 21, 2014 regarding **Amendment to Zoning Case 12-06** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings was published in the High Point Enterprise on March 19, 2014, for the Planning and Zoning Commission public hearing and on April 9, 2014 and April 16, 2014, 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 _____, 2014.

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: **Conditional Zoning Public & Institutional (CZ-PI) District**. The property is approximately 11.24 ~~40.7~~ acres and is lying along the west side of N. College Drive, between Montlieu Avenue and Boundary Avenue. The property is also known as Guilford County Tax Parcel 0183270, 0183279 thru 88.

SECTION 2.

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. USES:

Permitted Uses: Only the following land uses allowed in the Public & Institutional (PI) District shall be permitted, subject to the development and dimensional requirements of the PI District and the specific conditions listed in this Conditional Zoning Ordinance:

- a. Colleges or Universities (SIC 8220).
- b. Accessory Uses and Structures (customary)

Part II. CONDITIONS:

A. Development and Dimensional Requirements.

1. Lot Combination: All parcels of the rezoning site shall be combined into one lot prior to development and re-subdivision.
2. **Welcome Center in Montlieu Avenue (private Drive):**
A minimum of seven (7) vehicular stacking spaces, per dimensional standards of Table 5-6-2 of the Development Ordinance, shall be provided as measured from the N. College Drive curb line (See Exhibit A “North College Entry Plan”).
3. Within fifty (50) feet of the exterior perimeter of the zoning site mechanical or electrical equipment, dumpsters or other such similar building appurtenances shall be screened from view, at a height of six (6) feet above ground level, as seen from the centerline of any adjacent public street. Existing or newly planted vegetation, opaque fences, masonry walls, other structures or combination thereof may be used to achieve an effective screen.
4. Within 100-feet of the ~~Montlieu Avenue~~, N. College Drive and Boundary Avenue right-of-way(s), loading areas for a building shall not be located on any side of a building that faces these road right-of ways.
5. Lighting:
 - a. Lighting shall be directed inwards towards the interior of the zoning site to minimize lighting spill-off/glare upon abutting residential property
 - b. ~~Where the zoning site abuts a residential use along the north side of Boundary Avenue, lighting shall be setback a minimum 20-foot from the abutting residential parcel(s) property line.~~

B. Landscaping, Buffers and Screening.

1. Along the Boundary Avenue frontage of the zoning site, where land area on opposite side of public street adjacent to the zoning site has a residential zoning designation, the street planting yard standards shall be increased from 8-foot width to a minimum width of 15 feet, and the planting rate for understory trees shall be increased from none to a minimum of 4 per 100 linear feet, and 33 evergreen shrubs per 100 linear feet. Additionally, these shrubs shall be a locally adapted species expected to reach a minimum height of thirty (30) inches within three years of planting.
2. Where parking is located within 50-feet of the Boundary Avenue right-of-way, that row of parking spaces nearest to Boundary Avenue shall be:
 - i. a minimum of 3-feet lower than the Boundary Avenue right of way;
or

- ii. a minimum 3-foot high berm shall be installed next to that row of parking spaces; **or**
- iii. **subject to approval of the Planning Director, additional evergreen landscaping shall be installed to screen vehicles in the parking lot.**

The intent is to provide a low-level screening of the off-street parking area near Boundary Avenue. **A combination of all three of the above noted screening techniques may be incorporated to achieve the low-level screening of the parking lot.**

- 3. **The above noted landscaping condition (B.1) may be adjusted to accommodate a grassed stabilized area for emergency vehicle access.**
- 4. Opaque fencing shall not be installed along the Boundary Street frontage of the site.

C. Transportation Conditions.

1. Vehicular Access

Boundary Avenue: ~~The access point shall be located no more than 170 feet from the intersection of N. College Drive and Boundary Avenue right-of-way.~~ **No access shall be allowed to Boundary Avenue.**

- 2. Improvements: ~~The property owner shall install a southbound right turn lane at the intersection of N. College Drive and Boundary Avenue or install an eastbound right turn lane at the existing access point of the parking lot on Montlieu Avenue. This improvement shall be installed in conjunction with expansion of development south of the stream.~~

- 3. The City of High Point Director of Transportation shall approve the exact location and design of all access points ~~and turn lanes~~. In addition, the Director of Transportation and the North Carolina Department of Transportation (NCDOT), if applicable, shall approve all construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans now required to be approved by the City of High Point.

SECTION 4

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

SECTION 5

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

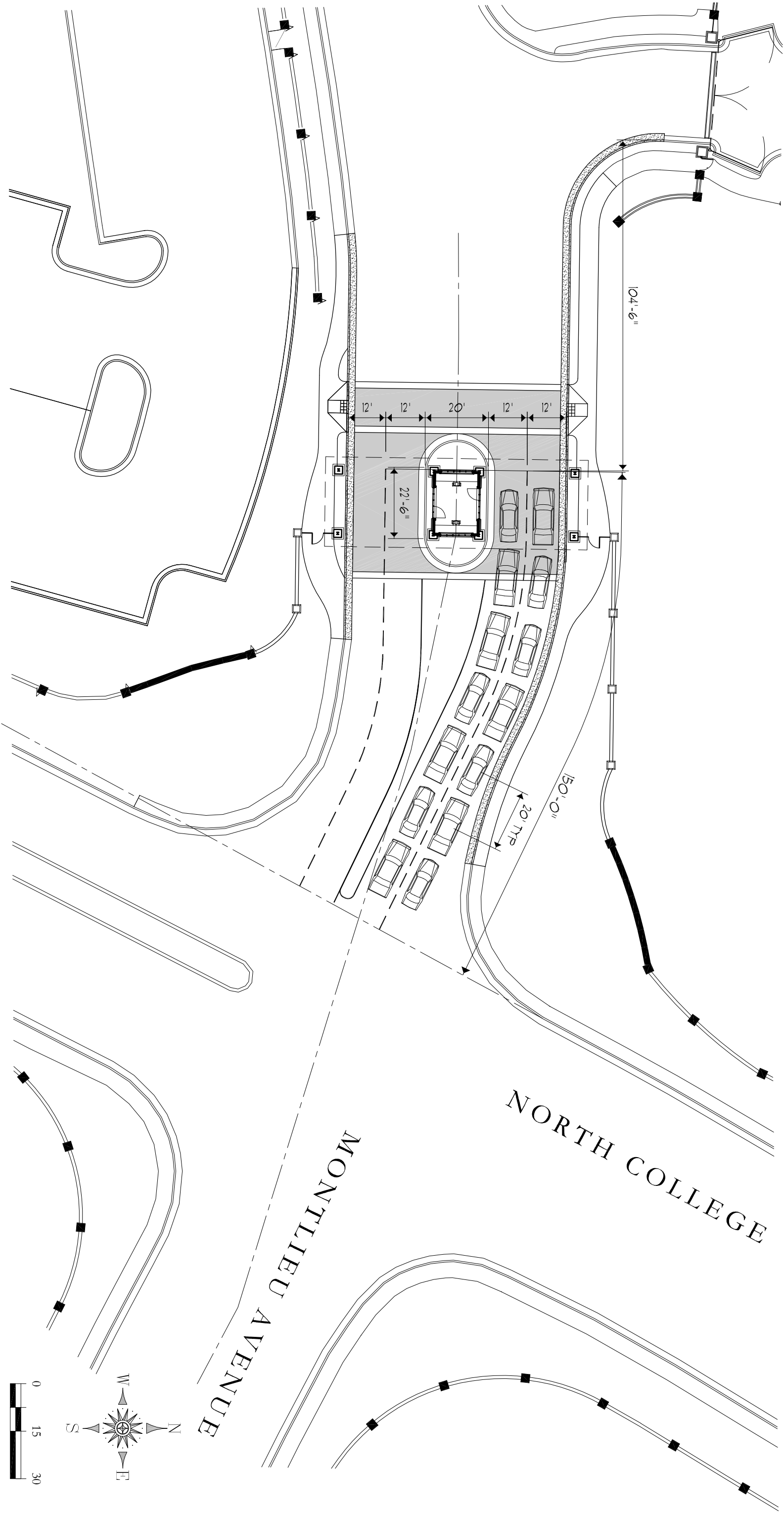
SECTION 6.

This ordinance shall become effective upon the date of adoption.

_____ th day of _____, 2014.

Lisa B. Vierling, City Clerk

Conditional Zoning Case 12-06 Supplemental Information	
Initial Zoning Application	Adopted July 16, 2012 (Ordinance # 6937 / 12-54)
Amendment #1 Sept. 2013	Adopted September 16, 2013 (Ordinance # 7009 / 13-41)



NORTH COLLEGE ENTRY PLAN

HIGH POINT UNIVERSITY

WALTER
ROBBS
CALLAHAN
&PIERCE
Architects PA

Scale: 3/16
Winston-Salem, NC
Telephone
Fax

591 North Trade Street
27101
336-725-1371
336-725-1468

MERCER ARCHITECTURE

M E R C E R
ARCHITECTURE INC
1015 HUTTON LN, SUITE 106
HIGH POINT, NC 27262
PHONE: (336) 885-1200
FAX: (336) 885-1201

HIGH POINT



UNIVERSITY

February 28, 2014

Subject: **Amendment to Conditional Zoning Case CZ 12-06
Boundary Avenue/Meadowbrook Blvd. /Harrison Street**

Ladies and Gentlemen,

The purpose of this letter is to inform you that High Point University has filed an application with the City of High Point for an amendment to Conditional Zoning Case CZ 12-06 of the area bounded by Montlieu Avenue, N. College Drive and Boundary Avenue. The property is currently zoned CZ PI and consists of approximately 9.9 acres.

The request for changes to the current zoning conditions will not change the permitted land use of the property. The requested amendment proposes to prohibit a driveway access to Boundary Avenue, and removal of the current condition requiring a right turn lane on either Montlieu Avenue or N. College Drive.

Although a formal Citizen Information Meeting is not required by the change in conditions, we have enclosed for your review a Conditional Zoning District Citizen Information Meeting Statement made available by the City of High Point, which may help clarify the rezoning process and requirements.

The next meeting of the Planning and Zoning Commission with a public hearing on this proposal is scheduled to take place at City Hall on Tuesday, March 25, 2014, at 6:00 pm.

We urge you to contact us regarding any questions, comments, or concerns. I can be reached at 336-841-9363.

We look forward to answering any questions and receiving your input on the request.

Sincerely yours,

A handwritten signature in blue ink, appearing to read 'Ron Guerra', written over a horizontal line.

HIGH POINT UNIVERSITY

Ron Guerra
Director of Construction and Renovation
336-841-9363

HIGH POINT UNIVERSITY
833 MONTLIEU AVENUE, HIGH POINT, NORTH CAROLINA 27262 (336) 841-9000
WWW.HIGHPOINT.EDU

HIGH POINT CITY COUNCIL
SPECIAL MEETING
Chaired by Mayor Sims
APRIL 21, 2014 – 2:30 P.M.
COUNCIL CHAMBERS

MINUTES

Present:

Mayor Bernita Sims; Mayor Pro Tem Jim Davis (Ward 5); and Council Members Britt Moore (At-Large); Rebecca R. Smothers (At-Large); Jeff Golden (Ward 1); Foster Douglas (Ward 2); Jay Wagner (Ward 4); and Jason Ewing (Ward 6)

Absent:

Council Member Judith P. Mendenhall (Ward 3)

Staff Present:

JoAnne Carlyle, City Attorney; Lisa Vierling, City Clerk

Others Present:

David Woodard, Legal Counsel, Poyner Spruill Law Firm

News Media:

Jordan Green, *Triad City Beat*

Mayor Sims called the meeting to order at 2:40 p.m.

Motion by Council Member Smothers, second by Council Member Wagner to enter into Closed Session pursuant to N.C. General Statute 143-318.11(a)(6) to discuss a personnel matter. The motion carried unanimously.

Upon reconvening into Open Session at 4:09 p.m., Mayor Sims announced there was nothing to report as a result of the Closed Session.

Upon motion by Mayor Pro Tem Davis and second by Council Member Smothers, the meeting adjourned at 4:10 p.m.

Respectfully Submitted,

Bernita Sims, Mayor

Attest:

Lisa B. Vierling, MMC
City Clerk

RANDY McCASLIN

From: RANDY McCASLIN
Sent: Wednesday, February 26, 2014 2:30 PM
To: 'standaguard@gmail.com'
Cc: DOUG LOVELAND; HERBERT SHANNON JR; SCOTT CHERRY
Subject: Mike Curtis 1132 Tangle Lane

Mike, as per our telephone conversation today, your request to be allowed to tap on to the City's water and sewer system to serve this property without annexation into the City was heard at our technical review committee (TRC) today. In accordance with the City of High Point's policy, the TRC found that all city services can be provided to this location, and that it meets the requirements of the NC General Statutes for annexation; and therefore we cannot recommend a waiver of the annexation of this property to the City Council. However the final decision does rest with the City Council. Also on the subject of storm drainage as it relates to this location, it is our understanding that your lot does not have a recorded protected drainage area (PDA). If that is indeed the case, then the property owner has the right to change the flow of stormwater across the lot as long as it exits the property at the same location as it currently does. If you have any questions regarding the stormwater requirements, please do not hesitate to contact Scott Cherry at 883-3273. In addition, as I stated to you today, you need to contact Herb Shannon on our Planning staff in order to ensure that he has all the information that he needs to move this item forward to the High Point City Council's agenda. Herb's telephone number is 883-3309. If you have any further questions for me, please do not hesitate to contact me.

Randy E. McCaslin
Assistant City Manager
City of High Point
PO Box 230
High Point, NC 27261
336-883-3291

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

**STAFF REPORT
ANNEXATION CASE 14-03
April 21, 2014**

Request	
Applicant: Michael Curtis and Tonya Curtis	Owner(s): Michael Curtis and Tonya Curtis
Proposal: Voluntary contiguous annexation of approximately 1.6 acres	Effective Date: Upon adoption
	Associated Zoning Case: Not applicable

Site Information	
Location:	The area to be annexed is lying along the south side of Tangle Lane, approximately 1,900 feet west of Penny Road
Tax Parcel Numbers:	Guilford County Tax Parcel 0176240
Site Acreage:	Approximately 1.6 acres
Current Zoning:	The property is within the City of High Points Extraterritorial Jurisdiction area (ETJ) and zoned Residential Single Family-15 (RS-15) District.
Current Land Use:	Undeveloped
Current Fire District:	Pinecroft-Sedgefield Fire District
Proposed Development:	Single family dwelling
Proposed Unit Type, Number and Average Value:	The property owner is proposing to build one single family dwelling.
Proposed Build-out Schedule:	Unknown
Proposed City of High Point Council Ward:	The proposed annexation site is currently surrounding by Ward 6. If approved, the annexation area will be part of Ward 6.
Physical Characteristics:	The property is wooded and has a moderately sloping terrain.
Water and Sewer Proximity:	An 8-inch City water line lies adjacent to the site along Stafford Run Court. There is also an 8-inch sanitary sewer line adjacent to the site along Stafford Run Court. This sewer line is adjacent to the site for a distance of approximately 75-feet before it terminates at a manhole.
General Drainage and Watershed:	The site drains in a southerly direction and development is subject to the City Lake Watershed Critical Area requirements. A maximum density of two dwelling units per acre or 50% built-upon area is permitted. Construction of one single family dwelling on a zoned lot is exempt from providing stormwater management facilities, provided the lot is located outside of Watershed Critical Areas 1&2.
Overlay District(s):	City Lake Watershed Critical Area (CWA) – Tier 4

Adjacent Property Zoning and Current Land Use			
North:	RS-15	Residential Single Family-15 District (City of High Point's ETJ)	Single-family dwelling
South:	CU RS-12	Conditional Use Residential Single Family-12 District	Single-family dwelling
East:	RS-15	Residential Single Family-15 District (City of High Point's ETJ)	Single-family dwelling
West:	RS-15	Residential Single Family-15 District (City of High Point's ETJ)	Single-family dwelling

Transportation Information			
Adjacent Streets:	Name	Classification	Approx. Frontage
	Tangle Lane	Local	206 ft.
	Stafford Run Court	Local	289 ft.
Vehicular Access:	Driveway access will be from Tangle lane or from Stafford Run Court.		

City Department Comment Summary

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

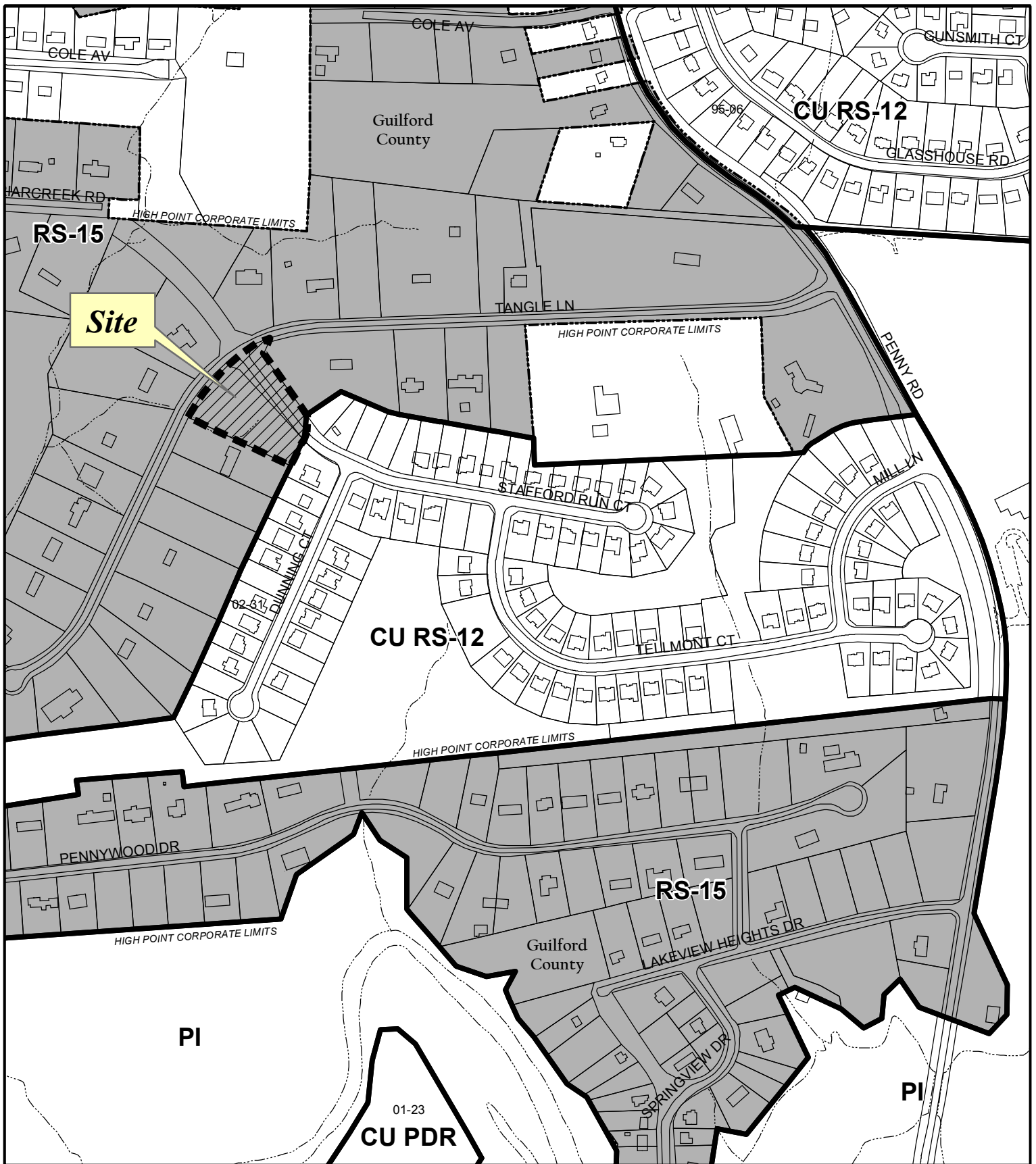
Details of Proposal

The applicant is proposing to build a single family home on this parcel and is requesting annexation in order to have access to city utilities. The annexation site currently abuts the Mendenhall Mill subdivision to the south, which is within the High Point city limits. When the Mendenhall Mill subdivision was constructed, Stafford Run Court was installed as a local city street up to Tangle Lane, and city water and sewer lines were installed in this street.

Unincorporated parcels in this general area are surrounded by the City of High Point's corporate limits and are within the City's Extraterritorial Jurisdiction (ETJ), and subject to the City's zoning and development standards. The existing RS-15 District covering the annexation site is not requested to be changed. This annexation represents a logical progression of the City's annexation policy for this area as the property abuts the City's corporate limits, it's within the City's ETJ, and City services and service vehicles are already present in this area serving the abutting Mendenhall Mill subdivision. The annexation of this parcel will not negatively impact the City's ability to provide services in this area.

Report Preparation

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



ANNEXATION REQUEST ANX14-03

Applicant: Michael & Tonya R. Curtis
Area: 1.6 acres

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

**Planning & Development
 Department**

City of High Point

Date: April 11, 2014



Scale: 1"=400'

G:/Planning/Secure/ba-pz/
 2014/pz/aux14-03.mxd

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

AN ORDINANCE EXTENDING THE CITY LIMITS OF THE CITY OF HIGH POINT

WHEREAS, The City of High Point has been petitioned under G.S. 160A-31 as amended, to annex the area described herein; and,

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

WHEREAS, a public hearing on this annexation was held at the Municipal Building at 5:30 p.m. on the 21st day of April, 2014; and,

WHEREAS, the City of High Point does hereby find as a fact that said petition meets the requirements of G.S. 160A-31 as amended;

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

SECTION 1. By virtue of the authority granted by G.S. 160A-31 as amended, the following described territory is hereby annexed, and made a part of the City of High Point as of April 21, 2014.

ANNEXATION DESCRIPTION

Michael & Tanya Curtis (inclusive of R/W) (Annexation Case 14-03 – Tangle Lane)
Guilford County tax parcel 0176240 and Stafford Run Court ROW

Beginning at a ½” iron pipe in the southern right of way of Tangle Lane, a common corner with Margaret B. & Garland Burton (Deed Book 2998, Page 617), said iron pipe being located North 30 degrees, 15 minutes, 52 seconds East, 117.45 feet from a ½” iron pipe, said iron pipe being the Northwestern corner of Margaret B. & Garland Burton. From said

beginning point and along said right of way with a curve to the right having a radius of 454.62 feet, and arc distance of 206.44 feet, a chord bearing and distance of North 42 degrees, 59 minutes, 25 seconds East, 204.67 feet to a ½" iron pipe; thence crossing Stafford Run Court North 63 degrees, 08 minutes, 33 seconds East, 116.94 feet to a point in the eastern right of way of Stafford Run Court; thence along said right of way line, South 19 degrees, 03 minutes, 51 seconds West, 39.23 feet to a point; thence continuing with the Stafford Run Court eastern right of way line, South 32 degrees, 29 minutes, 18 seconds East, 278.37 feet to a point; thence leaving Stafford Run Court eastern right of way line, South 56 degrees, 59 minutes, 30 seconds West, 59.89 feet to a ½" iron pipe in the western right of way line of Stafford Run Court; thence leaving said right of way line South 28 degrees, 37 minutes, 58 seconds West, 77.32 feet to a ½" iron pipe, the southeastern corner of Margaret B. & Garland Burton; thence along the common line with Margaret B. & Garland Burton, North 59 degrees, 55 minutes, 51 seconds West, 338.95 feet to the point and place of beginning. Said above described tract contains 1.60± acres

SECTION 2. Upon and after **April 21, 2014** the foregoing property and its citizens and property shall be subject to all debts, laws, ordinances and regulations in force in the City of High Point, and shall be entitled to the same privileges and benefits as other parts of the City of High Point. Said territory shall be subject to municipal taxes according to G.S. 160A-31.

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

Adopted by City Council,
this the **21st** day of **April, 2014.**
Lisa B. Vierling, City Clerk



April 30, 2014

MEMORANDUM

AGENDA ITEM

TO: Randy McCaslin
Assistant City Manager

FROM: Mark McDonald, P.E. 
Transportation Director

RE: Municipal Agreements for Railroad Crossing Signal Upgrades
1) Pendleton Street, Crossing No. 736 238R, TIP No. Z-5400GI
2) Redding Drive, Crossing No. 713 780X, TIP No. Z-5400GL

Attached please find two (2) original Municipal Agreements received from the North Carolina Department of Transportation for each of the referenced railroad crossing signal improvement projects.

These projects will install new warning signals and gates at existing railroad crossings. Several similar projects have been completed in recent years, including Fraley Road, West Point Avenue, and Prospect Street. The proposed agreements offer Federal funding for 90% of eligible costs, with the City covering the remaining 10% (estimated total \$66,000) plus any ineligible costs and a share of annual maintenance costs. Payments to the Department and any reimbursements due to the City will be made upon project completion. Transportation included requests for funding the municipal share in the Capital Budget submittal for FY 2014 - 18.

These agreements are standardized forms used by the Department of Transportation for rail crossing improvement projects in municipalities throughout North Carolina. They assume full Federal participation; without this funding neither project will move forward and the City will not incur any costs. Costs that may not be reimbursed are not explicitly defined, but may include additions requested by the City that are above and beyond Federal and State standards, or items outside the project scope of work. Typical examples of this could be new utilities, sidewalks, or landscaping. No such additions are anticipated for these projects.

I will be available at the Monday May 5 meeting to address questions from City Council regarding the Municipal Agreements and the proposed projects. Please advise if additional information is desired.

Attachments

c	Paul Worley, CPM	NCDOT Rail Division
	Kellette Wade	NCDOT Rail Division
	Mike Mills, P.E.	NCDOT Division 7
	Donnie Huffines	NCDOT Division 7
	File	

NORTH CAROLINA
GUILFORD COUNTY

NORTH CAROLINA DEPARTMENT
OF TRANSPORTATION

December 9, 2013

AND

CITY OF HIGH POINT

MUNICIPAL AGREEMENT FOR
CROSSING SAFETY PROJECT
Pendleton Road
TIP: Z-5400GI
WBS: _____, PE
_____, CONST

THIS MUNICIPAL 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, a local government entity, hereinafter referred to as the "Municipality," and each individually hereinafter referred to as a "Party," and collectively, as the "Parties."

WITNESSETH:

WHEREAS, the Department has plans with the Municipality to make certain street and highway construction and improvements under TIP No. Z-5400GI, Guilford County; and

WHEREAS, the improvements to the municipal Highway - Railway at Grade Crossing on Pendleton Road (Crossing No. 736 238R) along NCRR's track at milepost MAIN 297 in High Point, North Carolina, hereinafter referred to as the "Project", shall be funded from the Highway Safety Improvement Program ("HSIP"); and

WHEREAS, the Department is authorized by the provisions of G.S. 136-18 (12) to carry out the provisions of Federal-Aid highway acts for improvement projects on streets on the Municipal Street System; and

WHEREAS, the Department and the Municipality are authorized to enter into agreements for the performance of such work on the Municipal Street System by the provisions of G.S. 136-18(12), G.S. 136-41.3, and G.S. 136-66.1; and

WHEREAS, the Department will enter into such agreements as are necessary to improve the warning devices at the crossings selected and to obtain maximum Federal-Aid participation in the cost of the project.

NOW, THEREFORE, the Parties hereto, each in consideration of the promises and undertakings of the other as herein provided, do hereby covenant and agree, each with the other, as follows:

I. SCOPE OF PROJECT

The Project shall consist of roadway approach upgrades (hereinafter “roadway approach work”) and the installation of highway-railroad crossing automatic warning devices (hereinafter “warning device work”) at the NCRR’s municipal at-grade crossing on Pendleton Road (Crossing No. . 736 238R) in the City of High Point, Guilford County, North Carolina. The Department, and /or its agent, shall be responsible for the warning device work pursuant to the terms of a separate agreement. The Municipality shall be responsible for the roadway approach work pursuant to the terms of this agreement. All project work shall be consistent with final design plans as agreed to by the Parties to this Municipal Agreement.

II. PROJECT RESPONSIBILITIES

A. DEPARTMENT RESPONSIBILITIES: WARNING DEVICE WORK

The Department will enter into a separate agreement with the railroad or railroads for the warning device work. The Department will arrange to have the necessary warning device plans and detailed estimate prepared by the railroad concerned and will review such plans and detailed estimate with the Municipality before approving them for construction.

All sites selected for improvement, all plans for improvements and all contracts with the railroad will be subject to the prior approval of the Municipality.

As necessary, the Department will supervise the warning device work to insure installation in accordance with the approved Project plans. In the event substantial changes in the plans are found necessary during construction, the Department will consult with the Municipality before approving such changes. The Department will also make a final evaluation of the completed installation to insure it operates according to plans.

B. MUNICIPALITY RESPONSIBILITIES: ROADWAY APPROACH WORK

The municipality, in accordance with G.S. 160A-298(c), shall be responsible for all improvements to and repair of the municipal street approaches to the subject at grade crossing signalization project. Improvements may consist of, but not be limited to, installation of all pavement markings, signs, drainage, sidewalk relocation/repair, fill materials, and pipe extensions. All work shall be performed in accordance with the plans and specifications as filed with the Department and with Departmental standards and specifications, and all local codes and ordinances.

III. FUNDING

The Department shall be responsible for ninety percent (90%) of the actual engineering and construction costs of the warning device work and roadway approach work, except the Department will not be responsible for any costs of the Project not reimbursed by the Federal Highway Administration.

The Municipality shall be responsible for ten percent (10%) of the actual engineering and construction costs of the warning device work and the roadway approach work. The Municipality shall also be responsible for one hundred percent (100%) of the costs of the Project not reimbursed to the Department by Federal Highway Administration.

The estimated cost of the Project is \$410,000. It is understood by all Parties that this estimated cost is an opinion of probable cost and is subject to change.

IV. PRELIMINARY ENGINEERING

A. PRELIMINARY ENGINEERING AUTHORIZATION

Upon receipt of an executed agreement, the Department shall authorize Preliminary Engineering funds for preparation of any necessary plans, specifications and professional estimate of costs for the approach work (PS&E), and 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.

B. PLANNING AND DESIGN

After receipt of the Preliminary Engineering Authorization from the Department, the Municipality shall prepare the PS&E needed for construction of the approach work. All work shall be done in accordance with applicable Federal and State standards, specifications, policies and procedures. The PS&E shall be submitted to the Department for review and approval prior to any work being performed by the Municipality.

C. PROCUREMENT OF PROFESSIONAL SERVICES

If the Municipality contracts with a private engineering firm to perform the professional engineering services required by this Municipal Agreement and seek reimbursement for said services under this Municipal Agreement, the Municipality shall comply with the following policies and procedures.

1. The Municipality shall ensure that an engineering firm is obtained through an equitable selection process and that prescribed work is properly accomplished in a timely manner, at a just and reasonable cost.
2. When procuring architectural, professional and engineering services, the Municipality shall adhere to Title 49 Code of Federal Regulations, Part 18.36, Title 23 of the Code of Federal Regulations, Part 172, Title 40 United States Code, Chapter

11, Section 1101-1104, North Carolina General Statute 143-64, Parts 31 and 32 and the Department's Policies and Procedures for Major Professional or Specialized Services Contracts.

3. The Municipality shall submit all professional services contract proposals to the Department for review and approval prior to execution of any professional services contract by the Municipality. In the event that the professional services contract proposal (engineering) exceeds \$30,000, a pre-negotiation audit must be requested from the Department's External Audit Branch. A pre-negotiation audit of a contract under \$30,000 will be performed by the Department's External Audit Branch if the Municipality requests it.

SMALL PROFESSIONAL AND ENGINEERING SERVICES FIRMS

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

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

D. ENVIRONMENTAL DOCUMENTATION

The Department will prepare the environmental and/or planning document, including any environmental permits, needed for the Project in accordance with the National Environmental Policy Act (NEPA) and all other appropriate environmental laws and regulations.

The Department will obtain all necessary Federal Highway Administration (FHWA) and/or Federal Rail Administration (FRA) approvals.

V. RIGHT OF WAY

It is understood by all Parties that the approach work shall be contained within the existing right of way of the Municipality. In the event right of way is needed for the approach work, the Municipality, at no expense or liability whatsoever to the Department shall be solely responsible for the acquisition of any needed right of way/property or easement.

The Municipality shall accomplish all Right of Way 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]; NCGS, Chapter 133, Article 2, Sections 133-5 through 133-18, Relocation Assistance; and the North Carolina Department of Transportation Right of Way Manual. The Municipality shall remove all obstructions and encroachments of any kind or character, including hazardous materials, from the right of way at no expense or liability whatsoever to the Department.

VI. UTILITIES

It is understood by the Parties that there are no utilities in conflict with the Project.

VII. CONSTRUCTION

A. CONSTRUCTION AUTHORIZATION

Upon receipt of written construction authorization from the Department, the Municipality may proceed with construction of the roadway approach work within the Municipality's right of way.

B. CONTRACTOR PROCUREMENT

1. ADVERTISE FOR BIDS

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 49 of the Code of Federal Regulations, Part 18.36 and Title 23 of the Code of Federal Regulations, Part 633, Subpart A and Part 635, Subpart A.

2. CONSTRUCTION SUBCONTRACTOR REQUIREMENTS

The Municipality, and/or its agent, shall comply with the following federal policies: Conflict of Interest; Equal Employment Opportunity; and Title VI – Civil Rights Act of 1964.

The Municipality, and/or its agent, including all contractors, sub-contractors, or sub-recipients, shall also comply with the following federal policy:

- a. Any contract entered into with another party to perform work associated with the requirements of this Municipal Agreement shall contain appropriate provisions regarding the utilization of Disadvantaged Business Enterprises (DBEs), as required and defined in 49 CFR Part 26 of the Code of Federal Regulations and the North Carolina Administrative Code.
- b. No advertisement shall be made nor any contract be entered into for services to be performed as part of this Municipal Agreement without prior written approval of the advertisement or contents of the contract by the Department.
- c. Failure to comply with these requirements will result in funding being withheld until such time as these requirements are met.

C. FORCE ACCOUNT WORK

Force account work is allowed only when there is a finding of cost effectiveness for the work to be performed by some method other than contract awarded by a competitive bidding process. 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 Federal-Aid Policy Guide, Title 23 Code of Federal Regulations, Part 635.201, Subpart B.

D. ADMINISTRATION

The Municipality and/or its agent shall enter into and administer the construction contract for approach work and the procedures set out herein below shall be followed:

1. Supervision. The construction engineering and supervision will be furnished by the Municipality.
2. Right to Inspect. The Department's Rail Division shall have the right to inspect, sample, test, and approve or reject any portion of the project being performed by the Municipality or the Municipality's contractor, to ensure compliance with the provisions of this Municipal Agreement. The Department will furnish the Municipality with any forms that may be needed in order to follow standard Departmental practices and procedures in the administration and performance of the contract.
3. Change Orders. During said work, if any changes in the plans are necessary, such changes must be approved by the Department's Rail Division prior to the work being performed.
4. Compliance with Standards and Specification. All materials used by the Municipality shall be in reasonable close conformity with the Standards and Specifications of the Department.
5. Final Inspection. Prior to the final acceptance and payment by the Department, the Rail Division shall have the right to make a final inspection of the completed work.
6. Signage. During construction of the Municipality's portion of the Project, the Municipality shall provide and maintain adequate barricades, signs, signal lights, flagmen, and other warning devices for the protection of traffic in conformation with standards and specifications of the Department and the current edition of the

Manual on Uniform Traffic Control Devices for Streets and Highways published by the Federal Highway Administration.

7. Time frame. The Municipality shall perform said work in conjunction with the railroad's completion of the installation of the warning devices in order not to delay the completion of the Project. The Municipality shall complete said work within sixty (60) days of installation of the warning devices.

8. Justification for Project Delay. In the event the project is not let to contract within six (6) months after receiving written 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 Municipal Agreement, the approved plans and specifications, and current codes. If requested by the Department, the Municipality shall re-submitting two (2) sets of plans and proposals to the Department for review to ensure that they remain in compliance with any revisions in the Department's standard practices and regulations.

VIII. MAINTENANCE

The Municipality, at no expense to the Department, shall be responsible for the maintenance cost of the approach work.

It is understood that the railroad is responsible for the maintenance of the warning devices and the Municipality shall be responsible for payment to the railroad fifty percent (50%) of the railroad's cost of maintenance of said devices pursuant to the provisions of G.S. 160A-298(c).

IX. REIMBURSEMENT

A. REIMBURSEMENT BY THE DEPARTMENT

Upon completion of the roadway approach work, the Municipality will bill the Department for actual costs as herein stated by submitting an itemized invoice to the Department's Rail Division.

Upon approval of said invoice by the Rail Division and the Department's Financial Management Division, the actual cost of the roadway approach work shall be payable to the Municipality.

The Department shall reimburse the Municipality to the extent of one hundred percent (100%) of the approved allowable project costs incurred by the Municipality for the roadway approach work. Said reimbursement shall be subject to the policies and procedures contained in Federal-Aid Policy Guide 23 CFR Part 140, Subpart G. Said reimbursement shall also be subject to the Department being reimbursed by the Federal Highway Administration which is to participate in the costs of the Project to the extent of ninety percent (90%) of allowable project costs subject to compliance with all applicable federal policy and procedural rules and regulations.

B. REIMBURSEMENT BY THE MUNICIPALITY

The Municipality agrees to reimburse the Department ten percent (10%) of the actual costs of the Project (warning device work and roadway approach work) and one hundred percent (100%) of the cost of the Project not reimbursed to the Department by the Federal Highway Administration.

Upon completion of the Project, the Department shall submit an invoice to the Municipality denoting the Municipality's ten percent (10%) participation in the actual cost of Project (the warning device work and the roadway approach), and one hundred (100%) of any costs of the Project not reimbursed by the Federal Highway Administration.

Reimbursement to the Department shall be made within sixty (60) days of receiving an invoice from the Department. The Department shall charge a late payment penalty and interest on any unpaid balance due in accordance with G.S. 147-86.23.

C. REIMBURSEMENT GUIDANCE

The Municipality shall adhere to applicable administrative requirements of 49 CFR 18 ("Uniform Administrative Requirements for Grants and Cooperative Municipal Agreement to

State and Local Governments”) and Office of Management and Budget (OMB) Circulars A-102, (“Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments”). Reimbursement to the Municipality shall be subject to the policies and procedures contained in Federal-Aid Policy Guide, Title 23, Part 140 and Part 172 and by Office of Management and Budget (OMB) Circular A-87 (“Cost Principles for State, Local, and Indian Tribal Governments”).

1. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT

Reimbursement to all Parties to this Municipal Agreement shall be subject to the guidance contained in Title 2 Code of Federal Regulations, Part 170 and Office of Management and Budget (OMB) “Federal Funding Accountability and Transparency Act” (FFATA). FFATA Recipient Information Forms shall be submitted with each invoice. All parties to this Municipal Agreement, including contractors, subcontractors, and subsequent workforces, associated with any work under the terms of this Municipal Agreement shall provide reports as required by the Federal Funding and Transparency Act (FFATA) for this Project.

2. RECORDS ACCESS AND RETENTION

The Municipality and its contractor shall maintain all books, documents, papers, accounting records, and such other evidence as may be appropriate to substantiate costs incurred under this Municipal Agreement. Further, the Municipality shall make such materials available at its office and shall require its contractor 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 under this Municipal Agreement, for inspection and audit by the Department, the Federal Highway Administration, or any authorized representatives of the Federal Government.

D. ADDITIONAL REIMBURSEMENT GUIDANCE AND TERMS**1. Progression of Project.**

The Project must progress in a satisfactory manner in the opinion of the Department and the Municipality must invoice the Department for work accomplished at least once every six (6) months to keep the project funds active and available. If an invoice is not received within six months, a written project status report must be provided to the Department. If the Project does not remain active, the Department and/or FHWA reserves the right to de-obligate said funding. If, in the opinion of the Department and/or FHWA, satisfactory progress has not been made to complete the Project per the terms of this Municipal Agreement, the Department and/or FHWA reserves the right to de-obligate said funding.

2. Final Documentation of Quantities.

The Municipality shall maintain records that establish final documentation of quantities incorporated into the Project in accordance with established federal procedures.

3. Invoice Submission within Six (6) Months of Completion.

All invoices must be submitted within six (6) months of completion and acceptance of the work by the Department and FHWA or said invoices will be considered ineligible items for payment.

4. FHWA Non-Participation in Costs and Reimbursement by Municipality.

The Municipality agrees that, if the Federal Highway Administration does not participate in certain costs because of noncompliance with Federal and/or State regulations, it will reimburse the Department for such costs. All costs not reimbursed to the Department by the Federal Highway Administration shall be borne by the Municipality.

5. Reimbursement for Construction Administration.

Reimbursement for construction administration costs cannot exceed fifteen percent (15%) of the total construction contract. This applies to private engineering firms and/or work performed by the Municipality and/or the Department. The Municipality, and/or its agent, shall perform project administration in accordance with all Departmental and Federal policies and procedures.

6. Municipal Force Account.

If the work is performed by Municipal force account, said invoices shall show a summary of labor, labor additives, equipment, materials and other qualifying cost in conformance with the standards for allowability of costs set forth in Office of Management and Budget (OMB) Circular A. Reimbursement shall be based on actual cost incurred with the exception of equipment owned by the Municipality. Reimbursement for rates of equipment owned by the Municipality cannot exceed the Department's rates in effect for the time period in which the work is performed. If the work is performed by a contractor, said invoices shall show the contract cost.

X. OTHER PROVISIONS

A. AVAILABILITY OF FUNDS

All terms and conditions of this Municipal Agreement are dependent upon, and, subject to the allocation of departmental funding and fiscal constraints and the Municipal Agreement shall automatically terminate if funds cease to be available.

B. NON-COMPLIANCE

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.

C. INDEMNIFICATION

The extent authorized by State and Federal claims statutes, each Party shall be responsible for its respective actions under the terms of this Municipal Agreement and indemnify and save harmless the other party from any claims arising as a result of such actions.

D. DEBARMENT POLICY

Per OMB Circular A-133, the Municipality is prohibited from contracting with or making subawards under transactions covered by this Municipal Agreement to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement contracts for goods or services equal to or in excess of \$25,000 and all nonprocurement transactions (e.g., subawards to subrecipients). Contractors receiving individual awards for \$ 25,000 or more and all subrecipients must certify that the organization and its principals are not suspended or debarred. The Municipality may rely upon the certification unless it knows that the certification is erroneous. The Municipality agrees that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by Federal department or agency.

It is the policy of the Department not to enter into any agreement with another party that has been debarred by any government agency (Federal or State). The Municipality certifies, by signature of this Municipal Agreement, 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 Department or Agency.

E. 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.

F. 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 by the Municipality with a third party for the Project.

G. IMPROPER USE OF FUNDS, EXCESS 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 Municipality shall reimburse the Department the payment of these unauthorized costs.

H. 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.

The Department shall have the right to abandon the Project at any time before the Municipality has been called upon to perform any part of its duties under this Municipal Agreement.

I. FINAL AUDIT

In accordance with OMB Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations" dated June 27, 2003 and the Federal Single Audit Act Amendments of 1996, the Municipality shall arrange for an independent financial and compliance audit of its fiscal operations. The Municipality shall furnish the Department with a copy of the 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.

J. POWELL BILL PROVISION

In the event the Municipality fails for any reason to pay the Department in accordance with the provisions for payment hereinabove provided, North Carolina General Statute 136-41.3 authorizes the Department to withhold so much of the Municipality's share of funds allocated to said Municipality by North Carolina General Statute, Section 136-41.1, until such time as the Department has received payment in full.

K. COMPLIANCE WITH ENVIRONMENTAL LAWS

The Municipality shall be responsible for ensuring compliance with all applicable State, Federal and local environmental laws and regulations and ordinances in the construction of the project and shall be responsible for any fines, assessments or other penalties resulting from non-compliance by any entity performing work under contract with the Municipality.

L. NO THIRD PARTY BENEFICIARIES

This Municipal Agreement is solely for the benefit of the identified Parties to the Municipal Agreement and is not intended to give any rights, claims, or benefits to third parties or to the public at large.

M. ASSIGNMENT/TRANSFER

The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this Municipal Agreement to other parties or entities.

N. CONFLICT OF INTEREST

No member, officer or employee of the Department shall have any interest, direct or indirect, in this Municipal Agreement or the proceeds therefrom.

O. PROPER FORUM

This Municipal Agreement is made under, and shall be governed and construed in accordance with, the laws of the State of North Carolina.

P. ETHICS PROVISION

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, Correction, Cultural Resources, Environment and Natural Resources, Health and Human Services, Public Safety, Revenue, Transportation, and the Office of the Governor).

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

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

N.C.G.S. § 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 Municipal Agreement, you attest, for your entire organization and its employees or agents, that you are not aware that any gift in violation of N.C.G.S. § 133-32 and Executive Order 24 has been offered, accepted, or promised by any employees of your organization.

WITNESS

CITY OF HIGH POINT

BY: _____

BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

SEAL

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

Clerk of the City Council, _____
(Date)

MAILING ADDRESS

City of High Point
211 S. Hamilton
Suite 210
High Point, North Carolina 27260
ATTN: Mr. Mark McDonald

Director of Transportation

IN WITNESS WHEREOF, this Municipal Agreement has been executed, in duplicate originals, the last day and year set out below, on the part of NCDOT, NCRR, and NSR by authority duly given.

ATTEST

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

BY: _____

BY: _____

NAME: Sarah Mitchell

NAME: Paul Worley

TITLE: Secretary to Board of
Transportation

TITLE: Rail Division Director

DATE: _____

DATE: _____

SEAL

MAILING ADDRESS

North Carolina Department of Transportation
Rail Division, Design & Construction Branch
1556 MSC

Raleigh, North Carolina 27699-1556

ATTN: Richard E. Mullinax, PE, CPM,
PTOE

Rail Signals Manager Engineer
remullinax@ncdot.gov

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

NORTH CAROLINA
GUILFORD COUNTY

NORTH CAROLINA DEPARTMENT
OF TRANSPORTATION

April 11, 2014

AND

CITY OF HIGH POINT

MUNICIPAL AGREEMENT FOR
CROSSING SAFETY PROJECT

Redding Drive

TIP: Z-5400GL

WBS: _____, PE
_____, CONST

THIS MUNICIPAL 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, a local government entity, hereinafter referred to as the "Municipality," and each individually hereinafter referred to as a "Party," and collectively, as the "Parties."

WITNESSETH:

WHEREAS, the Department has plans with the Municipality to make certain street and highway construction and improvements under TIP No. Z-5400GL, Guilford County; and

WHEREAS, the improvements to the municipal Highway - Railway at Grade Crossing on Redding Drive (Crossing No. 713 780X) along NSR's mainline at milepost MAIN 0.48 in High Point, North Carolina, hereinafter referred to as the "Project", shall be funded from the Highway Safety Improvement Program ("HSIP"); and

WHEREAS, the Department is authorized by the provisions of G.S. 136-18 (12) to carry out the provisions of Federal-Aid highway acts for improvement projects on streets on the Municipal Street System; and

WHEREAS, the Department and the Municipality are authorized to enter into agreements for the performance of such work on the Municipal Street System by the provisions of G.S. 136-18(12), G.S. 136-41.3, and G.S. 136-66.1; and

WHEREAS, the Department will enter into such agreements as are necessary to improve the warning devices at the crossings selected and to obtain maximum Federal-Aid participation in the cost of the project.

NOW, THEREFORE, the Parties hereto, each in consideration of the promises and undertakings of the other as herein provided, do hereby covenant and agree, each with the other, as follows:

I. SCOPE OF PROJECT

The Project shall consist of roadway approach upgrades (hereinafter “roadway approach work”) and the installation of highway-railroad crossing automatic warning devices (hereinafter “warning device work”) at the NSR’s municipal at-grade crossing on Redding Drive (Crossing No. . 713 780X) in the City of High Point, Guilford County, North Carolina. The Department, and /or its agent, shall be responsible for the warning device work pursuant to the terms of NCDOT’s Master Agreement with NSR. The Municipality shall be responsible for the roadway approach work pursuant to the terms of this agreement. All project work shall be consistent with final design plans as agreed to by the Parties to this Municipal Agreement.

II. PROJECT RESPONSIBILITIES

A. DEPARTMENT RESPONSIBILITIES: WARNING DEVICE WORK

The Department will enter into a separate agreement with the railroad or railroads for the warning device work. The Department will arrange to have the necessary warning device plans and detailed estimate prepared by the railroad concerned and will review such plans and detailed estimate with the Municipality before approving them for construction.

All sites selected for improvement, all plans for improvements and all contracts with the railroad will be subject to the prior approval of the Municipality.

As necessary, the Department will supervise the warning device work to insure installation in accordance with the approved Project plans. In the event substantial changes in the plans are found necessary during construction, the Department will consult with the Municipality before approving such changes. The Department will also make a final evaluation of the completed installation to insure it operates according to plans.

B. MUNICIPALITY RESPONSIBILITIES: ROADWAY APPROACH WORK

The municipality, in accordance with G.S. 160A-298(c), shall be responsible for all improvements to and repair of the municipal street approaches to the subject at grade crossing signalization project. Improvements may consist of, but not be limited to, installation of all pavement markings, signs, drainage, sidewalk relocation/repair, fill materials, and pipe extensions. All work shall be performed in accordance with the plans and specifications as filed with the Department and with Departmental standards and specifications, and all local codes and ordinances.

III. FUNDING

The Department shall be responsible for ninety percent (90%) of the actual engineering and construction costs of the warning device work and roadway approach work, except the Department will not be responsible for any costs of the Project not reimbursed by the Federal Highway Administration.

The Municipality shall be responsible for ten percent (10%) of the actual engineering and construction costs of the warning device work and the roadway approach work. The Municipality shall also be responsible for one hundred percent (100%) of the costs of the Project not reimbursed to the Department by Federal Highway Administration.

The estimated cost of the Project is \$250,000. It is understood by all Parties that this estimated cost is an opinion of probable cost and is subject to change.

IV. PRELIMINARY ENGINEERING

A. PRELIMINARY ENGINEERING AUTHORIZATION

Upon receipt of an executed agreement, the Department shall authorize Preliminary Engineering funds for preparation of any necessary plans, specifications and professional estimate of costs for the approach work (PS&E), and 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.

B. PLANNING AND DESIGN

After receipt of the Preliminary Engineering Authorization from the Department, the Municipality shall prepare the PS&E needed for construction of the approach work. All work shall be done in accordance with applicable Federal and State standards, specifications, policies and procedures. The PS&E shall be submitted to the Department for review and approval prior to any work being performed by the Municipality.

C. PROCUREMENT OF PROFESSIONAL SERVICES

If the Municipality contracts with a private engineering firm to perform the professional engineering services required by this Municipal Agreement and seek reimbursement for said services under this Municipal Agreement, the Municipality shall comply with the following policies and procedures.

1. The Municipality shall ensure that an engineering firm is obtained through an equitable selection process and that prescribed work is properly accomplished in a timely manner, at a just and reasonable cost.
2. When procuring architectural, professional and engineering services, the Municipality shall adhere to Title 49 Code of Federal Regulations, Part 18.36, Title 23 of the Code of Federal Regulations, Part 172, Title 40 United States Code, Chapter

11, Section 1101-1104, North Carolina General Statute 143-64, Parts 31 and 32 and the Department's Policies and Procedures for Major Professional or Specialized Services Contracts.

3. The Municipality shall submit all professional services contract proposals to the Department for review and approval prior to execution of any professional services contract by the Municipality. In the event that the professional services contract proposal (engineering) exceeds \$30,000, a pre-negotiation audit must be requested from the Department's External Audit Branch. A pre-negotiation audit of a contract under \$30,000 will be performed by the Department's External Audit Branch if the Municipality requests it.

SMALL PROFESSIONAL AND ENGINEERING SERVICES FIRMS

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

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

D. ENVIRONMENTAL DOCUMENTATION

The Department will prepare the environmental and/or planning document, including any environmental permits, needed for the Project in accordance with the National Environmental Policy Act (NEPA) and all other appropriate environmental laws and regulations.

The Department will obtain all necessary Federal Highway Administration (FHWA) and/or Federal Rail Administration (FRA) approvals.

V. RIGHT OF WAY

It is understood by all Parties that the approach work shall be contained within the existing right of way of the Municipality. In the event right of way is needed for the approach work, the Municipality, at no expense or liability whatsoever to the Department shall be solely responsible for the acquisition of any needed right of way/property or easement.

The Municipality shall accomplish all Right of Way 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]; NCGS, Chapter 133, Article 2, Sections 133-5 through 133-18, Relocation Assistance; and the North Carolina Department of Transportation Right of Way Manual. The Municipality shall remove all obstructions and encroachments of any kind or character, including hazardous materials, from the right of way at no expense or liability whatsoever to the Department.

VI. UTILITIES

It is understood by the Parties that there are no utilities in conflict with the Project.

VII. CONSTRUCTION

A. CONSTRUCTION AUTHORIZATION

Upon receipt of written construction authorization from the Department, the Municipality may proceed with construction of the roadway approach work within the Municipality's right of way.

B. CONTRACTOR PROCUREMENT

1. ADVERTISE FOR BIDS

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 49 of the Code of Federal Regulations, Part 18.36 and Title 23 of the Code of Federal Regulations, Part 633, Subpart A and Part 635, Subpart A.

2. CONSTRUCTION SUBCONTRACTOR REQUIREMENTS

The Municipality, and/or its agent, shall comply with the following federal policies: Conflict of Interest; Equal Employment Opportunity; and Title VI – Civil Rights Act of 1964.

The Municipality, and/or its agent, including all contractors, sub-contractors, or sub-recipients, shall also comply with the following federal policy:

- a. Any contract entered into with another party to perform work associated with the requirements of this Municipal Agreement shall contain appropriate provisions regarding the utilization of Disadvantaged Business Enterprises (DBEs), as required and defined in 49 CFR Part 26 of the Code of Federal Regulations and the North Carolina Administrative Code.
- b. No advertisement shall be made nor any contract be entered into for services to be performed as part of this Municipal Agreement without prior written approval of the advertisement or contents of the contract by the Department.
- c. Failure to comply with these requirements will result in funding being withheld until such time as these requirements are met.

C. FORCE ACCOUNT WORK

Force account work is allowed only when there is a finding of cost effectiveness for the work to be performed by some method other than contract awarded by a competitive bidding process. 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 Federal-Aid Policy Guide, Title 23 Code of Federal Regulations, Part 635.201, Subpart B.

D. ADMINISTRATION

The Municipality and/or its agent shall enter into and administer the construction contract for approach work and the procedures set out herein below shall be followed:

1. Supervision. The construction engineering and supervision will be furnished by the Municipality.
2. Right to Inspect. The Department's Rail Division shall have the right to inspect, sample, test, and approve or reject any portion of the project being performed by the Municipality or the Municipality's contractor, to ensure compliance with the provisions of this Municipal Agreement. The Department will furnish the Municipality with any forms that may be needed in order to follow standard Departmental practices and procedures in the administration and performance of the contract.
3. Change Orders. During said work, if any changes in the plans are necessary, such changes must be approved by the Department's Rail Division prior to the work being performed.
4. Compliance with Standards and Specification. All materials used by the Municipality shall be in reasonable close conformity with the Standards and Specifications of the Department.
5. Final Inspection. Prior to the final acceptance and payment by the Department, the Rail Division shall have the right to make a final inspection of the completed work.
6. Signage. During construction of the Municipality's portion of the Project, the Municipality shall provide and maintain adequate barricades, signs, signal lights, flagmen, and other warning devices for the protection of traffic in conformation with standards and specifications of the Department and the current edition of the

Manual on Uniform Traffic Control Devices for Streets and Highways published by the Federal Highway Administration.

7. Time frame. The Municipality shall perform said work in conjunction with the railroad's completion of the installation of the warning devices in order not to delay the completion of the Project. The Municipality shall complete said work within sixty (60) days of installation of the warning devices.

8. Justification for Project Delay. In the event the project is not let to contract within six (6) months after receiving written 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 Municipal Agreement, the approved plans and specifications, and current codes. If requested by the Department, the Municipality shall re-submit two (2) sets of plans and proposals to the Department for review to ensure that they remain in compliance with any revisions in the Department's standard practices and regulations.

VIII. MAINTENANCE

The Municipality, at no expense to the Department, shall be responsible for the maintenance cost of the approach work.

It is understood that the railroad is responsible for the maintenance of the warning devices and the Municipality shall be responsible for payment to the railroad fifty percent (50%) of the railroad's cost of maintenance of said devices pursuant to the provisions of G.S. 160A-298(c).

IX. REIMBURSEMENT

A. REIMBURSEMENT BY THE DEPARTMENT

Upon completion of the roadway approach work, the Municipality will bill the Department for actual costs as herein stated by submitting an itemized invoice to the Department's Rail Division.

Upon approval of said invoice by the Rail Division and the Department's Financial Management Division, the actual cost of the roadway approach work shall be payable to the Municipality.

The Department shall reimburse the Municipality to the extent of one hundred percent (100%) of the approved allowable project costs incurred by the Municipality for the roadway approach work. Said reimbursement shall be subject to the policies and procedures contained in Federal-Aid Policy Guide 23 CFR Part 140, Subpart G. Said reimbursement shall also be subject to the Department being reimbursed by the Federal Highway Administration which is to participate in the costs of the Project to the extent of ninety percent (90%) of allowable project costs subject to compliance with all applicable federal policy and procedural rules and regulations.

B. REIMBURSEMENT BY THE MUNICIPALITY

The Municipality agrees to reimburse the Department ten percent (10%) of the actual costs of the Project (warning device work and roadway approach work) and one hundred percent (100%) of the cost of the Project not reimbursed to the Department by the Federal Highway Administration.

Upon completion of the Project, the Department shall submit an invoice to the Municipality denoting the Municipality's ten percent (10%) participation in the actual cost of Project (the warning device work and the roadway approach), and one hundred (100%) of any costs of the Project not reimbursed by the Federal Highway Administration.

Reimbursement to the Department shall be made within sixty (60) days of receiving an invoice from the Department. The Department shall charge a late payment penalty and interest on any unpaid balance due in accordance with G.S. 147-86.23.

C. REIMBURSEMENT GUIDANCE

The Municipality shall adhere to applicable administrative requirements of 49 CFR 18 ("Uniform Administrative Requirements for Grants and Cooperative Municipal Agreement to

State and Local Governments”) and Office of Management and Budget (OMB) Circulars A-102, (“Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments”). Reimbursement to the Municipality shall be subject to the policies and procedures contained in Federal-Aid Policy Guide, Title 23, Part 140 and Part 172 and by Office of Management and Budget (OMB) Circular A-87 (“Cost Principles for State, Local, and Indian Tribal Governments”).

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Reimbursement to all Parties to this Municipal Agreement shall be subject to the guidance contained in Title 2 Code of Federal Regulations, Part 170 and Office of Management and Budget (OMB) “Federal Funding Accountability and Transparency Act” (FFATA). FFATA Recipient Information Forms shall be submitted with each invoice. All parties to this Municipal Agreement, including contractors, subcontractors, and subsequent workforces, associated with any work under the terms of this Municipal Agreement shall provide reports as required by the Federal Funding and Transparency Act (FFATA) for this Project.

2. RECORDS ACCESS AND RETENTION

The Municipality and its contractor shall maintain all books, documents, papers, accounting records, and such other evidence as may be appropriate to substantiate costs incurred under this Municipal Agreement. Further, the Municipality shall make such materials available at its office and shall require its contractor 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 under this Municipal Agreement, for inspection and audit by the Department, the Federal Highway Administration, or any authorized representatives of the Federal Government.

D. ADDITIONAL REIMBURSEMENT GUIDANCE AND TERMS**1. Progression of Project.**

The Project must progress in a satisfactory manner in the opinion of the Department and the Municipality must invoice the Department for work accomplished at least once every six (6) months to keep the project funds active and available. If an invoice is not received within six months, a written project status report must be provided to the Department. If the Project does not remain active, the Department and/or FHWA reserves the right to de-obligate said funding. If, in the opinion of the Department and/or FHWA, satisfactory progress has not been made to complete the Project per the terms of this Municipal Agreement, the Department and/or FHWA reserves the right to de-obligate said funding.

2. Final Documentation of Quantities.

The Municipality shall maintain records that establish final documentation of quantities incorporated into the Project in accordance with established federal procedures.

3. Invoice Submission within Six (6) Months of Completion.

All invoices must be submitted within six (6) months of completion and acceptance of the work by the Department and FHWA or said invoices will be considered ineligible items for payment.

4. FHWA Non-Participation in Costs and Reimbursement by Municipality.

The Municipality agrees that, if the Federal Highway Administration does not participate in certain costs because of noncompliance with Federal and/or State regulations, it will reimburse the Department for such costs. All costs not reimbursed to the Department by the Federal Highway Administration shall be borne by the Municipality.

5. Reimbursement for Construction Administration.

Reimbursement for construction administration costs cannot exceed fifteen percent (15%) of the total construction contract. This applies to private engineering firms and/or work performed by the Municipality and/or the Department. The Municipality, and/or its agent, shall perform project administration in accordance with all Departmental and Federal policies and procedures.

6. Municipal Force Account.

If the work is performed by Municipal force account, said invoices shall show a summary of labor, labor additives, equipment, materials and other qualifying cost in conformance with the standards for allowability of costs set forth in Office of Management and Budget (OMB) Circular A. Reimbursement shall be based on actual cost incurred with the exception of equipment owned by the Municipality. Reimbursement for rates of equipment owned by the Municipality cannot exceed the Department's rates in effect for the time period in which the work is performed. If the work is performed by a contractor, said invoices shall show the contract cost.

X. OTHER PROVISIONS**A. AVAILABILITY OF FUNDS**

All terms and conditions of this Municipal Agreement are dependent upon, and, subject to the allocation of departmental funding and fiscal constraints and the Municipal Agreement shall automatically terminate if funds cease to be available.

B. NON-COMPLIANCE

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.

C. INDEMNIFICATION

The extent authorized by State and Federal claims statutes, each Party shall be responsible for its respective actions under the terms of this Municipal Agreement and indemnify and save harmless the other party from any claims arising as a result of such actions.

D. DEBARMENT POLICY

Per OMB Circular A-133, the Municipality is prohibited from contracting with or making subawards under transactions covered by this Municipal Agreement to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement contracts for goods or services equal to or in excess of \$25,000 and all nonprocurement transactions (e.g., subawards to subrecipients). Contractors receiving individual awards for \$ 25,000 or more and all subrecipients must certify that the organization and its principals are not suspended or debarred. The Municipality may rely upon the certification unless it knows that the certification is erroneous. The Municipality agrees that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by Federal department or agency.

It is the policy of the Department not to enter into any agreement with another party that has been debarred by any government agency (Federal or State). The Municipality certifies, by signature of this Municipal Agreement, 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 Department or Agency.

E. 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.

F. 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 by the Municipality with a third party for the Project.

G. IMPROPER USE OF FUNDS, EXCESS 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 Municipality shall reimburse the Department the payment of these unauthorized costs.

H. 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.

The Department shall have the right to abandon the Project at any time before the Municipality has been called upon to perform any part of its duties under this Municipal Agreement.

I. FINAL AUDIT

In accordance with OMB Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations" dated June 27, 2003 and the Federal Single Audit Act Amendments of 1996, the Municipality shall arrange for an independent financial and compliance audit of its fiscal operations. The Municipality shall furnish the Department with a copy of the 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.

J. POWELL BILL PROVISION

In the event the Municipality fails for any reason to pay the Department in accordance with the provisions for payment hereinabove provided, North Carolina General Statute 136-41.3 authorizes the Department to withhold so much of the Municipality's share of funds allocated to said Municipality by North Carolina General Statute, Section 136-41.1, until such time as the Department has received payment in full.

K. COMPLIANCE WITH ENVIRONMENTAL LAWS

The Municipality shall be responsible for ensuring compliance with all applicable State, Federal and local environmental laws and regulations and ordinances in the construction of the project and shall be responsible for any fines, assessments or other penalties resulting from non-compliance by any entity performing work under contract with the Municipality.

L. NO THIRD PARTY BENEFICIARIES

This Municipal Agreement is solely for the benefit of the identified Parties to the Municipal Agreement and is not intended to give any rights, claims, or benefits to third parties or to the public at large.

M. ASSIGNMENT/TRANSFER

The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this Municipal Agreement to other parties or entities.

N. CONFLICT OF INTEREST

No member, officer or employee of the Department shall have any interest, direct or indirect, in this Municipal Agreement or the proceeds therefrom.

O. PROPER FORUM

This Municipal Agreement is made under, and shall be governed and construed in accordance with, the laws of the State of North Carolina.

P. ETHICS PROVISION

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, Correction, Cultural Resources, Environment and Natural Resources, Health and Human Services, Public Safety, Revenue, Transportation, and the Office of the Governor).

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

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

N.C.G.S. § 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 Municipal Agreement, you attest, for your entire organization and its employees or agents, that you are not aware that any gift in violation of N.C.G.S. § 133-32 and Executive Order 24 has been offered, accepted, or promised by any employees of your organization.

WITNESS

CITY OF HIGH POINT

BY: _____

BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

SEAL

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

Clerk of the City Council, _____
(Date)

MAILING ADDRESS

City of High Point
211 S. Hamilton
Suite 210
High Point, North Carolina 27260
ATTN: Mr. Mark McDonald

Director of Transportation

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

ATTEST

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

BY: _____

BY: _____

NAME: Sarah Mitchell

NAME: Richard J. Walls

TITLE: Secretary to Board of
Transportation

TITLE: Deputy Secretary for Transit

DATE: _____

DATE: _____

SEAL

MAILING ADDRESS

North Carolina Department of Transportation
Rail Division, Design & Construction Branch
1556 MSC

Raleigh, North Carolina 27699-1556

ATTN: Richard E. Mullinax, PE, PTOE,
CPM

Rail Signals Manager Engineer
remullinax@ncdot.gov

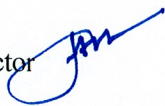
APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____
(Date)



MEMORANDUM

April 29, 2014

MEMO TO: Strib Boynton, City Manager

FROM: Jeffrey A. Moore, Financial Services Director 

SUBJECT: Recommendation for City-wide concrete supply contracts

Please place the following item for City Council's consideration at their May 5, 2014, Council meeting:

The Purchasing Division took bids for the City's annual estimated supply needs for the FY 2014-2015 for concrete usage. Departments that use the annual supply contract most include Streets, Transportation, Engineering Services, Water and Sewer, and Parks & Recreation, as well as other departments.

The attached recommendation provides set pricing for the type of concrete needed under a variety of uses. Each department can contact the vendor to place their order depending on their need and location. The contracts have been arranged to provide the City an option to renew for two additional annual periods.

Compared to last year's contract pricing, the new contract prices average a 2% decrease.

The Purchasing Division's recommendation is that City Council award the annual concrete supply contract Childers Concrete as the low bidder and vendor of preference. Due to occasional conflicts with specific availability or delivery requirements, Council will remember last month approving a contract extension on the 2012 bid prices to Hartley Ready Mix as an alternate vendor.

The estimated value of the contract awards is \$92,868.75. Funding for the contracts is provided in the City's various annual operating budgets.

Accounting
336.883.3240

Internal Audit
336.883.3122

Purchasing
336.883.3219

Treasury Services
336.883.3230



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Purchasing**

COUNCIL AGENDA DATE: **May 5, 2014**

BID NO.: **53-042314** CONTRACT NO.: **-** DATE OPENED: **4/23/2014**

DESCRIPTION:

Contract for concrete for Citywide usage.

PURPOSE:

To establish a primary contractor to supply concrete to all City departments on an as-needed basis.

COMMENTS:

Citywide contract to begin July 1, 2014 and end June 30, 2015 with the option to renew for two (2) additional one (1) year periods.

RECOMMEND AWARD TO: **Childers Concrete Co., Inc.** AMOUNT: **\$92,868.78**

JUSTIFICATION:

Childers Concrete Co., Inc. is the low bidder. A secondary contract has been renewed with Hartley Ready Mix Concrete in the event Childers Concrete Co., Inc. cannot meet a delivery requirement.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
Citywide - Varies				
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Jeffrey Moore** Digitally signed by Jeffrey Moore 20130620-173418
DN: cn=Jeffrey Moore, o=City of High Point, ou=City of High Point, email=jmoores@highpointnc.gov, c=US
Date: 2014.04.29 08:41:28 -0400 DATE: **Apr 28, 2014**

The Purchasing Division concurs with recommendation submitted by the **Finance Dept.** and recommends award to the lowest responsible, responsive bidder **Childers Concrete** in the amount of \$ **92,868.78**.

PURCHASING MANAGER: **Tarinda Chappell** Digitally signed by Tarinda Chappell
DN: cn=Tarinda Chappell, o=City of High Point, ou=Purchasing, email=tchappell@highpointnc.gov, c=US
Date: 2014.04.29 08:41:28 -0400 DATE: **Apr 28, 2014**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Jeffrey Moore** Digitally signed by Jeffrey Moore 20130620-173418
DN: cn=Jeffrey Moore, o=City of High Point, ou=City of High Point, email=jmoores@highpointnc.gov, c=US
Date: 2014.04.29 08:41:28 -0400 DATE: **Apr 28, 2014**

CITY MANAGER: **Strib Boynton** Digitally signed by Strib Boynton
DN: cn=Strib Boynton, o=Administration, ou=City of High Point, email=cindy.smith@highpointnc.gov, c=US
Date: 2014.04.29 08:47:30 -0400 DATE: **Apr 29, 2014**

Bid Tabulation
Bid #53-042314 Concrete City Wide

	Material	Qty	Chandler Concrete Inc.			Childers Concrete Co. Inc.			Hardley Ready Mix Concrete Mfg. Inc.		
			Each	Total		Each	Total		Each	Total	
A	Class A W/28 Day 3000 PSI	700	\$104.00	\$72,800.00		\$99.00	\$69,300.00		\$104.00	\$72,800.00	
B	Class A High - Early	100	\$112.00	\$11,200.00		\$105.00	\$10,500.00		\$109.00	\$10,900.00	
C	Class B W/28 Day 2500 PSI	25	\$103.00	\$2,575.00		\$97.00	\$2,425.00		\$101.50	\$2,537.50	
D	Class B High - Early	25	\$107.00	\$2,675.00		\$103.00	\$2,575.00		\$106.50	\$2,662.50	
E	Flowable Backfill Mix	25	\$91.00	\$2,275.00		\$88.00	\$2,200.00		\$90.00	\$2,250.00	
F	Class AA W/28 Day 4500 PSI	25	\$110.00	\$2,750.00		\$110.00	\$2,750.00		\$111.50	\$2,787.50	
G	Class AA High Early	25	\$117.00	\$2,925.00		\$116.00	\$2,875.00		\$116.50	\$2,912.50	
H	Add for Retarding Agent (Full Dose)	25	\$2.50	\$62.50		\$2.25	\$56.25		NO BID		
I	Add for Accelerating Agent 1%	25	\$6.75	\$143.75		\$2.50	\$62.50		\$4.00	\$100.00	
J	Add for Accelerating Agent 2%	25	\$11.50	\$287.50		\$5.00	\$125.00		\$8.00	\$200.00	
	GRAND TOTAL			\$97,693.75			\$92,868.75			\$97,150.00	
K	Small Load Delivery Charge	1		\$75.00			\$65.00			\$75.00	

RANDY McCASLIN

From: Carl Wright <carl.r.wright@gmail.com>
Sent: Monday, June 02, 2014 2:49 PM
To: RANDY McCASLIN
Cc: Michael Curtis
Subject: Michael Curtis Annexation petition

Randy,

My client has instructed me to inform Council that he has elected to continue with and ratify his annexation petition for 1132 Tangle Ln. Anx 14-03 . We will not attend the meeting tonight.

Please thank the Council for their consideration of his concerns.

Carl R. Wright,
Attorney for Michael Curtis

COMMUNITY HOUSING & NEIGHBORHOOD DEVELOPMENT COMMITTEE

Chaired by Council Member Douglas

April 15, 2014 – 10:00 a.m.

City Manager's Conference Room

MINUTES

Present:

Chairman Foster Douglas

Committee Members Judy Mendenhall, Jeff Golden and Jason Ewing (arrived at 10:20 a.m.)

Staff Present:

Randy McCaslin, Assistant City Manager; Allen Oliver, Assistant City Manager; Mark McDonald, Director of Transportation; Lisa Vierling, City Clerk

Mark McDonald, Director of Transportation distributed handouts which will be incorporated as a permanent part of these proceedings (Proposed Sidewalk Projects; Transportation Department Sidewalk Priority List (Top 20- Red List); Transportation Department Sidewalk Gap List (Purple List); and Transportation Department Sidewalk Council List (Blue List).

Mr. McDonald pointed out the gap project on Meredith Street made the Top 20 list, was also on the Gap list because it was just a block long and it was also on one of the lists submitted by the Council. He noted there were two or three projects on the Top 20 list that the Committee requested that will probably require something more to get the sidewalks in. One is at Bellevue (from Old Winston back over to School Park Road), which is a ribbon-paved street with ditches. He noted sidewalks to connect School Park Road over to Old Winston would be great and ranked very highly, but to get the sidewalks in the street would have to be improved. He noted that sidewalks are also needed on Burton Street from Wright to the County Line, but these, too, require street improvements to take care of drainage issues, etc.... Mr. McCaslin pointed out the Burton Street improvements would be a top priority in the next bond referendum.

Committee Member Mendenhall asked about the timing of the Burton Road/park improvements and if it would require a bond referendum. Mr. McCaslin explained it would have to be two separate projects that would probably happen at the same time. Committee Member Mendenhall asked if this Council could start some of the background work in anticipation of putting bonds on the ballot whenever there is an election in conjunction with another jurisdiction. Mr. McCaslin explained it depends on the cohesiveness of the current Council regarding the projects and pointed out it would take time for Council to go through and discuss the various projects, come up with the priorities for the bond referendum ballot, and it would take at least 6 months to work with the bond attorneys, etc.. Mr. McDonald added that his staff would need at least this amount of lead time also to do the additional work that would be required. It was noted it would be at least a year to a year and a half out to get it ready for a bond referendum. Committee Member Mendenhall pointed out that it was a moot point to put sidewalks on Burton because this could not be done until the road improvements are done. Mr. McDonald affirmed this was correct and

pointed out it would be the same issue with Nathan Hunt. Mr. McDonald pointed out the figures provided on the spreadsheet are strictly the sidewalk installation only (length times \$32 per linear foot).

Committee Member Mendenhall asked if staff could identify which sidewalk projects could be done without major road improvements. Mr. McDonald reviewed the projects with the Committee and identified those projects he felt could be done without difficulty (those that would not require major road improvements).

Committee Member Mendenhall stressed the importance of letting the public know that some of these projects have been discussed and looked at, but have to be part of a bigger concept and would probably require a bond referendum. She mentioned Number 3 Fairfield (from Main Street to Mendenhall Road) and asked about the residential density on this side of Main Street. Mr. McDonald suggested a first step might be to look at the portion from Brentwood across Main Street to Plaza.

The Committee further discussed their recommendations for the priorities and recommended all the projects on the sidewalk gap list be done in addition to the following projects on the Sidewalk Council (blue) List:

Sidewalk Gap List (Purple List)

- #1 Ward Avenue 1 (Hamilton to Main)
- #2 Lexington Avenue NS (Kentucky-existing to Westchester)
- #3 Ward Avenue 2 (Main to Elm)
- #4 Hamilton Street (Existing sidewalk to E. Kearns)
- #5 Centennial Street (S. Main to Marsh Furniture)
- #6 N. Main St. ES (Old Winston to Eastchester)
- #7 N. Main St. ES (Eastchester to Idol)
- #8 Dartmouth LN (Gordon to Existing sidewalk)
- #9 Meredith Street (RC Baldwin to Leonard)
- #10 Ferndale Boulevard (Trenton to N. Rotary)
- #11 Brockett Avenue (Gordon to Existing sidewalk)
- #12 Country Club Drive (Hillcrest to W. Lexington)
- #13 Rotary Drive (Chestnut to Ferndale)
- #14 Chestnut Drive (Rockford to N. Rotary)
- #15 Waterview Road (White Fence Way to Glen Cove Way)

Sidewalk Council List (Blue List)

- #2 Brentwood Street (Business I-85 to N. of Lowe Avenue)
- #3 W. Fairfield Road (Brentwood to Plaza Lane)
- #7 Penny Road (Samet to Wendover)
- #8 Penny Road (Wendover to Eastchester)
- #13 Washington Street (Centennial to Gaylord Ct.) **(ALTERNATE PROJECT)**

Sidewalk Priority List (Top 20- Red List)

- # 2 Eastchester Drive 1 (Johnson Street to N. Main)

- #6 Brentwood Street 1 (E. Green Drive to E. Russell)
- #4 Johnson Street 2 (Eastchester to 600 ft. N. of Paris) **(ALTERNATE PROJECT)**

The estimated cost of these improvements is \$984,356.00

Mr. McCaslin noted staff would put this information on a map to be presented, reviewed by and considered by the City Council at the next meeting.

SAFE ROUTES FOR SCHOOLS

Mr. McDonald reported that Engineering is doing all the surveys, etc.... that need to be done in order to start moving forward with the design and determining which right-of-ways and easements will be necessary. He noted that NCDOT Division 7 seems to be very much in support of and on board with the projects High Point has submitted. It is anticipated that the city will get about \$1 million in funding from NCDOT to do these sidewalks at the schools that have been identified.

Committee Member Mendenhall suggested Council talk about the possibility and timing of a referendum during the budget process. Mr. McCaslin reiterated that the most important conversation/question would be are the citizens ready to approve bonds and pointed out the huge role that the economy plays in the bond process.

There being no further business to discuss, the meeting adjourned at 11:00 a.m. upon motion duly made and seconded.

Respectfully Submitted,

Lisa B. Vierling, MMC
City Clerk

Council Member Foster Douglas, Chairman

A RESOLUTION AMENDING THE LAND USE PLAN FOR THE HIGH POINT PLANNING AREA

WHEREAS, the City Council of the City of High Point adopted the *Land Use Plan for the High Point Planning Area* on April 6, 2000, and

WHEREAS, changing circumstances may warrant that from time to time a particular land use designation be changed from one classification to another; and

WHEREAS, public hearings were held before the High Point Planning and Zoning Commission on April 22, 2014, and before the City Council of the City of High Point on May 5, 2014, regarding this proposed amendment (LUPA 14-02) to said *Land Use Plan for the High Point Planning Area*.

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

SECTION 1. That the *Land Use Plan for the High Point Planning Area* be amended by redesignating approximately 6.75 acres (Guilford County tax parcels 0190196 thru 0190215) from Low Density Residential to Institutional.

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

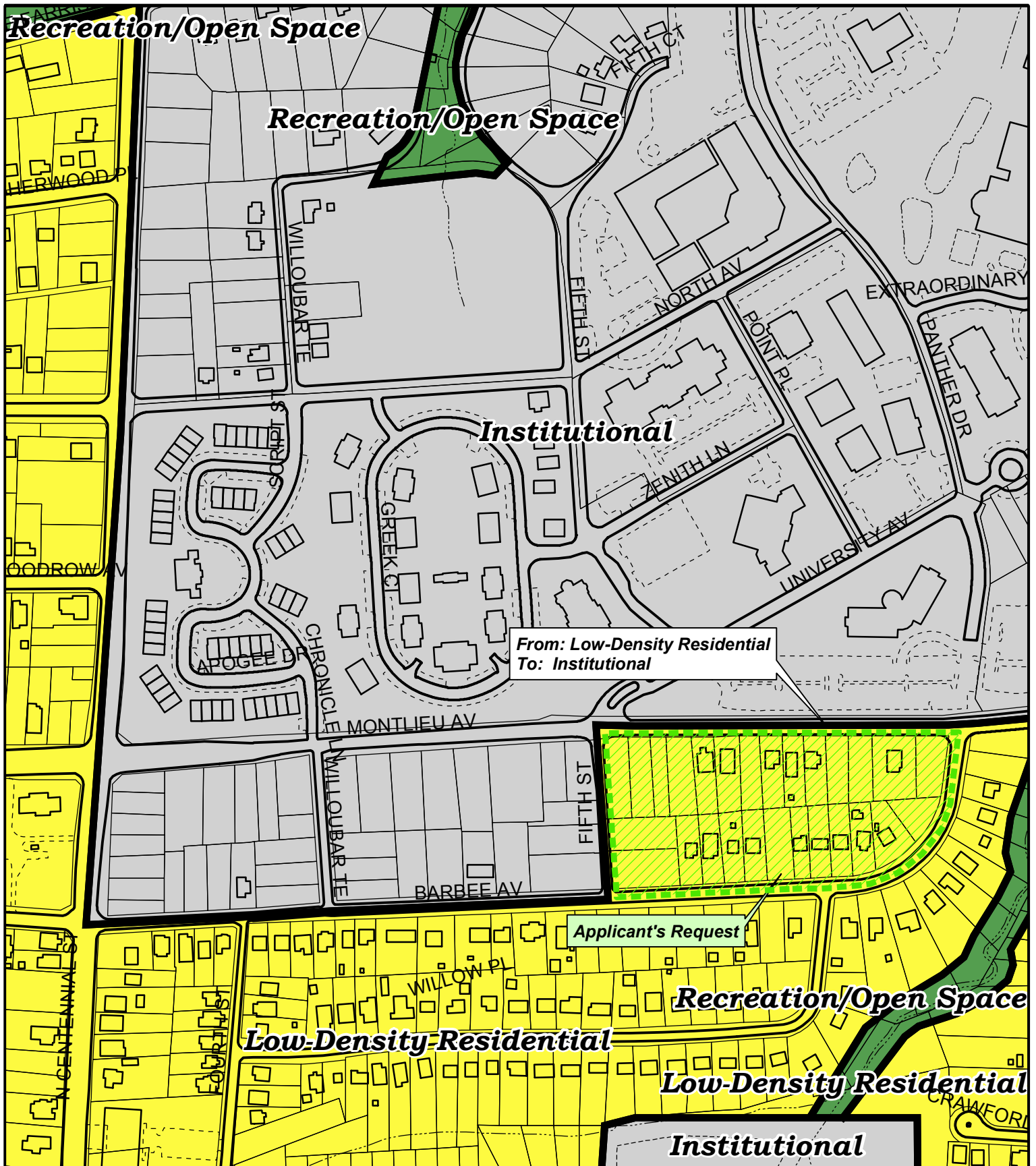
SECTION 3. This resolution shall become effective immediately upon adoption.

Adopted by City Council
this 5th day of May, 2014


Lisa Vierling, City Clerk



The complete file for this Land Use Plan Map Amendment may be inspected at the City of High Point Department of Planning and Development, Municipal Office Building, 211 South Hamilton Street, High Point, North Carolina.



LAND USE PLAN AMENDMENT 14-02

**Request: From: Low Density Residential
To: Institutional**

Existing Land Use Plan
Subject Property Boundary



**Planning & Development
Department**

City of High Point

Date: March 6, 2014



Scale: 1"=300'
G:/Planning/Secure/ba-pz/
2014/pz/lupa14-02.mxd

TERM EXPIRATIONS 2014

CITY OF HIGH POINT					
BOARDS & COMMISSIONS					
TERM EXPIRATIONS FOR 2014					
BOARD	MEMBER	Ward	EXPIRATION	Eligible for reappt.	Appointment Responsibility
ABC Board	Elizabeth Koonce		11/15/2014	yes	Mayor w/CC approval
Board of Adjustment	Richard Andrews		7/1/2014	yes	Mayor w/CC approval
Board of Adjustment	David Horne		7/1/2014	yes	Mayor w/CC approval
Board of Adjustment	Andre' White (Alternate Member)		7/1/2014	yes	Mayor w/CC approval
Citizens Advisory Council	Teresa Jones-Echard	AL/5	5/31/2014	yes	AL/MAYOR
Citizens Advisory Council	Yvonne Short	AL/6	5/31/2014	yes	AL/MOORE
Citizens Advisory Council	Jerry Mingo	AL/2	5/31/2014	yes	AL/SMOTHERS
Citizens Advisory Council	Willie Davis	1	5/31/2014	yes	1/GOLDEN
Citizens Advisory Council	Jermaine Dawson	2	5/31/2014	no	2/DOUGLAS
Citizens Advisory Council	Jeffrey Sypole	3	5/31/2014	yes	3/MENDENHALL
Citizens Advisory Council	Myra Clodfelter	4	5/31/2014	yes	4/WAGNER
Citizens Advisory Council	Thomas Kak	5	5/31/2014	yes	5/DAVIS
Citizens Advisory Council	Scott Niebauer	6	5/31/2014	yes	6/EWING
Guilford County/City Ins. Adv. Comm.	Rudy Hinnant		12/21/2014	yes	Mayor w/CC approval
Guilford County/City Ins. Adv. Comm.	Skip Queen		12/21/2013	yes	Mayor w/CC approval
Historic Preservation Commission	William Anderson	2	7/1/2014	yes	3/MENDENHALL
Historic Preservation Commission	Julius Clark	2	7/1/2014	no	2/DOUGLAS
Historic Preservation Commission	Tom Lugarich	5	7/1/2014	yes	5/DAVIS
Housing Authority Board	VACANT		12/22/2016		Mayor w/CC approval
Housing Authority Board	Michael McKinney		12/22/2014	yes	Mayor w/CC approval
Housing Authority Board	Laura Wiley		12/22/2014	yes	Mayor w/CC approval
Human Relations Commission	Barbara Collins	At-Large Member	5/1/2014	yes	Council- Golden (Liaison)
Human Relations Commission	Larry Diggs	Special Interest	5/1/2014	yes	Council- Golden (Liaison)
Human Relations Commission	Abay Gidey	At-Large Member	5/1/2014	no	Council- Golden (Liaison)
Human Relations Commission	Pam Sullivan	At-Large Member	5/1/2014	yes	Council- Golden (Liaison)
Human Relations Commission	Jason Yates	At-Large Member	5/1/2014	yes	Council- Golden (Liaison)
Human Relations Commission	Milagros Amaro	At-Large Member	5/1/2012	no	Council- Golden (Liaison)
Human Relations Commission	VACANT	Bar Association			Council- Golden (Liaison)
Library Board of Trustees	Kay Anderson	5	10/31/2014	no	5/DAVIS
Library Board of Trustees	Brenda Coates	4	10/31/2014	yes	4/WAGNER
Library Board of Trustees	Yvonne Bostic Short	6	10/31/2014	yes	1/GOLDEN
Library Board of Trustees	Bruce Laney	3	10/31/2013	no	AL/MOORE
Library Board of Trustees	Forrest Littleton	5	10/31/2013	yes	2/DOUGLAS

TERM EXPIRATIONS 2014

BOARD	MEMBER	WARD	EXPIRATION	Eligible for Reappt.	Appointment Responsibility
Library Board of Trustees	VACANT	6	10/31/2015		AL/SMOTHERS
Parks & Recreation Commission	Joe Ellenburg	2	7/1/2014	no	AL/SMOTHERS
Parks & Recreation Commission	Judy Jones	3	7/1/2014	yes	3/MENDENHALL
Parks & Recreation Commission	Ed Price	5	7/1/2014	yes	AL/MOORE
Planning & Zoning Comm.	Marie Stone	3	7/1/2014	yes	AL/SMOTHERS
Theatre Advisory Board	VACANT		6/1/2015		Liaison: MOORE (not ward specific)
Theatre Advisory Board	VACANT		6/1/2013		Liaison: MOORE (not ward specific)
Theatre Advisory Board	VACANT		6/1/2014		Liaison: MOORE (not ward specific)
Theatre Advisory Board	Joyce Allen-Crawford		6/1/2014	yes	Liaison: MOORE (not ward specific)
Theatre Advisory Board	Catherine Bencini		6/1/2014	yes	Liaison: MOORE (not ward specific)

**HIGH POINT CITY COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS, HIGH POINT MUNICIPAL BUILDING
APRIL 21, 2014 – 5:30 P.M.**

ROLL CALL, PRAYER, AND PLEDGE OF ALLEGIANCE

Upon call of the roll, the following Council Members were present. Council Member Moore offered the invocation; the Pledge of Allegiance followed.

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

Council Member Judith P. Mendenhall (Ward 3) was absent.

CONSENT AGENDA ITEMS

MISCELLANEOUS

SPECIAL RECOGNITION- Andrews Red Raider Girls Basketball Team

Mayor Sims publicly acknowledged the Andrews Red Raider Girls Basketball Team for capturing the North Carolina High School Athletic Association 2AA State Championship. Principal Rodney Wilds was present and introduced several players that were present (Monty Watkins, Bri Greer, Shamisha Farrabe), as well as Coach John Shearin.

140113

VITA Certificates

A representative from the IRS will be in attendance to present certificates to all those who volunteered for the Volunteer Income Tax Assistance program.

Mike McNair, Director of Community Development & Housing, read a letter from the Department of the Treasury, Internal Revenue Service, into the record thanking the City of High Point and the VITA volunteers for eight years of continuous, outstanding service provided to taxpayers through the work of the High Point Volunteer Income Tax Assistance (VITA) Coalition.

Alisha Doulen, Community Resource Specialist, and Jerry Mingo, Chairman- Citizens Advisory Council, presented the certificates to the following individuals and partners who were recognized for the Volunteer Income Tax Assistance Program.

Partners: High Point University; Guilford Technical Community College; High Point Housing Authority; Macedonia Family Resource Center; United Way of Greater High Point; West End Ministries; and the High Point Coalition.

Volunteers: Nathan Asamoah, Ellen Barker, Emily Dunn, Christopher Hiers, Kirston Fitzgerald, Garrett, Charrisse Jones, Tyler Littleton, Bridget Mackolin, Fiona Nguyen, Payal Patel, Jose Rios, Anthony Satterfield, Seth Spencer, Casey Stevenson, Patricia Suchan, Andrew Tedford, and Jerry Mingo

Mayor Sims thanked the volunteers and agencies for their assistance and noted the community relies very heavily on the volunteer hours they expend helping individuals prepare income taxes.

140114 Proclamation - National Community Development Week

Mike McNair, Director of the Community Development and Housing Department and staff will be present at the meeting to accept the proclamation for National Community Development Week.

Mayor Sims read the Proclamation into the record proclaiming the week of April 21-26, 2014 as "National Community Development Week." Michelle McNair of the Community Development and Housing Department, recognized representatives from the following Neighborhood Associations, who accepted the award on behalf of the Community Development & Housing Department: Jim Bronnert (Oakview Citizens Council); Jerry Mingo (Burnshill Neighborhood Association); and William Strickland (Cedrow Neighborhood Association).

Mr. Strickland shared some information on the events planned to commemorate the event with a "Grand Finale" on Saturday, April 26th at the Mendenhall Transportation Terminal.

140115 HP Regional Association of Realtors

The president of the High Point Regional Association of Realtors will be in attendance to make a presentation to City Council on the 1st Quarter of 2014 Real Estate Market.

Mark Lindsay, President, High Point Regional Association of Realtors, presented a report on the 1st Quarter of the 2014 Real Estate Market. He shared some statistics for the High Point area. The numbers indicate we are coming out of one of the worst economic times since the Great Depression and there seems to be quite a bit of resurgence in the High Point area. The stats show that there has been 14 consecutive months of double digit increases and home sales, which is 43% higher than March, which indicates growth patterns are on a path of sustainability. Mr. Lindsay also shared that on average in February of 2013, 50% of the homes on the market sold within 90 days, and in February of 2014, that same 50% sold in 60 days. The average sales price as of January 2013 was about \$143,000. He explained that the foreclosure sales tend to dilute some numbers and this needs to be taken into consideration. They remain very optimistic that the sales will remain strong over the next two to five years. He reported they are also seeing quite a bit of activity in the rental market. The office vacancy rate is still lingering about 18%; industrial is at almost 42%; flex space is down from 24% to 14% with offices and warehouses in the same building; retail is up from 15% in 2013 to 16-17% right now in retail space that is available.

Mr. Lindsay thanked the City Council for responding to these market demands by creating the committee to review the commercial permitting process, allowing them to be part of the stakeholders review in an attempt to streamline the process.

Mayor Sims asked about the rental vacancy rates. Mr. Lindsay reported that the rental market is very strong and will continue to be strong for quite some time. Currently the occupancy rate is between 90-95% (combination of multi-family and single family), which indicates a need for additional rental property although they would like to see more permanent ownership.

Mayor Sims thanked Mr. Lindsay for sharing this information with Council.

140116 Keep America Beautiful - President's Circle Award

Keep High Point Beautiful is a recipient of the President's Circle Award for the year 2013. We received this award as an affiliate in good standing which means have met Keep America Beautiful's standards of merit by conducting an annual Community Appearance Index, calculating the affiliate's cost/benefit ratio, and administering activities in the areas of litter prevention, recycling and waste reduction, and beautification and community greening.

Rebecca Coplin, Environmental Programs Coordinator and Executive Director for Keep High Point Beautiful, presented a plaque to the City of High Point for receiving the President's Circle Award. She explained the award is given to those who follow through on reporting litter clean-up efforts and quantity of litter on the streets. She reported the last clean-up effort yielded approximately 4,000 pounds of trash that was cleaned up. Ms. Coplin thanked the Council for supporting the Keep High Point Beautiful program.

Following the presentation, a photo opportunity was provided for Mayor Sims and Ms. Coplin.

FINANCE COMMITTEE - Council Member Moore, Chair
Committee Members Wagner, Davis and Sims
(all were present)

140095 Contract Extension - Water and Sewer Maintenance Contract

Approval of extension of contract with Breece Engineering in the amount of \$350,902.00 to perform regular maintenance and emergency repairs on existing water and sewer mains in the City of High Point system.

This matter was discussed during a Finance Committee meeting that was held at 4:30 p.m. prior to this meeting. The Committee moved this forward with a favorable recommendation.

Approved a contract extension with Breece Engineering in the amount of \$350,902.00 to perform regular maintenance and emergency repairs on existing water and sewer mains in the City of High Point system.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Davis, that this Contract Extension be approved. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

140096 Contract - Bid No 51 - Sewer Line Root Control

Approval of contract awarding Bid No. 51 for Sewer Line Root Control. Purchasing and the Public Services Department recommends that contract be awarded to Municipal Sales, Inc. in the amount of \$110,500.00 which is the lowest responsive and responsible bid meeting specifications.

This matter was discussed during a Finance Committee meeting that was held at 4:30 p.m. prior to this meeting. The Committee moved this forward with a favorable recommendation.

Approved contract with Municipal Sales, Inc. in the amount of \$110,500.00 which is the lowest responsive and responsible bid meeting specifications.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Davis, that this Contract be approved. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

140097 Contract Extension - Bid No. 38 - Garbage and Roll Out Carts

Approval of contract extension for Bid No. 38 for the purchase of garbage and roll out carts for use by the Public Services Department. Purchasing and the Public Services Department recommend the extension of the contract Rehrig Pacific Company in the amount of \$280,500.00.

This matter was discussed during a Finance Committee meeting that was held at 4:30 p.m. prior to this meeting. The Committee moved this forward with a favorable recommendation.

Approved an extension to the Rehrig Pacific Company contract in the amount of \$280,500.00 for the purchase of garbage and roll out carts for use by the Public Services Department.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Davis, that this Contract Extension be approved. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

140098 Contract - Bid No. 45- Mobile Air Truck Unit

Approval contract for Bid No. 38 for the purchase of chassis body and related equipment for a new Mobile Air Truck Unit for the High Point Fire Department. Purchasing and the Fire Department recommends that contract be awarded to Atlantic Emergency Solutions in the amount of \$193,101.00 which is the lowest responsible, responsive bidder meeting specifications.

This matter was discussed during a Finance Committee meeting that was held at 4:30 p.m. prior to this meeting. The Committee moved this forward with a favorable recommendation.

Approved contract with Atlantic Emergency Solutions in the amount of \$193,101.00 which is the lowest responsible, responsive bidder meeting specifications.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Davis, that this Contract be approved. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

140099

Contract - McGladrey LLP - Annual Audit FY 2013-2014

Council is requested to approve a contract with McGladrey LLP for financial and compliance audit for the FY July 1, 2013 - June 30, 2014 in an amount not to exceed \$72,200.00.

This matter was discussed during a Finance Committee meeting that was held at 4:30 p.m. prior to this meeting. The Committee moved this forward with a favorable recommendation.

Approved contract with McGladrey LLP for financial and compliance audit for FY July 1, 2013 - June 30, 2014 in an amount not to exceed \$72,200.00.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Davis, that this Contract be approved. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

140100

Department of Transportation - Title VI Program

Council is requested to authorize staff to submit an updated Title VI program as required by the Federal Transportation Administration (FTA) in accordance with the Department of Transportation 49 CFR Part 21.7 as a condition of receiving ongoing federal funds.

This matter was discussed during a Finance Committee meeting that was held at 4:30 p.m. prior to this meeting. The Committee moved this forward with a favorable recommendation.

Authorized staff to submit an updated Title VI program as required by the Federal Transportation Administration (FTA) in accordance with the Department of Transportation 49 CFR Part 21.7 as a condition of receiving ongoing federal funds.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Davis, that this Resolution be adopted. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

Resolution No. 1375/14-15
Introduced 4/21/2014; Adopted 4/21/2014
Resolution Book, Volume XVIII, Page 97

140101 Property Tax Early Payment Reduction

City Council is requested to ratify the reduction in the property tax early payment discount rate from 1.0% to 0.5%.

This matter was discussed during a Finance Committee meeting held at 4:30 p.m. prior to this meeting. The Committee recommended this matter be tabled at this time.

Action on this matter was tabled.

A motion was made by Council Member Moore, seconded by Mayor Pro Tem Davis, that the Property Tax Early Reduction be tabled. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

REGULAR AGENDA ITEMS

COMMUNITY HOUSING & NEIGHBORHOOD DEVELOPMENT COMMITTEE -

Council Member Douglas, Chair

Committee Members: Mendenhall, Ewing and Golden

(Mendenhall was absent)

140103 Sidewalk Priorities - Two Thirds Bonds

Presentation of the recommendation from the Community Housing and Neighborhood Development Committee on the sidewalk priorities for the Two-Thirds bonds project.

Chairman Douglas reported the Community Housing & Neighborhood Development Committee met on April 15th and is recommending approval of the Sidewalk Priority List for the Two-thirds Bonds Project. The estimated cost of these improvements is \$984,356. The list includes infill projects to close gaps in existing sidewalk sections, new extensions, and restoration and replacement of the sidewalk on Washington Street from Centennial Street to Gaylord Court.

[The list and map is hereby attached in Legistar as a permanent part of these proceedings]

Approved the Sidewalk Priorities for the Two-Thirds Bonds Project.

A motion was made by Council Member Douglas, seconded by Council Member Golden, to approve the Sidewalk Priorities for the Two=Thirds Bond Project. The

motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

COMPREHENSIVE PLANNING COMMITTEE - *Council Member Smothers, Chair*

140066 Ordinance - Richard E. Idol, et al - Annexation Case ANX14-01

A request by Richard E. Idol, Toni Rae Idol, Sandra Idol Portaro, Michael W. Dull, Karen Idol Dull, Amy W. Dawkins and Carroll Welborn to consider a voluntary non-contiguous annexation of approximately 129.5 acres. The area to be annexed contains multiple parcels lying along the east side of NC Highway 66, between Moore Farm Drive and I-74.

*Note: The joint public hearing regarding this matter and related matters **140067 Carolina Investment Properties, Inc. and City of High Point Land Use Plan Amendment Case 14-01 and 140068 Ordinance- Carolina Investment Properties, Inc.- Zoning Case 14-01** was held on Monday, March 17, 2014. At that time, at the request of the petitioner, action was taken to refer these matters to the Comprehensive Planning Committee to be placed on the April 7, 2014 City Council Agenda for action. At the April 7, 2014 City Council meeting, **140067 Land Use Plan Amendment Case 14-01** was approved, but the petitioner requested action be deferred on **140066 Annexation Case 14-01 and 140068 Zoning Case 14-01** until today's meeting (April 21, 2014).*

Mayor Sims reminded Council that there are two members of Council that need to be recused from voting on this matter due to a conflict of interest.

Council Member Moore moved to recuse Council Members Davis and Wagner. Council Member Smothers made a second to the motion, which carried unanimously.

Chairwoman Smothers explained the public hearings have been held and comments received and recorded in the minutes regarding this matter. She asked if there were any questions for staff or Robin Team. There were none.

Adopted Ordinance approving the annexation of approximately 129.5 acres which contains multiple parcels lying along the east side of NC Highway 66, between Moore Farm Drive and I-74.

A motion was made by Council Member Smothers, seconded by Council Member Ewing, that this Ordinance be adopted. The motion PASSED by a 6-0 unanimous vote. [Council Member Mendenhall was absent] [Council Members Davis and Wagner were recused]

Ordinance No. 1750/14-28
Introduced 3/17/2014; Adopted 4/21/2014
Ordinance Book, Volume XVIII, Page 82

140068 Ordinance - Carolina Investment Properties, Inc. - Zoning Case 14-01

A request by Carolina Investment Properties, Inc. to rezone approximately 129.5 acres from the Residential Single Family-20 (RS-20) District, within Forsyth County's zoning jurisdiction, to a Conditional Zoning Light Industrial (CZ-LI) District. The property is generally lying along the east side of NC Highway 66, between Moore Farm Drive and I-74. Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.

*Note: The joint public hearing regarding this matter and related matters **140067 Carolina Investment Properties, Inc. and City of High Point Land Use Plan Amendment Case 14-01 and 140066 Ordinance- Richard E. Idol, et al- Annexation Case ANX 14-01** was held on Monday, March 17, 2014. At that time, at the request of the petitioner, action was taken to refer these matters to the Comprehensive Planning Committee to be placed on the April 7, 2014 City Council Agenda for action. At the April 7, 2014 City Council meeting, **140067 Land Use Plan Amendment Case 14-01** was approved, but the petitioner requested action be deferred on **140066 Annexation Case 14-01 and 140068 Zoning Case 14-01** until today's meeting (April 21, 2014).*

For specific comments made at the public hearing, please refer to the March 17, 2014 minutes, matter **140066 Ordinance- Richard E. Idol, et al- Annexation Case ANX 14-01**.

Council Member Moore moved to recuse Council Members Davis and Wagner. Council Member Smothers made a second to the motion, which carried unanimously.

Chairwoman Smothers explained the public hearings have been held and comments received and recorded in the minutes regarding this matter. She asked if there were any questions for staff or Robin Team. There were none.

Adopted Ordinance rezoning approximately 129.5 acres (lying along the east side of NC Highway 66 between Moore Farm Drive and I-74) from the Residential Single Family-20 (RS-20) District, within Forsyth County's zoning jurisdiction, to a Conditional Zoning Light Industrial (CA-LI) District.

A motion was made by Council Member Smothers, seconded by Council Member Golden, that this Ordinance be adopted. The motion carried by a 6-0 unanimous vote. [Council Member Mendenhall was absent] [Council Members Davis and Wagner were recused]

Ordinance No. 1751/14-29
Introduced 3/17/2014; Adopted 4/21/2014
Ordinance Book, Volume XVIII, Page 83

PUBLIC COMMENT PERIOD - 6:00 P.M.

Cindy Jarrell, Chair of the Carousel Theatre, one of five affiliates of the High Point Area Arts Council, addressed Council to request Council fully fund the High Point Area Arts Council to allow school children the opportunity to continue the experience and pleasure of live theatre. Ms. Jarrell shared the mission of the Carousel Theatre is to bring live, professional theatre to school-aged children at an affordable price and noted it has been their policy in the last few years to allow all Guilford County Third graders to attend their shows free, while others pay a minimal \$5. The Carousel Theatre rents space to hold their performances at the High Point Theatre. Ms. Jarrell shared that their funding comes exclusively from the High Point Area Arts Council and reduction in their funding would result in an increase in ticket prices and having to charge the Third graders.

Dawn Hudgins, who has been part of the High Point Community Theatre for several years, also addressed Council and encouraged them to fully fund the High Point Area Arts Council. She shared some of the benefits regarding arts for the community from an economic perspective, holistic perspective, etc.... She shared her involvement in the arts since 1975 has instilled in her a love for the theatre and it has also allowed her to speak more eloquently and have more self-confidence. She shared that they have tried to find many opportunities and as many ways as possible to help reduce the ticket costs, and try to fund ways to fund their productions in the most fiscally responsible way and needed to have Council's support in these efforts as well. She urged Council to consider this and think of the holistic view of High Point.

Taylor West, who lives and works in Uptowne, stated he was present to speak about the Uptowne City Project. He works in an industry with a lot of large manufacturers and works with other creative individuals from photographers, interior designers, structural designers, marketing individuals, most of whom do not live in High Point. He shared concerns that these young creative individuals are not wanting to move or stay in High Point because of the lack of creative things for them to do here. Council Member Moore asked Mr. West where most of these individuals reside and he noted most live in Winston and Greensboro and most choose not to live here because they are looking for something unique and what they feel a creative town should have.

Janette McNeill, Vice Chair of the High Point Arts Council, addressed Council regarding fully funding the Arts Council. She shared that she has invested a lot of volunteer time and effort on the south side of High Point where GTCC is building a beautiful black box theatre that will be contributing to the arts in High Point and hopefully get a lot more into High Point where young people have a lot more things to see and do. She reminded Council that on April 16th, Mayor Sims issued a Proclamation declaring Arts Everywhere Day in High Point and re-read the proclamation, which highlights that the

arts create vibrant communities where people live work and play, the arts are a growing creative industry that contribute to a healthy economy, etc.....

Carlos Olvera, a small business owner in High Point and a High Point Arts Council member, also asked Council to fully fund the Arts Council. He pointed out the High Point Arts Council directly impacts six organizations in High Point: Carousel Theatre, High Point Ballet, High Point Community Concerts, High Point Community Theatre, Piedmont Artists and various other programs put on by the Arts Council. The funding for the Arts Council comes through five different sources: the public sector (which includes the city, county and state), private individuals and organizations (currently have over 1,000 donors that donate to the United Arts Fund drive), various grants, fundraising events and other sources of revenue such as tuition and rental of Centennial Station. He explained a reduction in any of these sources of income would have a negative impact on all the organizations that support the arts. He pointed out the arts are essential to the well-being of any city and build communities by providing access to the arts for all people, all ages and all abilities with free and reduced cost programs that grow social capital. He noted the arts also create jobs (on and off the stage) and benefit employees in restaurants, hotels, retail stores, parking garages, and other businesses when residents and visitors attend art events. He concluded his comments by saying the arts are great for business in High Point and an investment in arts today will reap benefits for years to come.

Myra Clodfelter, a resident and business owner in Uptowne High Point, addressed Council regarding support of the city's funding for the City Project, its current structure, its current executive director and all past, present, and future efforts put forth by this project. She stated she does not support the personal agendas of some Council Members and the way they went about executing their proposal without any input from some very important people involved with the City Project. She accused certain members of the Council of working hard to change everything about the City Project's structure and funding because they felt the City Project has not partnered with the city. She felt this is wrong and noted the City Project has been the city's partner in all these efforts at the city's direction over the past seven years, which included a lot of work and volunteer hours. She encouraged Council to review the list of companies that have been contacted to bring their business to High Point. She also expressed concerns about the person that is being considered to do the job that the executive director has been doing and questioned their qualifications for doing the job.

Sheila Collins, a High Point resident since 2006, addressed Council regarding litter, trash, cigarette butts and other small items thrown all over the streets. She felt everyone should do their part and be good stewards of the land that God gave us to take care of. She encouraged the elected officials to work together to make sure that the needs of the citizens are being taken care of and encouraged Council to lead, pray and listen to what the needs in the community are. She concluded by sharing a rap song that she wrote, "Let's Clean up the Land."

PUBLIC HEARINGS - 6:15 P.M.**COMMUNITY HOUSING & NEIGHBORHOOD DEVELOPMENT COMMITTEE -**

Council Member Douglas, Chair

Committee Members: Mendenhall, Ewing and Golden

(Mendenhall was absent)

140104 Public Hearing - CDGB Funding - Annual Action Plan 2014-15

Monday, April 21, 2014 at 6:15 p.m. is the date and time established for the Public Hearing on the Community Development and Housing Department (CD&H) 2014-15 Annual Action Plan as required by the Department of Housing and Urban Development (HUD) on the CDBG funding.

The public hearing for this matter was duly held on Monday, April 21, 2014 at 6:15 p.m.

Mike McNair, Director of Community Development & Housing, gave a brief overview of the Community Development and Housing Department's 2014-2015 Annual Action Plan. [a copy of the plan is hereby attached in Legistar as a permanent part of these proceedings].

Mr. McNair shared that there are two primary funding sources: HOME Funds and CDBG. The HOME Funds tend to be more restrictive, while the CDBG funding is a more flexible funding source.

Mayor Sims inquired about how the income limits in High Point compare to surrounding communities. Mr. McNair responded by saying that High Point and Greensboro are the same and explained that High Point has about the third or fourth highest income levels in the state. He further explained that the higher the numbers are, the more flexibility there is with potential of more people being served. Mayor Sims asked if there is a waiting list for residents seeking services under any of the city's programs. Mr. McNair explained the only waiting list consists of those residents desiring some type of repair services and noted the city has very limited resources and limited options to help them. Staff is projecting about \$4.6 million to be available with significant funding coming from other funding sources than CDBG and HOME combined which reflects the diversity of the program. He reported they are currently participating in a lot of different activities: (agreements with the Department of Justice, Shelter Plus Care Program, VITA Program, Lead Hazard Control Program, agreement underway with the N.C. Housing Finance Program, etc....). This reflects that 79% of the funding goes into the same type of housing activity and tends to be expensive due to it being capital intensive as compared to public services. Mr. McNair pointed out they are allowed to set aside a certain amount of funds for program administration (for CDBG it is 20% and for HOME it is 10%).

Regarding the CAC applications and allocations, Mr. McNair noted they were able to fund all applications received with the requests that came in and the dollars available. Mayor Sims asked if there is a process through this grant program to wean people off that seek funding. Mr. McNair explained if a recipient comes back with the same program the following year after receiving funding, there is a restriction that they can receive no more than 90% for the same activity the following year and this reduces 10% each additional year (if it is the same program).

Mr. McNair pointed out in the affordable housing arena, the Hartley Ridge multi-family development (84 units) is included and will be coming to the City Council for consideration on May 19th for action. This will be a \$10.5 million development; the city is proposing to loan another \$1.35 million and leverage another \$8.5 million. The rents will range from \$215 to \$565 a month. The developers plan to apply for funding for the tax credits. Council Member Smothers questioned inclusion of this multi-family housing development in the Annual Action Plan when it has not yet been approved by Council. Mr. McNair explained staff is anticipating approval of the project, but if it does not get approval, they will have to find another project to utilize those funds. He noted the city has until September 30, 2015 to draw funds from the Treasury for the Section 108/CDBG funds. Mayor Sims inquired about whether or not the Housing Authority intends to apply for tax credits again for Park Terrace and Mr. McNair explained they did not apply this year because they knew they would not qualify and would be penalized because of a change in application requirements that results in them losing points because there is not a grocery store within a mile of the area. Mayor Sims asked Loren Hill, President- High Point Economic Development Corporation, if he could possibly assist the Housing Authority in attracting a grocery store in this area.

Mayor Sims also questioned that the Meredith Street apartment renovations were not addressed in the Annual Action Plan and asked if staff could provide an update. Mr. McNair explained the funding for the Meredith Street apartments was in last year's budget and staff anticipates the situation coming to a head as early as the end of the month. He noted because there are multiple entities involved, it is taking longer than expected because they want to make sure they have everything in order for the loan closing. Council Members Golden and Douglas asked if the apartments would be renovated all at one time and if they would have to close it off during construction. Mr. McNair stated he has advised them that they will need to come in and commit all the necessary resources to get it done in three to four months, and it is their expectation that the site will only be accessible by the construction crew while construction is in process. Mayor Sims felt it was incumbent upon staff, since it has lingered for a while, to make sure that residents and individuals understand what is happening with the renovations and know that the city is moving with all due speed towards getting the units back on the market and improving the neighborhood.

Mr. McNair also advised Council that they will have some funding available in the infill development fund line item that the city can utilize in concert with Council's plans to do some land banking in the Core City.

Chairman Douglas asked for a brief explanation and primary purpose of the Community Development Block Grant and how much is actually used for staff and administrative services. Mr. McNair replied that it is to create a more suitable living environment for low to moderate income people and pointed out it is a broad program that can take on a lot of different forms from housing repairs to slum and blight removal to property acquisition, land banking, to public services. Mr. McNair reported that approximately 90% is used for administration with additional funding of about \$100,000 in program income for repayment of loans, etc... Several Council Members expressed concerns about the high administrative costs and asked if the city is in line with spending 90% of the funding for administration of the program. Mr. McNair explained looking at the whole picture of funding of all sources, they have a budget of \$4.6 million and out of that \$4.6 million, about \$700,000 is actually going into salaries. Chairman Douglas felt this is something that requires further discussion during the budget process in an effort to take some dollars from the CDBG and find a way to use it more effectively in the community. Mayor Sims pointed out whatever money is not spent out of the budget would come out of the General Fund and wanted to make sure it was understood as to how the process works.

Mr. McNair encouraged Council to review the contents in the Annual Action Plan and noted it would come back to Council on May 5th for approval.

Chairman Douglas opened the public hearing and asked if there was anyone present who would like to speak regarding this matter.

Darryl Kosciak, Executive Director for Partners Ending Homelessness, and Dan Hodgson, from ACTS Ministries in High Point and a Board Member for Partners Ending Homelessness were present and addressed Council on this matter. Mr. Kosciak thanked Council for their partnership with Partners ending Homelessness for the past 20 years in working with them to end homelessness. He pointed out the Guilford County Shelter Plus Care Grant is an example of the efforts that have been put forth receiving grant funds through Partners Ending Homelessness to help support housing and to help move the homeless from the streets into housing. He noted this is an excellent example of leveraging local and federal resources to help address the issue of homelessness. He formally asked Council to consider alternative ways of using the block grant funding in the future to help provide funding for the shelter and other emergency programs in the community in a means to further expand collective efforts to end homelessness.

Chairman Douglas asked if there were any additional comments. There being none, the public hearing was closed.

Acknowledgement that the public hearing was held and to place the Community Development & Housing Department 2014-2015 Annual Action Plan on the May 5, 2014 City Council Agenda for action.

A motion was made by Mayor Pro Tem Davis, seconded by Council Member Golden, to acknowledge that the public hearing was held regarding the 2014-2015

Annual Action Plan and place the Annual Action Plan on the May 5, 2014 City Council Agenda for action. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

COMPREHENSIVE PLANNING COMMITTEE - *Council Member Smothers, Chair*

140105 Ordinance - Development Agreement- Carolina Income Properties, XV, LLC (Advertised for 5:30 p.m.)

Monday, April 21, 2014 is the date established for the High Point City Council to consider an Ordinance authorizing the City of High Point to enter into a Development Agreement with Carolina Income Properties XV, LLC for the I-74 Corporate Park located in Forsyth County.

The public hearing for this matter was held on Monday, April 21, 2014.

Chairwoman Smothers moved to recuse Council Members Davis and Wagner due to a conflict of interest. Council Member Moore made a second to the motion, which carried unanimously.

Chairwoman Smothers explained this agreement essentially follows what has already been discussed by Council regarding the associated annexation and development pattern from action that was taken earlier tonight. She explained this binds the developer to benchmarks that are consistent with economic development incentives. She asked if there were any questions from Council regarding the proposed Development Agreement. There being none, she opened the public hearing and asked if there was anyone present who would like to comment.

Robin Team, 16 S. Main Street in Lexington, explained this is basically a Development Agreement where the city is providing some infrastructure and they are providing some facilities that hopefully will result in lots of jobs and tax base.

Chairwoman Smothers asked if there were any additional comments. Council Member Douglas advised that since he just recently received a copy of the Development Agreement and has not had an opportunity to review it, he would not be able to support it.

There being no one else to speak, the public hearing was closed.

Adopted the Ordinance authorizing the City of High Point to enter into a Development Agreement with Carolina Income Properties XVI, LLC for the I-74 Corporate Park located in Forsyth County.

A motion was made by Council Member Smothers, seconded by Council Member Moore, to adopt the Ordinance authorizing the City of High Point to enter into a Development Agreement with Carolina Income Properties XV, LLC for the I-74

Corporate Park located in Forsyth County. The motion carried by the following 5-1 vote:

Aye (5): Mayor Sims, Council Member Ewing, Council Member Golden, Council Member Smothers, and Council Member Moore
Nay (1): Council Member Douglas
Absent (1): Council Member Mendenhall
Recused (2): Council Member Wagner, and Mayor Pro Tem Davis

**Ordinance No. 1752/14-30
Introduced 4/21/2014; Adopted 4/21/2014
Ordinance Book, Volume XVIII, Page 84**

140106 Amendment to Zoning Case 12-06 - High Point University

A request by High Point University to amend Conditional Zoning Case 12-06 to revise the transportation conditions. The site is bounded by Montlieu Avenue, N. College Drive and Boundary Avenue. (The petitioner is requesting that this item be delayed to a future council meeting)

Chairwoman Smothers noted that the petitioner has requested this matter be continued until the May 5, 2014 City Council Meeting. She opened the public hearing and asked if there was anyone present at tonight's meeting desiring to speak. No one was present to speak.

Continued this public hearing to May 5, 2014 at 6:15 p.m.

A motion was made by Council Member Smothers, seconded by Council Member Douglas, that this public hearing be continued to May 5, 2014. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

140107 Ordinance - Zoning Case 14-02 - Mike Carr

A request by Mike Carr to rezone approximately 9.2 acres from a Conditional Use Planned Unit Development-Limited (CU-PDL) District to a Planned Unit Development-Limited (PDL) District. The site is located west of the intersection of Eastchester Drive and Lassiter Drive.

The public hearing for this matter was held on Monday, April 21, 2014 at 6:15 p.m.

Chairwoman Smothers explained the petitioner, Mike Carr, did call her to let her know he would not be in attendance because he would be out of town this evening.

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

Chairwoman Smothers pointed out access to this property is with the existing driveway cuts that are already there. She opened the public hearing and asked if there were any comments. There being none, the public hearing was closed.

Adopted Ordinance providing for the rezoning of approximately 9.2 acres located west of the intersection of Eastchester Drive and Lassiter Drive from a Conditional Use Planned Unit Development- Limited (CU-PDL) District to a Planned Unit Development- Limited (PDL) District.

A motion was made by Council Member Smothers, seconded by Council Member Wagner, that this Ordinance be adopted. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

**Ordinance No. 1753/14-31
Introduced 4/21/2014; Adopted 4/21/2014
Ordinance Book, Volume XVIII, Page 85**

140108 Ordinance - Annexation Case ANX14-02 - David Giardina

A request by David Giardina to consider a voluntary contiguous annexation of approximately 0.46 acres. The area to be annexed is lying on the west side of Cosway Court, approximately 330 feet north of Saint Johns Street.

The joint public hearing for this matter and related matter **140109 Zoning Case 14-03 (David Giardina)** was held on Monday, April 21, 2014 at 6:15 p.m.

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

Following the presentation of the staff report, Chairwoman Smothers opened the public hearing and asked if there was anyone present who would like to comment. There being no comments, the public hearing was closed.

Adopted Ordinance providing for the 0.46 acres lying on the west side of Cosway Court, approximately 330 feet north of Saint Johns Street to be effective upon adoption.

A motion was made by Council Member Smothers, seconded by Council Member Moore, that this Ordinance be adopted. The motion PASSED by an 8-0 unanimous vote.[Council Member Mendenhall was absent]

**Ordinance No. 1754/14-32
Introduced 4/21/2014; Adopted 4/21/2014
Ordinance Book, Volume XVIII, Page 86**

140109 Ordinance - Zoning Case 14-03 - David Giardina

A request by David Giardina to rezone approximately 0.46 acres from the Residential Single Family-40 (RS-40) District, within Guilford County's zoning jurisdiction, to a Residential Single Family-9 (RS-9) District. The site is on the west side of Cosway Court, approximately 330 feet north of Saint Johns Street. Approval of this rezoning request is contingent upon City Council approval of a voluntary annexation request.

The joint public hearing regarding this matter and related matter **140108 Annexation Case 14-02 (David Giardina)** was duly held on Monday, April 21, 2014 at 6:15 p.m.

*Please refer to matter **140108 Annexation Case 14-02 (David Giardina)** for specific comments made at the public hearing regarding this matter.*

Adopted Ordinance rezoning approximately 0.46 acres on the west side of Cosway Court, approximately 330 feet north of Saint Johns Street, from the Residential Single Family-40 (RS-40) District, within Guilford County's zoning jurisdiction to a Residential Single Family-9 (RS-9) District.

A motion was made by Council Member Smothers, seconded by Council Member Wagner, that Ordinance be adopted. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

**Ordinance No. 1755/14-33
Introduced 4/21/2014; Adopted 4/21/2014
Ordinance Book, Volume XVIII, Page 87**

140110 Ordinance - Annexation Case ANX14-03 - Michael & Tonya Curtis

A request by Michael & Tonya Curtis to consider a voluntary contiguous annexation of approximately 1.6 acres. The area to be annexed is lying along the south side of Tangle Lane, approximately 1,900 feet west of Penny Road.

The public hearing for this matter was duly held on Monday, April 21, 2014 at 6:15 p.m.

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

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

Carl Wright, attorney representing the property owners, Michael & Tonya Curtis, addressed Council on behalf of his client. He distributed a copy of a survey of the property and noted his client had purchased the property at 1132 Tangle Lane to build a home, but he had a few questions regarding the process. He explained when Mr. Curtis bought the property last year, he understood that it was possible to petition for double

rates for water and sewer, but since that time he has found out that city policy requires him to petition for annexation to receive the city services. He pointed out there are some challenges that have come into play regarding additional drainage issues that have an effect on his property that were actually caused by the construction of the road. One, a natural spring that he was aware of, and a second one dealing with the ground water run-off. He requested Council allow the Curtis' to pay the outside double rates for water and sewer instead of annexing the property, but if annexation is the only course, Mr. Curtis would like the city's cooperation in dealing with the second parallel drainage problem that was caused by the street, which was designed under the auspice of the city in 2005 when it was built.

Chairwoman Smothers pointed out the Technical Review Committee made a determination that Mr. Curtis could change the drainage coming onto his lot. Mr. Curtis shared that he came to the city in May, 2013 when he was considering purchasing the property, to ask about his options regarding connecting to the city's water or sewer service at which time Scott Cherry advised him what it would cost to tie into the city's water and sewer system, with no mention of annexation. He noted he purchased this land with the intent of being in Guilford County, not the City of High Point. After purchasing the property and while working with developers, he noticed the water that was directed onto this property and then called Derrick Boone with the city. He was told at that time by Mr. Boone that because the city had no jurisdiction to the street, the city could not help him. Mayor Pro Tem Davis felt Mr. Curtis should have done his due diligence prior to purchasing the property and pointed out the extra water on his property is a hardship that the city did not create.

Mr. Curtis reiterated that he did do his due diligence and did come to the city, but later found out he did not have any options per the city's policy that requires property located outside the city limits, to petition for annexation for city services. Mayor Pro Tem Davis asked Mr. Curtis what he would do for services if he is not annexed into the city and Mr. Curtis replied that Tangle Lane has its own garbage service, and the property owners in this area pay county taxes and get fire protection from Deep River Fire Department and the Guilford County Sheriff's Department.

A discussion followed regarding the street. JoAnne Carlyle, City Attorney, noted it appears that the street was inadvertently left out of a prior annexation. At this time, Lee Burnette, Director of Planning and Development, provided a brief history of the property. He explained the adjacent subdivision was annexed within the last decade and noted the property in the gray area is in the city's ETJ (in the city's zoning and subdivision jurisdiction). Prior to the subdivision being platted, Tangle Lane in its current form had a stub street to the north and a stub street to the south of the property and this right-of-way existed, so the subdivision came in and was platted to connect into this street right-of-way. The developer developed the streets under city design standards and was to install this segment under the city design standards, but the street is outside the city limits so the city cannot maintain it and cannot inspect it. the street was basically developed in a public right-of-way for connectivity purposes outside the subdivision. He clarified that Mr. Boone was correct in saying that the city does not have any jurisdiction

to the street because it is outside the city limits. Chairwoman Smothers asked if the lot in question did not have some restriction recorded as to the proposed right-of-way through there and Mr. Burnette noted it was an existing right-of-way and pointed out there is a right-of-way to the north that is not open either. He noted the street is a public way that has been improved with no maintenance and further explained that this annexation would enable this property to be annexed. Mr. Burnette was emphatic that the street was not left out, because it could not be legally annexed; the best thing that could have been done was to connect this subdivision to Tangle Lane. He noted the lot has always existed separate from that right-of-way and when the subdivision was platted, this stub was platted as well as the stub between the two lots. Mayor Pro Tem Davis asked if the city's water and sewer lines run down this street. Scott Cherry, with the Public Services Department, confirmed that water and sewer service is available. He also mentioned that the city does have a storm water improvement program to assist City of High Point customers, but it must be an existing land owner with an existing home.

At this time, Mayor Sims asked Mr. Curtis about his preferences and he informed Council that he does not want to be annexed and would like to deal with his own issues regarding the zoning and drainage. Mr. Burnette pointed out if this is the route Council desires to take, it would require an amendment to the current policy that was adopted in 2002. He explained there are exceptions to the policy (one being that the property is prohibited to be annexed due to statutory or legal constraints; and two, if the city is effectively unable to deliver all services to the property)—neither is applicable to this property.

Chairwoman Smothers asked if there was anyone else present who would like to speak for or against this annexation request. There were none.

Continued the public hearing regarding this annexation request to the May 5, 2014 City Council Meeting to allow staff time to do more research and bring back the facts for a possible resolution.

A motion was made by Council Member Smothers, seconded by Mayor Pro Tem Davis, that this public hearing be continued to May 5, 2014 at 6:15 p.m.. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

BOARDS AND COMMISSIONS APPOINTMENTS AND VACANCY REPORT

140111 Boards and Commissions - Vacancy Report

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

Attachments: [Vacancy Report](#)

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

APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS**140112 Minutes to be approved**

- Comprehensive Planning Committee; Tuesday, March 18th @ 4:00 p.m.
- Adjourned Session; Thursday, March 20th @ 9:00 a.m.
- Community Housing & Neighborhood Development Committee; Tuesday, March 25th @ 10:00 a.m.
- Comprehensive Planning Committee; Wednesday, April 2nd @ 9:00 a.m.
- Special Meeting (Closed Session); Thursday, April 3rd @ 11:00 a.m.
- Finance Committee; Monday, April 7th @ 4:00 p.m.
- High Point City Council Regular Meeting; Monday, April 7th @ 5:30 p.m.
- Manager's Briefing Session; Thursday, April 10th @ 9:00 a.m.

The minutes of the preceding meetings were unanimously approved as submitted. A motion was made by Council Member Smothers, seconded by Council Member Douglas, that the preceding Minutes be approved as submitted. The motion PASSED by an 8-0 unanimous vote. [Council Member Mendenhall was absent]

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 7:50 p.m. upon motion duly made by Council Member Smothers and seconded by Council Member Wagner.

Respectfully Submitted,

Bernita Sims, Mayor

Attest:

Lisa B. Vierling, MMC
City Clerk

[illegible]

PRELIMINARY

THIS MAP DOES NOT MEET N.C.G.S. 47-30 AND IS NOT FOR PLOT/DONE

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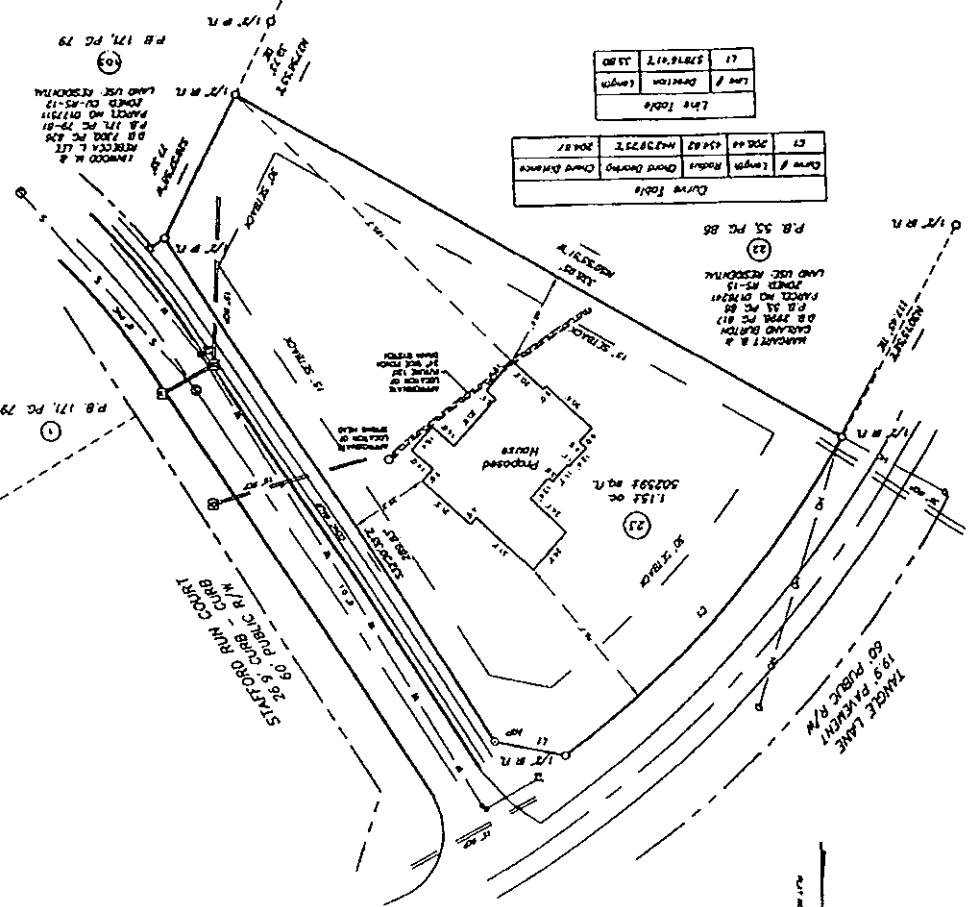
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PLAT BOOK PAGE

NEIGHBORHOOD MAP

GENERAL NOTES

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LIVE TODAY		

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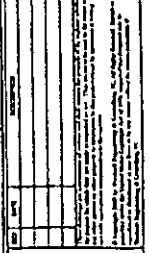
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OWNER:
Michael & Joyce R Curtis
3615 Windwardway Bay
Jamestown, North Carolina 27552
PHONE 336-669-4381

DAVIS • MARTIN • POWELL
ENGINEERS & SURVEYORS
6415 OLD PLANK RD. WILSON POINT, NC 27575
(704) 594-4471 • WWW.DMSP.COM • LICENSE # 22015

PLOT PLAN FOR
 MICHAEL & TONYA R. CURTIS
 PARCEL NO. 0176240
 LOT 23 SECT. 1
 PENNYWOOD TRAILS
 PLAT BOOK 55, PAGE 86
 DEED BOOK 7480, PAGE 1304
 1132 Taaffe Lane
 High Point, North Carolina
 High Point Township, Guilford County

KEY MAP



LOCATION	MENDENHALL MILL PHASE II 1377-1387 ROBERT ROAD HIGH POINT, FORD COUNTY NORTH CAROLINA
OWNER	DAVID L. PALLA 1001 E. 10TH AVE. NORFOLK, VIRGINIA 23502 TEL. 834-2200
DESIGNER	DAVID L. PALLA 1001 E. 10TH AVE. NORFOLK, VIRGINIA 23502 TEL. 834-2200
CONTRACTOR	DAVID L. PALLA 1001 E. 10TH AVE. NORFOLK, VIRGINIA 23502 TEL. 834-2200

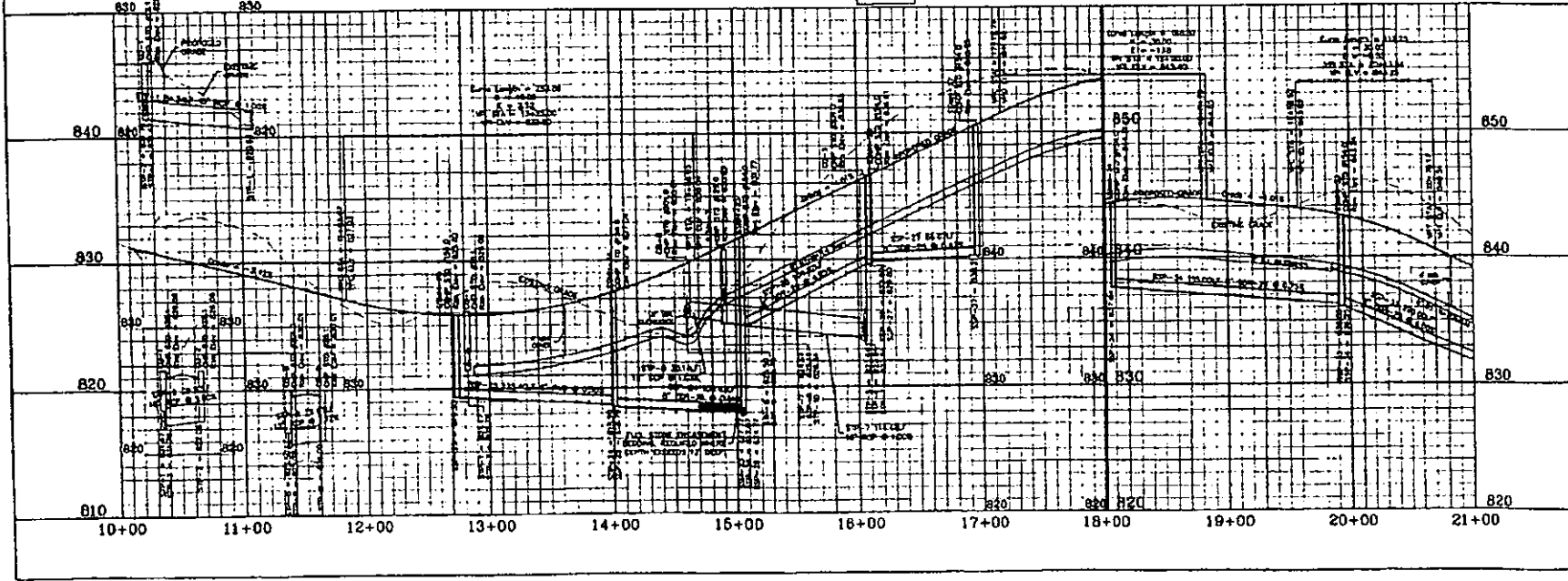
ALL CONSTRUCTION MUST COMPLY TO THE
UNDERGROUND UTILITY PROTECTION ACT



NEVER YOU DIE!
CONTACT ONE-CALL CENTER
1-800-485-5849



PROJECT NO. E-337
DATE 11/22/03
SCALE 1"=30'
SHE. BY: MHW/SDT/JZ
CHK. BY: MHW
4 of 15
Stafford Run Court
STA 10+00 - STA 21+00



"KNOW ALL MEN BY THESE PRESENTS THAT WE HEREBY ACKNOWLEDGE THIS PLAT AND ALLOTMENT TO BE OUR FREE ACT AND DEED AND THAT WE DO HEREBY DEDICATE TO PUBLIC USE AS STREETS, PARKS, PLAY GROUNDS, OPEN SPACE, AND EASEMENTS, FOREVER ALL AREAS SO SHOWN OR INDICATED ON SAID PLAT."



Lee F. Stackhouse
Notary Public

SUBSCRIBED AND SWORN TO BEFORE ME, THIS THE
21 DAY OF OCTOBER, 1974.
MY COMM. EXP. APRIL 1, 1975

RAYMOND M. HICKS

"THIS IS TO CERTIFY THAT ALL REQUIREMENTS OF THE CHAPTER 22, ARTICLE XIV, OF THE 1958 CODE OF ORDINANCES OF THE CITY OF HIGH POINT, GOVERNING SUBDIVISIONS INVOLVING THE PLANNING DEPARTMENT, PUBLIC UTILITIES DEPARTMENT, ENGINEERING DEPARTMENT, TRAFFIC ENGINEERING DEPARTMENT, AND BUILDING INSPECTIONS DEPARTMENT HAVE BEEN MET."

James B. Harding 11-21-74
DIRECTOR OF PLANNING
James B. Harding 11-19-74
DIRECTOR OF PUBLIC UTILITIES
Charles D. Sells 11-19-74
DIRECTOR OF PUBLIC WORKS
P. V. Moss 11-19-74
CITY TRAFFIC ENGINEER
James B. Hill 11-20-74
CHIEF BUILDING INSPECTOR
Robert P. Weyers 11-20-74
DIRECTOR OF WATER & SEWER

"PROVIDED THAT THIS PLAT IS RECORDED WITHIN SIXTY DAYS OF FINAL APPROVAL"

APPROVED BY CITY COUNCIL 11-21-74
DATE

HR Chick CITY MANAGER

FILED FOR REGISTRATION AT _____ THIS THE
DAY OF _____, A.D. AND RECORDED IN
PLAT BOOK _____ AT PAGE _____



STATE OF NORTH CAROLINA
GUILFORD COUNTY
HIGH POINT-JAMESTOWN TOWNSHIP

I, JOEL A. DERMID, JR., P.E., CERTIFY THAT THIS MAP WAS DRAWN FROM AN ACTUAL FIELD SURVEY MADE BY ME; THAT THE ERROR OF CLOSURE AS CALCULATED BY LONGITUDES AND DEPARTURES IS 1:10000.0; THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS DOTTED LINES PLOTTED FROM INFORMATION FROM A DEED, 2741 PAGE 42, THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH G.S. 47-39 AS AMENDED.

SIGNED Joel A. Dermid, Jr.
REG. NO. 4837

SUBSCRIBED AND SWORN TO BEFORE ME, THIS THE
21 DAY OF OCTOBER, 1974.

MY COMM. EXP. APRIL 1, 1975

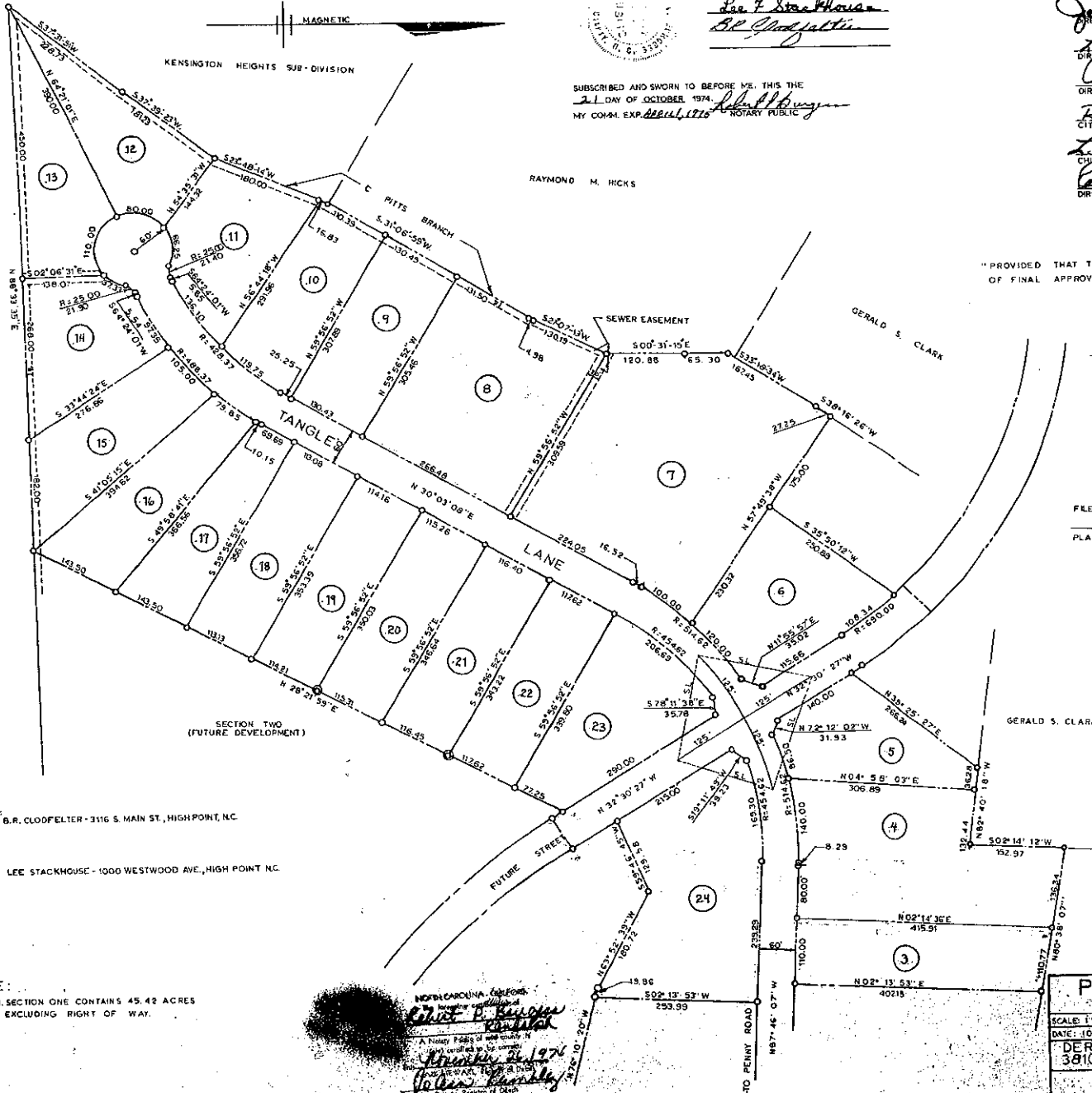
W.A.SAPP
CITY OF HIGH POINT

PENNYWOOD TRAILS	
SECTION ONE	
SCALE: 1" = 100'	FINAL PLAT
DATE: 10-18-74	DRAWN BY: ML
DERMID & CLAYTON - ENGINEERS	
3810 WILLOWOOD DR. CLEMMONS, N.C.	
SHEET 2 of 2	

NOTE:
1. SECTION ONE CONTAINS 45.42 ACRES EXCLUDING RIGHT OF WAY.

OWNERS:
B.R. CLODFELTER - 3116 S. MAIN ST., HIGH POINT, N.C.

LEE STACKHOUSE - 1000 WESTWOOD AVE., HIGH POINT, N.C.



HPCC 4/21/2014 Carl Wright

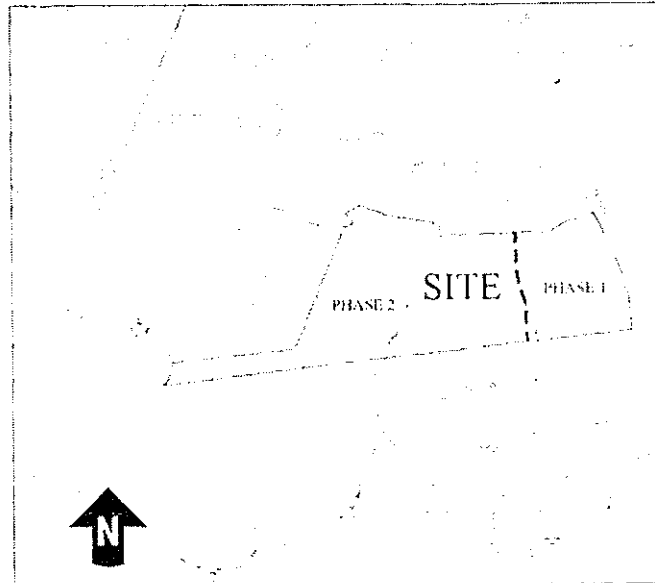
MENDENHALL MILL PHASE II

1217 - 1227 PENNY ROAD
HIGH POINT, NORTH CAROLINA
HIGH POINT TOWNSHIP, GUILFORD COUNTY

Watt Carpenter

Wayne Perry

(204) 382-3036



VICINITY MAP

DATE	BY	CHKD	DATE
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DESCRIPTION	DATE	BY	CHKD
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14. REVISIONS			
15. REVISIONS			

WESTCOTT ENGINEERING & CONSULTING, PC
4015 MEETING WAY, SUITE 105
HIGH POINT, NC 27265
PHONE (336)812-3546 FAX: (336)812-8075



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DATE: 10/1/03
BY: WCP
CHKD: WCP



Memorandum

To: Randy McCaslin, Assistant City Manager
From: Derrick Boone, Streets and Stormwater Manager
Date: May 1, 2014
Re: Section of Stafford Run Court outside of the City Limits

Attached is a copy of the as-built drawing for Stafford Run Court. Stafford Run Court was constructed as part of the Mendenhall Mill Subdivision and was designed by Wescott, Small, and Associates PLLC. The City of High Point Engineering Services Department inspected the project during the construction.

A 300-foot section of Stafford Run Court is located outside of the City Limits. A sidewalk, water line, sanitary sewer line, and stormwater drainage system were also constructed in the section of roadway that is located outside of the City Limits.

The Stormwater Division was contacted by Mr. Michael Curtis, the property owner of 1132 Tangle Lane, in regards to stormwater drainage on his property. Mr. Curtis claimed that the stormwater drainage system in Stafford Run Court was constructed improperly and had created a ditch across his property. Mr. Curtis requested that the Stormwater Division pipe in the ditch on his property so that he could re-grade the lot for the construction of his house.

The Stormwater Division denied Mr. Curtis's request for the following reasons:

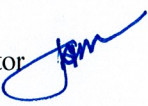
- There is not a stormwater drainage easement on the property at 1132 Tangle Lane. Therefore the drainage ditch is considered private property.
- The Stormwater Management Improvement Program is available to help private property owners with drainage problems. The property at 1132 Tangle Lane is not eligible for the Stormwater Management Improvement Program because there is a clause in the policy that prohibits new construction projects. The property is also located outside of the City Limits.

The pipe that was installed under Stafford Run Court (labeled as STP-1A on the as-built drawings) appears to only perform the function of conveying water from the properties on the other side of Stafford Run Court. These properties always drained across the property at 1132 Tangle Lane. The existing contour lines on the as-built drawing show that the ditch on 1132 Tangle Lane existed prior to the construction of Stafford Run Court and the Mendenhall Mill Subdivision.



MEMORANDUM

April 29, 2014

MEMO TO: Strib Boynton, City Manager
FROM: Jeffrey A. Moore, Financial Services Director 
SUBJECT: Recommendation for City-wide stone supply contracts

Please place the following item for City Council's consideration at their May 5, 2014, Council meeting:

The Purchasing Division took bids for the City's annual estimated supply needs for the FY 2014-2015 for various types of stone material used in the City's various operations. Departments that use the annual supply contract most include Streets, Transportation, Engineering Services, Water and Sewer, and Parks & Recreation, as well as other departments.

The attached recommendation provides set pricing for the type of stone and rock needed under a variety of uses. Each department can contact the vendor to place their order depending on their need and location. The contracts have been arranged to provide the City an option to renew for two additional annual periods.

Compared to last year's contract pricing, the new contract prices are unchanged except for slight increase in transportation costs for delivered loads of Rip Rap.

The Purchasing Division's recommendation is that City Council award the annual stone supply contract to Martin Marietta Aggregates.

The estimated value of the contract award is \$115,000.00 based on our historical usage of these annual contracts. Funding for the contract is provided in the City's various annual operating budgets.

Accounting
336.883.3240

Internal Audit
336.883.3122

Purchasing
336.883.3219

Treasury Services
336.883.3230



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Purchasing**

COUNCIL AGENDA DATE: **May 5, 2014**

BID NO.: **52-041614** CONTRACT NO.: **-** DATE OPENED: **4/16/2014**

DESCRIPTION:

Contract for stone materials purchased for use as needed for operational purposes within City departments- Public Services, Electric, Transportation, P&R, Etc.

PURPOSE:

This contract allows City departments to purchase stone materials for their routine operational needs (ex. roadway base, utility cuts, etc.)

COMMENTS:

Citywide contract to begin July 1, 2014 and end June 30, 2015 with the option to renew for two (2) additional one (1) year periods.

RECOMMEND AWARD TO: **Martin Marietta Materials** AMOUNT: **Varies**

JUSTIFICATION:

Martin Marietta is the low bidder. The supplier will provide various stone materials either at a unit price picked up by the City or a unit price delivered to the site. Usage is expected to vary.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
Citywide - Varies				
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Jeffrey Moore** Digitally signed by Jeffrey Moore 20130620173418
DN: cn=Jeffrey Moore, ou=City of High Point, ou=Purchasing, email=jeff.moore@highpoint.gov, c=US
Date: 2014.04.29 08:36:54 -0400 DATE: **Apr 28, 2014**

The Purchasing Division concurs with recommendation submitted by the **Finance Dept.** and recommends award to the lowest responsible, responsive bidder **Martin Marietta** in the amount of \$.

PURCHASING MANAGER: **Tarinda Chappell** Digitally signed by Tarinda Chappell
DN: cn=Tarinda Chappell, ou=City of High Point, ou=Purchasing, email=tarinda.chappell@highpoint.gov, c=US
Date: 2014.04.29 08:36:54 -0400 DATE: **Apr 28, 2014**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Jeffrey Moore** Digitally signed by Jeffrey Moore 20130620173418
DN: cn=Jeffrey Moore, ou=City of High Point, ou=Purchasing, email=jeff.moore@highpoint.gov, c=US
Date: 2014.04.29 08:36:54 -0400 DATE: **Apr 28, 2014**

CITY MANAGER: **Strib Boynton** Digitally signed by Strib Boynton
DN: cn=Strib Boynton, ou=City of High Point, ou=Administration, email=strib.boynton@highpoint.gov, c=US
Date: 2014.04.29 08:47:58 -0400 DATE: **Apr 29, 2014**

Bid Tabulation
Bid #52-041614 STONE - CITY WIDE

	Martin Marietta Materials		Vulcan Construction Materials, LP	
Per Ton	Plant Price	Delivered Price	Plant Price	Delivered Price
ABC Stone	\$20.25	\$24.25	\$20.50	\$24.75
#4 Stone	\$23.25	\$27.25	-	-
#5 Stone	\$23.25	\$27.25	\$23.50	\$27.75
#6 Stone	\$24.00	\$28.00	-	-
#57 Stone	\$23.25	\$27.25	\$23.50	\$27.75
#67 Stone	\$23.25	\$27.25	\$23.50	\$27.75
#78 M Stone	\$24.00	\$28.00	\$24.75	\$29.00
Class B Rip Rap	\$26.50	\$32.00	\$26.45	\$33.45
Class 1 Rip Rap	\$26.50	\$33.50	\$26.45	\$33.95
Class 2 Rip Rap	\$28.50	\$41.50	\$28.50	\$39.25
Screening	\$20.50	\$24.50	\$20.00	\$24.25
3" – 5" Surge	\$24.00	\$28.00	\$23.50	\$28.25
Less Than Load Charge	\$75.00		\$115.00	
Rip Rap Minimum	\$110.00		\$160.00	

PLANNING AND ZONING COMMISSION RECOMMENDATION

On April 22, 2014, a public hearing was held before the Planning and Zoning Commission regarding the request described below. All members of the Commission were present except for Mr. Andrew Putnam and Mr. Mark Walsh.

High Point University **Land Use Plan Amendment Case 14-02**

A request by High Point University to change the Land Use Map Classification for approximately 6.75 acres from Low Density Residential to an Institutional land use designation. The site consists of the block bounded by Montlieu Avenue, Barbee Avenue and Fifth Street (private street).

AND

High Point University **Amendment to Zoning Case 13-08**

A request by High Point University to amend Conditional Zoning Case 13-08 to:

- a. Add approximately 7.1 acres to CZ Ordinance 13-08.
- b. Rezone approximately 7.1 acres from a Residential Single Family-9 (RS-9) District, to a Conditional Zoning Public & Institutional (CZ-PI) District.
- c. Amend conditions pertaining to permitted uses, landscaping and vehicular access.

The property consists of the block bounded by Montlieu Avenue, Barbee Avenue and Fifth Street (private street).

Mr. Andy Piper and Mr. Herbert Shannon presented these applications. It was stated that if the City Council determines this is an appropriate expansion of the University campus, then the Land Use Plan Amendment Case 14-02 should be approved. Once that request is approved, then it is reasonable for the City Council to approve the requested Amendment to Zoning Case 13-08 with the conditions offered by the applicant.

Speaking on behalf of the request were the applicant's representative, Mr. Ron Guerra, Director of Construction, High Point University, 833 Montlieu Avenue, High Point and Mr. Greg Mercer, Architect, 1015 Hutton Lane, High Point. They provided a general overview of this proposal and addressed questions from the Commission.

No one spoke in opposition to the request.

After the public hearing was closed, the Commission members debated the following issues:

- Some members expressed concern with the University's request for reduced setbacks (from 65 feet to 50 feet) from Barbee Avenue, and the impact it may have on the residential property owners along the south side of Barbee Avenue.
- Member Davis noted that there have been no revisions to the growth areas established by the *University Area Plan*, and that the plan should be updated.

The Planning & Zoning Commission recommended approval of Land Use Plan Amendment Case 14-02 by a vote of 4-2. Ms. Davis and Ms. Stone voted in opposition.

The Planning & Zoning Commission recommended approval of the amendment to Zoning Case 13-08, as submitted by the applicant, by a vote of 4-2. Ms. Davis and Ms. Stone voted in opposition.

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

**STAFF REPORT
LAND USE PLAN AMENDMENT CASE 14-02
AMENDMENT TO ZONING CASE 13-08
April 22, 2014**

Requests		
Applicant: High Point University	Owner: High Point University	
LUPA Proposal: To change the future land use designation for approximately 6.75 acres to an Institutional land use designation	From:	Low Density Residential
	To:	Institutional
Zoning Proposal: To amend Conditional Zoning Case 13-08 (CZ13-08) to add approximately 7.1 acres	From:	RS-7 Residential Single Family-7 District
	To:	CZ PI Conditional Zoning Public & Institutional District

Site Information		
Location:	The property consists of the block bounded by Montlieu Avenue, Barbee Avenue and Fifth Street (private street).	
Tax Parcel Numbers:	Plan Amendment	Zoning Request
	Guilford County tax parcels 0190196 thru 0190215	Guilford County tax parcels 0190196 thru 0190215; and 0190054 & 0190031.
Site Acreage:	Plan Amendment	Zoning Request
	Approximately 6.75 acres.	Current acreage CZ13-08 - 10.1 acres Proposed addition - 7.1 acres Revised zoning site acreage will be approximately 17.2 acres.
Current Land Use:	Plan Amendment	Zoning Request
	Single family dwellings and undeveloped parcels	Same
Physical Characteristics:	The site has a gently sloping terrain.	
Water and Sewer Proximity:	Lying adjacent to the site, within the abutting public streets and private drives, are 6-inch and 8-inch City water lines and City sewer lines.	
General Drainage and Watershed:	The site drains in a southerly direction towards Barbee Avenue. Development is subject to the City Lake General Watershed Area requirements of the water supply watershed regulations. Engineered stormwater measures are required for non-residential or multifamily developments with an impervious surface area that is greater than 24% or more of the site.	
Overlay District:	City Lake General Watershed Area (GWA)	

Adjacent Property Zoning and Current Land Use			
North:	CU-PI	Conditional Use Public & Institutional District	High Point University campus (across Montlieu Avenue)
South:	RS-7	Residential Single Family-7 District	Single family residential dwellings (across Barbee Avenue)
East:	RS-7	Residential Single Family-7 District	Single family residential dwellings (across Barbee Avenue)
West:	CZ-PI	Conditional Zoning Public & Institutional District	Undeveloped parcels (across Fifth Street)

Adjacent Land Use Designations	
North:	Institutional
South:	Low Density Residential
East:	Low Density Residential
West:	Institutional

Purpose of Existing and Proposed Land Use Designations	
Existing Designation:	Low-Density Residential: These areas include primarily single family detached dwellings on individual lots. Development densities in these areas shall not exceed five dwelling units per gross acre.
Proposed Designation:	Institutional: Public, quasi-public and institutional uses on large tracts are included in this classification.

Relevant Land Use Policies and Related Zoning & LUPA History	
Community Growth Vision Statement	Goal 1: Obj. 1H: Support the continued growth of the City's educational institutions for their many educational, cultural and economic benefits.
Land Use Plan Goals, Objectives & Policies:	The following goal of the Land Use Plan is relevant to this request: Goal #2: Encourage development that enhances and preserves established neighborhoods.
Relevant Area Plan(s):	Core City Plan <u>Neighborhood Planning Principles – Discernible Boundaries:</u> Do not allow neighborhoods to get chipped away at their edges by incompatible uses and development forms. Employ design measures to accentuate their boundaries through features such as gateway treatments and street tree plantings. University Area Plan <u>Goal 3:</u> Ensure compatibility between the edge of campus and the surrounding neighborhood. <u>Policy 3.3:</u> Where existing vegetation does not exist, provide landscaping that delineates the campus and residential properties and provides sufficient separation between the university and adjacent residential areas. <u>Policy 3.5:</u> Transition the intensity of uses along the campus edge adjacent to existing residences.

	i. Decrease the bulk, mass and height of buildings, or increase setbacks. ii. Prevent the spillover of light and glare from outdoor lighting onto adjacent properties by limiting the height, illumination, and direction of outdoor lighting. iii. Locate parking areas internal to campus, where possible, to minimize visual impacts on adjacent residential properties. They should be screened from view, and access to the parking areas should be from internal campus driveways and not directly from local residential streets to minimize cut-through traffic in the residential neighborhood. iv. A combination of fencing and landscaping can be used to soften the edges, however solid fencing is typically discouraged along public streets. v. Placement of loading areas and mechanical equipment should be placed to minimize impact on adjacent properties. Screening shall be provided. <u>Policy 3.6:</u> New campus development should be contiguous to the existing campus and consist of an entire sub-area. However, if a partial rezoning of a sub-area is requested, then a site plan must be submitted along with the rezoning request that demonstrates how the impacts on adjacent properties will be mitigated. <u>Policy 3.7:</u> Mitigate the impacts of new campus development on adjacent properties through the provision of conditions with rezoning requests.
Zoning History and LUPA History:	In November 2013, a Land Use Plan Amendment and zoning application was approved for the two-block area along the south side of Montlieu Avenue, immediately west of the zoning amendment site. In February 2014, City Council adopted Street Abandonment Case 14-01 to closes that portion of Montlieu Avenue between N. College Drive and N. Centennial Street as a public street.

Transportation Information				
Adjacent Streets:	Name		Classification	Approx. Frontage
	Montlieu Avenue		Major Thoroughfare	845 ft.
	Barbee Avenue		Local Street	1,000 ft.
	Fifth Street		Private Street	350 ft.
Vehicular Access:	Access is proposed to be taken from Montlieu Avenue, one emergency access drive is proposed from Barbee Avenue.			
Traffic Counts: (Average Daily Trips)	Montlieu Avenue—————4,400 ADT N. Centennial Street—————7,500 ADT			
Estimated Trip Generation:	N/A			
Traffic Impact Analysis:	Required			Comment
	<u>Yes</u>		<u>No</u> X	None

Pedestrian Access:	Development of the site is subject to the sidewalk requirements of the Development Ordinance.
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School District Comment

Not applicable to this zoning case.

Details of Proposal

1. General Overview:

High Point University desires to expand their campus to add this one-block area bounded by Montlieu Avenue, Barbee Avenue, and Fifth Street. The site currently has a residential classification on the City's Land Use Plan Map and a single family residential zoning designation. In order to add this area to the campus, the University has submitted both a Land Use Plan Map Amendment and Zoning Map Amendment application. The Land Use Plan Map Amendment proposes to change the Land Use Plan classification of this area from Low Density Residential to Institutional. The Zoning Map Amendment is an amendment to a previously approved CZ-PI District (CZ 13-08) to allow for university uses.

2. Summary of Land Use Plan Amendment Request:

This requested expansion of the campus is similar to what was approved in November 2013 for the two-block area immediately to the west between N. Centennial Street and Fifth Street. The Land Use Plan Amendment submitted by the applicant requests the Institutional land use classification to allow for development of the properties now owned by the University.

This requested expansion of the campus is inconsistent with the Growth Areas policy outlined by the *University Area Plan* adopted in December 2009. These Growth Areas were established to increase predictability about future campus expansion in order to help maintain the stability of adjacent neighborhoods. However, the High Point City Council essentially revised the policy for this area by approving the original request for campus expansion south of Montlieu Avenue to Barbee Avenue. It is important to note that the *University Area Plan* is not a master plan for the University but rather a neighborhood plan. The purpose of the area plan is to balance the goal of encouraging the University's growth and expansion with the goal of protecting the established neighborhoods surrounding the University and maintaining their stability.

3. Summary of Zoning Request:

Included with the zoning application is a revised conditional zoning ordinance that adds this block to Conditional Zoning Ordinance 13-08, removes the previously approved restriction limiting use of the site to surface parking only, and lists additional conditions for development of the site related to setbacks, building height, screening of outdoor equipment, and vehicular access.

4. Applicant's Request to Reduce Standards of Development Ordinance

Sections 9-3-13 (b) & (d) of the Development Ordinance notes that no rule, regulation or condition of a Conditional Zoning District shall have the effect of removing or amending any requirement of this Development Ordinance, with the exception of less restrictive conditions as authorized by the Ordinance and approved by the City Council. However, conditions may be more restrictive than standards of the Development Ordinance. The Development

Ordinance allows an applicant to request less restrictive standards only with regard to dimensional, parking, and landscaping standards.

The applicant has proposed the following standards that are less restrictive than the standards of the Development Ordinance:

- Increase maximum allowable building height within the proposed PI District from 80 feet to 85 feet.
- Reduce building setback standards from Barbee Avenue. The PI District requires one foot of additional building setback for every foot of building height over 50 feet. An 85-foot tall building would be required to be a minimum of 65 feet from the Barbee Avenue right-of-way line. The applicant is proposing to permit a minimum 50-foot building setback from Barbee Avenue.

Staff Analysis

Section 9-3-13 of the Development Ordinance states that the Planning & Zoning Commission and the City Council shall be guided by the purposes and intent of the Ordinance, and shall give consideration to the following in the review and discussion of any Conditional Zoning application. Based on the applicant's submittal and proposed conditions, as they existed on the date of this report, the Planning and Development Department offers the following comments relative to these ordinance considerations.

Consistency with Adopted Plans:

The proposed Conditional Zoning District is appropriate for its proposed location and is consistent with the purposes, goals, objectives and policies of relevant comprehensive land use or area plans

Staff Comments:

The City's *Community Growth Vision Statement* encourages support for the continued growth of the City's educational institutions, including High Point University. The *University Area Plan* calls for the University to establish a more specific timeframe, location, and identification of needs to help with advance planning; and it identifies Growth Areas to increase predictability about future campus expansion to help maintain the stability of adjacent neighborhoods. Although this request is for an expansion of the University campus outside the Growth Areas defined in the *University Area Plan*, the City Council previously approved a land use plan amendment and conditional zoning request for the two blocks adjacent to the site. As a matter of policy, that approval has established Barbee Avenue as the new southern limits of the campus.

While it is a policy goal of the City to support continued growth of the University for its many educational, cultural and economic benefits; additional goals set forth in City policy also support protecting the established neighborhoods that surround the University. Expansion of the University onto this site is likely warranted to support their continued growth. However, such additional unplanned expansions of the University campus will continue to chip away at these neighborhoods and accelerate their instability.

Review Factors:

The applicant's proposed Conditional Zoning District, including the proposed use(s), written conditions and Conditional Zoning Plan, satisfactorily meets or addresses the following:

<u>Factor #1</u>	Produces a development that is compatible with surrounding development character and land uses; <u>Staff Comments:</u> By its nature, the rezoning site becomes a new campus edge and should therefore be considered a Transition Area as defined in the <i>University Area Plan</i>. The intent of Transition Areas is to maintain the existing setting, if possible, to ensure compatibility with abutting residential areas. Most of the houses in the subject area have already been demolished and therefore the character of the area has changed. To protect the remaining homes along the south side of Barbee Avenue, the applicant has offered conditions that: 1) allows vehicular access only from Montlieu Avenue; however, a single gated emergency access would be allowed to Barbee Avenue, 2) provides for higher landscaping standards along Barbee Avenue; and 3) conditions the placement of fencing and lighting along Barbee Avenue.
<u>Factor #2</u>	Minimizes or effectively mitigates any identified adverse impact on adjacent and nearby property, such as that caused by traffic, parking, noise, lighting, trash, loading areas, etc.; <u>Staff Comments:</u> ❖ To diffuse the impact of headlights from vehicles and filter views of the residential property owners along the south side of Barbee Avenue, the applicant has offered to provide a wider planting yard and higher planting rate for landscaping along Barbee Avenue. Fifty percent of planting materials utilized along the Barbee Avenue frontage shall consist of evergreen species. If opaque fencing is installed along Barbee Avenue, said fencing shall be located behind the 15-foot wide Barbee Avenue street planting yard. ❖ Except for one gated access point dedicated for emergency purposes, vehicular access to the site shall be from Montlieu Avenue. However, in their March 5, 2014 memorandum, the Transportation Department is recommending there be no vehicular access to the site from Barbee Avenue
<u>Factor #3</u>	Minimizes or effectively mitigates any identified adverse environmental impact on water and air resources, minimizes land disturbance, preserves trees and protects habitat; <u>Staff Comments:</u> Staff has not identified any environmental impacts based upon the proposed amendment. The site is within the City Lake General Watershed Area and development will be subject to watershed regulations.
<u>Factor #4</u>	Minimizes or effectively mitigates any identified adverse impact on municipal facilities and services, such as streets, potable water and wastewater facilities, parks, police and fire; and; <u>Staff Comments:</u> The site is within an area currently served by City of High Point utilities and municipal services. The requested amendment has no known impacts on municipal

	services.
Factor #5	Minimizes or effectively mitigates any identified adverse effect on the use, enjoyment or value of adjacent properties.
	<u>Staff Comments:</u> As outlined in Factors #1 and 2, the applicant has offered conditions to offset impacts to adjacent residential property owners.

Changes in the Area:

There have been changes in the type or nature of development in the area of the proposed Conditional Zoning District that support the application.

Staff Comments:

The applicant has purchased all of the property associated with the proposed amendment to Zoning Case 13-08. Most of the single family dwellings have been razed and the previous residential neighborhood is now a green space across the street from the campus. Removal of the homes has changed the character of this area.

Development Patterns:

The proposed Conditional Zoning District would result in development that promotes a logical, preferred and orderly development pattern.

Staff Comments:

This area was historically a residential neighborhood prior to the expansion of the High Point University campus. Given that the University has acquired these properties, removed the residential structures and has recently been granted its request to abandon this segment of Montlieu Avenue as a public street, the viability of the subject area for residential use is not practical.

Reasonableness/Public Interest:

An approval of the proposed Conditional Zoning District is considered reasonable and in the public interest.

In this case, staff suggests that the approval of the applicant's request can be considered to be reasonable and in the public interest because: 1) Recent approval by City Council to rezone a two-block area lying south of Montlieu Avenue, east of N. Centennial Street and north of Barbee Avenue has effectively established Barbee Avenue as the new southern limit of the University campus, and the proposed amendment to CZ13-08 is consistent with that boundary; 2) City Council's action to abandon the public interest in Montlieu Avenue; 3) Subject to the approval of Land Use Plan Amendment Case 14-02, the request will be consistent with the Land Use Plan, and 4) Conditions offered by the applicant to limit vehicular access, provide for higher landscaping standards along Barbee Avenue, and conditioning the manner in which fencing and lighting may be installed near Barbee Avenue will help minimize impacts to the adjacent residential neighborhood south of Barbee Avenue.

Recommendation

The comments in this report are based on policies contained in the City Council adopted Land Use Plan, Community Growth Vision Statement, *University Area Plan* (neighborhood area plan), Core City Plan, and from previous City Council land use and zoning decisions.

If the City Council determines this is an appropriate expansion of the University campus, then Land Use Plan Amendment Case 14-02 should be approved. Once that request is approved, then it is reasonable for the City Council to approve the requested amendment to Zoning Case 13-08 with the conditions offered by the applicant.

Required Action

Planning and Zoning Commission:

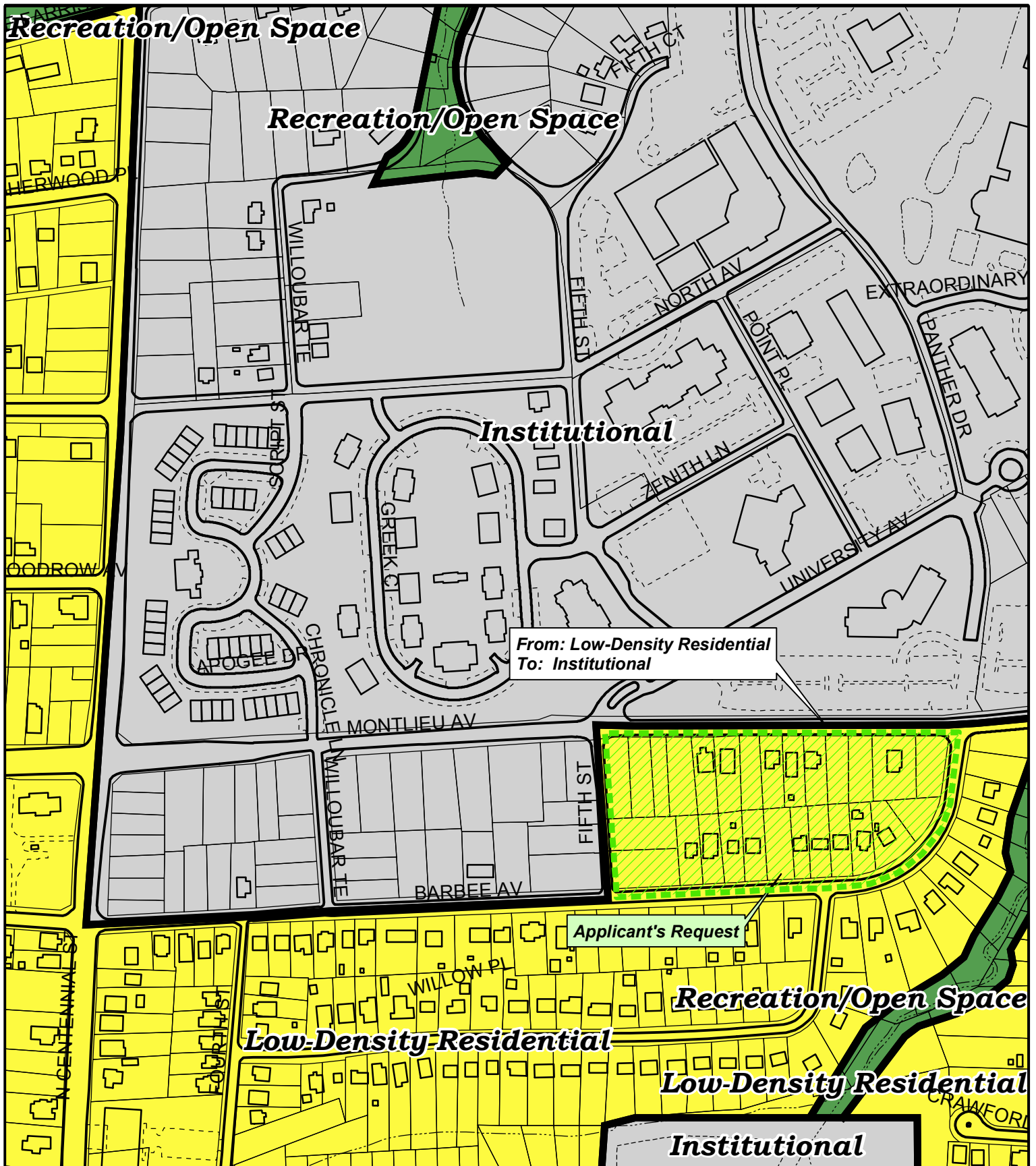
The NC General Statutes require that the Planning and Zoning Commission place in the official record a statement of consistency with the City's adopted plans when making its recommendation. This may be accomplished by adopting the statements in the Staff Analysis section of this report or by adopting 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 Andy Piper, Senior Planner, and reviewed by Robert Robbins AICP, Development Services Administrator and Lee Burnette AICP, Director.



LAND USE PLAN AMENDMENT 14-02

**Request: From: Low Density Residential
To: Institutional**

Existing Land Use Plan
Subject Property Boundary

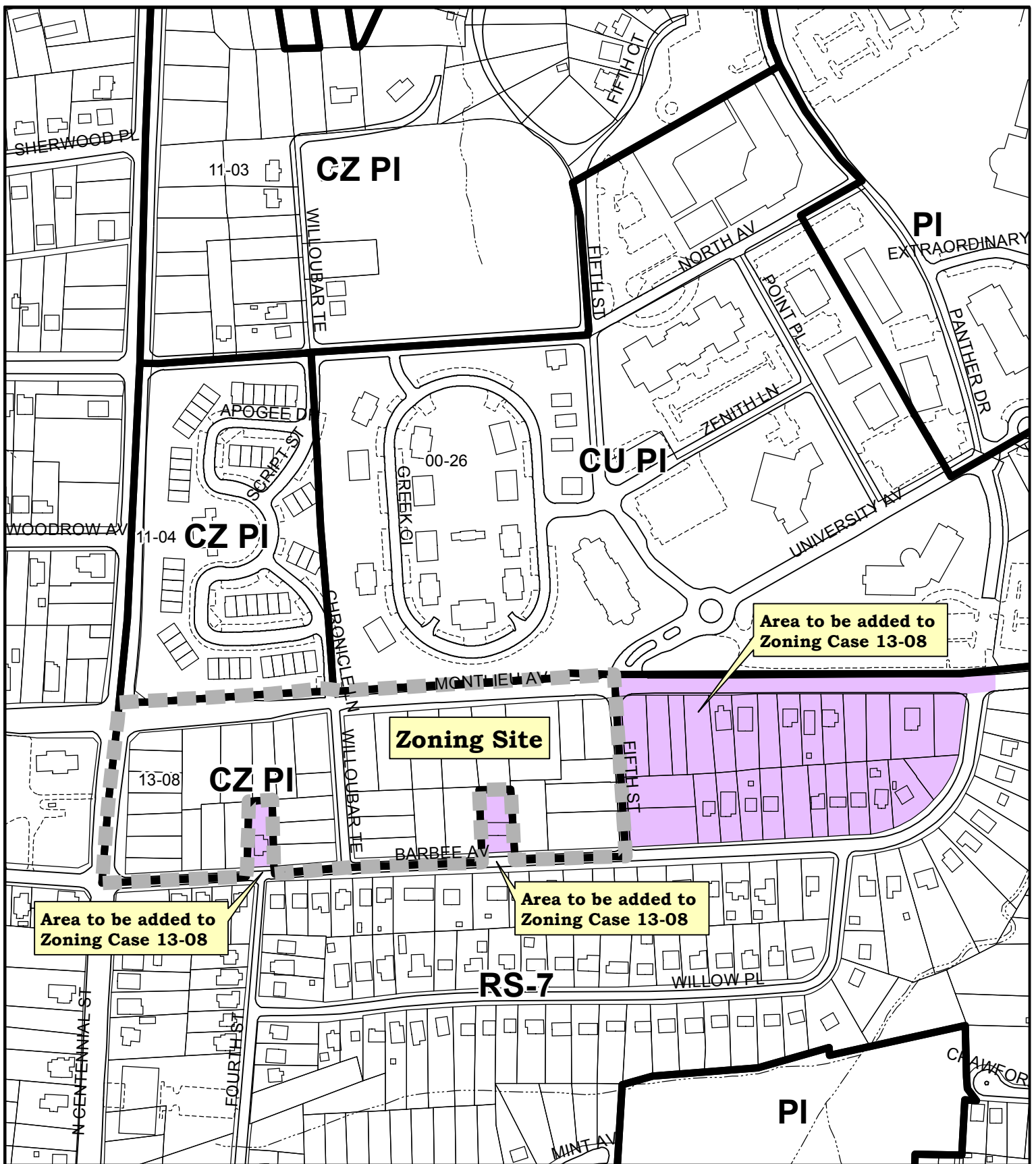
**Planning & Development
Department**

City of High Point

Date: March 6, 2014



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 2014/pz/lupa14-02.mxd



AMENDMENT TO CZ13-08

From: Residential Single Family-7
To: Conditional Zoning Public Institutional

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

**Planning & Development
 Department**

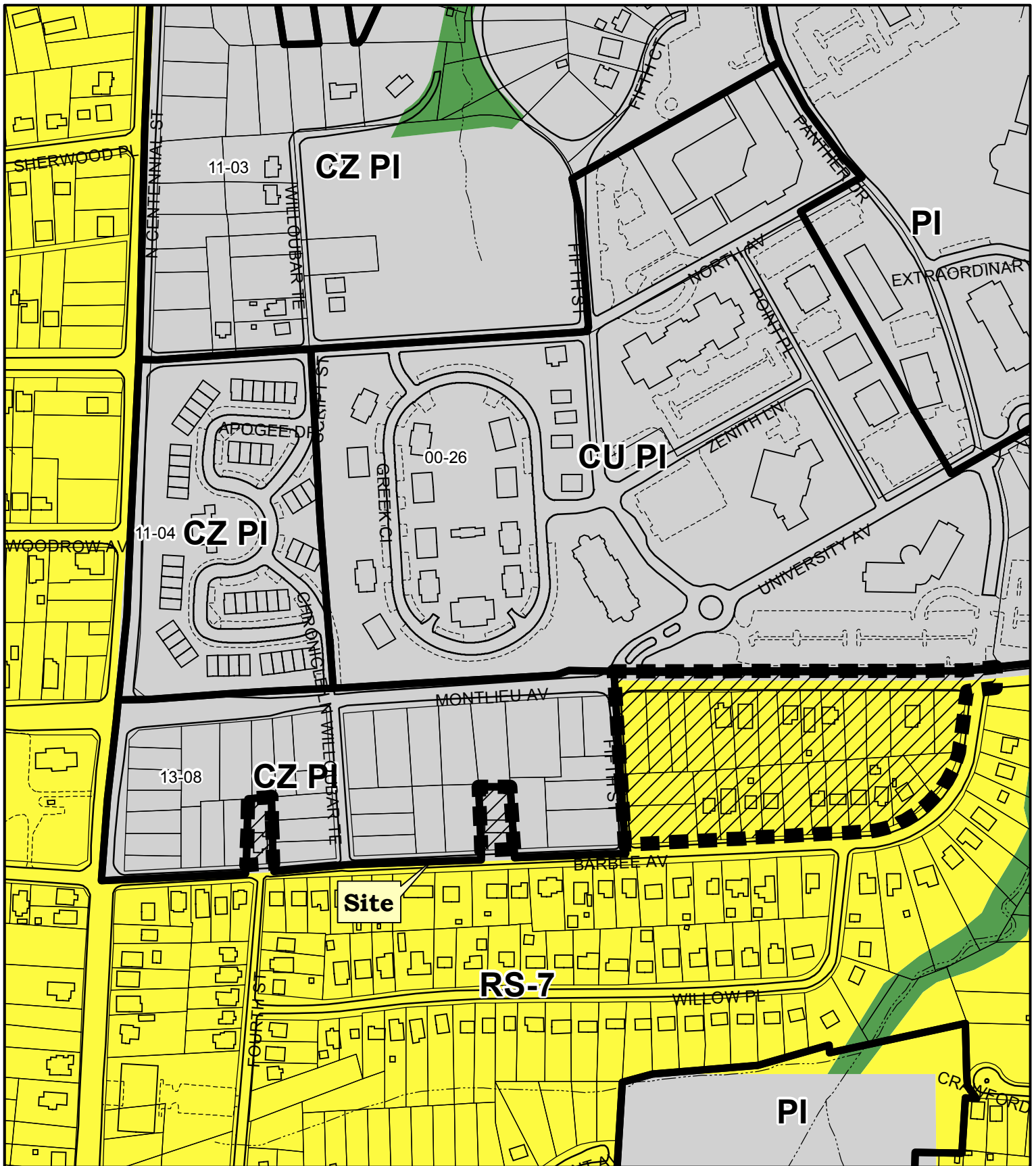
City of High Point

Date: March 12, 2014



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 2014\pz\z13-08.mxd



AMENDMENT TO CZ13-08

Land Use Plan

- Low-Density Residential
- Institutional
- Recreation/Open Space

Planning & Development
Department

City of High Point

Date: March 21, 2014



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2014\pz\z13-08clu.mxd



AMENDMENT TO CZ13-08

Topography

Subject Property Boundary - - - - -

Planning & Development
Department

City of High Point

Date: March 14, 2014



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2014\pz\Az13-08topo.mxd

AMENDMENT TO CZ13-08



Transportation



March 5, 2014

To: Lee Burnette, Director of Planning and Development
From: Mark McDonald, P.E., Transportation Director 
Subject: Zoning Case 13-08, High Point University. Property is bounded by Montlieu Ave, N Centennial St, Barbee Ave and Fifth St.

My staff and I have reviewed the rezoning request and have the following comments:

A traffic impact analysis was not required for this development. To require a traffic study the proposed development must be expected to produce at least one hundred and fifty (150) trips in the AM or PM peak hour. In order to mitigate the development's impact on the surrounding roadway network the following improvements will be required:

Right of Way

Dedicate a 30'x30' right of way chord at the intersection of N Centennial St and Montlieu Ave for the installation of a traffic signal mast arm.

Access

No access will be allowed to N. Centennial Street and Barbee Avenue.

Improvements

The Welcome Center on Montlieu Ave. shall be no closer than one hundred and fifty (150) feet from the right-of-way of N. Centennial Street.

The City of High Point Transportation Director shall approve all construction and improvements.

If you have any questions or would like to further discuss this case, please advise.

AN ORDINANCE AMENDING “THE CITY OF HIGH POINT, NORTH CAROLINA DEVELOPMENT ORDINANCE,” PURSUANT TO SECTION 9-3-12, ZONING MAP AMENDMENTS, OF THE DEVELOPMENT ORDINANCE.

WHEREAS, the City Council of The City of High Point adopted “The City of High Point Development Ordinance” on January 7, 1992 with an effective date of March 1, 1992, and subsequently amended;

WHEREAS, public hearings were held before the Planning and Zoning Commission of the City of High Point on _____, 2014 and before the City Council of the City of High Point on _____, 2014 regarding **Amendment to Zoning Case 13-08** a proposed amendment to the Official Zoning Map of the “City of High Point Development Ordinance”;

WHEREAS, notice of the public hearings was published in the High Point Enterprise on _____, 2014, for the Planning and Zoning Commission public hearing and on _____, 2014 and _____, 2014, 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 _____, 2014.

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 **Conditional Zoning Public & Institutional (CZ-PI) District**. The site consist of approximately **17.2** ~~40.4~~ acres bounded and by Montlieu Avenue, ~~Fifth Street~~ Barbee Avenue and N. Centennial Street. The property is also known as Guilford County Tax Parcels 0190022 thru ~~0190030; 0190032 thru 0190052; 0190054 thru~~ 0190059.

SECTION 2

That the property herein described shall be perpetually bound by the following use(s) authorized and condition(s) imposed, unless subsequently changed or amended as provided for by the Development Ordinance.

Part I. **USES:**

- A. **Permitted Uses: Only the following land uses allowed in the Public & Institutional (PI) District shall be permitted, subject to the development and dimensional requirements of the PI District and the specific conditions listed in this Conditional Zoning Ordinance:**
- a. **Colleges or Universities (SIC 8220).**
 - b. **Accessory Uses and Structures (customary)**

- B. ~~The zoning site shall be limited to surface off-street parking use only.~~

Part II. CONDITIONS:

A. Development and Dimensional Requirements.

1. The zoning site shall be subject to the development and dimensional requirements of the Public & Institutional (PI) District, except as follows:
 - a. A minimum fifty (50) foot building setback shall be provided from the Barbee Avenue right-of-way.
 - b. A maximum eighty-five (85) foot building height shall be permitted.
 - c. The additional building setback requirement, noted in Table 4-11-5(f) of the Development Ordinance, for buildings over fifty (50) feet in height shall not apply.
 - d. Welcome Center in Montlieu Avenue (private drive): A minimum of seven (7) vehicular stacking spaces, per dimensional standards of Table 5-6-2 of the Development Ordinance, shall be provided as measured from the N. Centennial Street curb line (See Exhibit A “N. Centennial Street Entry Plan”).
2. Lot Combination: As requested by the Technical Review Committee, parcels associated with the zoning site shall be combined prior to development or subdivision.
3. Screening of equipment, outdoor storage and loading docks:

Purpose and Intent: This section is intended to provide standards to mitigate negative impacts on adjacent property owners from viewing unsightly equipment, appurtenance or activities associated with permitted PI District uses. The intent is to filter views and to not have direct unobscured views of these areas; it is not intended to mandate 100% visual screening.

 - a. Within fifty (50) feet of the exterior perimeter of the zoning site mechanical or electrical equipment, dumpsters or other such similar building appurtenances shall be screened from view, at a height of six (6) feet above ground level, as seen from the centerline of any adjacent public street. Existing or newly planted vegetation, opaque fences, masonry walls, other structures or combination thereof may be used to achieve an effective screen.
 - b. Loading docks shall not be located on any side of a building that faces a public right-of way or be screened from view of the public right-of-way. .
4. Lighting:
 - a. Within fifty (50) feet of the Barbee Avenue right-of-way, all freestanding exterior lighting shall be limited to twenty-five (25) feet in height. All lighting shall be directed inwards towards the interior of the zoning site

and include the use of shields to direct lighting and glare away from adjacent residential uses.

- b. ~~Where the zoning site abuts residentially zoned parcel(s) along the north side of Barbee Avenue, lighting shall be setback a minimum of twenty (20) feet from the abutting residential parcel(s) property line.~~

5. Landscaping, Buffers, and Screening:

a. Landscaping:

- i. Centennial Street frontage and Montlieu Avenue frontage: A minimum twenty (20) foot wide Street Yard, planted at Type C rate, shall be installed along the N. Centennial Street ~~and Montlieu Avenue~~ frontage of the zoning site.
- ii. Barbee Avenue frontage: ~~The intent is to provide a low-level screening of off-street parking areas near Barbee Avenue through the use of an assortment of understory trees, canopy trees, shrubs, berms and other topography treatments.~~
 - a) Along the Barbee Avenue frontage the Street Yard planting standards shall be increased from eight (8) foot width to a minimum width of fifteen (15) feet, and the planting rate for understory trees shall be increased from none to a minimum of 4 per 100 linear feet, and 33 evergreen shrubs per 100 linear feet. Additionally, these shrubs shall be a locally adapted species and are expected to reach a minimum height of thirty (30) inches within three years of planting.
 - b) Fifty percent (50%) of trees and shrubs utilized along the Barbee Avenue frontage shall consist of evergreen species of planting material. These shrubs shall be a locally adapted species expected to reach a minimum height of thirty (30) inches and a minimum spread of thirty (30) inches within three years of planting.
 - c) Where parking is located within fifty (50) feet of the Barbee Avenue right-of way, landscaping shall be arranged in such a manner as provide low-level screening from vehicle headlights that may face towards Barbee Avenue.

b. Fencing:

- i. If **opaque** fencing is installed along the Barbee Avenue frontage of the zoning site, said fencing shall be located behind the Barbee Avenue street planting yard.
- ii. ~~Where the zoning site abuts residentially zoned parcel(s) along the north side of Barbee Avenue, an opaque fence shall be installed, in the required planting yard, around the residential parcel.~~

B. Transportation Conditions.

1. Right-of-way dedication: The property owner shall dedicate a thirty (30) foot by thirty (30) foot right of way chord at the intersection of N Centennial Street and Montlieu Avenue for the installation of a traffic signal mast arm.
2. Vehicular Access:
 - a. No access will be allowed to N. Centennial Street.
 - b. **One (1) point of emergency access will be allowed to Barbee Avenue. This access point shall be gated and not intended for general or service vehicle access; and shall be installed as approved by the High Point Department of Transportation.**
 - c. ~~Any access to Montlieu Avenue will either be provided at the existing Willoubar Terrace or Fifth Street (private drive) existing access points.~~
3. The City of High Point Director of Transportation shall approve the exact location and design of all access points and turn lanes. In addition, the Director of Transportation and the North Carolina Department of Transportation (NCDOT), if applicable, shall approve all construction and improvements.

SECTION 3

That plans for any development on the property described herein shall be pursued in accordance with this conditional zoning district and shall be submitted to the City of High Point and other approval authorities for review in the same manner as other such plans now required to be approved by the City of High Point.

SECTION 4

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

SECTION 5

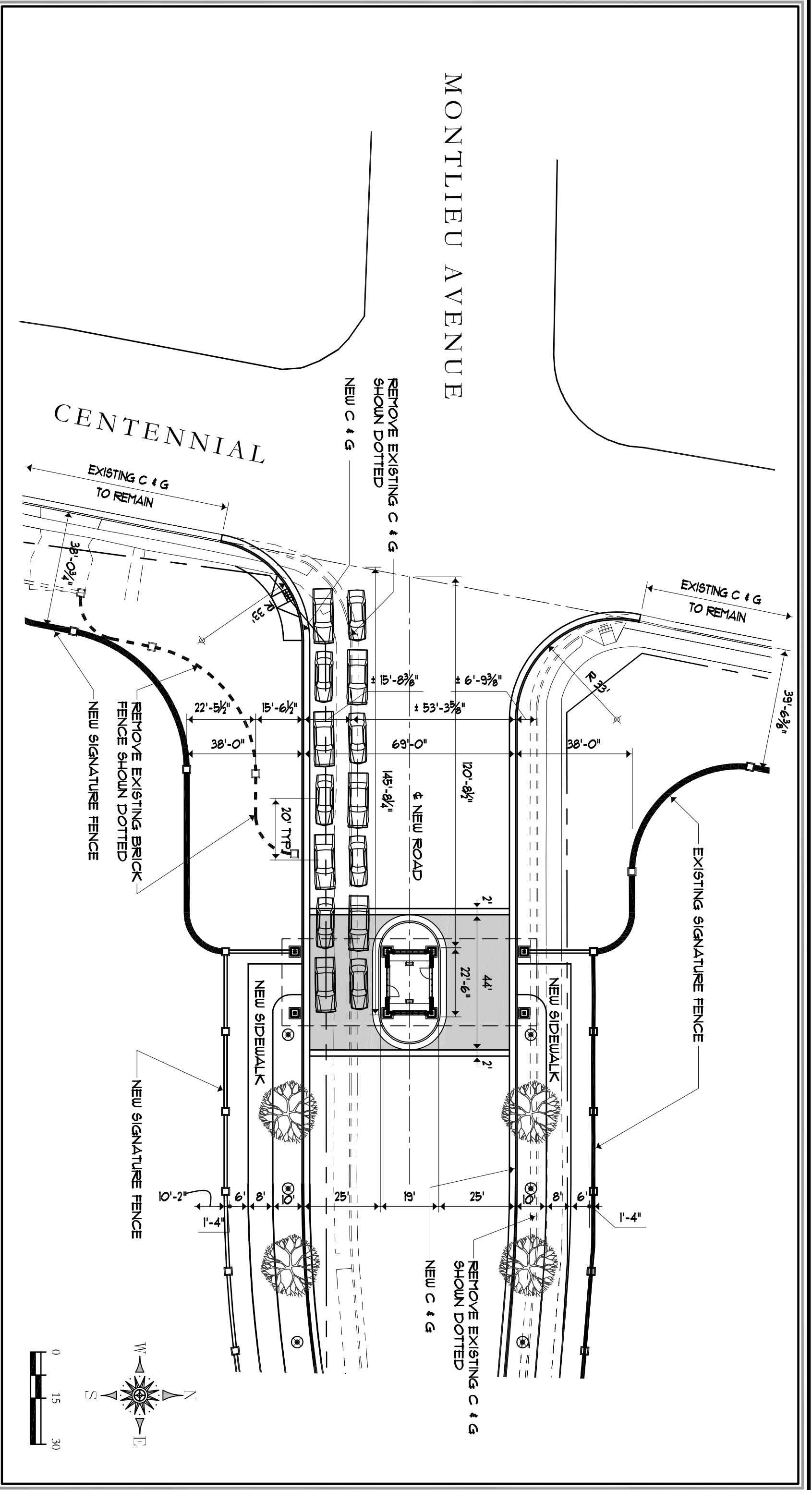
That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 6.

This ordinance shall become effective upon the date of adoption.

_____, 2014.

Lisa B. Vierling, City Clerk



CENTENNIAL ENTRY PLAN

HIGH POINT UNIVERSITY

4-4-2014

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MEMORANDUM

March 13, 2014

To: City of High Point, North Carolina
Planning and Development Department

From: Ron Guerra, MBA
Director of Construction and Renovation

Re: Zoning Case CZ-13-08
Citizens Information Meeting, March 6, 2014, 6:00 P.M.

High Point University conducted a Citizen's Information Meeting in support of Major Amendment to Zoning Case CZ-13-08. The meeting was held at High Point University at Norton Hall Room 202. Letters of invitation were mailed to 101 residents on February 27, 2014 (letter is attached). The application is for Rezoning and Amendments to Zoning Case CZ-13-08 which includes 65 parcels totaling approximately 15 acres in the area between Montlieu Avenue and Barbee Avenue east of Centennial Street. Mr. Ron Guerra, Director of Construction and Renovation, Mr. Jason Street, Assistant Director of Construction and Renovation, and Mr. Rich Glover, of Jamestown Engineering Group, Inc., represented the University.

Mr. Guerra reviewed maps illustrating the properties included in the rezoning, and their potential uses. Mr. Guerra explained the proposed building height and setbacks would be mitigated by increases in landscaping required by the zoning conditions. Mr. Guerra also explained that the single access to Barbee Avenue would be limited to emergency vehicles only.

It was a very positive meeting with specific discussion focused on the following:

- The current proposed schedule for development.
- Zoning conditions applicable to site lighting and increased planting buffers along public streets. Discussions of the type of fencing proposed to be installed around the University properties were also discussed.
- Property owners questioned if Barbee Avenue would be closed, and were assured that Barbee would remain open as a public street with a termination at Montlieu Avenue.
- Overhead utilities are being installed underground in the area.
- Questions were asked concerning the termination of existing water and sewer services on properties the University has purchase and the effect of that on the remaining homes. Residents were assured their services would not be affected.
- Questions were asked by the residents regarding the time it takes to take down some of the houses. It was explained that these particular homes contained asbestos and had to be demolished in a highly controlled manner.

Sincerely yours,

HIGH POINT UNIVERSITY

Ron Guerra
Director of Construction and Renovation

FINANCE COMMITTEE
Chaired by Council Member Douglas
APRIL 21, 2014 – 4:30 P.M
CITY MANAGER’S CONFERENCE ROOM

MINUTES

PRESENT:

Chairman Moore, Council Members Wagner, Davis, and Mayor Sims

OTHERS PRESENT:

Council Members Ewing, Douglas, Golden, and Smothers

STAFF PRESENT:

Strib Boynton, City Manager; Allen Oliver, Assistant City Manager; Randy McCaslin, Assistant City Manager; Jeron Hollis, Public Information; Jeff Moore, Director of Finance; Eric Olmedo, Budget Officer; Terry Houk, Director of Public Services; Loren Hill, Director of Economic Development; Angela Wynes, Transit Manager; Keith Pugh, Director of Engineering; Tommy Reid, Fire Chief; Mike McNair, Director of Community Development; Scott Cherry, Public Services Department; Richard McMillan, Assistant Director of Public Services; JoAnne Carlyle, City Attorney; Lisa Vierling, City Clerk, Dawn Sparks, Deputy City Clerk

MEDIA PRESENT:

Pat Kimbrough, *High Point Enterprise*
Jordan Green, *Triad City Beat*

OTHERS PRESENT:

Cindy Davis, Planning & Zoning Commission

140095 Contract Extension – Water & Sewer Maintenance Contract

Approval of extension of contract with Breece Engineering in the amount of \$350,902.00 to perform regular maintenance and emergency repairs on existing water and sewer mains in the City of High Point system.

Keith Pugh explained that this is an annual contract. Breece Enterprises is the current contractor, and at the end there is a 100% extension clause. Mr. Pugh stated that they are now at the point to where they have nearly exhausted all of their funds and are looking to extend the existing contract.

Council Member Douglas asked how long the City has contracted with Breece. Mr. Pugh stated that this particular contract was entered into in 2013. Mr. Pugh stated that when they exhaust these dollars they will have to advertise this contract again.

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

140096 Contract – Bid No. 51 – Sewer Line Root Control

Approval of contract awarding Bid No. 51 for Sewer Line Root Control. Purchasing and the Public Services Department recommends that contract be awarded to Municipal Sales, Inc. in the amount of \$110,500.00, which is the lowest responsive and responsible bid meeting specifications.

Mayor Sims asked how they control the roots. Mr. Houk explained that they inject chemicals into the collection system to kill the roots. This is done throughout the city. This is done as a preventative measure, and also used as problems arise.

Jeff Moore clarified that the contract awarded for the amount of the budget.

A motion was made by Council Member Wagner, seconded by Mayor Sims. Motion passed unanimously.

140097 Contract Extension – Bid No. 38 – Garbage and Roll Out Carts

Approval of contract extension for Bid No. 38 for the purchase of garbage and roll out carts for use by the Public Services Department. Purchasing and the Public Services Department recommend the extension of the contract Rehig Pacific Company in the amount of \$280,500.00.

Mayor Sims stated the thought they had purchased all the carts for this year. Mr. McMillan stated that this is the contract for annual renewal, the carts are purchased as needed. These carts are stocked at the warehouse and when they get below a certain number they are restocked. Mr. McMillan stated they buy the carts a truckload at a time. Council Member Davis noted that the carts are top heavy.

Council Member Ewing asked if it would be beneficial to offer a cost offset for anyone who has carts over twenty years old to replace them. Mr. McMillan stated that would be something City Council would have to decide. Council Member Wagner stated he gets calls about garbage carts more than anything else.

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

140098 Contract – Bid No. 45 – Mobile Air Truck Unit

Approval contract from Bid No. 38 for the purchase of chassis body and related equipment for a new Mobile Air Truck Unit for the High Point Fire Department. Purchasing and the Fire Department recommends that contract be awarded to Atlantic Emergency Solutions in the amount of \$193,101.00, which is the lowest responsible, responsive bidder meeting specifications.

Chief Reid stated that this truck is replacing a 1990 model. They are required to provide their people with Grade E air which is the best they can get, this mobile unit will fill bottles on the scene. Chief Reid stated he expects this truck to last twenty to twenty-five years.

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

140099 Contract – McGladrey LLP – Annual Audit FY 2013 – 2014

Council is requested to approve a contract with McGladrey LLP for financial and compliance audit for the FY July 1, 2013 – June 30, 2014 in an amount not to exceed \$72,000.00.

Jeff Moore advised it is time to begin the contractual process for the current physical year. This is the fourth year out of four years when this was put out for bid. The combined fee for the audit and compliance is \$68,000, and because they have a Section 108 HUD Loan Program that was started this year they are expecting that to be \$4,200 in addition to the base fee.

Council Member Douglas asked if this audit process would be looking into the pcard system. Mr. Moore stated it would. Mr. Moore stated that extra costs for this would depend on the extent, and if Council would like to have that conversation one of the things that McGladrey will do is to sit down with the Manager, Mayor and the Chair of the Finance Committee and ask about important issues from Council. Depending on that conversation, if it is determined that needs to be more extensive then they will bring back a recommendation to council for additional costs.

Mayor Sims asked when there is a built in increase in fees, what is it based on. Mr. Moore stated that the scope of those fee increases were generally based on a projected CPI when it was done in 2010, and each of the proposing firms had a \$1500 to \$2500 annual increase in their price proposal.

The audit firm will look at each individual fund at the balance sheet, revenues, expenses and then they will compute the materiality. Materiality for an audit firm is a risk parameter.

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

140100

Department of Transportation – Title VI Program

Council is requested to authorize staff to submit an updated Title VI program as required by the Federal Transportation Administration (FTA) in accordance with the Department of Transportation 49 CFR Part 21.7 as a condition of receiving ongoing federal funds.

Angela Wynes stated that the Title VI program is one of the federal requirements that keep the City in compliance and it makes sure that the funding keeps coming. They do this update every three years and they basically look at the service to make sure they are distributing their services equitably to low income minority neighborhoods and that they are not providing amenities on one side of town where they are not on others.

Mayor Sims asked if they were still using someone for the Latino population in terms of what goes in the businesses. Ms. Wynes stated that at one point they were talking to an outside group to help them with bus signs, and they are still using an outside firm who does the translations on the website.

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

140101

Property Tax Early Payment Reduction

City Council is requested to ratify the reduction in the property tax early payment discount rate from 1.0% to 0.5%.

Jeff Moore advised they received communication from the county attorney stating that the Board of Commissioners reduced the early payments discount from 1% to .5%. One of the biggest concerns at the time this occurred was if it would change the cash flow string coming into the city, and if eliminating the discount would compress about 100% of the payments into December and January. After some studies and modeling they stated the impact would not be significant on cash flows. The reduction will actually give the City \$160,000 in additional revenue.

Council Member Smothers stated that Greensboro has turned it down. The City Attorney clarified that today's vote on this item would be in support of the reduction and not a final vote, because once it goes to the Department of Revenue they can approve it or deny it. Council Member Davis asked why Greensboro turned this down. Loren Hill stated that he read it is because they perceived it as a tax increase. Council Member Davis stated that he also sees it as a tax increase.

Council Member Wagner made a motion, seconded by Council Member Davis to table this matter until they hear back from the Department of Revenue. Motion passed unanimously.

OTHER ITEMS:

Council Member Smothers advised that Comprehensive & Planning Committee will not be meeting tomorrow. The Planning & Comprehensive Meeting will be on Tuesday, April 29th at 8:30. Topic(s): 1) Discussion of Outside Utility Rates & Agreement with Kernersville; 2) Confirmation of Funding Recommendations from the Non-Profit Funding Review Committee; 3) Report/Discussion Regarding the PIT; 4) Consideration of Recommendations from the Theatre Study Committee Report (installation of doors to galleries, and increasing artists fees); 5) Update on the Short Range Transit Study; 6) Initial discussion to Identify a City Council Core City Action Plan.

ADJOURNMENT

The meeting adjourned at 5:30 p.m. on a motion duly made and seconded.

Respectfully Submitted,

Dawn J. Sparks, CMC
Deputy City Clerk

Council Member Britt Moore

PUBLISH ONCE: Friday, May 9, 2014

**RESOLUTION TO ESTABLISH A
PUBLIC HEARING DATE FOR
VOLUNTARY NON-CONTIGUOUS ANNEXATION
(Case # ANX 14-04)**

WHEREAS, the City Council has been petitioned to annex the property of Gary Walter Idol and Pamela Idol. The proposed annexation site is approximately 1.5 acres, lying along the east side of NC Highway 66, approximately 1,175 feet north of I-74 (2775 Highway 66 South) and also known as Forsyth County Tax Parcels 6883-71-8712.00.

WHEREAS, the City Clerk is in receipt of said petition and has determined its sufficiency in accordance with G.S. 160A-58.2;

NOW, THEREFORE BE IT RESOLVED, THAT THE CITY COUNCIL establishes Monday, May 19, 2014, at 6:15 p.m., in the Council Chambers in the Municipal Building at 211 South Hamilton Street, High Point, North Carolina, as the date for the public hearing regarding the requested annexation.

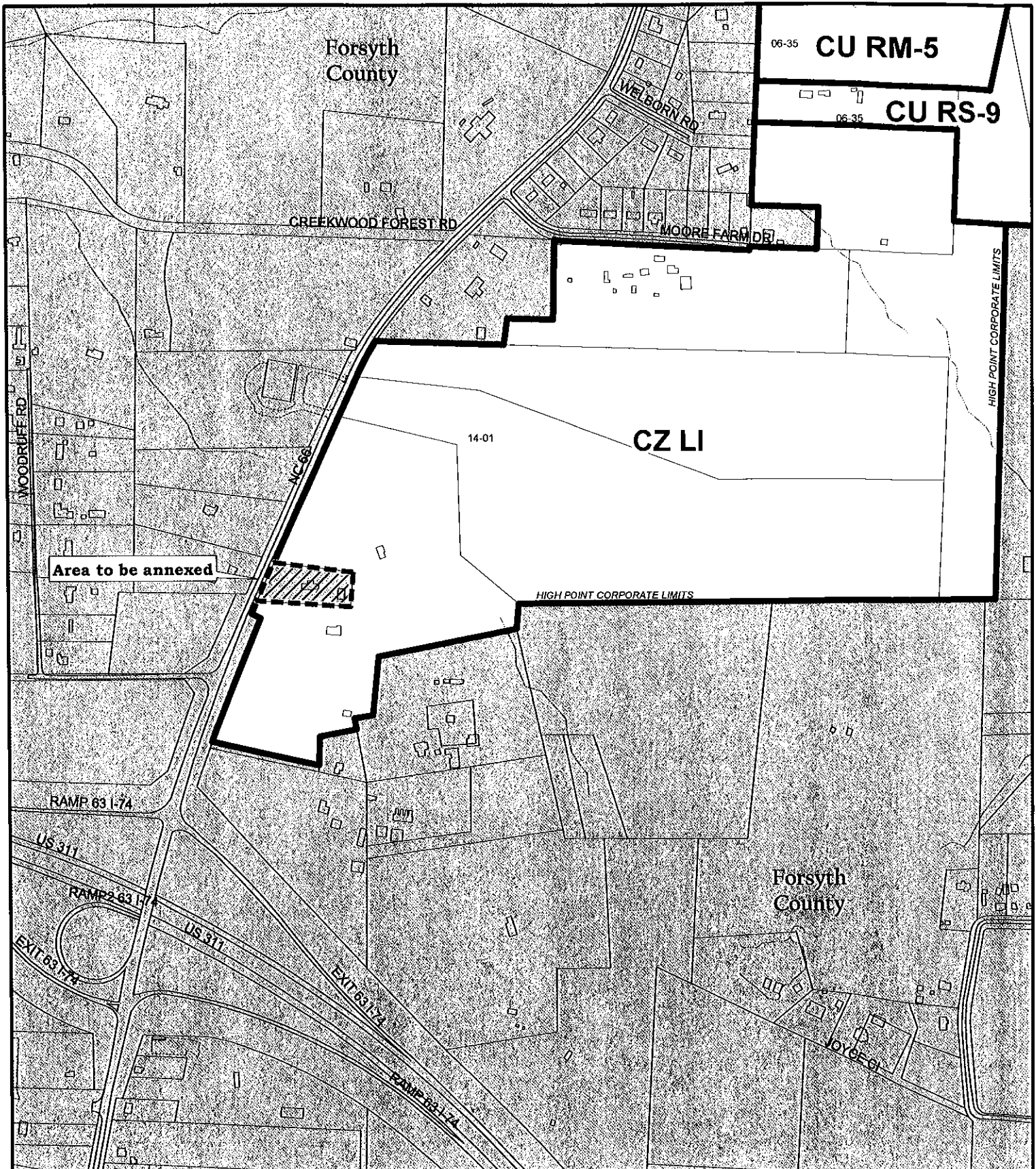
Any interested party will be permitted to be heard at the public hearing. The meeting facilities of the City of High Point are accessible to people with disabilities. If you need a special accommodation, call (336) 883-3298 or the TDD# (336) 883-8517.

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

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

By order of the City Council,
This the 5th day of May, 2014

Lisa B. Vierling, City Clerk



ANNEXATION REQUEST ANX14-04

Applicant: Carolina Investment Properties, LLC
Area: 1.52 acres (approximate)

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

**Planning & Development
 Department**

City of High Point

Date: April 24, 2014



Scale: 1"=600'
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