

City of High Point

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



Meeting Agenda

Monday, May 1, 2017

5:30 PM

Council Chambers

City Council

*William S. Bencini, Jr., Mayor
Jay W. Wagner, Mayor Pro Tem
Latimer B. Alexander, IV., Cynthia Y. Davis
James C. Davis, Jason P. Ewing,
Jeffrey J. Golden, Alyce E. Hill,
Christopher Williams*

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

- [170120](#) Proclamation - Real Estate Professionals Day
Mayor Bencini will present a Proclamation to Joan Swift, President of the High Point Regional Association of REALTORS®, proclaiming “Real Estate Professionals Day” in the City of High Point.
Attachments: [Real Estate Professionals Day](#)
- [170121](#) Proclamation - A Day of Prayer
Mayor Bencini will present a Proclamation to Fanta Dorley, Human Relations Manager, proclaiming “A Day of Prayer” in the City of High Point.
Attachments: [Day of Prayer Proclamation](#)
- [170142](#) Proclamation - Travel & Tourism Week
Mayor Bencini will present a Proclamation to members of the High Point Convention & Visitors Bureau proclaiming May 1-7, 2017 as “Travel and Tourism Week” in the City of High Point.
Attachments: [National Travel and Tourism Week 2017](#)
- [170122](#) VITA Recognitions
Ms. Alisha Doulen, with the Community Development and Housing Department, will be present at the Council Meeting to present certificates to the volunteers who participated in the Volunteer Income Tax Assistance (VITA) program.
Attachments: [VITA Highlights for City Council meeting](#)
[Letter from IRS and list of volunteers](#)

STRATEGIC PLAN UPDATE

- [170123](#) Council will receive an update on the Strategic Plan from Council Member Jeff Golden, Chair of the Community Housing, Neighborhood Development and Public Safety Committee and Council Member Jason Ewing, Chair of the Prosperity & Livability Committee.
Attachments: [April 2017 Monthly Report final \(Code Enforcement\).pdf](#)

PUBLIC COMMENT PERIOD

- [170124](#) Public Comment Period
A Public Comment Period will be held on the first Monday of the regular City Council meeting schedule at 5:30 p.m. or as soon thereafter as reasonably possible following recognitions, awards and presentations. Our policy states persons may speak on any item not on the agenda.

*Persons who have signed the register to speak shall be taken in the order in which they are listed. Others who wish to speak and have not signed in will be taken after those who have registered.

*Persons addressing City Council are asked to limit their comments to 3 minutes.

*Citizens will be asked to come to the podium, state their name and address and the subject(s) on which they will comment.

*If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group while a designated speaker covers the various points. This helps to avoid repetition while giving an opportunity for people present with the same concerns to be recognized.

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

CONSENT AGENDA ITEMS

FINANCE COMMITTEE - Council Member J. Davis, Chair

- [170125](#) Contract - WatchGuard - Vehicle In-Car Cameras
Council is requested to award contract in the amount of \$45,818.00 to WatchGuard for the purchase of eight (8) in-car cameras for the Police Department.
Attachments: [1. Police Department - In-Car Camera Equipment](#)
- [170126](#) Contract - Boundary Substation Equipment
Council is requested to award contracts to S & C Electric Company in the amount of \$115,918.00 and AZZ, Inc. in the amount of \$367,202.00 for equipment for the new Boundary Street Substation.
Attachments: [2. Boundary Substation Equipment](#)
- [170127](#) Contract - Mast Arms for Downtown Intersections
Consideration of a sole source purchase of new traffic signal poles and mast arms from Atlantic Technical Sales of Chantilly, Virginia, in the amount of \$49,068.00 for installation at the intersection of North Main Street and Montlieu Avenue/Sunset Drive.
Attachments: [3. Traffic Signal Mast Arms - N Main - Montlieu](#)
- [170128](#) Contract - Kersey Valley Road Realignment Design
Council is requested to approve a professional engineering services agreement with WithersRavenel, Inc., in the amount of \$384,500.00 for the design of the Kersey Valley Road realignment to allow the city to extend the life of the Kersey Valley Landfill.
Attachments: [4. Kersey Valley Road Relocation](#)
- [170129](#) Contract Renewal - Concrete Supplier City Wide

Council is requested to renew contract with Hartley Ready Mix in the amount of \$106,425.00 as the supplier for concrete to city crews when needed for maintenance functions that require concrete.

Attachments: [5. Contract Extension - Concrete Supplier](#)

[170130](#)

Contract Extension - EZ-Go Golf Carts

Council is requested to extend the Golf Cart Program Contract with EZ-Go for one additional 3-year replacement cycle at no additional cost to the City. The annual value of the contract extension is \$124,505.00 which is the same annualized value in the FY 2016-2017 Annual Budget.

Attachments: [6. Golf Carts Contract Extension](#)

[170131](#)

Purchase of Property - 1310 Timberlane Drive

Council is requested to authorize the City Attorney's office to proceed with the purchase of property located at 1310 Timberlane Drive in the amount of \$41,000.00. This property will be used for the expansion of the Oak Hollow Lake buffer area.

Attachments: [7. Purchase of Property - 1310 Timberlane Drive](#)

REGULAR AGENDA ITEMS

FINANCE COMMITTEE - Council Member J. Davis, Chair

[170143](#)

Elite Performance Sports NC, Inc. - Program Funding

At the May 1, 2017 City Council Meeting, Council approved funding in the amount of \$5,000.00 for the Elite Performance Sports NC, Inc. (EPSNC, Inc.) for athletic programs and education enrichment activities for youth in the High Point community and surrounding area.

Attachments: [Elite Sports](#)

COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT AND PUBLIC

SAFETY COMMITTEE - Council Member Golden, Chair

[170132](#)

Community Development and Housing Department 2017-2018 Annual Action Plan

The Community Development and Housing Department is requesting City Council approval of the 2017-2018 Annual Action Plan. The plan was approved by the Citizens Advisory Council at their meeting on Thursday, March 23, 2017 and has been available for public review for 30 days.

Attachments: [2017-18 Annual Action Plan](#)

[170141](#)

Public Hearing - Minimum Housing Ordinance

Monday, May 1, 2017 is the date and time established to receive public comment on the City of High Point Minimum House Ordinance and at the close of the public hearing Council is requested to adopt the

ordinance amending the City of High Point Minimum Housing Code.

Attachments: [Resolution to adopt Minimum Housing Ordinance](#)

[170133](#)

Ordinance - Demolition of Structure - 314 Model Farm Road
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 314 Model Farm Road belonging to Sheikh Khalid Mehmood.

Attachments: [314 Model Farm Rd Council](#)

[170134](#)

Ordinance - Demolition of Structure - 1206 E. Martin Luther King, Jr. Drive
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 1206 E. Martin Luther King, Jr., Drive belonging to Paul & Frances Prock.

Attachments: [1206 E MLK Council](#)

[170135](#)

Ordinance - Demolition of Structure - 408 Vine Street
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 408 Vine Street belonging to Dennis Phillips.

Attachments: [408 Vine St Council](#)

PENDING ITEMS

[170077](#)

Ordinance - Demolition of Structure - 901 East Green Street
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 901 East Green Street belonging to AR-MEL Investments.

Attachments: [Demolition - 901 East Green Street](#)

[170078](#)

Ordinance - Demolition of Structure - 903 East Green Street
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 903 East Green Street belonging to AR-MEL Investments.

Attachments: [Demolition- 903 East Green Street](#)

[170079](#)

Ordinance - Demolition of Structure - 905 East Green Street
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 905 East Green Street belonging to AR-MEL Investments.

Attachments: [Demolition - 905 East Green Street](#)

[160330](#)

Ordinance - Demolition of Structure - 512 Hines Street
Council is requested to adopt an ordinance requiring the building inspector to effectuate the demolition of a structure located at 512 Hines Street belonging to Eliseo Zavala. (At the November 7, 2016 meeting this item was deferred to the December 5, 2016 Council Meeting. At the December 5, 2016 Council Meeting, Council deferred this item for 60

days or until the February 6, 2017 Council Meeting. At the February 6, 2017 meeting this item was placed back on the pending list.

Attachments: [512 Hines St Council 5-1-17 updated](#)

[170103](#)

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

Attachments: [2. 613 Manley Council 4-3-17](#)

PROSPERITY & LIVABILITY COMMITTEE - Council Member Ewing, Chair

[170136](#)

City of High Point Pedestrian Plan
Council is requested to approve a Pedestrian Plan for the City of High Point. This is required by the North Carolina Department of Transportation as part of the grant received by the NCDOT Division of Bicycle and Pedestrian Transportation. This plan was approved by the Prosperity & Livability Committee at their April 5, 2017.

Attachments: [HighPoint Ped Plan Council Presentation 2017](#)
[Pedestrian Plan](#)

GENERAL BUSINESS AGENDA

[170137](#)

Presentation of the Proposed 2017-2018 City of High Point Annual Budget
The proposed 2017-2018 City of High Point Annual Budget will be presented to City Council and Council is requested to establish the date of Monday, May 15, 2017 at 5:30 p.m. to receive public comments on the proposed budget.

Attachments: [May 1 2017 Budget Presentation for Council Meeting](#)

[170138](#)

Resolution - Establish Filing Fees for 2017 Municipal Election
Pursuant to N.C. General Statute 163-294.2(e), Council must set the filing fees for the upcoming municipal election to be held on Tuesday, November 6, 2017. The filing fee must be set no later than the first Thursday in July (the day before candidates are permitted to begin filing notices of candidacy). The filing period for the 2017 High Point Municipal Election will begin on Friday, July 7, 2017 at 12:00 Noon and will conclude on Friday July 21, 2017 at 12:00 Noon. The filing fee for the 2014 election was \$96.00.

Attachments: [filing fees 2017 election](#)

[170140](#)

Public Hearing - Resolution - Phoenix Academy - TEFRA Bonds
Council is requested to hold a public hearing to receive public input on behalf of Phoenix Academy for the issuance of Tax-Exempt Bonds (TEFRA Tax Equity and Fiscal Responsibility Act of 1982) in the amount of \$35,000,000.00 and adopt Resolution approving the issuance of the

bonds.

Attachments: [Phoenix Academy - TEFRA Bonds](#)

[170139](#)

Minutes to Be Approved

Finance Committee Meeting; Wednesday, March 29th @ 4:00 p.m.

Special Meeting (Retreat); Friday, March 31st @ 8:30 a.m.

Manager's Briefing; Monday, April 3rd @ 4:00 p.m.

City Council Meeting; Monday, April 3rd @ 5:30 p.m.

Community Housing, Neighborhood Development & Public Safety

Committee; Tuesday, April 4th @ 10:00 a.m.

Prosperity & Livability Committee Meeting - Wednesday, April 5th @ 9:00 a.m.

Attachments: [1. March 29 2017 Finance Committee](#)

[2. March 31 2017 Special Meeting \(Retreat\)](#)

[3. April 3 2017 Manager's Briefing](#)

[4. April 3 2017 High Point City Council.pdf](#)

[5. April 4 Comm. Housing Neighborhood Dev. & Public Safety Committee.pdf](#)

[6. April 5 2017 Prosperity & Livability Committee.pdf](#)

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



Title: Ordinance to Demolish – 314 Model Farm Rd.

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 5/1/17

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:

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

PURPOSE:

A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 314 Model Farm Rd.

BACKGROUND:

After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 1/27/17. No action occurred by the compliance date of 3/3/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:

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

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the adoption of the requested ordinance to demolish this single family dwelling.

PENDING ACTION:

The ordinance becomes effective 30 days from the date of adoption. If there is no action by the property owner by the effective date of the ordinance, then asbestos testing and the demolition bid process will begin and the structure will be removed by the City. After City demolition, the property owner is billed for the cost. If the bill is unpaid, the City places a lien on the property.

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

ORDINANCE

REQUEST: Ordinance to Demolish

PROPERTY

ADDRESS: 314 Model Farm Rd

OWNER: Sheikh Khalid Mehmood

FIRST

INSPECTION:

12/13/16

Summary of Major Violations

1. Repair or replace roof sheathing and covering
2. Repair or replace damaged floor joists, beams, bands and girders
3. Repair or replace damaged wall studs throughout house
4. Repair or replace damaged subfloors throughout house
5. Repair or replace exterior wall sheathing and covering

HEARING

RESULTS:

1/20/17

No one appeared for the Hearing. During the Hearing it was determined there are several violations of the Minimum Housing Code. There are multiple structural violations in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 50% of the value of the structure.

ORDER(S)

ISSUED:

1/27/17

Order to Repair or Demolish

Date of Compliance 3/3/17

APPEALS:

No appeals to date.

OWNER

ACTIONS:

None

EXTENSIONS:

None

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ADDITIONAL:

Guilford County property taxes are delinquent 5 years in the amount of \$5,810.26. I spoke with the owner's son when preparing this case for Council. He stated that his father has moved back to Kuwait. He stated that he is going by the property and checking on it, although he also stated he didn't receive any of the mail that was sent there. When I offered to mail him a copy of the letter for the Council Meeting to him I asked what address he would like for me to mail it to and he asked for me to mail it to 314 Model Farm Road. Additionally, when the inspector was taking pictures for the case he observed one of our letters sent regular mail inside the storage room at the property, which supports that the mail was delivered and received at the property.

ORDINANCE

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

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

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

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

PROPERTY LOCATION

314 Model Farm Rd.

OWNER (S)

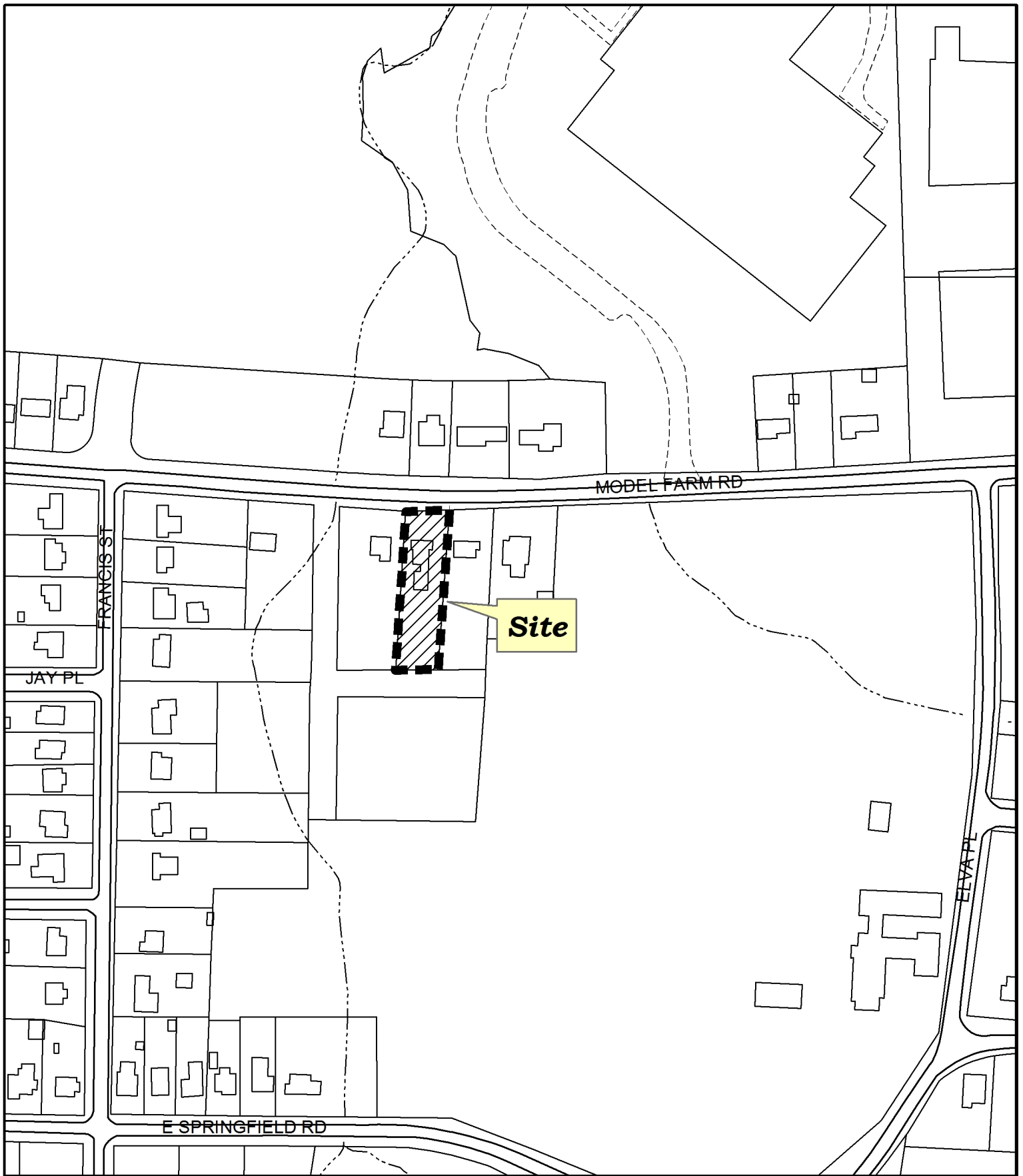
Sheikh Khalid Mehmood
314 Model Farm Rd.
High Point, NC 27263

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

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

Adopted by City Council,
This the 1st day of May, 2017

Lisa B. Vierling, City Clerk



314 Model Farm Road

Ordinance to Repair or Demolish



Location of subject property

**Community Development
and Housing**

City of High Point

Date: April 12, 2017



Scale: 1"=200'

G:/Plannig/Secure/ba-pz/
Inspections/ord-repair-demo.mxd



314









Wage & Investment

DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
Atlanta, GA 30308

May 1, 2017

The Honorable William Bencini
Mayor, City of High Point
211 S. Hamilton Street
High Point, NC 27260-5232

Dear Mayor Bencini:

I would like to thank you and your volunteers for eleven outstanding years of continuous service provided to taxpayers through the work of the High Point Volunteer Income Tax Assistance (VITA) Coalition.

Your VITA volunteers at High Point Community and Neighborhood Development Center, Macedonia Family Resource Center, West End Community Center, Guilford Technical Community College-High Point Campus, Salvation Army Boys and Girls Club, and YWCA-High Point assisted in preparing basic income tax returns for families and individuals with low to moderate income, disabilities and other special needs.

Your VITA volunteers have prepared 807 Federal and 785 State income tax returns for families and individuals with average Adjusted Gross Income of \$20,424. Taxpayers serviced at your VITA sites received over \$1,025,488 in federal tax refunds. Your free tax preparation services would be valued at approximately \$201,750 in fees had these families and individuals had their tax returns prepared by paid preparers.

Once again I want to thank you and all of your volunteers for all that you do in partnering with us and the service and contribution provided to your communities. .

Sincerely,

Steven F. Owens
Internal Revenue Service
Columbia SPEC Territory Manager
Wage & Investment

2017 VITA Season City Council Recognition

VITA Partners

High Point University
GTCC
Macedonia Family Resource Center
Salvation Army Boys and Girls Club
West End Ministries
YWCA Latino Family Center
United Way of Greater High Point
Family Service of the Piedmont/Consumer Credit Counseling

VITA Volunteers

Charrisse Jones
Rob Purdie
Leon Spencer
Teta Moore
Leon Spencer
Sherry Huggins
Barbara McAdams
Yuliya Kraftchick
Andrea Picou
Kari Norris
Jeanne Lovette
Amber James
Krista Neelley
April Williams
Morgan Drucker
Robin Bryfogle
Lauren Batey
Brittany Whitlock
Mallory Bookser
Daniel Nimri
T'Keyah Johnson
Gregory Curry
Dakota Voelker
James Ensor
Dan Hurley
John Gibbons
Jerry Mingo
Maria Mayora
Juan Rivas

Office of the Mayor
City of High Point
North Carolina

PROCLAMATION...

- WHEREAS** travel has a positive effect on North Carolina and the nation's economic prosperity and image abroad, it also impacts business productivity and to individual travelers' well-being; and,
- WHEREAS** travel to and within the United States provides significant economic benefits for the nation, generating more than \$2.3 trillion in economic output in 2016, with \$990.3 billion spent directly by travelers; and,
- WHEREAS** travel is among the largest private-sector employers in the United States, supporting 15.3 million jobs in 2016, including 8.6 million directly in the travel industry and 6.7 million in other industries; and,
- WHEREAS** travelers' spending directly generated tax revenues of \$157.8 billion for federal, state and local governments, funds used to support essential services and programs; and,
- WHEREAS** Guilford County travel, in 2015, generated \$1296.29 million, \$29.24 million in local tax receipts, 13.13 thousand in employment, and \$328.05 million in payroll; and,
- WHEREAS** international travel to the United States is the nation's No. 1 services export. In 2016, travel generated \$246 billion in exports, creating a \$87 billion trade surplus for the United States; and,
- WHEREAS** meetings, events and incentive travel are core business functions that help companies strengthen business performance, educate employees and customers and reward business accomplishments—which in turn boosts the U.S. economy. In 2016, domestic and international business travelers spent \$307.2 billion; and,
- WHEREAS** leisure travel, which accounts for more than three-quarters of all trips taken in the United States, spurs countless benefits to travelers' health and wellness, creativity, cultural awareness, education, happiness, productivity and relationships; and,
- WHEREAS** travel is a pillar of economic growth, creating jobs at a faster rate than other sectors.

NOW, THEREFORE, I, William S. Bencini, Jr., Mayor of the City of High Point, do hereby proclaim May 7-13, 2017 as *National Travel and Tourism Week* in High Point, North Carolina, and urge the citizens of High Point, North Carolina to join me in this special observance with appropriate events and commemorations.



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of High Point, North Carolina this 1st day of May, 2017.

William S. Bencini, Jr.
William S. Bencini, Jr., Mayor



FINANCE COMMITTEE

Chaired by Council Member J. Davis

Members: J. Davis, Alexander, C. Davis, and Hill

MARCH 29, 2017 – 4:00 P.M.

3rd FLOOR CONFERENCE ROOM

MINUTES

Present:

Committee Chairman Jim Davis and Committee Members Latimer Alexander and Alyce Hill

Absent:

Committee Member Cynthia Davis

Staff Present:

Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; JoAnne Carlyle, City Attorney; Eric Olmedo, Budget & Administrative Manager; Roslyn McNeill, Budget Analyst; Terry Houk, Director of Public Services; Angela Kirkwood, Human Resources Director; Mark McDonald, Transportation Director; Jeff Moore, Director of Financial Services; Robby Stone, Public Services Assistant Director; Keith Pugh, Engineering Services Director; Ryan Ferguson, Communications & Public Engagement Marketing Manager; Derrick Boone, Assistant Public Services Director; and Maria Smith, Deputy City Clerk

News Media:

Pat Kimbrough, High Point Enterprise

Others Present:

Tammy Nagem, High Point Market Authority and Judy Stadler, (TREBIC)

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

Contract - Sodium Hydroxide

Council is requested to award a contract to JCI Jones Chemicals in the amount of \$171,360.00 for the purchase of Sodium Hydroxide to be used at the city's water and wastewater treatment facilities.

Terry Houk, Director of Public Services, noted Council did approve this request and opted not to honor the funds and had to rebid which resulted in an increase of \$30,000.

Chairman J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Alexander made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Contract - Asphalt Supplier - City Wide

Council is requested to renew the contract with APAC Thompson Arthur, Inc., in the amount of \$548,300.00 for asphalt to be used by city crews when performing maintenance functions that require different types of asphalt.

Mr. Houk reported two bids were received with APAC Thompson Arthur, Inc., being the lowest bid. Public Services is recommending that Council award the contract in the amount of \$548,300.00.

Chairman J. Davis asked if this amount went up from last year's amount. Public Services Assistant Director Robby Stone reaffirmed it was a renewal of the extension from last year's.

Committee Member Alexander moved to forward this matter to the City Council with a favorable recommendation for approval. Chairman J. Davis made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Professional Services Engineering Services - Ray/Hospital Stormwater Study & Preliminary Design

Council is requested to approve a professional engineering services agreement to WK Dickson & Co., Inc. in the amount of \$254,710.00 for the West Ray / Hospital Stormwater Study & Preliminary Design.

Mr. Houk reported that staff has identified multiple stormwater projects to address excessive flooding totaling about \$24-28 million dollars. The Ray Street/Hospital area is one of the top priorities. Based on the preliminary design work, staff is asking that Council approve the contract with WK Dickson & Co., Inc. in the amount of \$254,710.00.

Chairman J. Davis inquired as to why the engineering cost was so high on this project. Mr. Stone explained due to the large water basin and several different channels going through the basin it required them to work around existing structures. Chairman J. Davis asked if this would go all the way out to Eastchester, and Committee Member Alexander confirmed it would not due to Rotary running into the Country Club. This was discussed previously by Council and the neighbors had expressed concerns due to the dry pond. He suggested Council to familiarize themselves with locations of other existing dry pond areas so they could use those as examples. Mr. Stone advised that the time frame for completion should be approximately one year.

Committee Member Hill moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Alexander made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Change Order No. 4 - Yates Construction Company - North Main Street Underground Utilities Project

Council is requested to approve Change Order No. 4 to the Yates Construction Company contract in the amount of \$185,000.00 for the North Main Street Underground Utilities Project. Total contract amount including this change order will be \$5,616,537.99.

Engineering Services Director Keith Pugh reported that staff assumed that 20% of the trenches dug for the new water/sewer lines would be unsuitable, but it actually turned out to be closer to 40% due to excessive moisture. As a result, they ended up having to replace all materials in the trenches. Mr. Pugh pointed out

that a \$120,000-\$130,000 savings was realized from the water/sewer, which in effect offsets the \$300,000 of material that had to be put back in the trenches.

Chairman J. Davis questioned whether or not the estimated \$250,000 initial savings for the project made it worthwhile to close Main Street completely. Mr. Pugh felt it was a worthwhile decision because of the time savings realized with the milling and prep work for the asphalt crews. He advised that Main Street is now open and would not be closed again to finish the rest of the project. He did point out that Montlieu Avenue and Sunset Drive would remain partially closed during Market as those would be the only streets that would have limited access. He added how difficult that project would have been having to contend with traffic, and the issues discovered with the trench work, and several driveways would have been blocked as well.

Chairman J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Alexander made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Contract - Furniture Market Transportation Services

Council is requested to approve a contract with McLaurin Transportation and Parking Company for services associated with the biannual High Point Furniture Market. The contract period is scheduled to begin July 1, 2017, with an initial term of three years (covering the Fall 2017- Spring 2020 markets, with options for two one-year extensions.

Mark McDonald, Transportation Director, explained that staff sent out an RFP in December and received three responses. Tammy Nagem, Buddy Cox, Fred Nibble and Angela Wynes, were part of the selection committee that viewed the proposals and interviewed the candidates. He advised that McLaurin Transportation and Parking Company came back as the most knowledgeable firm and the least expensive firm. He noted how it also includes all coach bus services to hotels, airports, Go Anywhere Vans, the park/ride shuttles and Bumble Bees.

Chairman J. Davis questioned why Council needed to approve this contract instead of the Market Authority. Mr. McDonald explained that the funds come straight through The City of High Point. Jeff Moore, Director of Financial Services, shared the City is responsible for compliance and that is why Council's approval is needed. Committee Member Alexander expressed appreciation for all involved: Market Authority, Tammy Nagem, High Point Market Authority, as he explained taking the City's biggest problem and turning it to our greatest asset.

Chairman J. Davis moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

Outside Agency Funding Requests

Chairman J. Davis concluded with the Finance Committee and continued with the review of the FY 2017-2018 Outside Agency Funding requests. The Finance Committee recommended the following agency funding requests be included and approved in the FY 2017-2018 Budget (highlighted in yellow).

Agency Name	FY 2017 Approved Budget	FY 2018 Requested Budget	FY 2018 Committee Recommend
Caring Services	12,319	-	-
High Point Arts Council	100,000	125,000	100,000
Macedonia Family Resource Center	15,000	26,000	16,000
Open Door Ministries	20,000	25,000	20,000
Operation Xcel	15,000	20,000	-
Pink Cares Piedmont of NC	5,000	10,000	5,000
Triad Food Pantry	15,000	20,000	20,000
Southwest Renewal Foundation	12,500	30,000	12,500
Theatre Arts Gallery	31,000	31,000	31,000
West End Ministries	25,000	35,000	25,000
YMCA – Carl Chavis	50,000	100,000	25,000
Emmanuel Senior Enrichment Center	-	22,500	-
YWCA of High Point	-	50,000	25,000
Mental health Association of the Triad	-	50,000	-
Housing Consultants Group	-	100,000	-
Elite Performance Sports NC	-	20,000	-
Helping Hands High Point Inc.	-	25,000	20,000
High Point Rowing*	-	50,000	5,000
Swim Programs – Schools	-	-	10,000
Subtotal	300,819	739,500	314,500

*Application Not Completed; no response to email

Committee Member Alexander moved to forward this matter to the City Council with a favorable recommendation for approval. Committee Member Hill made a second to the motion. The motion carried by a 3-0 unanimous vote. [Committee Member C. Davis was absent]

There being no further business to come before the Committee, the meeting adjourned at 4:52 p.m. upon motion duly made and seconded.

Respectfully Submitted,

Maria A. Smith
Deputy City Clerk

Jim Davis, Chairman

RESOLUTION NO. 1665/17-12

RESOLUTION APPROVING THE ISSUANCE OF NOT TO EXCEED \$35,000,000 OF TAX-EXEMPT BONDS TO BE ISSUED BY THE PUBLIC FINANCE AUTHORITY TO FINANCE COSTS OF AN EDUCATIONAL FACILITIES PROJECT ON BEHALF OF PHOENIX ACADEMY FOUNDATION, INC. AND PHOENIX ACADEMY, INC.

BE IT RESOLVED BY THE CITY COUNCIL (THE "CITY COUNCIL") FOR THE CITY OF HIGH POINT, NORTH CAROLINA (THE "CITY") AS FOLLOWS:

Section 1. The City Council has found and determined as follows:

(a) The Public Finance Authority (the "Authority"), a unit of government and a body corporate and politic of the State of Wisconsin has been requested to issue its revenue bonds in one or more series (collectively, the "Bonds"), in an aggregate amount not to exceed \$35,000,000 and to lend the proceeds from the sale thereof to the Phoenix Academy Foundation, Inc., a North Carolina nonprofit corporation (the "Foundation") and Phoenix Academy, Inc., a North Carolina nonprofit corporation (the "Academy" and together with the Foundation, "Borrowers"). The Borrowers will use such proceeds to, among other things, (1) pay a portion of the costs of acquiring, constructing, improving and equipping educational facilities located in High Point, North Carolina, including (i) an approximately 20,000 square foot Primary School building located at or near 4000 Meeting Way and 4020 Meeting Way, (ii) an approximately 45,000 square foot Elementary School building located at or near 4193 Mendenhall Oaks Parkway and 4191 Mendenhall Oaks Parkway and (iii) an approximately 65,000 square foot Middle School building located at or near 7847 Clinard Farms Road (collectively, the "Project") and (2) pay certain expenses incurred in connection with the issuance of the Bonds. The Project will be initially owned by the Foundation and operated by the Academy. 7 Degrees of Change Foundation, a North Carolina nonprofit corporation, will serve as manager for the Project. The Bonds shall never constitute an indebtedness of the City within the meaning of any state constitutional provision or statutory limitation, and will not constitute or give rise to pecuniary liability of the City or a charge against its general credit or its taxing powers.

(b) The City Council held a public hearing on May 1, 2017 concerning the Project and the proposed issuance of the Bonds and the names, address and testimony of the persons who were present and who offered comments on the proposed issuance of the Bonds or who responded in writing to the notice of public hearing are as follows: [None].

(c) On April 17, 2017 a notice of public hearing was published in the *Greensboro News & Record*, setting forth a general, functional description of the type and use of the facilities to be financed and refinanced, the maximum principal amount of the Bonds, the initial owner, operator or manager of the facilities and the location of the facilities, among other things.

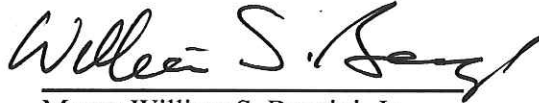
Section 2. Pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes, prior to their issuance, bonds issued by the Authority must be approved by the governing body or highest ranking executive or administrator of the political jurisdiction within whose boundaries the project is to be located.

Section 3. The Borrowers have requested that the Council approve the financing of the Project and the issuance of the Bonds in order to satisfy the requirements of Section 66.0304(11)(a) of the Wisconsin Statutes.

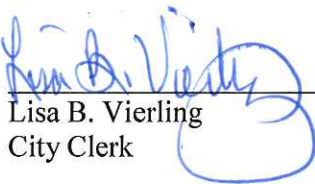
Section 4. For the purpose of qualifying the interest on the Bonds for exclusion from the gross income of the owners thereof for federal income tax purposes pursuant to Section 147(f) the Internal Revenue Code (the "Code"), the Council hereby approves the issuance of the Bonds by the Authority for the purpose of providing funds to finance and refinance the Project; *provided*, in no event shall the City of High Point, the State of North Carolina or any political subdivision thereof be liable for such Bonds nor shall the Bonds constitute a debt of the City of High Point, the State of North Carolina or any political subdivision thereof. It is also the purpose and intent of the Council that this resolution constitute approval of the issuance of the Bonds by the applicable elected representative of the project jurisdiction for the Project, which is the governmental unit having jurisdiction over the area in which the Project is located, in accordance with Section 147(f) of the Code and Section 66.0304(11)(a) of the Wisconsin Statutes. Such approval shall not be construed as expressing any view as to the financial feasibility of the Project or the adequacy of any security provided for the Bonds.

Section 5. The Mayor, City Clerk and the members of the City Council are hereby separately authorized and directed to take any and all actions that they may deem advisable in order to give effect to the intent of this resolution, and in connection therewith to perform in the name of the City such actions and to execute, deliver, seal, attest, and accept such other ancillary documents and certificates as may be necessary or advisable, and all such actions taken are hereby ratified and confirmed as valid and binding on the City.

Section 6. This resolution shall take effect immediately upon its passage.


Mayor William S. Bencini, Jr.

ATTEST:


Lisa B. Vierling
City Clerk



CITY OF HIGH POINT

AGENDA ITEM



Title: City of High Point Pedestrian Plan

From: Mark McDonald, Transportation Director

Meeting Date: May 1, 2017

Public Hearing: No

Advertising Date: NA

Advertised By: NA

Attachments: Presentation

PURPOSE:

Consideration of the City of High Point Pedestrian Plan.

BACKGROUND:

The North Carolina Department of Transportation has established a Bicycle and Pedestrian Planning Grant Fund which provides funding to develop master plans which promote bicycle and pedestrian modes of travel and encourages citizen participation in these modes of travel. The City submitted a pedestrian grant application to the Division of Bicycle and Pedestrian Transportation in December 2014. Notification of the award was received in June 2015 and Alta Planning was selected to complete the pedestrian plan for the City of High Point. The Draft Pedestrian Plan was recommended for approval by the Prosperity and Livability Committee at their April 5, 2017.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

The Department of Transportation recommends approval of the City of High Point Pedestrian Plan.



**MANAGER'S BRIEFING SESSION
HIGH POINT MUNICIPAL BUILDING
April 3, 2017 – 4:00 P.M.
3RD FLOOR LOBBY CONFERENCE ROOM**

Present:

Mayor William S. Bencini, Jr.; Mayor Pro Tem Golden (Ward 1); and Council Members; Latimer Alexander (At-Large); Cynthia Davis (At-Large); Jim Davis (Ward 5); Chris Williams (Ward 2), Alyce Hill (Ward 3), Council Members Jay Wagner (Ward 4), and Jason Ewing (Ward 6)

Staff Present:

Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Jeron Hollis, Director of Communications & Public Engagement; JoAnne Carlyle, City Attorney; Brent Cole, Assistant City Attorney; Dawn Sparks, Legal Assistant; Loren Hill, President- High Point Economic Development Corporation; Mike McNair, Director of Community Development; Lori Loosemore, Supervisor- Code Enforcement; Heidi Galanti, Planning Administrator; Lee Burnette, Planning & Development Director; Jeff Moore, Director of Financial Services; Reggie Hucks, Inspections Administrator; Maria Smith, Deputy City Clerk; and Lisa Vierling, City Clerk

Others Present:

Judy Stalder, (TREBIC)

News Media:

Pat Kimbrough, *High Point Enterprise*

Handouts:

- *Draft Central Business District Building Design Standards*
- *Article E – Minimum Housing Code*
- *City of High Point Minimum Housing Ordinance Procedures*

Note: This handout will be attached as a permanent part of these proceedings.

City Manager Greg Demko called the meeting to order at 4:10 p.m. and recognized Lee Burnette, Planning & Development Director.

1. Presentation - Downtown Building Standards

Mr. Burnette turned the presentation over to Heidi Galanti, Planning Administrator. Ms. Galanti gave an overview on the post schedule standards for the moratorium. Staff addressed Council in February at which time they adopted a moratorium for new construction for non-residential buildings constructed in metal or vinyl. These building design standards were drafted for the Central Business District only.

She reviewed the map of the Central Business District. She explained the deadline for the moratorium is June 6, 2017. She then reviewed objectives and the purpose of the design standards:

Design Standards Objectives:

- ✓ Safeguards – that protect existing & future investments
- ✓ User-friendly – not complicated
- ✓ Manageable
- ✓ Practical – take market showrooms into consideration
- ✓ Allow design creativity – not suppress it

Ms. Galanti noted these design standards are similar to the standards used in other zoning districts such as: Main Street, Employment Center District and the Mixed Used District which is located on Washington Street. She did point out that staff is still not happy with some of these.

She did state the standards as proposed would apply to all new construction, expansions and exterior alterations. For the principle building standards, she mentioned how they dealt with:

- Façade Articulation
- Façade Materials
- Façade Transparency

Also, standards that addressed:

- Primary Entrances
- Roof-Mounted Equipment
- Service or Vehicular Bays

Staff is requesting that Council review the following standards over the next month, so when they return in May they will get Council's feedback. Ms. Galanti gave Council two options for reviewing these standards further and suggested either May 1st or May 2nd during Planning and Development Committee.

She shared that Planning and Development would be mailing out a meeting notice with the draft guidelines to all the property owners within the red area on the map to invite them to participate to a public drop in session on Tuesday, April 18, 2017 from 12 – 7 p.m. Citizens are welcome to come and ask questions to staff regarding standards.

Council Member Alexander had a question regarding roof-mounted equipment. He expressed concerns with lower buildings and the visibility of the roof-mounted equipment. Ms. Galanti agreed... and noted that there was a statement in her handout "*if visible from a public street.*" Council Member Alexander asked if she could define that or if she was referring to 70, 80, or 100 feet and he thought that would be much easier. Ms. Galanti discussed how this standard reads the same as what they currently have in the Employment Center, Main Street, and the Washington Street District. She did state that they *may* have to clarify as they apply that to the roof-mounted standards.

She mentioned that the public is invited to drop in during the public information session that would be held at the High Point Museum and they would be given the opportunity to share some feedback with staff. They would be posting an ad in the High Point Enterprise newspaper as well as the City of High Point North Carolina website <https://www.highpointnc.gov/> and would be sending a new flash email out about the session as well.

Council Member J. Davis asked about the "primary façade materials shall not change at outside corners..." Ms. Galanti gave an example—the Family Dollar on South Main Street, as soon as you turn that corner the façade material on the front would not change on the corner. As she explained, it

goes back to a certain distance before it changes as the purpose of that it would be that visible from the public street. She stated how people would see a real extreme example raw cinder at the corner. Instead, as she pointed out, you would rather see a design on the front to continue around to the side to a certain point where it would not be visible from the public street. Council Member J. Davis gave an example as having a building that had brick walls that were being changed and they wanted to change the façade to make it have a “modern” feel, that could not be continued down the side. He commented (as a contractor) that would be prohibitive. She advised that it would be aimed toward new construction versus alteration of a building.

Ms. Galanti reviewed how they would like to meet with the public on April 18, 2017 to receive their feedback, then she would put together a revision of these standards and come back to Council in early May to receive new input. She is also requesting as much feedback from Council between now and May. She shared that their next scheduled Planning and Zoning Commission meeting would be on May 23, 2017, City Council would meet on June 5, 2017 and the moratorium would end on June 6, 2017.

Council Member C. Davis realized that the letters are sent out to the property owners, but wanted to know if the business owners are also notified (those that are operating businesses). As she stated they would not miss a notification or an electronic notification. Ms. Galanti was not sure if they have access to that as they use the tax records but would consider looking into this. She suggested as to inserting a letter to the property owners to share with the tenants.

As Ms. Galanti mentioned in the beginning, the moratorium area was much larger and the objective was to start out with the that idea first then to the standards to the CB district. She reported how that would leave out the other areas which were outside of the blue areas. She was proposing to see where the Catalyst project may be in the next month or so and then review the boundaries of the CB district, evaluate to see if those are the best boundaries for the CB district, and, if not, go back to Council to suggest a modification. She was considering adding a Downtown Mix use District as it is mentioned in the Core City plan.

Council Member C. Davis asked if staff could assure that business owners will also be notified. Ms. Galanti noted staff could look into it and explained they take the information that is included on the tax records, which might make it a little difficult.

After completing the presentation, Ms. Galanti asked again for the Committee to give staff some direction and asked whether or not staff would need to bring this back to the Planning and Development Committee on May 2nd or the City Council on May 1st. She asked Council if there was anything in this process that may concern them or have questions on. She also pointed out Planning and Zoning meets on May 23, 2017 and City Council meeting is on June 5, 2017.

Council agreed to bring this back for further discussion to the next Manager's Briefing Session on May 1, 2017.

2. Presentation - Minimum Housing Code Ordinance Revision

Mr. Demko recognized City Attorney JoAnne Carlyle as she reported on the Minimum Housing Code Ordinance Revision.

Ms. Carlyle reviewed the copy of the ARTICLE E- Minimum Housing Code Ordinance as it was updated so it could flow more easily and would be more in line with the statutes.

She explained when a complaint comes through, it is considered a written petition, and a charge could result if the dwelling is unfit for human habitation.” She pointed out that there would be certain ways

for it to come about and it would have to include at least five residents, that would not have to be in the neighborhood or near the house or just within the City of High Point, written petition or complaint from any public authority that is related to dwellings, or just come from the inspector.

Once the complaint is submitted, she reported a preliminary investigation would be done. The inspector would then review the situation and decide whether there is any basis for the charges to see if it is unfit for human habitation then the inspector would see if it is untrue or not. The complaint would be issued and the notice of hearing would be issued to the owners or persons of interest (renters, trust, promissory note) anything to find a record. She reported in the notice of hearing and the complaint that would go out, a notice of hearing would also have to be published not less than 10 days, but not more than 30 days from that date.

At the hearing, inspectors make a determination as to whether the place is truly unfit for human habitation. Mayor Pro Tem Wagner asked who is in charge of the hearing and Ms. Carlyle replied that the inspector is in charge.

She expressed in the determination if they find the repair can be found to be $\leq 65\%$ then it would result in an order to repair, alter, or improve the property within 30 days. The order would also state that failure to make those repairs in a timely manner within those 30 days shall result in that inspector making a request to City Council for an ordinance to effectuate that repair.

In the order to vacate and close, Ms. Carlyle reported you can still vacate and close as follows to $\leq 65\%$ only if continued or conceived for the time allowed for the repairs it would present a significant threat of bodily harm and taking into account the nature of the repairs, the state of the property and any additional risk to the presence or past of minors under the age of 18 or occupants of visible or mental disabilities. Then or only then, may the inspector vacate and close.

Ms. Carlyle recommends under the current draft of the new ordinance, which includes an extension of time for compliance that the inspector can herself go ahead and allow if she were to find an extension or if the owner were to provide a written copy of the contract for repairs they have put into the ordinance that the inspector would be able to extend the period up to 90 days herself. She explained if the repair cost is $\geq 65\%$ of the value of the property then that order would be to remove or demolish the property within 30 days. She reviewed that if the repairs are not completed within the 30 days then she would go to City Council and ask them for an order to effectuate. With historic properties, there are differences as Ms. Carlyle explained if the Historic Commission had determined after a public hearing that is required that the property is historic and had not been condemned or unsafe, then the order may require a vacate/close. She pointed out through the historic dwelling then the inspector would come back out to do a vacate/close.

She reviewed the failure to comply with vacate/close which calls for summary ejectment which means that the inspector can file a complaint with the courts. If the vacate/close does apply there would be a statutory period of 90 days that would apply. She stated that if something was to be vacated for one year that the owner had abandoned with the intent to repair with continuation and vacate/close status then if the repairs could be made for $\leq 50\%$ of the value of the property. Council could adopt an ordinance to repair or demolish and if it were $> 50\%$ then an ordinance to demolish would apply.

Ms. Carlyle advised that any liens (costs of repairs, vacating, demolition, etc...) would be collected as special assessments, which would give them more priority.

Council Member J. Davis does not agree with one inspector being the judge and jury. He suggested it should be a panel and asked where the line is drawn between enforcing the Minimum Housing Code and common sense. Ms. Carlyle stated she was not sure this could be changed because it is statutory and only inspectors would have that authority. Council Member J. Davis proceeded to provide an example of repair of a heating system needing an inspection and Piedmont Natural Gas won't turn the gas on for a trial run to see if it is working properly. Lori Loosemore, Local Codes Enforcement Supervisor explained they only require heat from October until March. Council Member J. Davis also pointed out property owners are required to have a carbon monoxide detector as well as smoke detectors and Ms. Loosemore indicated that carbon monoxide detectors are not required under the Minimum Housing Code. Council Member J. Davis felt someone from the real estate business should serve on the panel and Ms. Carlyle advised that this would require a change in the legislation.

Council Member Alexander shared with Council that a citizen would be speaking during public comment at the Council Meeting this evening regarding a fire in his son's multi-tenant building which was not handled properly. In the case of multi-tenant buildings, he felt inspectors should immediately be sent in to conduct an inspection to ensure that when it is reoccupied it meets Minimum Housing Code. Ms. Loosemore explained that the Fire Department handles multi-family inspections.

Council Member C. Davis questioned the five residents reporting the condition of a home and asked if they have to swear that they have actually been in the home. She expressed concerns that they could be trying to gain access and asked how staff could ensure that the individuals signing the complaint have actually be in the house. Ms. Loosemore stated that she could not guarantee that, but the paper they have to sign states that they have knowledge of it. Council Member C. Davis stated it would be nice to look at the application to see if it says first-hand knowledge. Ms. Loosemore offered to look at it again, but was sure it does state when one signs it, one is attesting that one has knowledge that the property is substandard.

Ms. Carlyle advised this matter would come to Council for a vote at the next Council meeting on May 1, 2017, and the abandoned cars ordinance would go to the Community Housing, Neighborhood Development and Public Safety Committee on May 2nd.

Council Member Alexander was concerned with the "junk cars" on the property at the corner of Chestnut and Martin Luther King (MLK). Mayor Bencini explained the areas that Council Member Alexander is talking about are mixed in with residential areas which are hurting those residents. Ms. Galanti added that there are use standards in place for vehicle repair businesses so if it is a zoning violation, it could be handled as such.

There being no further business to discuss, the meeting adjourned at 4:55 p.m.

Respectfully Submitted,

Maria A. Smith
Deputy City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Phoenix Academy – TEFRA (Tax Equity and Fiscal Responsibility Act of 1982) Hearing

From: JoAnne Carlyle, City Attorney

Meeting Date: Monday, May 1, 2017

Public Hearing: Yes

Advertising Date: April 17, 2017

Advertised By: Greensboro News & Record

Attachments: Resolution

PURPOSE/BACKGROUND:

Phoenix Academy is pursuing the issuance of tax exempt bonds. In order for them to do so, the IRS mandates that Phoenix Academy provides a reasonable opportunity for interested individuals to express their views on issuance of the bonds. The City Council meeting provides a venue that is acceptable to the IRS for such public hearings. A resolution is to be considered for adoption by City Council. **However there is no obligation, financial or otherwise, placed upon the City Council of High Point.**

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

The City Attorney recommends adoption of the Resolution.

RESOLUTION NO. _____

RESOLUTION APPROVING THE ISSUANCE OF NOT TO EXCEED \$35,000,000 OF TAX-EXEMPT BONDS TO BE ISSUED BY THE PUBLIC FINANCE AUTHORITY TO FINANCE COSTS OF AN EDUCATIONAL FACILITIES PROJECT ON BEHALF OF PHOENIX ACADEMY FOUNDATION, INC. AND PHOENIX ACADEMY, INC.

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(b) The City Council held a public hearing on May 1, 2017 concerning the Project and the proposed issuance of the Bonds and the names, address and testimony of the persons who were present and who offered comments on the proposed issuance of the Bonds or who responded in writing to the notice of public hearing are as follows: **[None]**.

(c) On April 17, 2017 a notice of public hearing was published in the *Greensboro News & Record*, setting forth a general, functional description of the type and use of the facilities to be financed and refinanced, the maximum principal amount of the Bonds, the initial owner, operator or manager of the facilities and the location of the facilities, among other things.

Section 2. Pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes, prior to their issuance, bonds issued by the Authority must be approved by the governing body or highest ranking executive or administrator of the political jurisdiction within whose boundaries the project is to be located.

Section 3. The Borrowers have requested that the Council approve the financing of the Project and the issuance of the Bonds in order to satisfy the requirements of Section 66.0304(11)(a) of the Wisconsin Statutes.

Section 4. For the purpose of qualifying the interest on the Bonds for exclusion from the gross income of the owners thereof for federal income tax purposes pursuant to Section 147(f) of the Internal Revenue Code (the "Code"), the Council hereby approves the issuance of the Bonds by the Authority for the purpose of providing funds to finance and refinance the Project; *provided*, in no event shall the City of High Point, the State of North Carolina or any political subdivision thereof be liable for such Bonds nor shall the Bonds constitute a debt of the City of High Point, the State of North Carolina or any political subdivision thereof. It is also the purpose and intent of the Council that this resolution constitute approval of the issuance of the Bonds by the applicable elected representative of the project jurisdiction for the Project, which is the governmental unit having jurisdiction over the area in which the Project is located, in accordance with Section 147(f) of the Code and Section 66.0304(11)(a) of the Wisconsin Statutes. Such approval shall not be construed as expressing any view as to the financial feasibility of the Project or the adequacy of any security provided for the Bonds.

Section 5. The Mayor, City Clerk and the members of the City Council are hereby separately authorized and directed to take any and all actions that they may deem advisable in order to give effect to the intent of this resolution, and in connection therewith to perform in the name of the City such actions and to execute, deliver, seal, attest, and accept such other ancillary documents and certificates as may be necessary or advisable, and all such actions taken are hereby ratified and confirmed as valid and binding on the City.

Section 6. This resolution shall take effect immediately upon its passage.

Mayor William S. Bencini, Jr.

ATTEST:

Lisa B. Vierling
City Clerk



2016-17 EPSNC BOARD MEMBERS

Chairman: Dejuan Poston, 217 Lindsay Street Apt.6 High Point, NC 27262 (412) 535-3929

Co Chair: Lemont Withers, 500 Rockspring Road High Point, NC 27262 (336)437-2324

Treasurer: Amy Kratovil, 3014 Colony Drive Jamestown, NC 27282 (336)682-4416

Secretary: Alkaisha Withers, 500 Rockspring Road High Point, NC 27262 (336)921-4889

Rory Baker, 1125 Scarlett Dr. High Point, NC 27265 (336)989-2477

Tony Graham, 2921 Median Court High Point, NC 27260 (336)989-7952

12. The funds are being requested to enable our organization to pay the various cost associated with managing our nonprofit and its services. These funds will be allocated to pay for facility usage, football and other athletic equipment, educational material and supplies, print and marketing, transportation, field trips, feeding the hungry and other administrative costs.

13. EPSNC has identified the same priorities as the City of High Point for its outreach programs. We use the fundamentals of athletics such as teamwork, sportsmanship, safety and accountability as learning tools for our participants. We, also, express the importance of education outside of the classroom. It is required by our participants to take part in at least one of our several community outreach projects throughout the year. By staying engaged in our youth's lives, not just in sports but every aspect of their lives, we look toward providing and demonstrating a model of what a productive citizen should be. We look to facilitate this through our High Point Tiger Youth Sports programs, after school tutoring program, field trips inside and outside of North Carolina and other exposures not readily available to the underserved population of High Point. The funds request will assist in the associated with facilitating these services.

About Us

Elite Performance Sports NC, Inc. comes as the brainchild of its founder and president, Mr. Dejuan Poston and its charter board members. The members of our organization saw a need to share from our collective experiences and passion for the game of football as well as mentoring, educating and inspiring kids to do his or her best. Through these means we plan to



Over the past eight years, we have built a team of like minded coaches, parents and community advocates that share in our collective vision which propelled us to start EPSNC, to "instill hope in our youth through mentoring, education & sports".

Elite Performance Sports NC, Inc.



"Instilling Hope in Today's Youth Through Education and Sports"



2015-16 Informational Brochure

PO BOX 6552
High Point, NC 27262

Email: epsncyouth@gmail.com
Phone: 336-355-7052

"Tell me and I forget, teach me and I may remember, involve me and I learn."
— Benjamin Franklin

EPSNC, Inc. is a registered 501(c)(3) non-profit corporation.



"Instilling Hope in Today's Youth Through Education and Sports"

PO BOX 6552
High Point, NC 27262

Email: epsncyouth@gmail.com
Phone: 336-355-7052

Mission Statement

Our mission is to uplift & impact our community through youth sports & mentoring that aims to instill core values of:

- Leadership & Teamwork
- Work Ethic
- Community Service
- Successful Life Skills
- Safety
- Discipline

Mentoring matters
challenging hearts making lead take
mentor counting time believe

Vision Statement

Our vision serves as a guideline for every aspect of our business, ensuring a successful future. Our goal is to position Elite Performance Sports NC, Inc. as the gold standard of community service, sports, fitness, training, mentoring, education, entertainment services & facilities.

Services



- Speed, Agility & Athletic Skills Training



- Mentoring & Tutoring



- Youth Football & Cheer Squads



- Community Service Outreach



- Kings of the Gridiron Football Skills Clinic
- High Point Little Tigers Youth Football & Cheer Squads
- Kings of the Gridiron Youth Football Showcase
- Tigers Gala
- Team Awards Banquet (Football & Cheerleaders)
- Several Fundraisers & Other Community Outreach Events

For more information about our events, contact our community relations chair

City of High Point Pedestrian Plan



Prepared by:

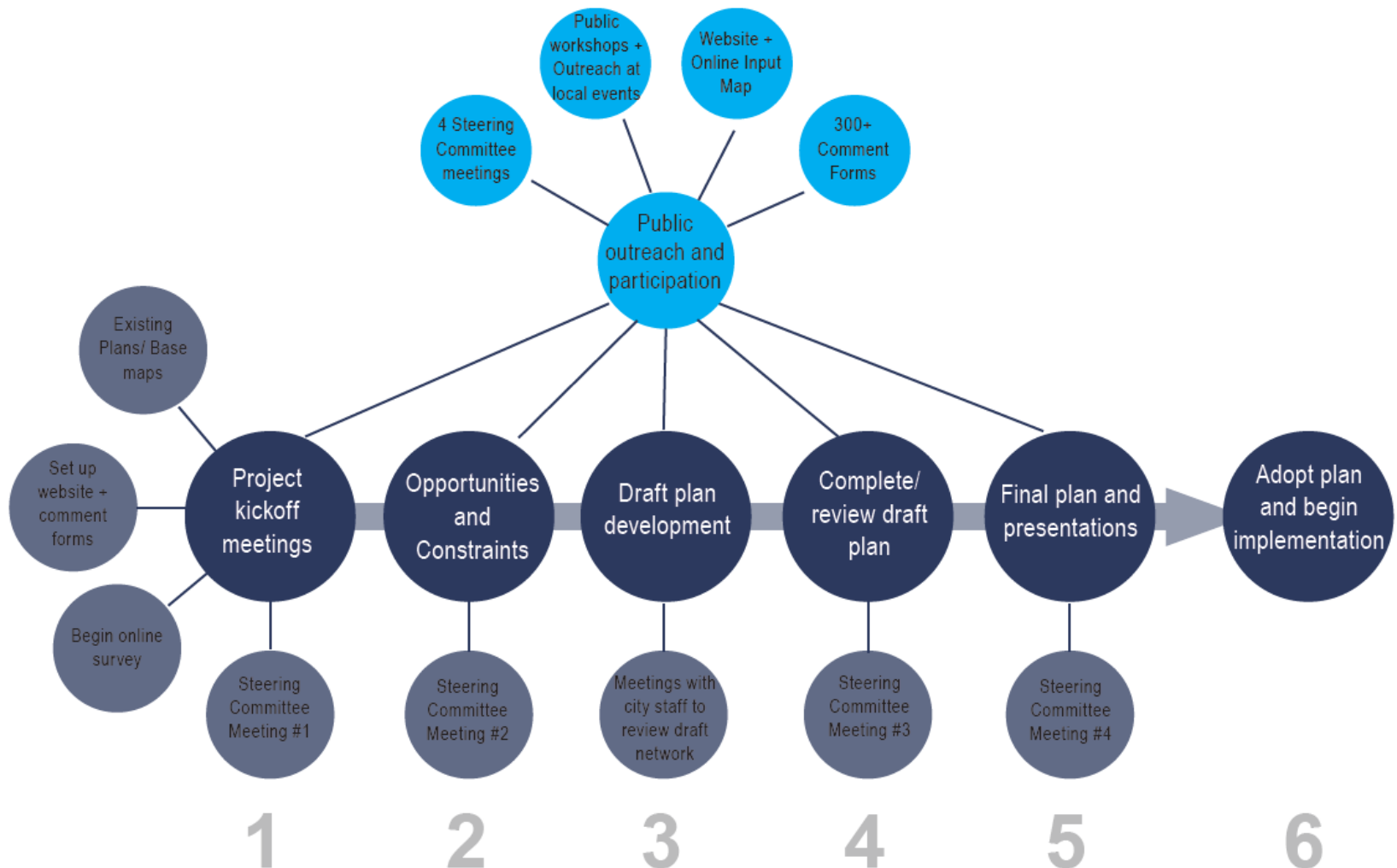


March 2017

Key Benefits



Planning Process



Public Outreach Summary

- Website: www.highpointmoves.weebly.com
- Interactive Map
- User Survey (Online and Hardcopy)
- Steering Committee Outreach
- Lobby Display in City Hall
- Outreach Events
 - Farmers' market in May
 - Chamber of Commerce Conversation Café
 - Surveying at Hi-Trans Transit Center

Plan Outline

Chapter 1: Introduction

Chapter 2: Existing Conditions

Chapter 3: Policy

Chapter 4: Programs

Chapter 5: Recommendations

Chapter 6: Prioritization and Implementation

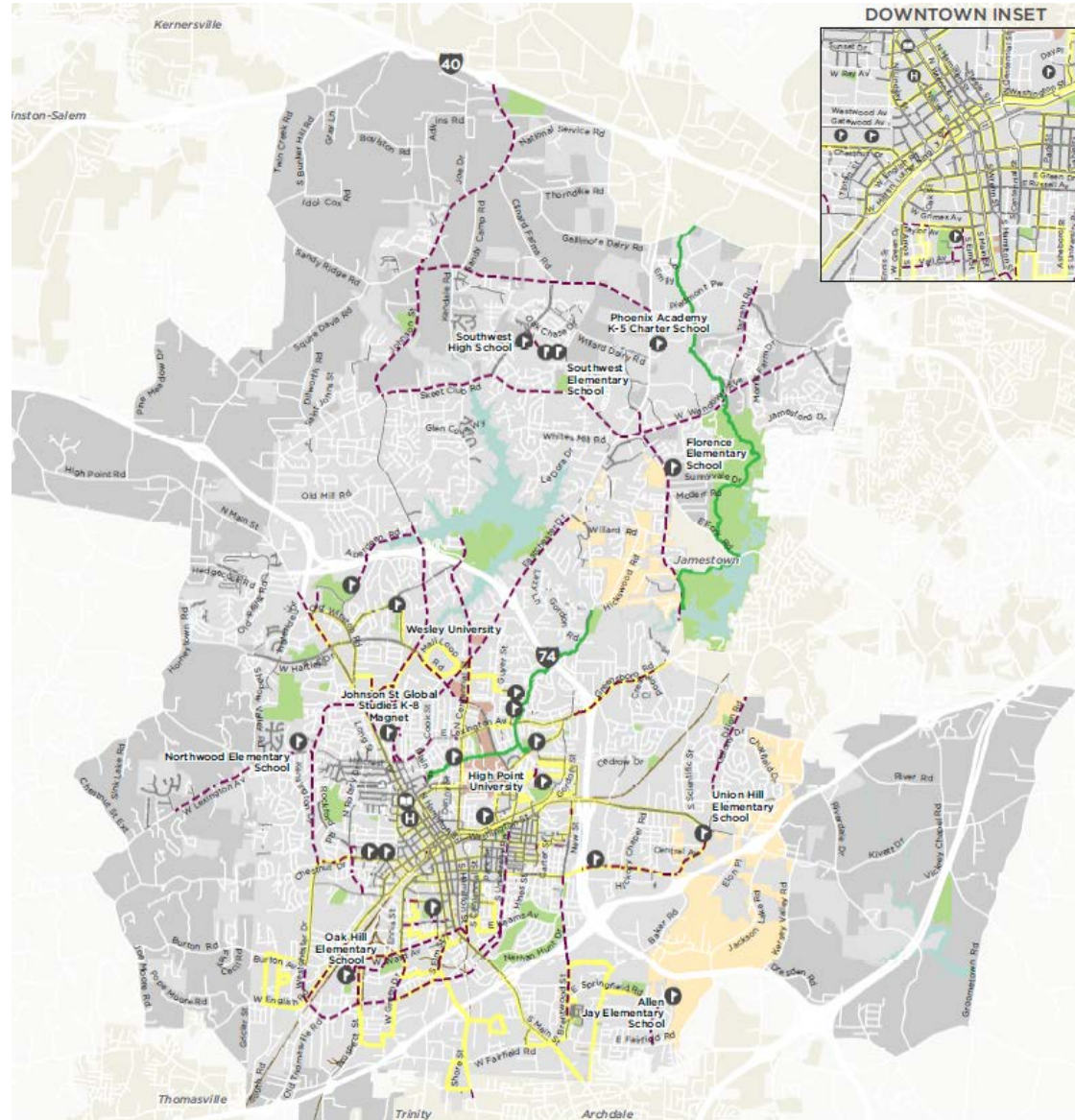
Chapter 1: Introduction

“High Point is a community that invites people of all ages and abilities to walk for enjoyment, exercise, and daily transportation by providing a safe, convenient and inclusive pedestrian environment based on accessibility and connectivity.”



Chapter 2: Existing Conditions

- Study Area
 - 235 Miles of Sidewalks
- Pedestrian Collisions
- Equity Analysis
- Live, Work, Play Analysis
- State-Owned Roads
- Programmed Projects (Council Approved, MTIP)



Chapter 3: Policy

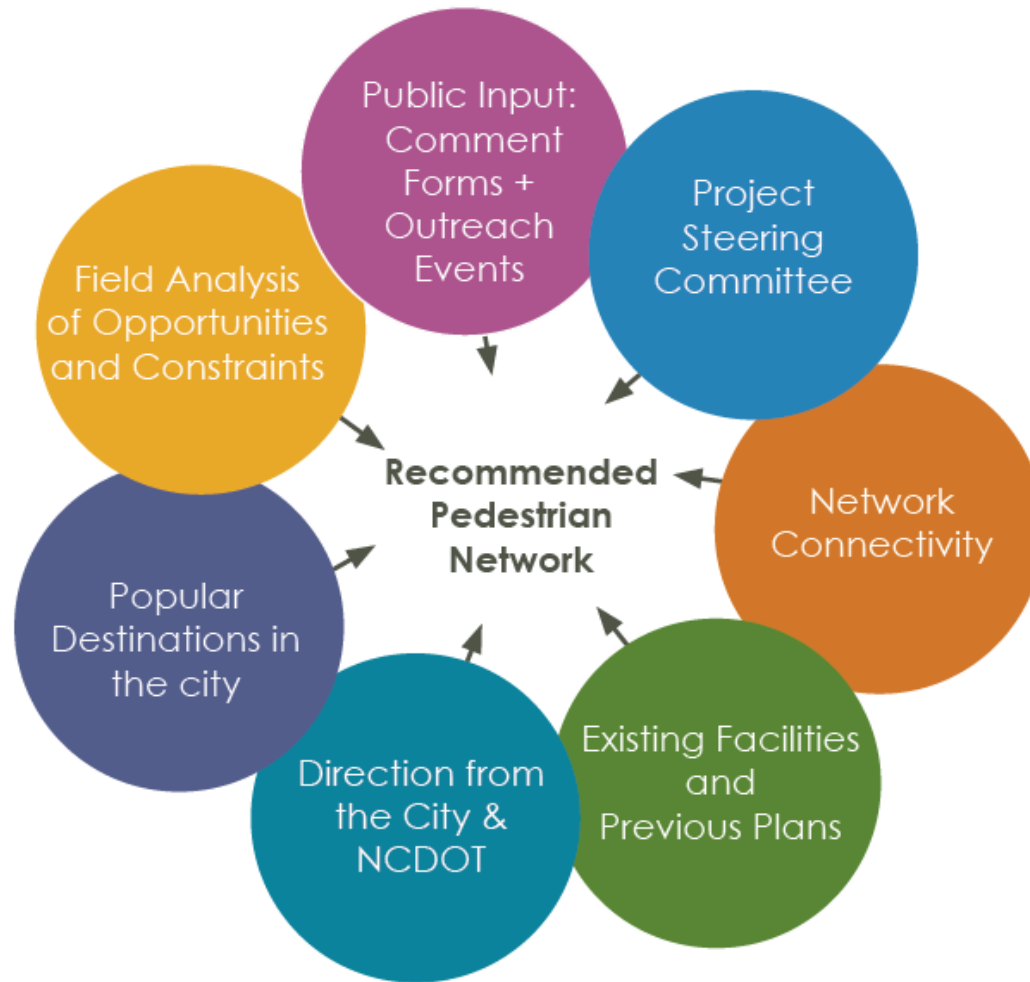
Reviewed Code of Ordinances, Development Ordinances, and draft Complete Streets Policy

POLICY ACTION STEPS				
TASK	LEAD	SUPPORT	DETAILS	PHASE
Update zoning and development ordinances to better support a walk friendly community.	Planning and Development	City Council, Planning Commission, Dept. of Transportation	See the recommended policies for the High Point zoning ordinance and subdivision regulations on pages 3-4 to 3-12.	Short-term (2017)
Develop new policies & approaches for implementation.	Planning and Development	City Council, Planning Commission, Dept. of Transportation	Establish land right-of-way acquisition mechanisms, expand sidewalk fee in-lieu options, coordinate development plans, & implement driveway access management.	Short-term/ Ongoing (2017 onward)
Adopt a Complete Streets Policy.	Dept. of Transportation	City Manager, Planning and Development	Continue partnering across City departments to draft, adopt, and implement a comprehensive Complete Streets Policy with targeted performance measures and implementation steps. Specific language recommendations and guidance can be found on page 3-13.	Short-term/ Ongoing (2017 onward)

Chapter 4: Programs



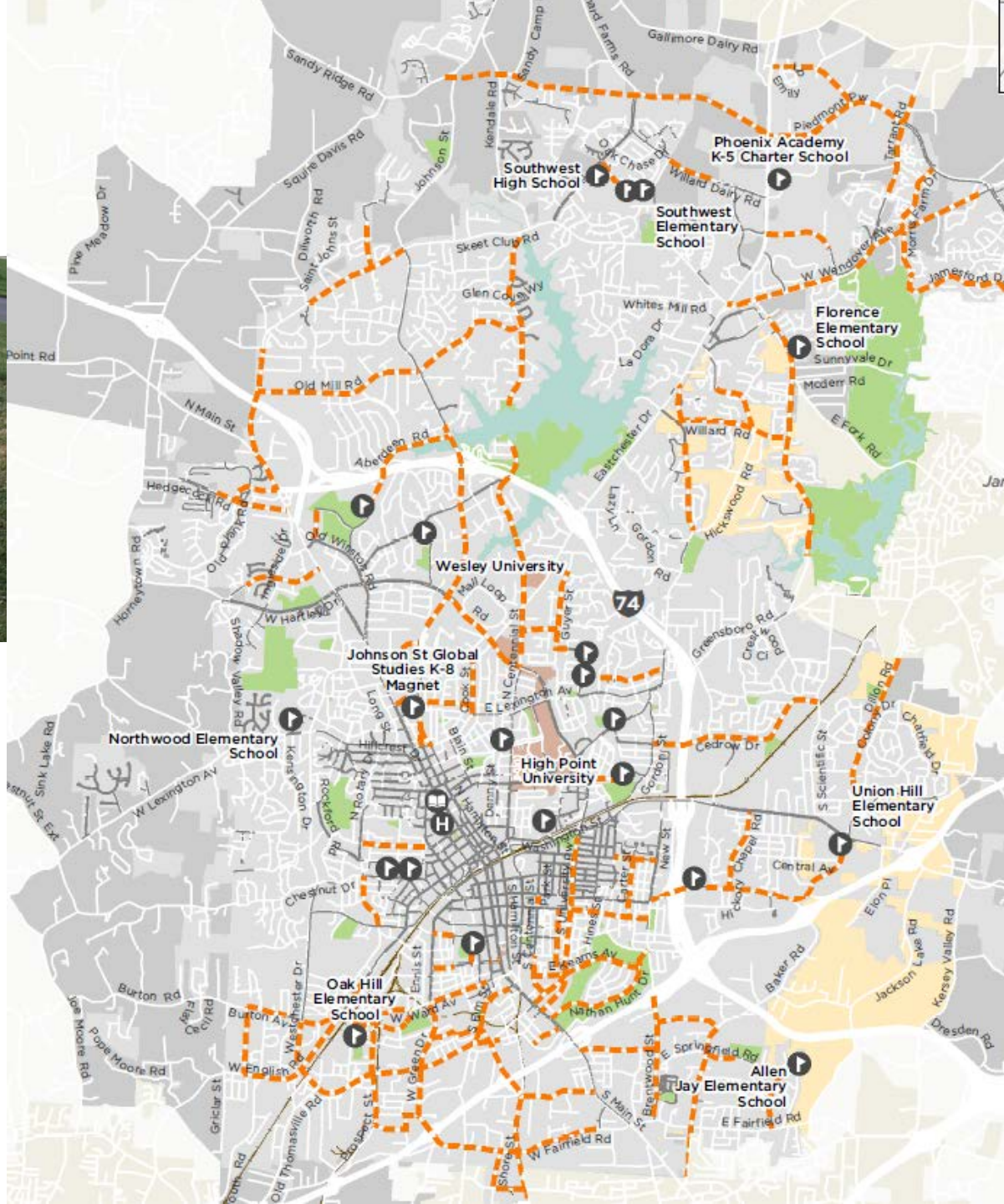
Chapter 5: Recommendations



New Sidewalk



104 projects
70 miles proposed



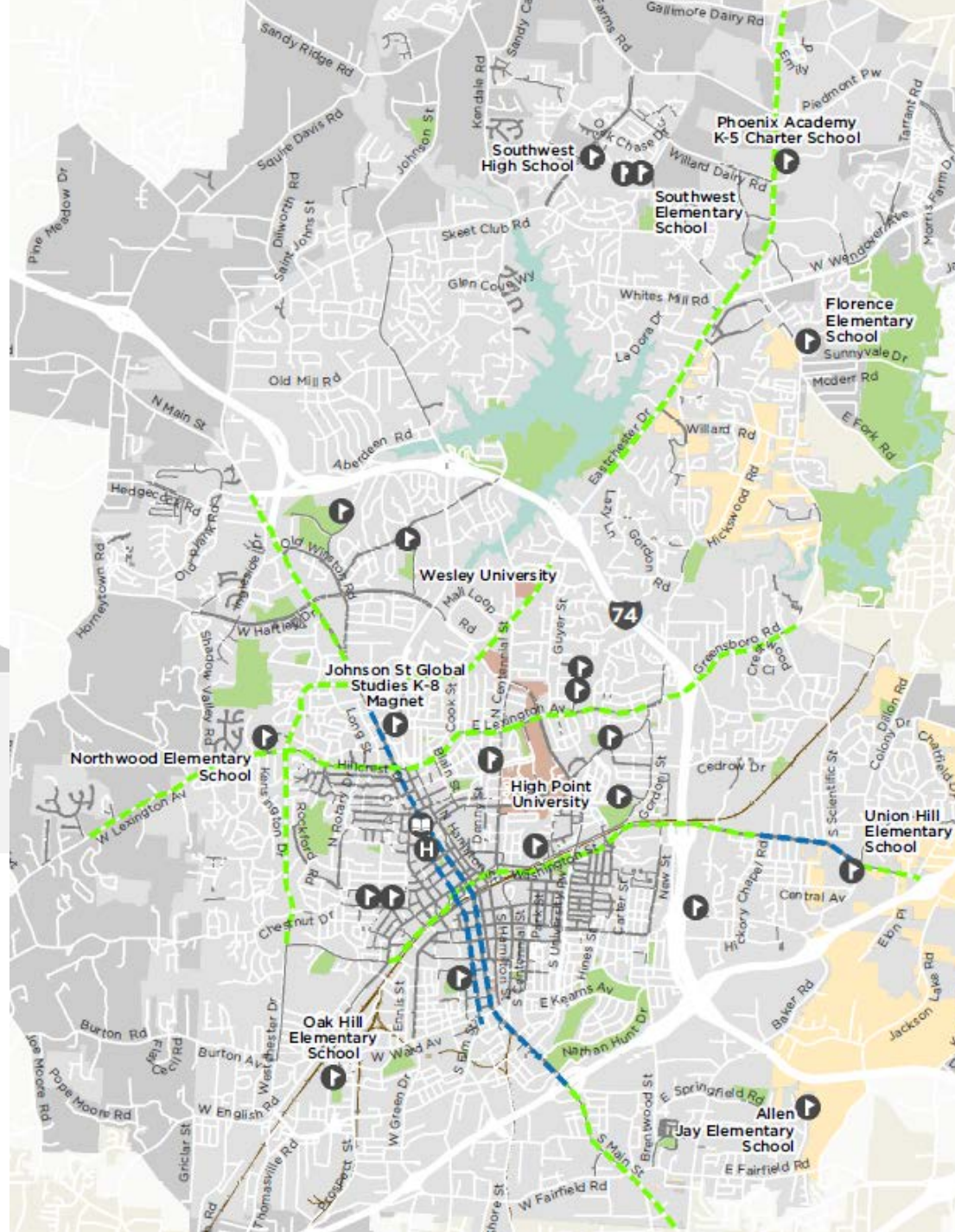
Enhanced Corridor

Major thoroughfares that can benefit from arterial-level traffic calming (such as refuge islands, lane reductions, sidewalks, etc.) and improvement of pedestrian amenities (such as pedestrian scale lighting)



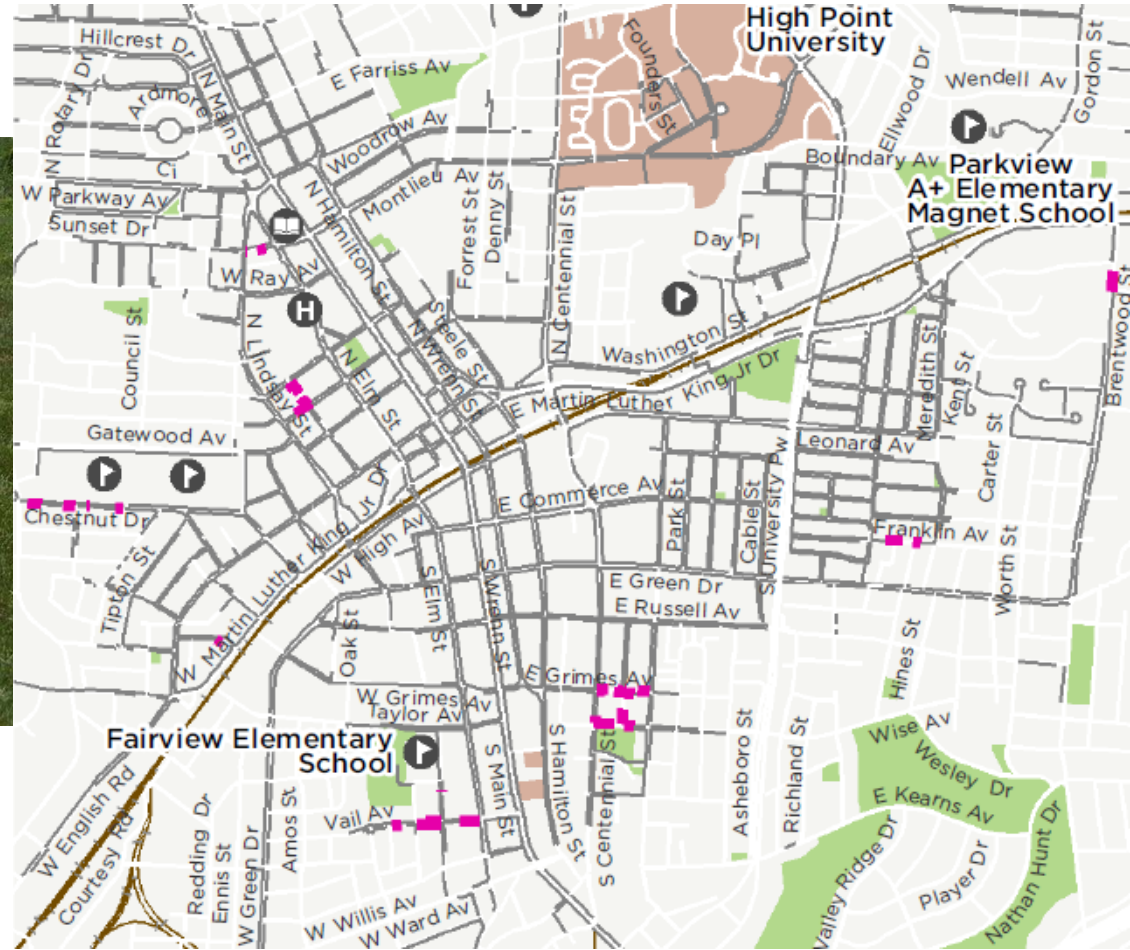
21 projects

28 miles proposed



Micro Gaps

Short gaps (<500 feet) in existing sidewalk network

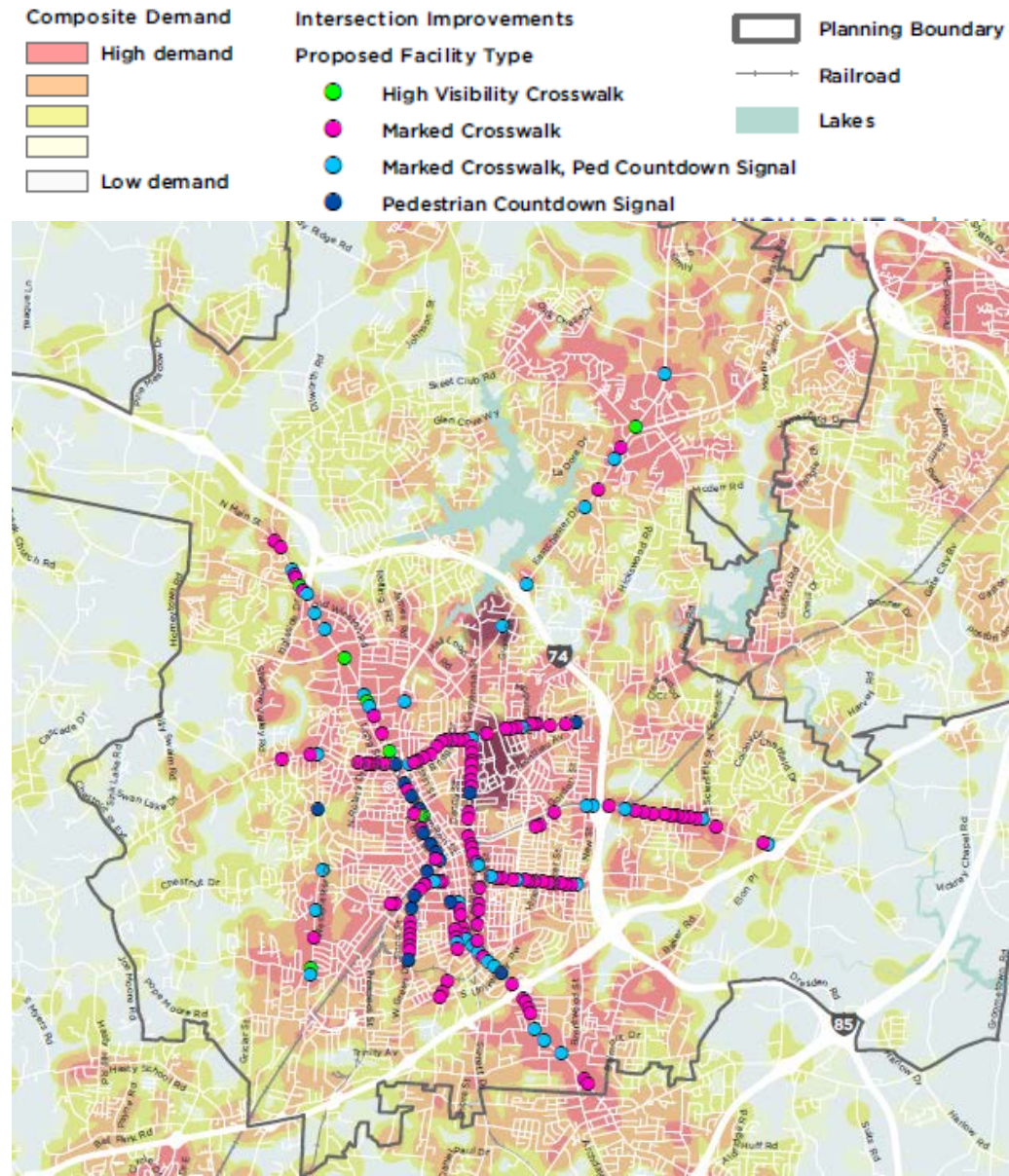


16 projects

1.2 miles proposed

Intersection Improvements

- Conducted field analysis of intersections along key corridors
- Proposed improvements for 183 intersections



Intersection Improvements

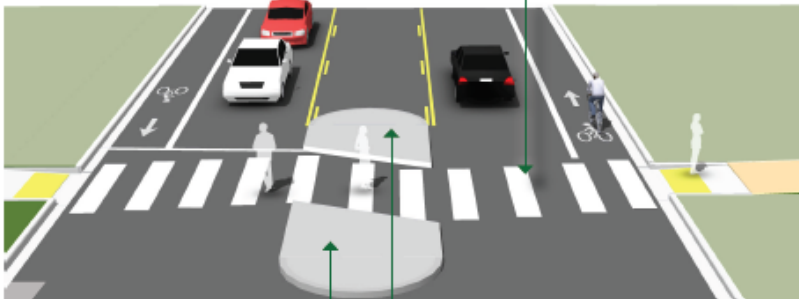
INTERSECTION DESIGN CONSIDERATIONS

Detectable warning strips help visually impaired pedestrians identify the edge of the street



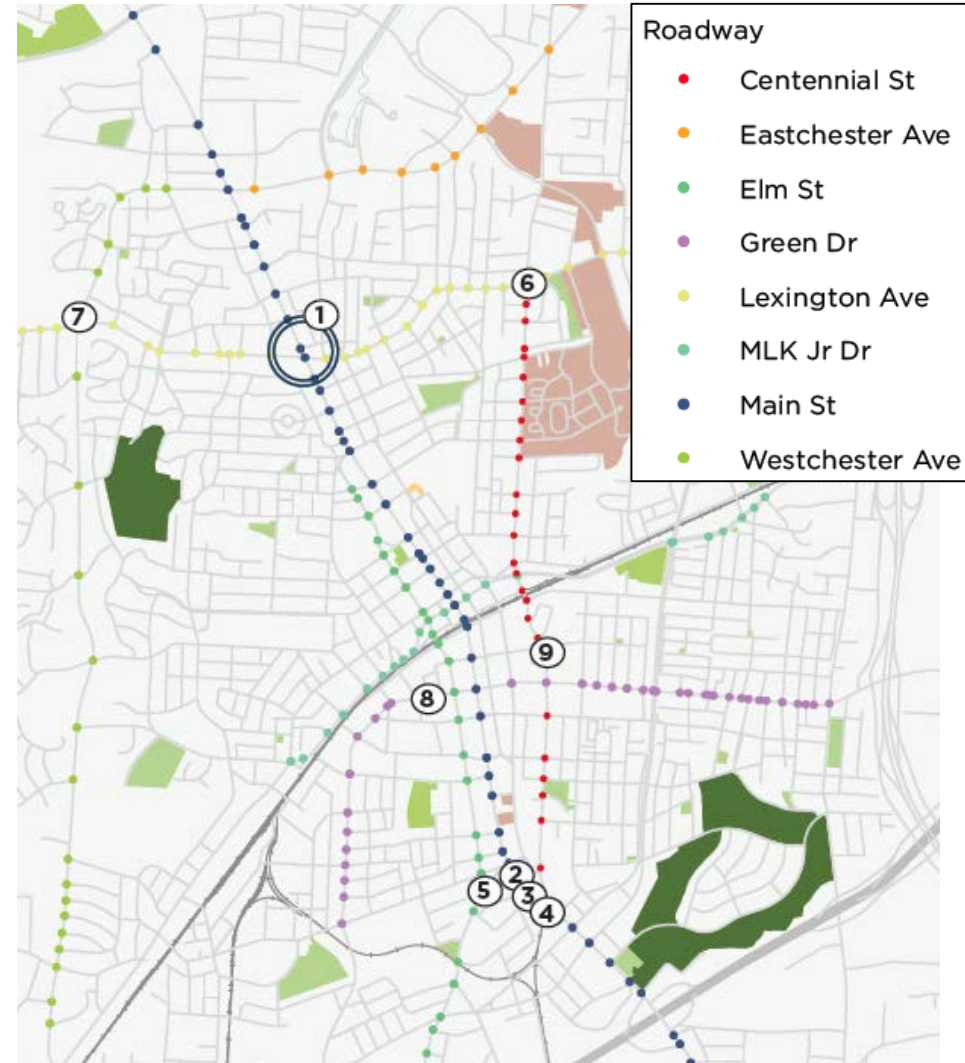
If used, a curb ramp should be the full width of the path

Crosswalk markings legally establish midblock pedestrian crossing



Cut through median islands are preferred over curb ramps, to better accommodate bicyclists.

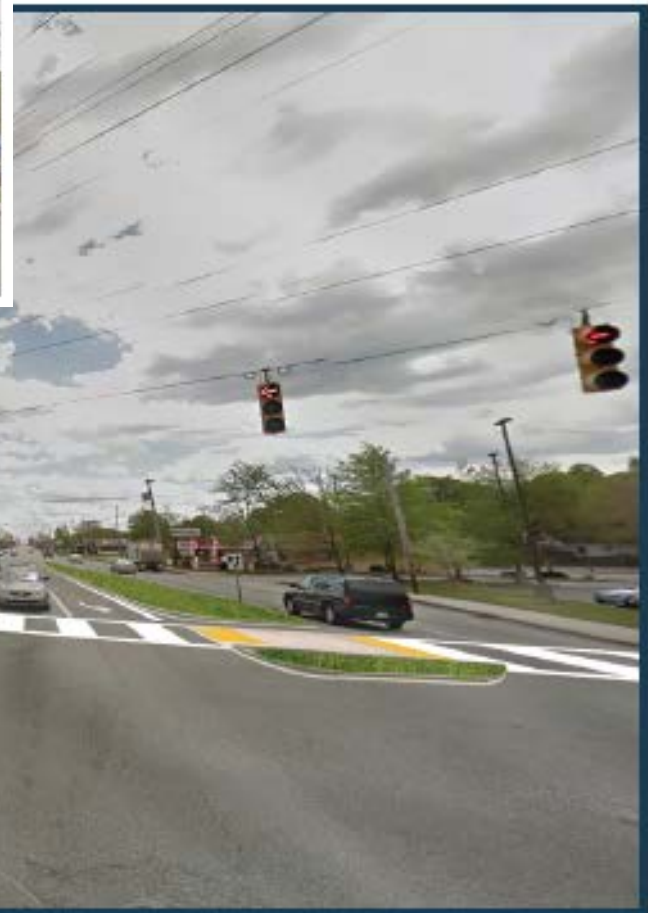
Can be landscaped to assist in positioning by pedestrians with vision disabilities.



- Roadway
- Centennial St
 - Eastchester Ave
 - Elm St
 - Green Dr
 - Lexington Ave
 - MLK Jr Dr
 - Main St
 - Westchester Ave

N. Main St at Westchester/Eastchester Ave

EXISTING



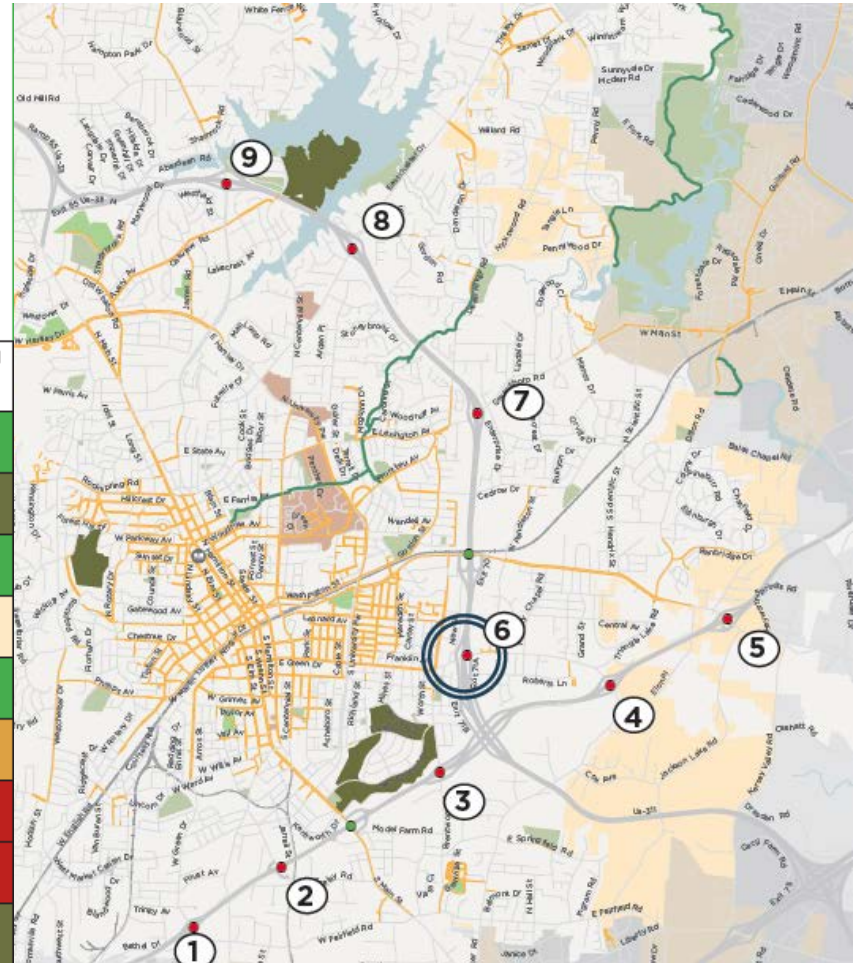
PROPOSED CORRIDOR IMPROVEMENTS

Limited Access Crossings

LIMITED ACCESS DIFFICULTY RATINGS

- | | |
|--|--|
| 1 = Existing 5' Sidewalk | Needs = sidewalks to connect to bridge |
| 2 = Existing 3' Sidewalk | Needs = sidewalks to be widened |
| 3 = Existing Shoulders | Needs = structural assessment |
| 4 = Road diet possible | Needs = traffic analyses and structural assessment |
| 5 = Road diet will be difficult | Needs = traffic analyses and structural assessment |

#	LOCATION	SPEED LIMIT	LANES	LANE WIDTHS	TURN LANES	2013 AADT	IMPLEMENTATION DIFFICULTY
1	US HWY 70 & W GREEN DR	35	5	5,12,12,12,12,5	1	1300/ 1500	1
2	US HWY 70 & SURRETT DR	35	3	3,12,14,12,3	0	5800/ 6600	2
3	US HWY 70 & BRENTWOOD ST	35	5	5,12,12,12,12,3	1	7600/ 13000	1
4	US HWY 70 & BAKER RD	35	3	6,12,12,12,4	1	4600/ 3600	3
5	US HWY 70 & E KIVETT DR	45	6	6,16,11,12,11,14,18,6	0	1300/ 400	1
6	US 311 & E GREEN AVE	25	5	12,11,12,12,15	1	7700	4
7	US 311 & GREENSBORO RD	25	6	12,12,12,12,13,13	0	15000	5
8	US 311 & EASTCHESTER DR	25	6	12,11,10,10,11,14	0	31000	5
9	US 311 & JOHNSON ST	45	5	3,14,12,12,12,3	0	14000	2

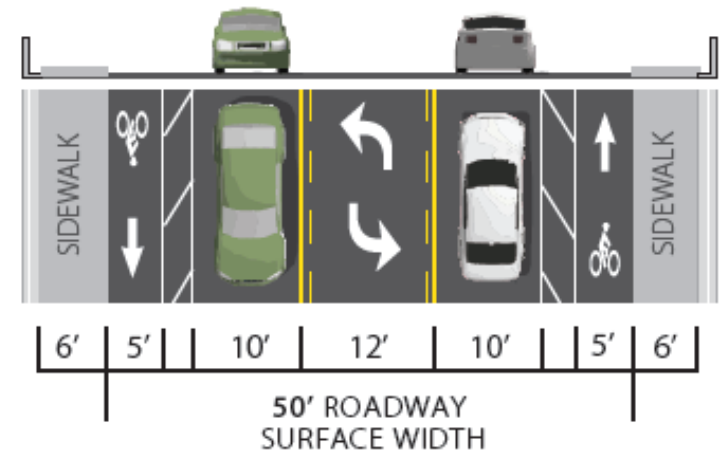


Limited Access Crossings

EXISTING E. GREEN AVE ACROSS US311

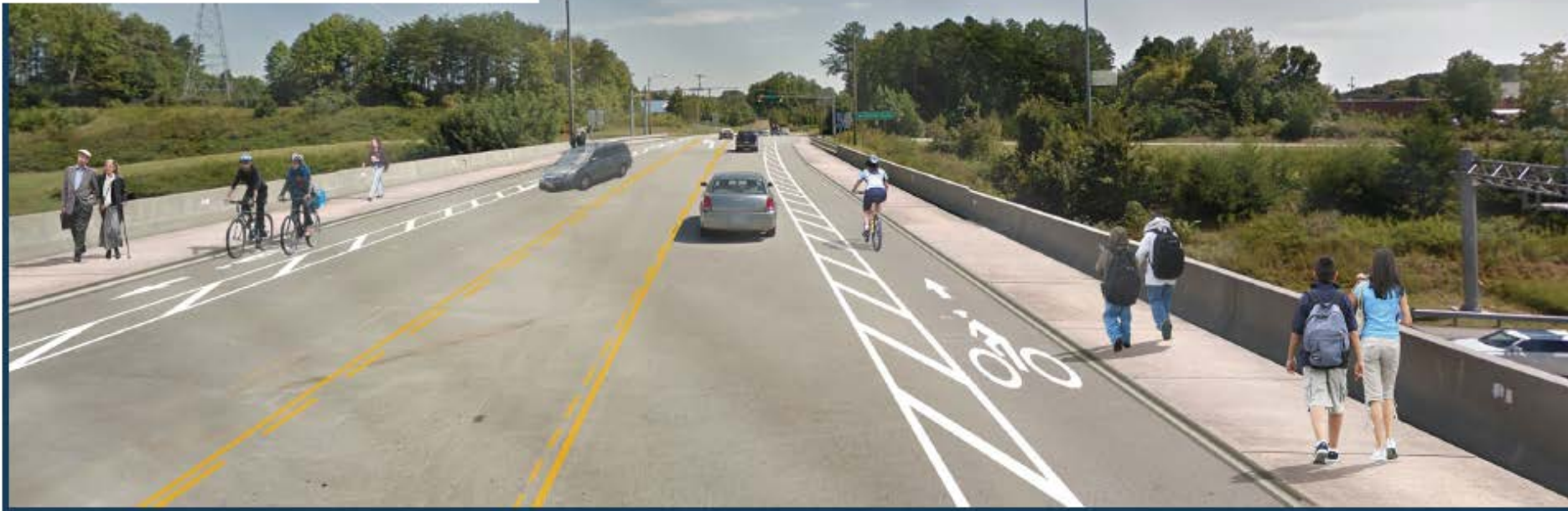


PROPOSED E. GREEN AVE ACROSS US311



Green Ave across US 311

EXISTING



PROPOSED CORRIDOR IMPROVEMENTS

Transit Amenities

RECOMMENDED IMPROVEMENTS

- + Lighting
- + Bus Route Info
- + Shelter
- + Bike Parking
- + Trash receptacle
- + Bench
- + Public Art



Proposed Main St Bus Stop



EXISTING



PROPOSED CORRIDOR IMPROVEMENTS

Current Prioritization Methodology

Criteria	Measurement	Points
Pedestrian generators within a 1/4 mile	0 generators	0
	1 generator	5
	2 generators	10
	3 generators	15
	4 generators	25
	5 or more generators	35
Worn Path	No	0
	Yes	30
Constructability	Complex	10
	Moderate	15
	Simple	20
Posted speed limit	20 mph	0
	25 mph	5
	30 mph	5
	35-40 mph	10
	Greater than or equal to 40 mph	15
Pedestrian crash history	No	0
	Yes	10 bonus

New Prioritization Methodology

Criteria	Definition	Max. Number of Points
Demand	To what extent does this improve pedestrian access to areas where we expect to find high pedestrian demand?	30
Safety	To what extent does the project provide an immediate safety improvement at a location with a recorded safety concern?	30
Equity	To what extent does the project benefit underserved communities?	20
Speed Limit	Is this project located along a high speed corridor?	10
Micro Gap	Does the project fill an identified facility gap or connect to existing sidewalk on both ends of the project limit?	10
Transit Access	To what extent does this improve pedestrian access to the transit network?	20

New Prioritization Methodology

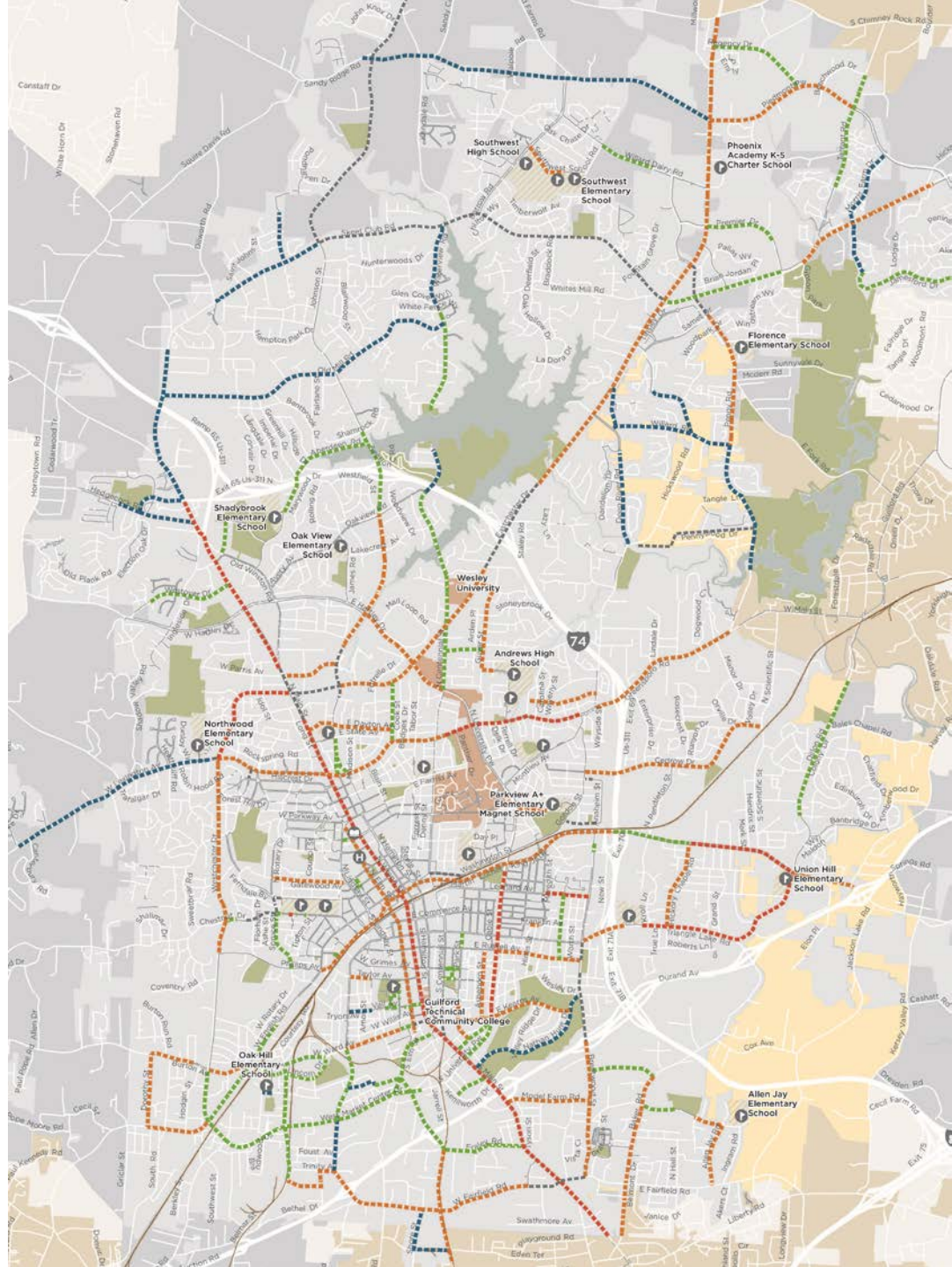
Proposed Facilities - Ranked by Score

■■■■■ Tier 1: 87 - 105 points

■■■■ Tier 2: 69 - 86

■■■■ Tier 3: 50 - 68

■■■■ Tier 4: 30 - 49



Top Scoring Sidewalk Project: Triangle Lake Road

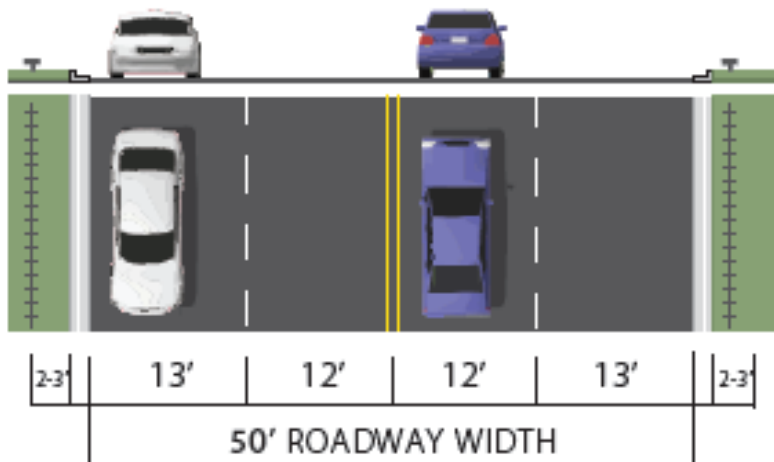
Starts at an existing sidewalk 332 feet west of Kroll Lane

Ends at an existing sidewalk segment 189 feet south of MLK Jr Drive

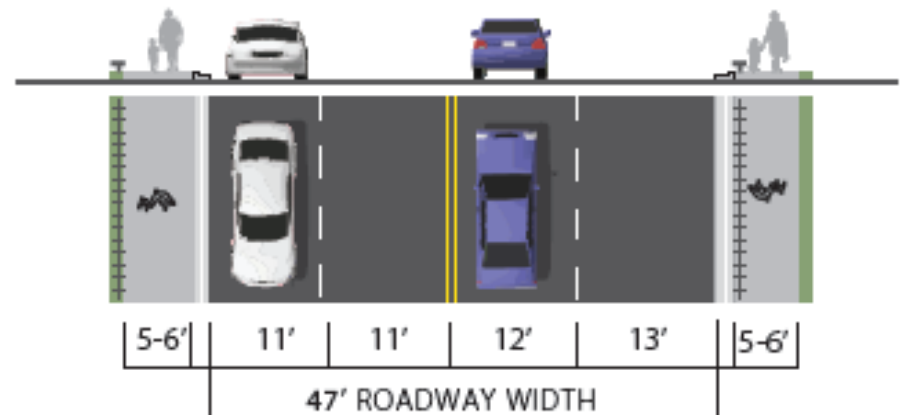
Length: 1.53 miles

Project type: 5' wide sidewalk

EXISTING



PROPOSED



New Sidewalk Project: Triangle Lake Road

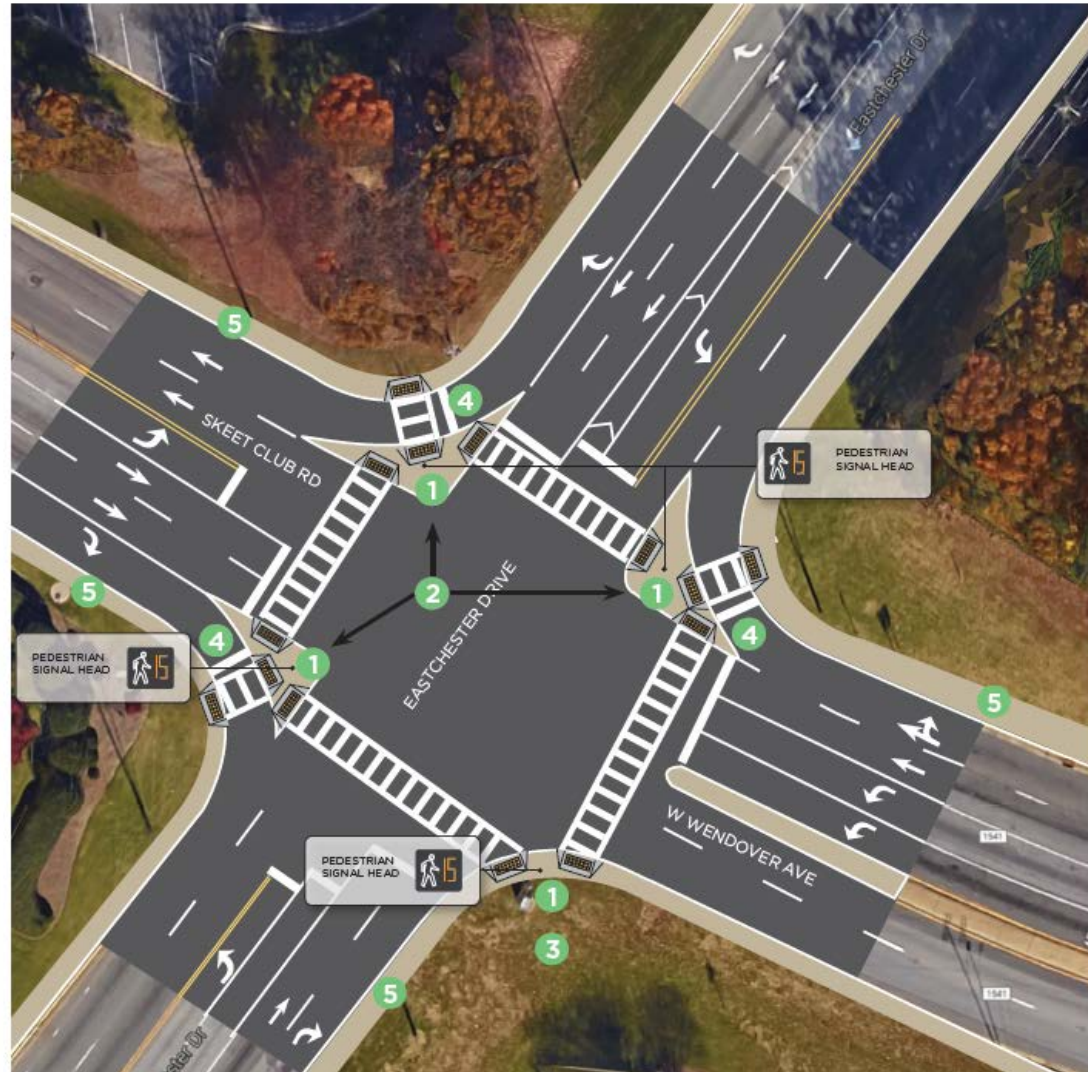


Skeet Club Road & Eastchester Dr. Intersection

This intersection currently doesn't have any accessible pedestrian accommodations.

It is maintained by NCDOT, meaning any implementation will require coordination and approval.

The City has a funded sidewalk project on Skeet Club Road.

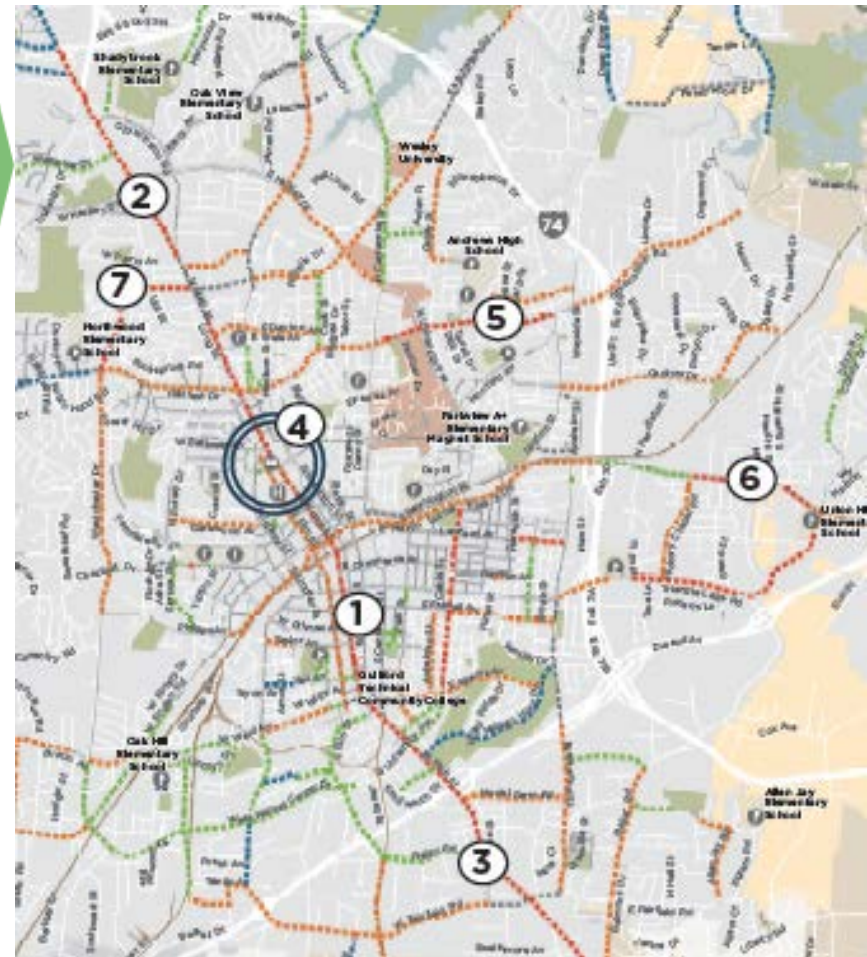


Enhanced Corridors

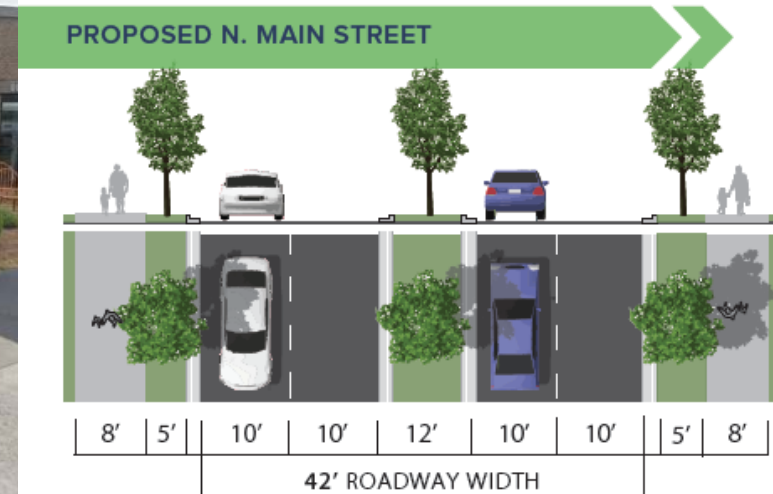
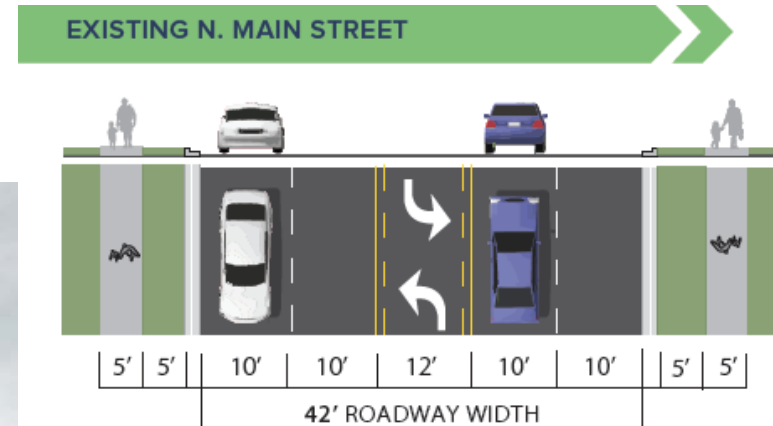
RECOMMENDED IMPROVEMENTS

- + Lighting =Lighting will make pedestrians safer and more comfortable walking at night
- + Bus Shelter =A pedestrian corridor with access to public transit will increase walking in High Point
- + Wayfinding =Maps and directional signage will make people more sure and comfortable navigating High Point by foot

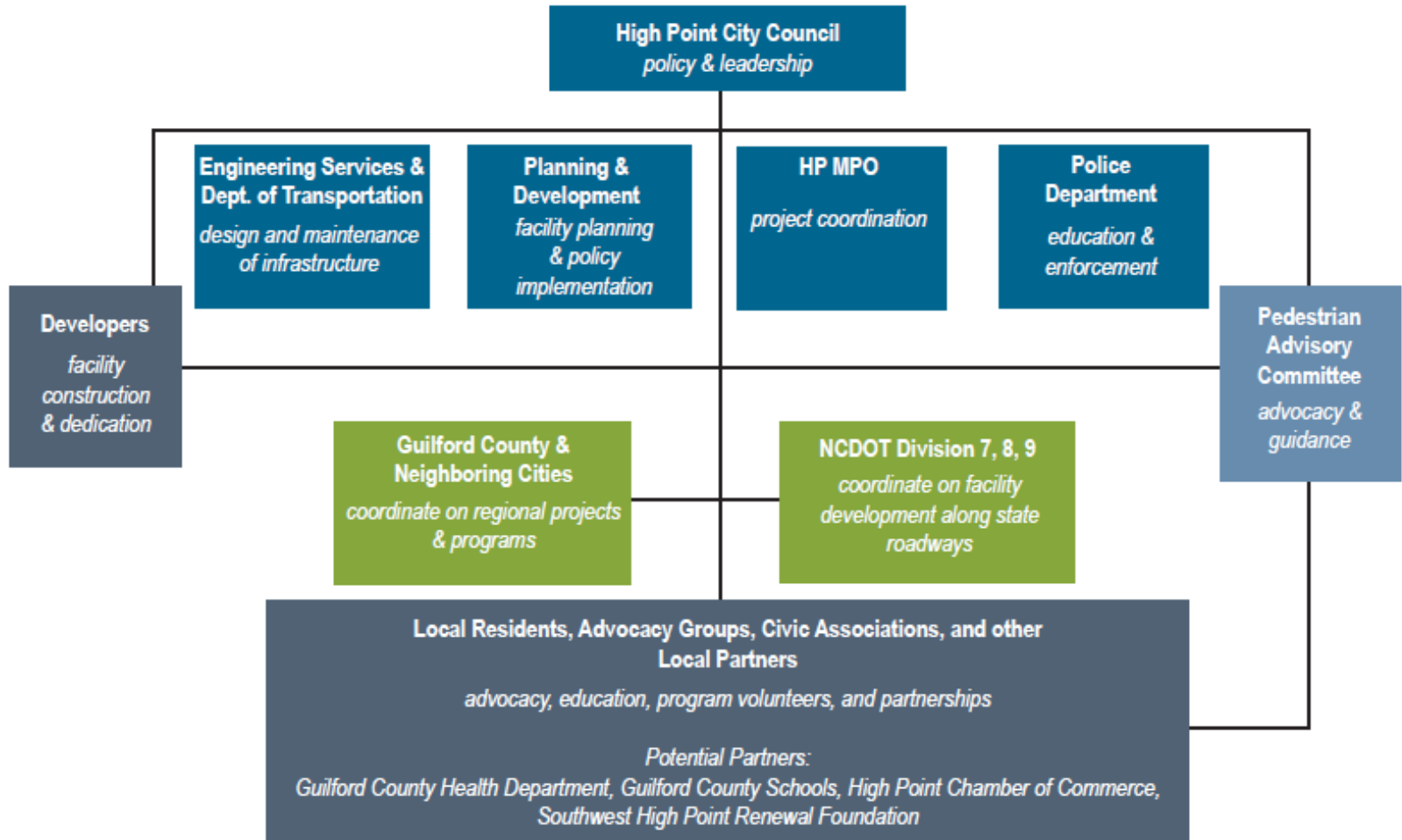
#	ROADWAY	FROM	TO	CATEGORY	SCORE
1	Main St	Business Loop 85	E High Av	Enhanced Corridor - Sidewalks Present	105
2	N Main St	374 feet north of W Parris Av and N Main St	Old Plank Rd	Enhanced Corridor - No Sidewalk Present	105
3	Main St	High Point City Limit	Business Loop 85	Enhanced Corridor - No Sidewalk Present	105
4	Main St	E High Av	Idol St	Enhanced Corridor - Sidewalks Present	105
5	E Lexington Av	Montileu Av	Fifth St	Enhanced Corridor - No Sidewalks Present	90
6	Martin Luther King Jr Dr	Triangle Lake Rd	Hickory Chapel Rd	Enhanced Corridor - Sidewalks Present	90
7	Westchester Dr	N Main St	W Lexington Av	Enhanced Corridor - No Sidewalks Present	90



Main St – E. High Ave to Idol St



Chapter 6: Implementation



THANK YOU!



CITY COUNCIL 2017-18 PROPOSED BUDGET

May 1, 2017

POLICY GOALS

- Maintain current service levels
- Continue to address Council Strategic Plan initiatives
 - Increase the population of active, engaged, and entrepreneurial and working millennials by 25%
- 100% proactive enforcement of codes
- Create a downtown catalyst project that produces:
 - 500 private sector jobs
 - 15-20 new restaurants and shops
 - 250 additional housing units
 - A centralized gathering place

PROPOSED 2018 BUDGET

- Staffing
 - Continues Police Officer staffing plan by adding an additional 8 Police Officer positions
 - Adds 1 Crime Analyst position for enhanced crime data analysis
 - Upgrade Police Officer position to Police Supervisor, to focus on public information and lead the Community Outreach unit
 - Reduce deferred maintenance of city assets by addition two Facility Maintenance Technician and upgrading two existing positions

PROPOSED 2018 BUDGET

- Staffing
 - Adds an Accountant position to address critical fiscal issues
 - Adds five apprentice positions and 7 seasonal positions in Public Services
 - Staffing realignments in Parks and Recreation and Library which will change the personnel complement but are revenue neutral

PROPOSED 2018 BUDGET

- 2018 Employee Pay for Performance program. A budgeted increase of 3% allows the continuation of a 0% to 4% increase based on merit

• General Fund	\$840,000
• Water/Sewer	\$95,000
• Electric Fund	\$125,000
• Other Funds	<u>\$133,000</u>
• Total -	\$1,193,000

PROPOSED 2018 BUDGET

- Continued investment of \$500,000 funding for Core City Redevelopment Programs
- Continued support of Forward High Point - \$250,000
- Increases annual Street Resurfacing funding from \$2.315 million to \$2.45 million
- Continued support of Guilford County Economic Development Alliance - \$100,000

PROPOSED 2018 BUDGET

- Continues funding of \$100,000 for Neighborhood Traffic Calming Devices
- Continuation of Fire Department apparatus replacement program – lease purchase for \$1.9 million to replace 3 units
- Upgrade of the Fire Department Station Alerting System for \$1 million, which will be funded through lease-purchase financing
- Replaces \$4.15 million in vehicles and large equipment in Fleet Services utilizing pay-as-you-go funding

GENERAL FUND PAY AS YOU GO

• Expanded Street Resurfacing	\$2,450,000
• Deferred Maintenance Fire Station Renovations	\$500,000
• GIS Base Mapping - Annual	\$30,000
• P&R parking lot improvements – 2 nd year	\$490,000
• New Dog Park	\$125,000
• Playground Equipment - Annual	\$50,000
• Tennis Center Improvements	\$100,000

GENERAL FUND PAY AS YOU GO

• Deferred Maintenance Athletic Complex Track Resurfacing	\$100,000
• Library Plaza alternate improvements	\$200,000
• Mendenhall Terminal Improvements	\$150,000
• I-74 Signing – 2 nd year funding	\$35,000
• Traffic Storage Building – 2 nd year funding	\$100,000
• City Hall electric system upgrade	<u>\$100,000</u>
• General Fund Total	\$4,430,000

OTHER PAY AS YOU GO

• Water & Sewer Total	\$5,639,550
• Electric Capital Total	\$9,206,300
• Landfill Capital Total	\$1,171,000
• Fleet Replacement Program	\$4,150,000
• Computer System Replacements	\$300,000
• Stormwater projects	\$75,000
•	
• Radio System Equipment	\$55,000

TAX RATE

- The Proposed Budget was prepared using the current years approved tax rate of 64.75 cents
- As required by law, the revenue neutral tax rate has been calculated
 - The reappraisal of the Guilford County portion of the tax rate is \$9.1 billion (94.4% of total tax base)
 - Using the formula mandated by state law, the revenue neutral tax rate is 62.21 cents (-2.48 cents)
 - A penny on the tax rate generates approximately \$947,000 in revenue
 - Assessed value is an estimate and is subject to change

TAX RATE

- The revenue neutral tax rate for residential properties is 63.21 cents (1.54 cents lower)
- The revenue neutral tax rate for commercial/industrial properties is 59.48 (5.27 cents lower)
- Commercial values due to new construction/additions was \$299.0 million in 2016
- Residential values due to new construction/additions was \$40.7 million in 2016

OTHER REVENUES CHANGES

- Proposed 3% Water / Sewer rate increase effective October 1, 2017
- Continues long range financial strategy developed by staff and Davenport and Company to fund necessary investment in the water and sewer system
- Proposed rate increases keep our costs close to the median of 330 utility systems statewide
- No other major revenue changes are proposed



NC Water and Wastewater Rates Dashboard

Rates as of January 1, 2017

Last updated: April 25, 2017

High Point

Rates Comparison

Financial Benchmarks

Characteristics

Links

Edit Data or Add Utility

Select residential bill and monthly consumption amount

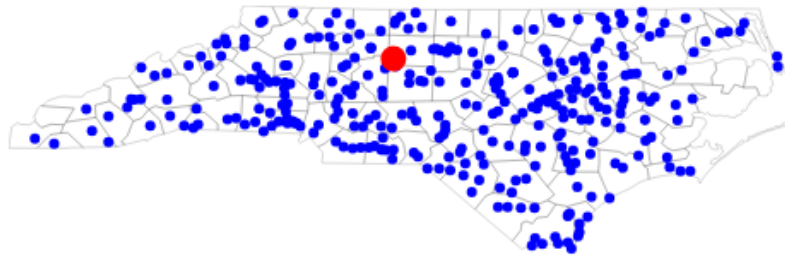
☐ Water Bill ☐ Sewer Bill ☒ Water + Sewer Bill

5,000 gallons
668 cubic feet

Monthly Water & Sewer Bill: \$68.05

Select comparison group: All Utilities

Comparing to all utilities in survey

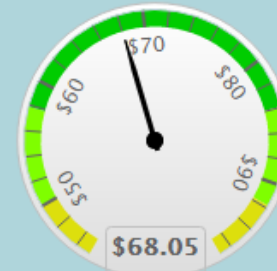


330 rate structures compared

Effects of raising rates by: 0%

Bill Comparison

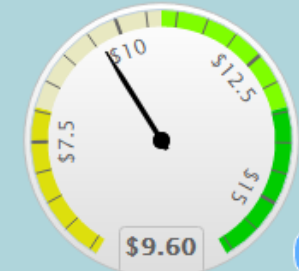
Water & Sewer Bill at
5,000 gallons
Median: \$65.83



Min \$23.17 Max \$182.00

Conservation Signal

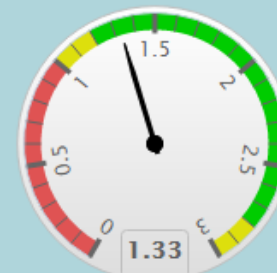
Water & Sewer Price/1,000
gallons, after 10,000 gallons
Median: \$9.83



Min \$1.00 Max \$41.25

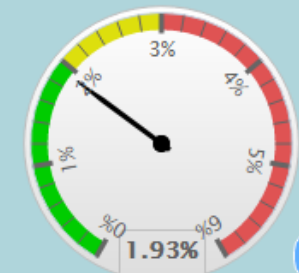
Cost Recovery

Operating
Ratio Incl. Deprec. 2014



Affordability

Water & Sewer Bills as % MHI



NEXT STEPS

- Thursday, May 4 – Budget worksession, 3pm – 5pm
- Monday, May 15 – Budget Public Hearing at regularly scheduled Council Meeting, 5:30 pm
- Wednesday, May 17 – Budget worksession, 3pm-5pm
- Thursday, May 18 – Budget worksession, 3pm-5pm (if needed)
- Monday, June 5 – Council Consideration / Adoption of the FY 2018 Budget at regularly scheduled City Council Meeting



Prosperity & Livability Committee
Members: Ewing, Hill, Wagner and Williams
Chaired by Council Member Ewing
3rd Floor Lobby Conference Room
April 5, 2017 – 9:00 A.M.

MEETING MINUTES

Present:

Committee Chair Jason Ewing, and Committee Members Alyce Hill, and Jay Wagner

Absent:

Committee Member Chris Williams

Staff Present:

Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Jeron Hollis, Director of Communications & Public Engagement; Mark McDonald, Director of Transportation; Heidi Galanti, Planning and Development; Terry Kuneff, Engineering Services, Jolie Helton, Communications & Public Engagement; Mike McNair, Director of Community Development & Housing; Greg Venable, Transportation Administrator, and Lisa Vierling, City Clerk

Others Present:

Sarah Belle Tate, Chair- Connect HP
Megan Oglesby, Vice Chair- Connect HP
Jennifer Baldwin and Celina Chan- Alta Planning + Design

News Media:

Pat Kimbrough, High Point Enterprise

Handouts:

- *Connect HP Update*
- *City of High Point Pedestrian Plan*
- *North Carolina Railroad/Norfolk Southern/High Point Slope Improvements*
- *Penny Road Greenway Update*

Note: These handouts will be attached as a permanent part of these proceedings.

Chairman Ewing called the meeting to order at 9:10 a.m.

1) Update: Connect HP

Sarah Belle Tate, Chair, and Megan Olgesby, Vice Chair of Connect HP provided an update on Connect HP's first year. To date, there are twelve task force members, which is the maximum allowed with a variety of ethnicities and work industries. They plan to change task force members every other year to get new voices/ideas. Connect HP serves in a liaison role between the City Council and young professionals.

Mission Statement: *To connect and engage young professionals in the growth and development of the city of High Point to attract and retain active, entrepreneurial and working young professionals through four focus areas: **live, work, play and serve.***

Vision Statement: *To help make High Point a supportive and desirable community for young professionals to **live, work, play and serve.***

Connect HP Accomplishments/Highlights for 2016:

- ✓ YP Summit was very successful
- ✓ Held a "mini" Retreat that was also very successful
- ✓ Created a Connect HP logo, as well as a more detailed logo
- ✓ Held a "Plant the Greenway" Day

Accomplishments/Highlights for 2017:

- ✓ Held a focus group with Ray Gibbs, Forward High Point. They focused on the top 3 things that professionals said they wanted to see in High Point: Urban living; entertainment, bars and restaurants
- ✓ High Point Young Professionals Facebook page

Future Happenings:

- ✓ E-Newsletter to start in April
- ✓ Social Media. Connect HP now had admin rights to the High Point Young Professionals Facebook page and will be posting young professional profiles/accomplishments, as well as events/news
- ✓ Open Meetings/Focus Groups. Although their task force is limited to twelve members, they did not want to be an exclusive group. They plan to have open meetings at least once a quarter where they invite anyone who would like to come. The next one is planned for May. They will focus on the stadium and the urban living aspect of their vision.

Contact information was shared as follows:

connecthptaskforce@gmail.com

Chairman Ewing thanked Sarah Belle and Megan for their efforts and shared that they have surpassed all of his expectations.

2) Update: Railroad Bank Stabilization Project

Deputy City Manager Randy McCaslin reported that the last two-thirds bond package was done in 2012 and which included drainage/erosion work that needed to be done on some of the railroad banks downtown. Approximately \$1.5 million was set aside to address these problems.

Terry Kuneff with Engineering Services advised that construction on the retaining walls (from Wrenn Street to Centennial) would begin in June. He shared some pictures of styles and methods of construction and noted that Norfolk Southern and NC Railroad are seeking the city's preference in the style of the retaining walls. The styles under consideration are:

- ✓ Redi-Rock
- ✓ Recon Retaining Walls
- ✓ UltraBlock

Mr. Kuneff pointed out this is the railroad's project, so the city would not have to pay for the retaining walls. The city's part of the project is to stop the stormwater from flowing over the slopes. He reported that the design is complete on the city's part and plans are to connect to the storm sewer in the street on Wrenn and run a 24-inch pipe down E. Broad, go under Centennial and continue parallel to the tracks past the green building on Centennial.

Chairman Ewing asked about landscaping plan for the wall area and Mr. Kuneff explained the railroad plans on putting rip-rap stone there. Mr. McCaslin added that it would be problematic for city crews to get in there to maintain landscaping and the railroad's union rules make it very difficult to work inside the cut area. Committee Member Wagner asked if there were any ideas for something that would be maintenance free other than rip-rap. Mark McDonald, Director of Transportation, stated they may allow something different, but they would put the burden of maintenance on the city. He suggested Astro Turf. Chairman Ewing asked about the possibility of putting a heavy mill cover on it to keep the weeds from coming up.

Mr. Kuneff offered to share with the railroad the Committee's concerns about the rip-rap and desire to put in something more aesthetically pleasing.

The Committee chose the bigger block (UltraBlock) that would be more like concrete in color.

3) Update: Completion of Greenway

Mr. Kuneff pointed out the Greenway would go from Deep River Road to Penny Road and a steel bridge would be used for a crossover to Penny with another steel bridge spanning across the two streams, then it would tie in near the Piedmont Environmental Center.

He reported that the plans are complete and have been submitted to NCDOT for review/approval and although the plans have been approved, the contract documents still need approval. All permits have been obtained. Staff plans on sending the revised contract documents back to NCDOT and expect their approval by May 7th with an anticipated bid opening on June 7th. Award

of the contract will be on the June 19th City Council agenda and construction is scheduled to begin around July 10th with an anticipated completion date of March 15, 2018.

Mr. McCaslin pointed out the funding for completion of the Greenway came from the 2012 two-thirds bond package.

4) Presentation: High Point Pedestrian Plan

Greg Venable, Transportation Administrator, advised that Alta Planning + Design was hired through a \$70,000 grant received from NCDOT (Bike & Pedestrian Division). He then introduced Jennifer Baldwin with Alta Planning + Design who provided a brief overview of the planning process as follows:

- ✓ One-Year process
- ✓ Steering Committee consisted of city staff, citizens, advocates, DOT staff, business leaders, etc....
- ✓ Public outreach was a big piece of the process and they wanted to hear from citizens directly about struggles to access businesses, destinations through walking; where they are currently walking; where they would like to walk and their key destinations.
- ✓ An interactive map was developed to help aid them.
- ✓ Conducted a user survey.
- ✓ She spent a day actually talking with transit riders.

Ms. Baldwin proceeded to review the six chapters in the High Point Pedestrian Plan:

Chapter 1: Introduction

Chapter 2: Existing Conditions. There are approximately 235 miles of sidewalks. They conducted a live, work, play analysis which was mapped and shows where the highest needs are for pedestrians which aids them in developing the recommendations.

Chapter 3: Policy. They reviewed the city's Code of Ordinances, Development Ordinances and draft of the Complete Streets Policy.

Chapter 4: Programs (to ensure that people are using the roadways safely). Some of the programs are: Let's Go NC!; Active Routes to School; I brake for people.

Chapter 5: Recommendations. This chapter includes the infrastructure recommendations, which resulted in a network of sidewalk recommendations in various categories:

- New Sidewalk
 - Resulted in 104 projects which is about 70 miles of proposed/needed sidewalks throughout the city
- Enhanced Corridor
 - Resulted in 21 projects which is about 28 miles proposed
- Micro Gaps (missing sidewalk sections less than 500 feet)
 - 16 projects consisting of 1.2 miles proposed

- Intersection Improvements
 - They did a robust analysis of several intersections along key corridors such as Centennial Street, Eastchester, Elm Street, Green Drive, Lexington Avenue, MLK, Jr. Drive, Main Street, Westchester to determine the types of design techniques to make these more walkable, etc....
- Limited Access Crossings
 - They conducted an inventory of nine separate bridges (limited access bridges, overpasses) to determine the feasibility of adding pedestrian accommodations along the bridges and ranked them in order of implementation difficulty. This will aid NCDOT as they are doing the bridge replacement reviews and will make the design process a little easier. One of the examples used was the Green Street bridge across US 311.
- Transit Amenities
 - Recommended improvements such as lighting, bus route information, shelter, bike parking, trash receptacle, bench, public art

Chapter 6: **Prioritization and Implementation**

- Current Prioritization Methodology
 - Five criteria used: Pedestrian generators within a ¼ mile, worn path, constructability, posted speed limit, pedestrian crash history
- New Prioritization Methodology
 - Six criteria: Demand, safety, equity, speed limit, micro gap, and transit access
 - She shared a HEAT map grouped into four tiers for prioritizing projects
 - Triangle Lake Road was the top scoring sidewalk project (1.5 miles in length, 5' sidewalk)
- Enhanced Corridors
 - Recommended improvements: lighting, bus shelter, wayfinding
 - Looked at Main Street/Library area and the potential to improve the pedestrian environment adding a median that introduces landscaping to narrow down the travel lanes to slow down the traffic
- Implementation
 - Details of who does what, coordination, cost of project, etc....

At this time, Ms. Baldwin entertained questions/comments regarding the Pedestrian Plan.

Mr. McDonald explained that staff has no specific recommendations, except to ask Council for approval of the High Point Pedestrian Plan so they can move forward with implementation of the plan. Mr. Venable clarified that NCDOT likes to see projects that are on an approved plan.

Committee Member Wagner asked if this would alter the current sidewalk priority list and staff replied that it would change it some and that staff would need to do a further review. Mr. Venable explained that it would not change what has already been approved, but it might be necessary to retweak the overall list.

Mr. McCaslin asked about the possibility of getting NCDOT to incorporate the proposed design for Skeet Club/Eastchester into the existing project. Mr. McDonald explained it would have to go through more study, but they could make an ask although he was uncertain as to the pedestrian accommodations in the plan for this area. Mr. McCaslin pointed out this is the most heavily traveled intersection and that the sidewalks on Skeet Club would dead-end on Eastchester, which would be problematic. Mr. McDonald explained there are some changes to the intersection that were not shown on the illustration (i.e. left turn lane coming off Skeet Club will be a dual left turn lane). Chairman Ewing noted more people walk along Eastchester and crossover at the Penny Road intersection because it is closer to the Palladium area.

Chairman Ewing stated he would like to have some sidewalk discussions in the near future on the priorities that were set by the previous Council. Mr. Kuneff shared that 95% of the previous sidewalk (gap) projects are under review and close to construction.

There being no further discussion, **Committee Member Hill MOVED to forward the High Point Pedestrian Plan to the full Council to be placed on the May 1st Agenda with a favorable recommendation for adoption. Chairman Ewing made a second to the motion, which carried unanimously. [3-0 vote]**

The meeting adjourned at 10:05 a.m. upon motion duly made and seconded.

Respectfully Submitted,

Lisa B. Vierling, MMC
City Clerk

Jason P. Ewing, Chairman

CITY OF HIGH POINT AGENDA ITEM



Title: Resolution to Adopt and Implement the Minimum Housing Ordinance

From: JoAnne Carlyle, City Attorney

Meeting Date: Monday, May 1, 2017

Public Hearing: Yes

Advertising Date: April 10 & 17, 2017

Advertised By: High Point Enterprise

Attachments: Resolution & Minimum Housing Ordinance

PURPOSE:

Council is requested to adopt a Resolution to adopt and implement the High Point Minimum Housing Ordinance.

BACKGROUND:

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

The City Attorney recommends adoption of a Resolution to adopt and implement the High Point Minimum Housing Ordinance.

A RESOLUTION TO ADOPT AND IMPLEMENT THE
HIGH POINT MINIMUM HOUSING ORDINANCE

WHEREAS, the High Point City Council desires to amend and and update the City's Minimum Housing Ordinance, and in doing so the amended ordinance will better serve the community with housing issues; and

WHEREAS, N.C.G.S. 160A-364 authorizes municipalities to adopt ordinances enforcing provisions for minimum standards of habitability for dwellings; and

WHEREAS, N.C.G.S. 160A-75 requires an affirmative vote of all members of the council not excused from voting on the question at issue shall be required to adopt an ordinance, and which must have a vote that is greater than two-thirds a majority of council for the ordinance to be effective upon the date in which it is introduced to the Council.

NOW, THEREFORE, BE IT RESOLVED BY THE HIGH POINT CITY COUNCIL in accordance with N.C.G.S. 160A-364 and 160A-75, Council hereby adopt and implement the Minimum Housing Ordinance to be effective upon this 1st day of May, 2017.

Mayor William S. Bencini, Jr.

ATTESTED TO:

Lisa Vierling, MMC
City Clerk

ARTICLE E - Minimum Housing Code

Sec. 9-2-91 - How Article known and cited.

This Article shall be known as the "Minimum Housing Code," may be cited as such and will be referred to herein as "this Article."

Sec. 9-2-92 – Findings; Intent.

Pursuant to G.S. 160A-441 and 160A-443, the City Council hereby finds and declares the existence and occupation of dwellings within the City limits that are unfit for human habitation and inimical to the welfare, and dangerous and injurious to the health, safety and morals of, the residents of the City, and that a public necessity exists for repairing, closing, or demolition of such dwellings, in the manner herein provided, as provided by North Carolina State General Statutes. The City finds that there exists in the City, dwellings that are unfit for human habitation due to dilapidation, defects increasing the hazards of fire, accidents or other calamities, lack of ventilation, light or sanitary facilities, or due to other conditions rendering the dwellings unsafe or unsanitary, or dangerous or detrimental to the health, safety, morals, or otherwise inimical to the welfare of the residents of the City.

Sec. 9-2-93 - Purpose.

The purpose of this Article is to arrest, remedy, and prevent and eliminate the decay and deterioration of dwellings for the protection of the life, health, welfare, safety and property of the general public and the owners and occupants of dwellings.

Sec. 9-2-94 - Jurisdiction.

The provisions of this Article are applicable to all dwellings within the City limits and its extraterritorial jurisdiction, as now or hereafter fixed.

Sec. 9-2-95 - Definitions.

Certain abbreviations, terms, phrases, words, and their derivatives shall be construed as specified in this Article. Terms, words, phrases, and their derivatives used, but not specifically defined in this Article, shall have the meaning specifically defined in the North Carolina State Building Code, and any terms, words, phrases, and their derivatives used, but not specifically defined in either this Article or the North Carolina State Building Code, shall have the meaning specifically defined in the Development Ordinance.

- (a) *Abandon* shall mean an owner vacating or closing a dwelling for more than one (1) year and failing to substantially repair the dwelling, enter into a contract for repairing the dwelling, or maintain the premises or dwelling in a secure manner in accordance with this Article.
- (b) *Accessory structure* shall mean any building or structure used or intended to be used in conjunction with a dwelling, whether attached to or detached from a dwelling, including, but not limited to, sheds, storage buildings, outbuildings, carports and garages, and any fence.

(c) *Area*:

1. As applied to the dimensions of a building, shall mean the maximum horizontal prospected area of the building at grade.
2. As applied to the dimensions of a room, shall mean the total square footage of floor area between finished walls.

- (d) *Basement* shall mean a story with 50 percent or more of its cubical contents below finished yard grade.
- (e) *Building* shall mean that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner. The term "building" shall be construed as if followed by the words "or part thereof."
- (f) *Ceiling height* shall be the clear vertical distance from the finished floor to the finished ceiling.
- (g) *Demolish* shall mean the demolition and removal of the entire building leaving the premises free and clear of any debris and without holes or pockets which may retain water.
- (h) *Dwelling* shall mean any building, structure, manufactured home or mobile home, or portion thereof, which is used, or designed or intended to be used for human habitation, including living, sleeping, cooking, eating or any combination thereof, and shall include accessory structures. A dwelling does not include manufactured homes or mobile homes which are used solely for a seasonal vacation purposes.
- (i) *Exit* shall mean a clear and unobstructed way of departure from the interior of a building to the exterior at street or grade level.
- (j) *Extermination* shall mean the control and elimination of insects, rodents, or other pests eliminating their harborage places, by removing or making inaccessible materials that may serve as their food; by poisoning, spraying, fumigating, trapping, or by any other recognized and legal pest elimination methods approved by the inspector.
- (k) *Fire damage* shall mean an action caused by a fire other than smoke damage.
- (l) *Garbage* shall mean the animal and vegetable refuse resulting from the handling, preparation, cooking and consumption of food, including a minimum amount of liquid necessarily incidental thereto.
- (m) *Habitable room* shall mean a room or enclosed floor space used or intended to be used for living, sleeping, cooking or eating purposes, excluding bathrooms, water closet compartments, laundries, pantries, foyers, communicating corridors, closets or storage spaces.
- (n) *Infestation* shall mean the presence, within or around a dwelling, of any harmful insects, rodents or other pests.
- (o) *Inspector* shall mean the Director of Community Development and Housing or the inspector duly appointed by the Director of Community Development and Housing to

enforce the provisions of this Article. The inspector is the public officer as defined in G.S. 160A-442.

- (p) *Occupant* shall mean any person living, sleeping, cooking or eating in, or having actual possession of, a dwelling or rooming unit.
- (q) *Owner* means the holder of the title in fee simple and every mortgagee of record.
- (r) *Parties in interest* shall mean all individuals, associations, partnerships, corporations, and others who have monetary interest in a dwelling and any who are in possession or control thereof either as agent of the owner, as executor, executrix, administrator, administratrix, trustee, or guardian of the estate of the owner.
- (s) *Pier* shall mean a masonry support of at least eight (8) inches by twelve (12) inches of solid masonry extending from the ground and footing to and supporting the building or portion thereof. Pier sizes and spacing shall conform to the specifications of the North Carolina State Residential Building Code.
- (t) *Plumbing* shall mean the water supply system, the sanitary and storm drainage system, the vent system, the fixtures and traps and shall include their respective connections, devices, appliances and appurtenances within the property lines of the premises.
- (u) *Premises* shall mean a lot, plot or parcel of land, including the dwelling, building, or structure thereon or any part thereof, except land occupied by streets, alleys or public thoroughfares.
- (v) *Public authority* shall mean any housing authority or any officer who is in charge of any department or branch of the government of the City, county, or State relating to health, fire, building regulations, or other activities concerning dwellings in the City.
- (w) *Rooming house* shall mean any dwelling, or part thereof, in which the owner or occupant shall rent or offer for rent accommodation for living and sleeping purposes to three (3) or more persons, none of whom is husband, wife, son, daughter, mother, father, sister or brother (or in a step or in-law kinship, with respect to the six last-named relationships) of the owner or occupant renting or offering for rent the dwelling, or part thereof.
- (x) *Rooming unit* shall mean any room for let within a rooming house
- (y) *Sagging* shall mean the amount of deflection occurring over a span between two (2) supports. A deflection of L/240 and greater shall be deemed as a structural defect.
- (z) *Seriously* shall mean that the amount of damage occurring shall be sufficient to decrease the designed strength of the structural member.
- (aa) *Tenant* shall mean any person who alone or jointly or severally with others occupies a dwelling under a lease or holds a legal tenancy in a building.

Sec. 9-2-96 - Public Officer.

Pursuant to G.S. 160A-443, the Director of Community Development and Housing is hereby designated as the public officer to exercise, by and through his duly appointed inspector, the powers prescribed by this Article.

Sec. 9-2-97 - Consulting agencies.

The inspector shall have authority to request advice and assistance of a High Point Planning and Zoning Commission, Housing Authority of High Point, High Point Fire and Police Department, Guilford County Health Department, Davidson County Health Department, Forsyth County Health Department, Randolph County Health Department, or any other public authority the inspector may deem appropriate, in exercising the powers of this Article.

Sec. 9-2-98 - Powers.

The inspector shall determine that dwellings are unfit for human habitation if the inspector finds a violation of the standards and requirements of fitness set forth in this Article.

Sec. 9-2-99 - Administrative liability.

Except as may otherwise be provided by North Carolina statute, local law or ordinance, no officer, inspector or employee of the City charged with the enforcement of this Article shall be personally liable for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of his duties under this Article. No person who institutes or assists in the prosecution of a criminal proceeding under this Article shall be liable to damages hereunder unless he acted with malice and without reasonable grounds for believing that the person accused was guilty of any unlawful act or omission.

Sec 9-2-100 Minimum Standards

The following shall constitute the minimum standards and requirements for dwellings and shall be pertinent in determining fitness for human habitation.

(a) *Minimum services and facilities:*

1. The premises must be used and maintained individually without trespass upon adjoining premises.
2. Utilities and other facilities shall be independent for each premises. An exception may be permitted for common gas and water service to two (2) adjacent premises where:
 - a. The location of the common service line does not adversely affect the future use of the premises, and
 - b. The common service line is protected by a permanent easement agreement to assure continued maintenance, and
 - c. Individual shut-off valves are provided so that independent service is assured, and
 - d. Ownership of the common portion of the service line remains with the serving utility.
3. Each dwelling shall contain provisions for each of the following:
 - a. A continuing supply of safe and portable water.
 - b. Sanitary facilities and a safe method of sewage disposal.

- c. Heating facilities adequate for healthful and comfortable living conditions.
- d. Domestic hot water.
- e. Electricity for lighting and for equipment used in the dwelling.

(b) *Access:*

1. *Access to the premises.*

- a. The premises shall be provided with vehicular access to the premises by an abutting public or private street. Private streets shall be protected by a permanent easement for ingress and egress.
- b. The width and construction of the required street and provisions for its continued maintenance shall provide safe and suitable vehicular access to and from the premises at all times.

2. *Access to the rear yard.*

- a. Each dwelling shall be provided with a means of access to the rear yard, for safety.
- b. For a row dwelling, the access shall be by means of an alley, easement, open passage through the dwelling, or other acceptable means.

(c) *Premises maintenance:*

1. *Building and structure.*

- a. Exterior surfaces, not inherently resistant to deterioration, shall be treated with a protective coating, such as paint or other suitable preservative, with sufficient frequency to prevent deterioration.
- b. Floors, walls, ceilings, and fixtures shall be maintained in a clean and sanitary condition.

2. *Open areas.* Surface and subsurface water shall be appropriately drained to protect buildings and structures and to prevent development of stagnant water.

3. *Infestation.* The premises and all dwellings shall be maintained free of infestation.

4. *Garbage and refuse.* There shall be adequate sanitary facilities and methods provided and used for the storage, handling, and disposal of garbage and refuse.

(d) *Minimum standards:*

1. *General.* Each dwelling shall have at least two (2) habitable rooms of which one (1) shall be a bedroom. In addition, a bathroom shall be provided within. Dwellings designed as efficiency apartments may have one (1) habitable room, with a bathroom if the minimum space requirement is met.

2. *Minimum standards objective.*

- a. Each dwelling shall be provided with space necessary to assure suitable living, sleeping, cooking, and dining accommodations, adequate storage, laundry and sanitary facilities and laundry when required.

- b. The area occupied by a stair or closets shall not be included in the determination of required room sizes.
- 3. *Minimum space requirements.*
 - a. Living or principal room shall not be less than 100 square feet.
 - b. The first bedroom not less than 100 square feet.
 - c. All other bedrooms not less than 70 square feet.
 - d. Kitchen and dining room combination shall be not less than 100 square feet.
 - e. Efficiency apartment shall not be less than 200 square feet.
- 4. *Minimum space requirements for occupancy.*
 - a. At least 150 square feet of habitable floor space for the first occupant.
 - b. At least 100 square feet for each of the next three (3) occupants.
 - c. At least 50 square feet for each additional occupant.

Note: Children under four (4) years of age shall not be counted.

(e) *Habitable rooms:*

- 1. Every habitable room shall be not less than seven (7) feet wide in any part and shall contain not less than 70 square feet of net floor area.
- 2. Habitable rooms shall have a clear height of not less than seven (7) feet six (6) inches for at least 50 percent of the net floor area. Except a kitchen can have a minimum height of seven (7) feet.
- 3. That portion of any room where the ceiling height is less than five (5) feet shall not be considered as required floor area.
- 4. A basement may be used as a habitable room if it meets the following criteria:
 - a. Finished rooms in basements or below grade intended for year round occupancy are considered habitable rooms and shall comply with the same standards as rooms above grade.
 - b. The floor and walls are impervious to leakage of underground and surface run-off water and are insulated against dampness and condensation.
 - c. The total window area in each room is equal to at least the window area sizes prescribed herein for habitable rooms (see subsection (g), light and ventilation requirements).
 - d. The total of openable window area in each room is equal to at least the area prescribed herein for habitable rooms (see subsection (e), light and ventilation requirements), except where there is supplied some other device affording adequate ventilation and approved by the inspector. Habitable rooms used primarily for the purpose of sleeping that do not meet the requirements for openable window and which have adequate approved ventilation shall have two (2) exit doors located as remotely as possible from each other.

5. Toilet and bathing facilities shall be enclosed.
6. Access shall be provided to required toilet rooms without going outside building or habitable space.
7. Interior access shall be provided to all rooms within a dwelling without passing through a public space. Rooming houses are exempt from this requirement.
8. Doors shall be provided at all doorways leading to bedrooms, toilet rooms, and bathrooms and all rooms adjoining a public space.
9. Exterior doors shall have entrance locks.
10. All exterior doors shall be weathertight.

(f) *Rooming house requirements:*

1. Lavatory facilities shall be in good working condition and consist of one (1) flush water closet, one (1) washbasin and one (1) bathtub or shower for every six (6) persons residing in the rooming house.
2. Access shall be provided from any rooming unit to lavatory facilities without entering another dwelling, rooming unit or non-conditioned area.
3. A washbasin and bathtub or shower shall be provided and shall be properly connected and supplied with hot and cold running water.
4. A lavatory not located in the basement shall be provided.
5. Walls, floors and ceilings shall be maintained in a sanitary condition.
6. All garbage shall be promptly disposed of in a sanitary condition.
7. In rooming houses with fossil fuel heating systems exceeding 250,000 B.T.U., the furnace room shall be enclosed with material having at least a one-hour fire protection rating. A smoke detector shall be installed in every furnace room.
8. A smoke detector shall be installed in all public hallways within fifteen (15) feet of each rooming unit. Primary source of power for detectors shall be taken from the dwelling electrical current.

(g) *Light and ventilation requirements:*

1. Natural lighting, when required, shall be provided by means of windows, glazed doors, skylights, transparent or translucent panels, or by any combination thereof. The area of glazing material shall be sufficient to transmit an amount of light equal to that transmitted by the required area of clear glass.
2. For the purpose of providing adequate light, each habitable room shall have a total glazed area of not less than six (6) square feet.
3. Operable screened window must be three (3) percent of the total floor area or 50 percent of the existing window area, whichever is greater.
4. All outside windows and doors opening to the outside used for ventilation purposes shall be adequately screened. All dwellings where approved permanent conditioned air is provided shall be excluded from this requirement.

- a. Screens shall not be permanently fixed to sash, frames or jamb.
- b. All screen frames shall be removable for repair.
5. All moveable sash windows shall be lockable.
6. An alcove opening off a habitable room may be included as part of that room in determining the window area required provided that a portion of the common wall between the habitable room and the alcove is open and unobstructed.
7. For the purpose of determining light and ventilation requirements, any room may be counted with an adjoining room when one-half ($\frac{1}{2}$) of the area of the common wall is open and unobstructed.
8. Windows shall be weathertight; there shall be no broken glass.
9. A toilet room which contains more than one (1) flush unit shall have an operable window unless served by an approved ventilation system.
10. Every public hall and inside stairway in every dwelling shall be adequately lighted at all times to permit safe passage.

(h) *Exit requirements:*

1. Each dwelling shall have two (2) exits located as remotely as possible.
2. At least one (1) exit shall be side hinged.
3. One (1) exit door shall be at least 30 inches wide and six (6) feet, six (6) inches high.
4. All exit doors shall be easily operable.
5. There shall be a safe, continuous, and unobstructed exit from interior of building to the exterior at street or grade level.
6. Those buildings meeting the requirements of the North Carolina Building Code exempting two (2) exits shall be exempted from the requirements of this Section.

(i) *Plumbing requirements:*

1. All new plumbing shall be installed in accordance with the North Carolina State Building Code. Any repair or replacement of existing plumbing shall be done in accordance with said plumbing code when, in the opinion of the chief plumbing inspector, it is practical or otherwise vital to the interest of health and sanitation.
2. All plumbing shall be connected to the City water and sanitary sewer system where necessary as determined by the director of public services department or the department of health.
3. All fixtures shall be operable.
4. There shall be no broken water closet bowls.
5. Water closet shall not be loose or leaking.
6. No leaks shall be in shower stall floor.
7. There shall be running water installed inside each dwelling.

8. There shall be adequate separate facilities for furnishing running a hot and cold water to each tub or shower, lavatory, kitchen sink, and clothes washer connection when required.
9. There shall be separate toilet facilities for each dwelling.
10. All water piping shall be protected from freezing by proper insulation.
11. Sewer and water lines shall be properly supported and no lines shall be broken or leaking.
12. Every water closet compartment floor surface and bathroom floor surface shall be so constructed and maintained as to be reasonably impervious to water and so maintained to permit such floor to be readily kept in a clean and sanitary condition.

(j) *Heating requirements:*

1. All new heating, ventilation and air conditioning shall be installed in accordance with the North Carolina State Building Code, relating to H.V.A.C. Any repair or replacement of existing H.V.A.C. shall be done in accordance with said H.V.A.C. code when, in the opinion of the chief H.V.A.C inspector it is practical or otherwise vital to the interest of dangerous and hazardous conditions.
2. Every building and every dwelling shall be weatherproof and capable of being adequately heated. The heating equipment in every dwelling shall be maintained in a safe workable condition.
3. A heating system shall be provided by the owner. In an occupied building the heating system shall be properly installed and maintained in a safe working condition and capable of safely and adequately heating all habitable rooms, bathrooms, and water closet compartments to a temperature of 68 degrees Fahrenheit.

For unoccupied buildings no certificate of compliance shall be issued until issuance of a permit for a heating system, and said system has been inspected and found to be properly installed.

4. Hand-fired equipment shall have a check damper and turn damper installed in the smoke pipe unless it is included as an integral part of the heating unit. The turn damper shall have not less than 20 percent free opening when in closed position.
5. All applicable heating equipment installed on the premises shall be listed by a National Testing Laboratory accepted by the State of North Carolina labeled and installed in accordance with the provisions of the North Carolina State Building Code.
6. Liquid fuel stored on the premises shall be stored in accordance with the provisions of the North Carolina State Building Code.
7. There shall be no loose bricks in chimneys.
8. There shall be no holes in flues.
9. There shall be no hanging masonry chimneys.
10. Thimbles shall be grouted in tightly.

11. Thimbles shall not be broken.
12. Thimbles shall be high enough for stovepipe to rise one-quarter ($\frac{1}{4}$) inch per foot minimum.
13. Hearth, where required, shall be at least 16 inches deep (measure to face material) and six (6) inches beyond each side of fireplace opening.
14. If fireplace opening is closed, it shall be a masonry closure.
15. Stove shall be within six (6) feet of thimble serving it.
16. No combustible material shall be within 18 inches of stovepipe.
17. Solid fuel burning stovepipe shall be not less than 24 gauge. Joints shall be fastened with three (3) screws.
18. No stovepipe shall be through combustible walls.
19. In dwellings with central heat, fossil fuel heating system exceeding 250,000 B.T.U., more than two (2) adjoining heating systems or boiler heating system exceeding 10 horsepower, the furnace room shall be enclosed with material having a one-hour firewall.
20. Solid fuel appliances require an approved-type mat, liquid fuel appliances shall be installed per manufacturer's specification.
21. Liquid fuel storage tanks shall not be more than nine (9) feet above the surrounding grade.

(k) *Electrical requirements:*

1. There shall be at least two (2) duplex receptacles installed in each habitable room.
2. There shall be a lighting fixture controlled at the fixture or by wall switch installed in each habitable room, bathroom, laundry and furnace rooms. A third receptacle outlet controlled by a wall switch may be substituted for a fixture.
3. There shall be a wall switch controlled lighting fixture installed at each outside entrance, and in stairways controlled by three-way switches.
4. If the dwelling is wired for an electrical range and also an electric water heater or an electric clothes dryer, the electric service shall be a minimum of 100 amps.
5. Fuses shall be properly sized to match the wire sizes to prevent overloading and damaging the wire. Type "S" fuses, (fuse-stats), shall be used.
6. Stationary or fixed appliances shall be provided a duplex receptacle.
7. Extension cords used for lamps and accessories shall be limited to six (6) feet in length.
8. All switches, fixtures, and receptacles shall be in safe operable condition.
9. All new wiring to be installed shall be in accordance with the N.C. Electrical Code that is in effect at the time the work is done.

10. Within 15 feet of every bedroom there shall be provided an approved listed smoke detector installed as per the manufacture's recommendation and listing.
11. Any repair or replacement of existing wiring shall be done in accordance with said electrical code when, in the opinion of the electrical inspector, it is reasonably practical or otherwise vital to the health and safety in order to eliminate a dangerous and hazardous condition.
12. Where electric heat is installed in an existing dwelling, the requirements of the North Carolina State Electrical Code shall be met, including insulation minimums in flooring, walls, and ceilings.

(I) *Structural requirements:*

1. *Foundation.*

- a. No footing shall be exposed.
- b. Beneath the building, there shall be firm ground, reasonably dry ground, no soggy ground, no water standing, no water running under building unless designed otherwise.
- c. There shall be sound footings, with adequate bearing.
- d. There shall be sound piers with no loose mortar.
- e. There shall be no piers in which a plumb line from top center falls outside the middle one-third (1/3) of the pier base.
- f. There shall be no isolated solid masonry piers exceeding in height 10 times the least dimension of the pier.
- g. There shall be no wood stiff-knee piers unless pressure treated or equivalent and bearing on solid masonry raised one (1) concrete block above ground level.
- h. The space between the ground and the first floor of every dwelling which is enclosed shall be underpinned with masonry to substantially weather-proof and rodent-proof with adequate access opening of 18 by 24 inches with a door. Curtain walls shall have foundation vents installed at a minimum on one (1) square foot for every 250 square feet of crawl space when signs of moisture damage exist.

2. *Floors.*

- a. There shall be no seriously rotted, or termite damaged joists and sills.
- b. There shall be no fire damaged charred wood.
- c. There shall be no broken, overloaded, or sagging girders.
- d. There shall be no broken, overloaded, or sagging sills.
- e. Sills shall be reasonably level.
- f. Sills shall be properly and sufficiently supported.
- g. There shall be no broken joists.

- h. Any floor joists which show signs of weakness or disrepair shall be properly replaced with lumber comparable to at least the same nominal dimension and grade as the original joist.
 - i. Flooring shall be weathertight without holes or excessive cracks which permit air penetration into rooms.
 - j. Flooring shall be reasonably smooth, and not rotten, fire damaged or worn through.
 - k. There shall be no loose flooring or floor covering.
 - l. The floor shall be reasonably level.
 - m. When any new flooring is to be installed there shall be a minimum of five-eighths (5/8) inch plywood underlayment (or equivalent) or three-quarters (3/4) inch tongue and groove board flooring over the floor joists.
3. *Walls, exterior.*
- a. There shall be no wall in which plumb line from top center of studs falls outside the bottom plate at any point along wall unless by design.
 - b. No studs shall be seriously rotted or termite damaged.
 - c. There shall be no fire damaged charred wood.
 - d. There shall be no broken structural members.
 - e. All siding shall be weathertight, with no holes or excessive cracks, or rotted boards.
 - f. There shall be no loose siding.
4. *Walls, interior.*
- a. Interior wall finish shall be free of holes.
 - b. There shall be no wall in which a plumb line from top center of studs falls outside of bottom plate unless by design.
 - c. There shall be no loose plaster, loose boards, or other loose wall materials susceptible to falling.
 - d. There shall be no cardboard, newspaper, or similar highly combustible wall finish in a dwelling.
 - e. There shall be no seriously rotted, termite damaged, or broken studs.
 - f. There shall be no fire damaged charred wood.
5. *Ceilings.*
- a. There shall be no seriously rotted, broken, sagging, or fire damaged joists or improperly supported ends.
 - b. Any ceiling joists which show signs of disrepair shall be properly replaced with lumber comparable to at least the same nominal dimension and grade as the original joist.

- c. There shall be no holes.
- d. There shall be no loose plaster, boards, sheet rock, or other ceiling finish susceptible to falling.
- e. There shall be no cardboard, newspaper, or other similar highly combustible finishes in a dwelling.
- f. There shall be an attic access provided with a minimum size of 14 x 24 inches.

6. *Roofs.*

- a. There shall be no seriously rotted, broken rafters or improperly supported ends.
- b. There shall be no fire damaged charred wood.
- c. Rafters shall be properly braced and tied. Maximum spacing of collar beams shall be five (5) feet on center, or other approved methods of bracing roof may be used.
- d. Attics ventilation is required only when signs of heat or moisture damage exist. The net opening shall be at least 1/150 of the attic floor space. Obstructions caused by screens and louvers must be subtracted to obtain the net area. The net opening must be cut to 1/300 if 50 percent of the ventilation is in the upper portion of the attic. Alternate methods as specified in Volume 1b, Section 25, may be used.
- e. There shall be no loose, or seriously rotted sheathing.
- f. There shall be no fire damaged charred sheathing.
- g. There shall be no loose roof covering, nor holes, nor leaks.
- h. There shall be a minimum of Class "C" roof covering; except in the number one Fire District a Class "A" or "B" covering is required.
- i. There shall be proper metal flashing at walls or chimney.
- j. Not more than two (2) roof coverings may be installed.

7. *Porches, exterior stairs and steps.*

- a. Floor, ceiling, and roof shall be equal to requirements set forth above, except sills, joists, and floors need not be level if providing drainage of floors; floors need not be weather-tight; ceiling height may be seven (7) feet; and attic shall be vented.
- b. Posts, railings and guards shall not be seriously rotted or termite damaged and shall be sufficiently anchored.
- c. Every porch, terrace or entrance platform located at least 36 inches above adjacent finished grade shall be equipped with railings not less than 30 inches high. Pickets shall be installed on railings and hand railings with no more than a six-inch spacing. Handrails continuous on all open sides of stairs exceeding 36 inches in height leading to a platform, porch or terrace, shall be installed at least 30 inches high.

- d. Enclosed stairs exceeding a rise of 36 inches shall have at least a single handrail.
8. *Interior stairs and steps.*
- a. Stairs and steps shall be free of holes, grooves and cracks large enough to constitute an accidental hazard.
 - b. Interior steps and stairs more than 36 inches of rise shall have rails not less than 30 inches measured vertically from the nose of the treads to top of the rail.
 - c. Every rail shall be firmly fastened and maintained in good condition.
 - d. No flight of stairs shall be settled more than one (1) inch out of its intended position or pulled away from supporting or adjacent buildings.
 - e. There shall be no rotting, sagging, or deteriorating supports.
 - f. Every stair riser shall be reasonably uniform and shall not exceed eight and one-quarter ($8\frac{1}{4}$) inches in height; treads shall be at least one and one-eighth ($1\frac{1}{8}$) inch thick and shall be securely fastened in position. Every wood stair riser in excess of 36 inches in width shall have an additional "stringer," each "stringer" to be spaced not more than 30 inches apart. The minimum depth of treads shall be $10\frac{1}{4}$ inches including the "nosing."
9. *Accessory structures.*
- a. Accessory structures shall either be maintained in a safe and substantial condition or demolished and removed.
 - b. Exterior surfaces, not inherently resistant to deterioration, shall be treated with protective coating, such as paint or other suitable preservative, and with sufficient frequency to prevent deterioration.
 - c. Any electrical, plumbing, heating, or other utilities furnished to an accessory structure shall be installed in accordance with applicable code provisions; and maintained in a safe condition.
 - d. Every accessory structure shall be properly maintained in a clean and sanitary condition and free from physical hazards and other matter detrimental to the public health.

Sec. 9-2-101 - Occupants

- (a) *Occupant's responsibilities.* Every occupant of a dwelling shall:
- 1. Keep the part of a dwelling which he occupies and controls in a clean and sanitary condition.
 - 2. Keep all required plumbing and other fixtures in a clean and sanitary condition, and exercise reasonable care in the use and operation thereof.
 - 3. Be responsible for the extermination of any insects, rodents or other pests whenever said dwelling is the only dwelling or portion thereof, infested and the owner has provided a reasonably insect-proof and adequately rodent-proof dwelling.

4. Dispose of all garbage and other refuse in an approved garbage receptacle; when approved garbage receptacles are not provided by the landlord, it shall be the responsibility of the occupant to provide adequate approved garbage receptacles.
 5. Not place on the premises any material which causes a fire hazard or otherwise endangers the health or safety of any occupants of such dwelling; not place in storage or on the premises any furniture, auto parts, junk equipment or material which harbors insects, rodents or other pests.
 6. Not occupy any dwelling unless running water is provided to the required plumbing fixtures.
 7. Not place within any building for use therein any oil, kerosene or gas fired portable heater to be used as the primary source for heating or cooking.
 8. Not place on the premises for the use thereon any heating or cooking unit which constitutes a fire hazard. If the occupant provides heating or cooking equipment, the occupant shall be responsible for its proper installation and maintenance.
 9. Not cause such damage to the dwelling let to him as to make the same unfit for human habitation.
 10. No occupant of a rooming house shall heat or cook food or permit the heating or cooking of food within his rooming unit.
- (b) *Owner's responsibilities.* Any owner remains liable for violations of duties imposed upon him by this Article even though:
1. An obligation is also imposed on the occupant; or
 2. The owner has, by agreement, imposed on the occupant the duty of furnishing required equipment or of complying with this Article.
- (c) *Enforcement against occupant.* Upon discovering a violation of this Section, the inspector shall have the power to order the correction of any such violation within forty eight (48) hours from date of notice thereof; in the event that the occupant fails to make such corrections, then the inspector shall set a hearing pursuant to the procedures of Section 9-11-105, and thereafter may again order the correction of any such violation within forty eight (48) hours from date of service of the order upon the occupant or the inspector may order the dwelling to be vacated within a reasonable time. The inspector may pursue any other civil or criminal action as the inspector deems reasonably necessary in order to effectuate the purposes of this Article.
- (d) *Safety of occupants.* In order to protect the health and safety of occupants of a dwelling, the owner shall, within forty-eight (48) hours after being notified in writing by the occupant or the City, repair and replace any:
1. Broken, burst, frozen or inoperable plumbing pipe or fixtures;
 2. Exposed or unsafe wiring;
 3. Unsafe and/or dangerous cooking or heating equipment provided by the owner; and
 4. Fuel storage tanks and/or supply lines provided by the owner which are leaking, improperly supported or dangerous.

Sec. 9-2-102 – Powers and duties of inspector.

- (a) The inspector shall have such powers as may be necessary or convenient to carry out and effectuate the purpose and provisions of this Article, including (without limiting the generality of the foregoing), the following powers in addition to others herein granted:
 - 1. To investigate dwelling conditions in the City to determine which dwellings have been erected, constructed, altered, repaired, converted, maintained, or used in violation of this Article.
 - 2. To administer oaths, affirmations, and to examine witnesses and receive evidence.
 - 3. To enter upon and within premises, dwellings, and buildings for the purpose of making examinations and investigations, provided that such entries shall be made in such lawful manner as to cause the least possible inconvenience to the person in possession.
 - 4. To appoint and fix the duties of such officers, agents and employees as the inspector deems necessary to carry out the purposes of this Article.
 - 5. To delegate any of his functions and powers under this Article to such officers and agents as the inspector may designate.
 - 6. To file civil action in the nature of summary ejectment to effectuate an order to vacate a dwelling as provided in G.S. 160A-443(7).
 - 7. To file copies of ordinances, orders and other notices with the Office of the Register of Deeds, the Clerk of Superior Court and other governmental agencies.
- (b) It shall be the duty of the inspector to diligently examine dwellings located in the City for the purpose of locating and taking action with respect to such dwellings that appear to be unfit for human habitation in violation of this Article. The inspector shall conduct all inspections and procedures as provided by this Article.

Sec. 9-2-103 - Emergency cases.

- (a) In emergency cases where it reasonably appears there is immediate danger to the life or safety of any person or to the safety of other property, unless a dwelling unfit for human habitation is immediately repaired or demolished, the inspector shall order the dwelling vacated and cause the immediate repair or demolition of the dwelling and the cost of such repair or demolition shall be recovered and collected as is provided in Section 9-11-105 hereof.
- (b) In emergency cases as cited above, the inspector shall have the power immediately to cause to be posted on the main entrance of any dwelling a placard with words: "This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."
- (c) The employees of the City fire and police departments shall report to the inspector all dwellings which are, may be, or are suspected of being unfit for human habitation.

Sec. 9-2-104 - Dwellings unfit for human habitation.

- (a) The inspector shall determine that a dwelling is unfit for human habitation if the inspector finds that any of the following conditions exist in the dwelling:
 - 1. Interior walls or vertical studs seriously list, lean or buckle to such extent as to render the dwelling unsafe.
 - 2. Supporting member or members showing 33 percent or more of damage or deterioration, or nonsupporting, enclosing or outside walls or covering showing 50 percent or more of damage or deterioration.
 - 3. Floors or roofs having improperly distributed loads, overloaded, or having insufficient strength to be reasonably safe for the purpose used.
 - 4. Such damage by fire, wind, or other causes as to render the dwelling unsafe.
 - 5. Dilapidation, decay, unsanitary conditions or disrepair dangerous to the health, safety, or welfare of the occupants or other people in the City or its environs.
 - 6. Inadequate facilities for egress in case of fire or panic.
 - 7. Defects significantly increasing the hazards of fire, accident or other calamities.
 - 8. Inadequate ventilation, light, heating or sanitary facilities endangering the health, safety or general welfare of the occupants or other residents of the City or its environs.
 - 9. Improper electrical, heating or plumbing facilities required by this Article which constitute a health or a safety hazard.
 - 10. Lack of adequate weatherization as required by Section 9-11-100.
 - 11. Lack of an operable smoke detector as required by Section 9-11-100.
- (b) Irrespective of the above, a dwelling may be construed by the inspector to be unfit for human habitation, and the inspector shall so find, if such dwelling contains any violations of any of the minimum standards set forth in Section 9-11-100, which, in the judgment of the inspector, renders any dwelling dangerous or injurious to the health, safety or morals of the occupants of the dwelling, the occupants of neighboring dwellings, or other residents of the City.

Sec. 9-2-105 - Procedure for enforcement.

- (a) *Initiation of preliminary investigation.* The inspector shall initiate a preliminary inspection of a dwelling when a petition is filed by a public authority or at least five (5) residents of the City charging that the dwelling is unfit for human habitation. The inspector shall also initiate a preliminary inspection of a dwelling whenever it appears to the inspector that any dwelling is unfit for human habitation.
- (b) *Notice of complaint.* If the inspector's preliminary investigation discloses a basis for determining that a dwelling is unfit for human habitation due to violations of the minimum standards provided for in this Article, the inspector shall issue and cause to be served upon the owner and parties in interest of the dwelling a complaint stating the charges and containing a notice that a hearing at a place certain will be held before the

inspector, not less than 10 days nor more than 30 days after serving of said complaint. Notice of such hearing shall also be given to at least one (1) person signing a petition relating to such dwelling.

- (c) *Hearing.* The owner or any party in interest shall have the right to file an answer to the complaint and to appear in person, or otherwise, and give testimony and evidence relevant to the matter, at the place and time fixed in the complaint. The rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the inspector.
- (d) *Procedure after hearing.*

1. After such notice and hearing, the inspector shall determine whether the dwelling is unfit for human habitation. If the inspector determines that the dwelling is unfit for human habitation, the inspector shall provide written findings of facts in support of such determination and the inspector shall issue and cause to be served upon the owner thereof an order directing and requiring the owner,
 - a. If the repair, alteration or improvement of the dwelling can be made at a cost equal to or less than sixty-five percent ($\leq 65\%$) of the value of the dwelling, to repair, alter or improve the dwelling to comply with the minimum standards established by this Article, within a specified period of time, not to exceed thirty (30) days; or
 - b. If the repair, alteration or improvement of the dwelling would cost an amount in excess of sixty-five percent ($> 65\%$) of the value of the dwelling, the order shall require the owner to demolish the dwelling, within a specified period of time, not to exceed thirty (30) days.
 - c. The order may require that the dwelling be vacated and closed only if continued occupancy during the time allowed for repair will present a significant threat of bodily harm, taking into account the nature of the necessary repairs, alterations, or improvements; the current state of the dwelling; and any additional risks due to the presence and capacity of minors under the age of 18 or occupants with physical or mental disabilities.
2. Such orders shall state that the failure to make timely repairs as directed shall make the dwelling subject to the issuance of an unfit order. Such orders shall further state that if the owner does not make the necessary repairs, alterations, or improvements to correct existing violations, or fails to vacate and close or demolish and remove the dwelling, as specified in the order, the inspector will submit a request to the City Council to adopt an ordinance ordering the inspector to repair, alter, improve, vacate and close, or demolish and remove the dwelling.

Notwithstanding any other provision of law, if the dwelling is located in a historic district of the City and the Historic District Commission determines, after a public hearing as provided by ordinance, that the dwelling is of particular significance or value toward maintaining the character of the district, and the dwelling has not been condemned as unsafe, the order may require that the dwelling be vacated and closed consistent with N.C.G.S. 160A-400.14(a)

3. Whenever a determination is made that a dwelling must be vacated and closed, or removed or demolished, under the provisions herein, notice of the order shall be

given by first-class mail to any organization involved in providing or restoring dwellings for affordable housing that has filed a written request for such notices. A minimum period of forty-five (45) days from the mailing of such notice shall be given before removal or demolition by action of the inspector, to allow the opportunity for any organization to negotiate with the owner to make repairs, lease, or purchase the dwelling or premises for the purpose of providing affordable housing. The inspector or City Clerk shall certify the mailing of the notices, and the certification shall be conclusive in the absence of fraud. Only an organization that has filed a written request for such notices may raise the issue of failure to mail such notices, and the sole remedy shall be an order requiring the inspector to wait forty-five (45) days before causing removal or demolition.

4. If, within the time fixed by the inspector for repairing, altering or improving the dwelling, the inspector finds there has been substantial compliance with the provisions of the order, or that the owner has filed with the inspector a copy of a written contract with a contractor to make such repairs, alterations or improvements, the inspector may extend the time for compliance for an additional period not exceeding 90 days.
5. If the owner does not make the necessary repairs, alterations, or improvements to the dwelling to comply with the minimum standards established by this Article, or fails to vacate and close the dwelling, within the time specified in the order, the inspector shall take one (1) or more of the following actions in accordance with this Section:
 - a. Secure the issuance of a warrant charging such owner with violation of this Article.
 - b. Cause such dwelling to be repaired, altered, improved, provided that an ordinance ordering the inspector to effectuate this action has first been approved by City Council. Any such ordinance adopted by City Council shall be recorded in the Office of the Register of Deeds in the county wherein the dwelling is located and shall be indexed in the name of the owner in the grantor index.
 - c. Cause such dwelling to be vacated and closed, provided that an ordinance ordering the inspector to effectuate this action has first been approved by City Council. Any such ordinance adopted by City Council shall be recorded in the Office of the Register of Deeds in the county wherein the dwelling is located and shall be indexed in the name of the owner in the grantor index. The inspector shall cause to be posted on the main entrance of the dwelling for which an ordinance has been adopted by City Council ordering the owner to vacate and close the dwelling a placard with the following words: "This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful." The inspector shall notify the Customer Services Department for the City of all dwellings found unfit for human habitation that are vacant so that the Customer Services Department for the City can discontinue services until such time as there is compliance with the order.
6. If the owner of a dwelling, which has been found unfit for human habitation, shall fail to comply with an order of the inspector issued pursuant to this Article to demolish and remove the dwelling, the inspector may cause the dwelling to be

demolished and removed, provided that the City Council by ordinance has ordered the inspector to proceed to effectuate such action. Any such ordinance adopted by City Council shall be recorded in the Office of the Register of Deeds in the county wherein the dwelling is located and shall be indexed in the name of the owner in the grantor index. No such ordinance shall be adopted until the owner has first been given a reasonable opportunity to bring the dwelling into conformity with this Article.

7. As provided by G.S. 160A-443(6), the amount of the cost of any repairs, alterations, improvements, vacating and closing, or demolition and removal by the inspector shall be a lien against the real property upon which such cost was incurred; said lien shall be filed, have the same priority and be collected or foreclosed upon in the same manner as is provided for special assessments pursuant to Article 10, Chapter 160A of the North Carolina General Statutes. The amount of the cost is also a lien on any other real property of the owner located within the City limits or within one mile thereof except for the owner's primary residence. This additional lien is inferior to all prior liens and shall be collected as a money judgment. If the dwelling is removed or demolished by the inspector, the inspector shall sell the materials of the dwelling, and any personal property, fixtures or appurtenances found in or attached to the dwelling, and shall credit the proceeds of the sale against the cost of the removal or demolition and any balance remaining shall be deposited in the superior court by the inspector, shall be secured in a manner directed by the court, and shall be disbursed by the court to the persons found to be entitled thereto by final order or decree of the court (in a special proceeding brought before the Clerk of Superior Court for said purpose). All liens shall be filed in the Office of the Register of Deeds of the county where the dwelling is located.
 8. Failure on the part of any owner or party in interest to receive or have served upon him any complaint, notice or order herein provided for shall not affect or invalidate the proceedings with respect to any other owner or party in interest or any other person, firm, or corporation.
 9. The inspector is hereby authorized to fix reasonable value of any dwelling for the purpose of this Article and such value shall be binding, unless the owner protests such value in writing to the inspector within ten (10) days after receipt of an order.
 10. A twenty-five dollar (\$25.00) inspection fee shall be charged for any type of courtesy inspection requested by any person.
- (f) *Dwellings vacated and closed for one year or more.*
1. If the owner of a dwelling which has been vacated and closed under the provisions of this Article shall fail to repair, alter, or improve the dwelling within one (1) year of the date on which the dwelling was vacated and closed, the City Council may, after the expiration of such one (1) year period, enact an ordinance, which shall be recorded in the Office of the Register of Deeds in the county wherein the dwelling is located and indexed in the name of the owner in the grantor index, requiring the owner to do the following:
 - a. If it is determined that the repair of the dwelling to render it fit for human habitation can be made at a cost not exceeding fifty percent (50%) of the then

current value of the dwelling, the ordinance shall require that the owner either repair or demolish and remove the dwelling within ninety (90) days; or

- b. If it is determined that the repair of the dwelling to render it fit for human habitation cannot be made at a cost not exceeding fifty percent (50%) of the then current value of the dwelling, the ordinance shall require that the owner demolish and remove the dwelling within ninety (90) days.
2. Prior to enacting such an ordinance, the City Council shall find:
 - a. That the owner has abandoned the intent and purpose to repair, alter or improve the dwelling in order to render it fit for human habitation; and
 - b. The continuation of the dwelling in its vacated and closed status would be inimical to the health, safety, morals and welfare of the City in that the dwelling would continue to deteriorate, would create a fire and safety hazard, would be a threat to children and vagrants and would attract persons intent on criminal activities, would cause and contribute to blight and the deterioration of property values in the area, and would render unavailable property and a dwelling which might otherwise have been made available to ease the persistent shortage of decent and affordable housing in this City.
3. If the owner fails to comply with subsection (f) of this Section, the inspector shall effectuate the purpose of this Article and the amount of the cost of repairing, altering, improving, or demolishing and removing the dwelling by the City shall be a lien against the real property upon which the costs were incurred pursuant to subsection (e)(7) of this Section.

Sec. 9-2-106 - Certificate of compliance.

It shall be unlawful for any owner to rent or offer for rent any vacant dwelling or part thereof upon which an order to repair, alter, improve, or to vacate and close has been issued without the owner first filing application for and securing a certificate of compliance from the inspector. The inspector shall issue a certificate of compliance when, after examination and inspection, it is found that the repairs, alterations, and improvements have been made and that the dwelling conforms with the provisions of this Article. The owner requesting a certificate of compliance shall pay no fee for the first two (2) inspections required in which the owner is seeking a certificate of compliance; provided, however, the owner shall pay a fee of twenty-five dollars (\$25.00) for each subsequent reinspection required. Any violation of this Section by the owner shall subject the violator to a fine of fifty dollars (\$50.00) a day or thirty (30) days imprisonment for each day occupancy of the dwelling is permitted, not to exceed a total of \$500.00 in fines for any one (1) dwelling. Any owner or rental agent so violating this Section by leasing a dwelling before obtaining a certificate of compliance shall be subject to immediate prosecution.

Sec. 9-2-107 - Appeal.

- (a) An appeal to the Board of Adjustment may be taken from any decision or order of the inspector by any person aggrieved thereby or by any officer, board or commission of the City. Any appeal from the inspector to the Board of Adjustment shall be taken within ten (10) days, and shall be taken by filing with the inspector a notice of appeal which shall specify the grounds upon which the appeal is based. Upon the filing of notice of appeal,

the inspector shall forthwith transmit to the Board of Adjustment all the papers constituting the record upon which the decision appealed from was made. When an appeal is from a decision of the inspector refusing to allow the person aggrieved thereby to do any act, the inspector's decision shall remain in force until modified or reversed. When any appeal is from a decision of the inspector requiring the person aggrieved to do any act, the appeal shall have the effect of suspending the requirement until the hearing by the Board of Adjustment, unless the inspector certifies to the Board of Adjustment, after the notice of appeal is filed with him, that because of facts stated in the certificate (a copy of which shall be furnished the appellant), a suspension of the inspector's requirement would cause imminent peril to life or property. In that case the requirement shall not be suspended except by a restraining order, which may be granted for due cause shown upon not less than one (1) day's written notice to the inspector, by the Board of Adjustment, or by a court of record upon petition made pursuant to this Article.

- (b) The Board of Adjustment shall fix a reasonable time for hearing appeals, shall give due notice to the parties, and shall render its decision within a reasonable time. Any party may appear in person or by agent or attorney. The Board of Adjustment may reverse or affirm, wholly or partly, or may modify the decision or order appealed from, and may make any decision and order that in its opinion ought to be made in the matter, and to that end it shall have all the powers of the inspector, but the concurring vote of four members of the Board of Adjustment shall be necessary to reverse or modify any decision or order of the inspector. The Board of Adjustment shall have power also in passing upon appeals, when practical difficulties or unnecessary hardships would result from carrying out the strict letter of the ordinance, to adapt the application of the ordinance to the necessities of the case to the end that the spirit of the ordinance shall be observed, public safety and welfare secured, and substantial justice done.
- (c) Every decision of the Board of Adjustment shall be subject to review by proceedings in the nature of certiorari instituted within 15 days of the decision of the Board of Adjustment, but not otherwise.
- (d) Any person aggrieved by an order issued by the inspector or a decision rendered by the Board of Adjustment may petition the superior court for an injunction restraining the inspector from carrying out the order or decision and the court may, upon such petition, issue a temporary injunction restraining the inspector pending a final disposition of the cause. The petition shall be filed within 30 days after issuance of the order or rendering of the decision. Hearings shall be had by the court on a petition within 20 days, and shall be given preference over other matters on the court's calendar. The court shall hear and determine the issues raised and shall enter such final order or decree as law and justice may require. It shall not be necessary to file bond in any amount before obtaining a temporary injunction under this subsection.
- (e) If any dwelling is erected, constructed, altered, repaired, converted, maintained, or used in violation of this Article or of any other ordinance or code adopted by the City, or any valid order or decision of the inspector or Board of Adjustment made pursuant to any ordinance or code adopted by the City, the inspector or board may institute any appropriate action or proceedings to prevent the unlawful erection, construction, reconstruction, alteration or use, to restrain, correct or abate the violation, to prevent the occupancy of the

dwelling, or to prevent any illegal act, conduct or use in or about the premises of the dwelling.

Sec. 9-2-108 - Service of complaints, etc.

Complaints, notices or orders issued by the inspector pursuant to this Article shall be served upon persons either personally or by registered or certified mail. When service is made by registered or certified mail, a copy of the complaint, notice, or order may also be sent by regular mail. Service shall be deemed sufficient if the registered or certified mail is unclaimed or refused, but the regular mail is not returned by the post office within ten (10) days after the mailing. If regular mail is used, a notice of the pending proceedings shall be posted in a conspicuous place on the dwelling affected.

If the identities of any owners or the whereabouts of persons are unknown and cannot be ascertained by the inspector in the exercise of reasonable diligence, or, if the owners are known but have refused to accept service by registered or certified mail, and the inspector makes an affidavit to that effect, then the serving of the complaint or order upon the owners or other persons may be made by publication in a newspaper having general circulation in the City at least once no later than the time at which personal service would be required under the provisions of this Article. When service is made by publication, a notice of the pending proceedings shall be posted in a conspicuous place on the premises thereby affected. Failure on the part of any owner or party in interest to receive or have served upon him any complaint, notice or order herein provided for shall not affect or invalidate the proceedings with respect to any other owner or party in interest or any other person.

Sec. 9-2-109 - Notice of lis pendens.

Upon the issuance of a complaint and notice of hearing or an order pursuant thereto, the inspector may cause the filing of a notice of lis pendens, with a copy of the complaint and notice of hearing or order attached thereto, in the Office of the Clerk of Superior Court. The notice of lis pendens and a copy of the complaint and notice of hearing or order attached shall be indexed and cross-indexed in accordance with the indexing procedures of the North Carolina General Statutes. From the time and date of recording of such complaint and notice of order, it shall be notice to and binding upon the successors in interest or assigns of the owner. Upon compliance with the requirements of any order based upon such complaint and hearing, the inspector shall direct the Clerk of Superior Court to cancel the notice of lis pendens.

Sec. 9-2-110 - Alternative remedies.

Neither this Article nor any of its provisions shall be construed to impair or limit in any way the power of the City to define and declare nuisances and to cause their removal or abatement by summary action or otherwise, and the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. The procedure described in this Article shall be in addition and supplemental to the powers conferred on the City by any other law.

Sec. 9-2-111 - Conflicts with other provisions.

In the event any provision, standard or requirement of this Article is found to be in conflict with any provision of any other ordinance or code of the City, the provision which establishes the

higher standard or more stringent requirement for the promotion and protection of the health and safety of the residents of the City shall prevail.

Sec. 9-2-112 - Validity.

If any section, subsection, sentence, clause, or phrase of this Article is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this Article.

Sec. 9-2-113 – Violations and penalties.

- (a) It shall be unlawful for any owner of any dwelling to fail, neglect or refuse to repair, alter or improve the same, or to fail to vacate and close or remove and demolish the same, upon order of the inspector duly made and served as herein provided, within the time specified in the order. It shall be unlawful for the owner of any dwelling, with respect to which an order has been issued pursuant to Section 9-11-105 of this Article, to occupy or permit the occupancy of the same after the time prescribed in the order for its repair, alteration or improvement or its vacation and closing. All dwellings which are vacated upon order of the inspector to repair or vacate and close the same shall be kept locked and secured in a manner so as not to create a fire and safety hazard or to create a hazard to children or attract vagrants or persons with criminal intent and the lawns and grounds of such vacant dwellings shall be kept free of high grass, weeds, trash and debris. It shall be unlawful for an owner of any dwelling which is vacant and under an order to repair, alter, improve or to remove and demolish same to fail to properly lock and secure same or to keep the lawns and grounds of such dwelling free of high grass, weeds, trash, and debris.
- (b) An owner who fails to comply with an order to repair or to improve, vacate or close any occupied dwelling determined unfit for human habitation pursuant to the provisions contained in Section 9-11-105, or who permits the reoccupancy of a vacant dwelling found to be unfit for human habitation or who fails to secure a vacant dwelling which has been found unfit for human habitation or who fails to keep the lawns and grounds of such dwelling free of high grass, weeds, trash and debris, shall be subject to a civil penalty in the amount of one hundred dollars (\$100.00) for the first day following the expiration of an order to repair, improve, or vacate and close any dwelling or following a determination that any unfit dwelling has been reoccupied in violation of Section 9-11-105 or following notification that a vacant dwelling is to be secured or following notification to cut high grass and weeds or remove trash and debris. In each instance, a civil penalty in the amount of fifty dollars (\$50.00) per day shall be imposed for each subsequent day that the unfit dwelling remains occupied in violation of this Article or a vacant dwelling remains open and not secured or grounds and lawns are not mowed or cleared of trash and debris. If a person fails to pay the civil penalty within ten (10) days after being notified of the amount due, the City may recover the penalty together with all costs by filing a civil action in the general court of justice in the nature of a suit to collect a debt. No civil penalty shall be imposed against an owner of an unfit dwelling where the only violation rendering a dwelling unfit is a violation of Section 9-11-101, unless the owner is also the occupant.
- (c) If any dwelling is erected, constructed, altered, repaired, converted, maintained, or used in violation of this Article or any order or decision of the inspector or Board of

Adjustment, the inspector is authorized to institute any appropriate action or proceedings to prevent the unlawful erection, construction, reconstruction, alteration or use, to restrain, correct or abate the violation, to prevent the occupancy of the dwelling, to prevent any illegal act, conduct or use in or about the premises of the dwelling or for any other purpose authorized by G.S. 160A-446(g) or any other law. The failure of the owner to comply with an order issued by the inspector may also be enforced through any equitable or other remedy deemed appropriate by the City and permitted by law.

- (d) No person shall remove or permit the removal of any placard, complaint, notice or order posted in accordance with the provisions of this Article.
- (e) No person shall occupy any dwelling with a placard, complaint, notice or order posted on it in accordance with the provisions of this Article. Occupation of a dwelling so posted shall constitute a Class 1 misdemeanor.
- (f) When the inspector finds that a dwelling is unfit for human habitation within the meaning of this Article and has notified the owner that the time limit set by the inspector for the correction of defects and vacating the dwelling has expired, no person shall receive rentals, offer for rent, or occupy said dwelling for any purpose.
- (g) No person shall damage, mutilate or remove, nor shall any person suffer, permit or cause to be damaged, mutilated or removed, any permanent fixtures from any dwelling.
- (h) It shall be unlawful for the owner of any dwelling upon whom a notice, complaint or order has been served, to sell, transfer, mortgage, lease or otherwise dispose of said dwelling until the provisions of the notice, complaint or order have been complied with, or until such owner shall furnish to the transferee, lessee, or mortgagee, a true copy of any notice, complaint or order issued by the inspector and concurrently give written notice to the inspector of the intent to transfer, lease, or mortgage as to whom the transferee, lessee or mortgagee who had received actual constructive notice of the existence of a notice, complaint or order shall be bound by the notice, complaint or order as of date of the transfer, lease or mortgage without service of further notice upon him.
- (i) The violation of any provisions of this Article shall constitute a misdemeanor as provided by G.S. 14-4.

CITY OF HIGH POINT

AGENDA ITEM



Title: Kersey Valley Road Realignment Design

From: Terry Houk – Public Services Director
Robby Stone – Asst. Director Public Services

Meeting Date: May 1, 2017

Public Hearing: N/A

Advertising Date: N/A
Advertised By: On-Call

Attachments: Attachment A – Scope of Services

PURPOSE:

The Public Services Department is looking to extend the life of the Kersey Valley Landfill. An additional life of ten plus years can be gained by relocating Kersey Valley Road and merging the two existing sites. This project will provide construction plans to bid and construct the roadway realignment.

BACKGROUND:

The professional engineering services to be provided for this project involve work associated with design surveys, wetland investigations, environmental site assessment, utility identification and location, project administration and coordination, roadway design plans and construction documents, permitting, and mapping services. These tasks are anticipated to take one year to complete.

BUDGET IMPACT:

Funds for the project design are in the 2016-2017 Annual Budget.

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department recommends approval and asks for the Council to award the professional engineering services to WithersRavenel, Inc. in the amount of \$384,500.00.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Public Services - Kersey Valley Landfill**

COUNCIL AGENDA DATE: **May 1, 2017**

BID NO.: **On-call** CONTRACT NO.: DATE OPENED:

DESCRIPTION:
Design services to relocate Kersey Valley Road.

PURPOSE:
The Kersey Valley Landfill will need to merge the eastern and western portion of the sites to achieve the projected longevity. Relocating the Kersey Valley Road will provide vehicular access around the site while allowing internal expansion of the landfill.

COMMENTS:
This design is necessary to allow future landfill expansion.

RECOMMEND AWARD TO: **WithersRavenel, Inc.** AMOUNT: **\$384,500.00**

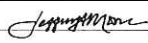
JUSTIFICATION:
WithersRavenel, Inc. is on the Public Services on-call list. They have successfully demonstrated working on projects of similar size and complexity.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
661749	533701	661131001820	40205	\$384,500.00
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Terry Houk** Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point, ou=Public Services, email=terry.houk@highpointnc.gov, c=US
Date: 2017.04.21 09:13:20 -0400 DATE: **Apr 21, 2017**

The Purchasing Division concurs with recommendation submitted by the **Public Services and recommends award to the lowest responsible, responsive bidder **WithersRavenel, Inc.** in the amount of \$ **384,500.00**.**

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2017.04.21 11:52:38 -0400 DATE: **Apr 21, 2017**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR:  Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC,
ou=Financial Services Director,
email=jflores@highpointnc.gov, c=US
Date: 2017.04.21 11:51:03 -0400 DATE: **Apr 21, 2017**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2017.04.21 12:47:18 -0400 DATE: **Apr 21, 2017**

**HIGH POINT CITY COUNCIL
REGULAR MEETING
COUNCIL CHAMBERS – HIGH POINT MUNICIPAL BUILDING
April 3, 2017 – 5:30 P.M.**

ROLL CALL AND MOMENT OF SILENCE

Upon call of the roll, the following Council Members were present:

Present: *Mayor William S. Bencini, Jr., Mayor Pro Tem Jay Wagner (Ward 5); and Council Members Cynthia Y. Davis (At-Large), Latimer Alexander (At-Large) Jeffrey Golden (Ward 1); Christopher Williams (Ward 2), Alyce Hill (Ward 3), James C. Davis (Ward 5) and Jason Ewing (Ward 6).*

Mayor Bencini called the meeting to order; a Moment of Silence followed.

He recognized members of Cub Scout Pack #16 (Immaculate Heart of Mary), who led the Pledge of Allegiance.

RECOGNITIONS AND PRESENTATIONS

170092 Libby Rush - Certified Local Government Purchasing Officer

Jeff Moore, Director of Financial Services, would like to recognize Ms. Libby Rush who recently received her Certified Local Government Purchasing Officer status.

Jeff Moore, Director of Financial Services, recognized Libby Rush, who recently received her Certified Local Government Purchasing Officer status. The city now has three purchasing officers that are certified. Mitzi Meyers in the Purchasing Office has also begun the credentialing process. [applause] [photo opportunity followed the presentation]

170094 Award - 2016 Sustained Professional Purchasing Award

Jeff Moore, Director of Financial Services, would like to recognize the City of High Point Purchasing Division for recently receiving the 2016 Sustained Professional Purchasing Award (SPPA). The City of High Point is one of fifteen agencies throughout the association to receive this award.

Jeff Moore, Director of Financial Services recognized the High Point Purchasing Division for recently receiving the 2016 Sustained Professional Purchasing Award (SPPA) and presented it to Erik Conti, Purchasing Manager, Mitzi Myers and Libby Rush with the Purchasing Office. [applause] [photo opportunity followed the presentation]

170112 Proclamation - National Community Development Week

Representatives from the City Community Development and Housing Department will be present to accept a Proclamation proclaiming April 17-22, 2017 as "National Community Development Week" in the City of High Point.

Mayor Bencini read the proclamation into the record proclaiming April 17 - 22, 2017 as "National Community Development Week." Lauren Atwell-Bass with Community Development was present and accepted the proclamation on behalf of the Community Development Department. Following acceptance of the award, Ms. Atwell-Bass shared information about "National Community Development Week" and reported on some of the activities that they have planned to celebrate the occasion. [applause] [photo opportunity followed the presentation]

170115 Proclamation - Fair Housing Month

Ms. Fanta Dorley, Human Relations Manager, will be present to accept a Proclamation proclaiming the month of April 2017 as "Fair Housing Month" in the City of High Point.

Mayor Bencini read the Proclamation into the record declaring the month of April 2017 as "Fair Housing Month" in the City of High Point and presented it to Fanta Dorley, Human Relations Manager. [applause] [photo opportunity followed the presentation]

170113 Proclamation - Child Abuse Prevention Month

Ms. Sue Spidell from Family Services of the Piedmont will be in attendance to receive a Proclamation proclaiming the month of April 2017 as "Child Abuse Prevention Month in the City of High Point.

Mayor Bencini read the Proclamation into the record proclaiming the month of April 2017 as "Child Abuse Prevention Month" in the City of High Point and presented it to Sue Spidell, representing Family Services of the Piedmont.

Following the presentation, Ms. Spidell shared some comments and statistics regarding child abuse. She distributed some "Pinwheel Garden" stickers as a reminder that every child deserves to have a safe and healthy home.

[applause] [photo opportunity followed the presentation]

170114 Resolution - Supporting the High Point Police Department

Mayor Bencini will present Police Chief Ken Shultz a Resolution on behalf of the High Point City Council supporting the public safety efforts of our High Point Police Department.

Mayor Bencini read a Resolution into the record supporting the public safety efforts of the High Point Police Department and presented it to Assistant Chief Ken Steele. [applause] [photo opportunity followed the presentation]

STRATEGIC PLAN UPDATE**170095 Council will receive an update on the Strategic Plan from Council**

Council Member Jeff Golden, Chair of the Community Housing, Neighborhood Development and Public Safety Committee and Council Member Jason Ewing, Chair of the Prosperity & Livability Committee.

Code Enforcement/Blight

Community Housing, Neighborhood Development & Public Safety Committee Chair Council Member Golden provided an update on some numbers as they relate to the Code Enforcement efforts regarding blight in the city. He then shared numbers for the March 2017 activities as follows:

- ✓ 54 Minimum Housing Complaints
- ✓ 231 Active Minimum Housing cases
- ✓ 90 Active Backlog cases
- ✓ 52 Public Nuisance Complaints
- ✓ 149 Active Public Nuisance cases
- ✓ 26 Zoning Complaints (vehicles, signs, banners, etc....)
- ✓ 355 Signs collected

Chairman Golden noted the backlog of minimum housing cases from the old system has dropped significantly from 270 in May 2016 to 90 in March 2017. The city's application for a second round of the Technical Assistance Scholarship Program (TASP) was approved. As a result, the City of High Point was awarded an additional 75 hours of consulting time from the Center for Community Progress. The additional technical assistance will help the city be more proactive in housing and building code enforcement in targeted areas that support the needs of vulnerable residents.

Lori Loosemore, Local Codes Enforcement Supervisor, shared some before and after photographs of some of the public nuisance and demolition cases that staff has been working on (1208 Pearson Street; 513 White Oak Street; 101 Charles Street).

Connect HP

Prosperity & Livability Committee Chairman Council Member Ewing recognized Sarah Belle Tate, Chair- Connect HP, and asked her to provide an update.

Ms. Tate provided a brief update on the happenings of Connect HP and shared some of the highlights reported from their March 17th meeting as follows:

They will start doing an E-newsletter beginning in April 2017 (format will focus on their four focus areas: live, work, play and serve). They are also currently working on building a list of young professionals' email addresses and solicited help identifying additional email addresses.

Social Media. They now have admin rights to the High Point Young Professionals Facebook page and will be posting frequently.

Open Meetings/Focus Groups. They will be focusing on urban living due to the interest that has been shown for this topic.

Ms. Tate concluded her presentation and welcomed Council's feedback, ideas and suggestions. Their email address is connecthptaskforce@gmail.com

PUBLIC COMMENT PERIOD

170096

Public Comment Period

A Public Comment Period will be held on the first Monday of the regular City Council meeting schedule at 5:30 p.m. or as soon thereafter as reasonably possible following recognitions, awards and presentations. Our policy states persons may speak on any item not on the agenda.

*Persons who have signed the register to speak shall be taken in the order in which they are listed. Others who wish to speak and have not signed in will be taken after those who have registered.

*Persons addressing City Council are asked to limit their comments to 3 minutes.

*Citizens will be asked to come to the podium, state their name and address and the subject(s) on which they will comment.

*If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group while a designated speaker covers the various points. This helps to avoid repetition while giving an opportunity for people present with the same concerns to be recognized.

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

Don Webb, a resident at 2209 Timberlake Avenue, addressed Council regarding a fire that occurred on February 5th at 212 Maple Place, Apartment O, that displaced his legally blind son. He arranged to have the apartment secured by working directly with the contractor with no assistance from the building management. Mr. Webb reported to this date, there has been nothing done to repair any of the damage done to the property. He advised that five weeks after the fire, there was a heavy rainfall, which caused the roof to leak and it came through the HVAC system and put about two inches of water on the floor. Other residents were also displaced as a result.

Mr. Webb reported that Fowler & Fowler is the Building Management company looking after the property and although it has been reported to the manager, Amy Hedgecock, she has been unresponsive. This was complete unacceptable to Mr. Webb. He found the unresponsiveness from Ms. Hedgecock to be illegal and discriminatory. Mr. Webb added that the city has been very responsive and he was not asking for a solution from the City Council, but he did want to raise awareness of the situation.

Angela Roberson, a resident at 1452 Cantwell Court in High Point and Pastor of Congregational United Church of Christ at 401 Gordon Street, reported that she met with the Baha'i faith community in late January to see if they would be interested in helping her plan a National Day of Prayer event in High Point and they agreed. This will be a multi-faith National Day of Prayer event with an expression of community, unity and peace. Two separate events are planned; one for 7:00 a.m. and the other at 7:00 p.m. on May 4th at the High Point Library Amphitheater. She issued a personal invitation to Council and the community to attend and help them pray for the city, the nation and the region.

Rev. Frank Thomas, a resident at 693 Mallard Landing Blvd. in Clemmons, and Pastor of Mt. Zion Baptist Church, publicly thanked the City of High Point for the donation of the computers for their Community Writing Center. The Writing Center is a partnership between Kirkman Park Elementary School and High Point University housed at Mt. Zion Baptist Church. He shared his vision to one day increase the Community Writing Center to add the following programs:

- ✓ Adult Literacy Program
- ✓ English as a Second Language
- ✓ Resume' Writing
- ✓ Tax Preparation Assistance

He noted they have already been in contact with "Say Yes to Education" who will be using their computer lab for FAFSA workshops.

CONSENT AGENDA ITEMS

Chairman J. Davis reported that the Finance Committee met on March 29th and recommended approval of the following finance items. He recommended that these matters be rolled into one motion for approval.

At this time, Chairman J. Davis moved to approve all finance-related matters on the Consent Agenda. Council Member Alexander made a second to the motion, which carried unanimously.

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

FINANCE COMMITTEE - Council Member J. Davis, Chair
Committee Members: J. Davis, C. Davis, Hill and Alexander
(all were present)

170097 Contract - Sodium Hydroxide

Council is requested to award a contract to JCI Jones Chemicals in the amount of \$171,360.00 for the purchase of Sodium Hydroxide to be used at the city's water and wastewater treatment facilities.

Approved award of the contract to JCI Jones Chemicals in the amount of \$171,360.00.

A motion was made by Council Member J. Davis, seconded by Council Member Alexander, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.

170098 Contract - Asphalt Supplier - City Wide

Council is requested to renew the contract with APAC Thompson Arthur, Inc., in the amount of \$548,300.00 for asphalt to be used by city crews when performing maintenance functions that require different types of asphalt.

Approved the renewal to the contract with APAC Thompson Arthur, Inc. in the amount of \$548,300.00.

A motion was made by Council Member J. Davis, seconded by Council Member Alexander, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.

170099 Professional Services Engineering Services - Ray/Hospital Stormwater Study & Preliminary Design

Council is requested to approve a professional engineering services agreement to WK Dickson & Co., Inc. in the amount of \$254,710.00 for the West Ray / Hospital Stormwater Study & Preliminary Design.

Approved a professional engineering services agreement with WK Dickson & Co., Inc. in the amount of \$254,710.00.

A motion was made by Council Member J. Davis, seconded by Council Member Alexander, that this Agreement be approved. The motion PASSED by a 9-0 unanimous vote.

170100 Change Order No. 4 - Yates Construction Company - North Main Street Underground Utilities Project

Council is requested to approve Change Order No. 4 to the Yates Construction Company contract in the amount of \$185,000.00 for the North Main Street Underground Utilities Project. Total contract amount including this change order will be \$5,616,537.99.

Approved Change Order No. 4 to the Yates Construction Company contract in the amount of \$185,000.00.

A motion was made by Council Member J. Davis, seconded by Council Member Alexander, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.

170101 Contract - Furniture Market Transportation Services

Council is requested to approve a contract with McLaurin Transportation and Parking Company for services associated with the biannual High Point Furniture Market. The contract period is scheduled to begin July 1, 2017, with an initial term of three years, covering the Fall 2017-Spring 2020 markets, with options for two one-year extensions.

Approved a contract with McLaurin Transportation and Parking Company for a contract period to begin July 1, 2017 with an initial term of three years, covering the Fall 2017 through Spring 2020 markets, with options for two, one-year extensions.

A motion was made by Council Member J. Davis, seconded by Council Member Alexander, that this Contract be approved. The motion PASSED by a 9-0 unanimous vote.

REGULAR AGENDA ITEMS

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

Committee Members: Golden, Alexander, Ewing and Williams

(all were present)

170102 Ordinance - Demolition of Structure - 1310 Ragan Avenue

Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 1310 Ragan Avenue belonging to Elly's Place LLC.

Lori Loosemore, Local Codes Enforcement Supervisor, reported this property was a backlog case that was restarted. The case was initially started in 2009 and the new case was started in July of 2016. A hearing was held by staff on December 2, 2106, but no one appeared. During the hearing, staff determined that there were multiple structure violations and deemed the structure to be unsafe. The repairs exceeded 50% of the value of the structure. Staff issued an Order to Repair or Demolish with an expiration date of January 13, 2017.

Ms. Loosemore advised that she did speak with the property owner on Friday and was told that they plan to take out a demolition permit and demolish the property. However, as of today, no permits or applications for repair/demolition have been submitted.

Chairman Golden asked if there was anyone present who would like to speak regarding this housing case. There being no one present, he proceeded with the motion.

Adopted an ordinance ordering the inspector to effectuate the demolition of a structure located at 1310 Ragan Avenue.

A motion was made by Council Member Golden, seconded by Council Member Williams, that this Ordinance be adopted. The motion PASSED by a 9-0 unanimous vote.

Ordinance No. 7283/17-25

Introduced 4/3/2017; Adopted 4/3/2017

Ordinance Book, Volume XIX, Page 166

170103 Ordinance - Demolition of Structure - 613 Manley Street

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

Lori Loosemore, Local Codes Enforcement Supervisor, explained that after talking with the property owner today on several different occasions, she more than likely would be amending staff's original recommendation for demolition of this property. She advised that the property owner plans to have all the overgrown trees/bushes removed from around the house within the next 30 days; repair/paint the house or put up siding and gutters; remove and replace the rotted wood flooring in the kitchen; and pay for two years of the four years they owe in delinquent taxes. The property owner agrees to do these things, make these repairs and plans to have the property completely ready for occupancy by mid-June. The property owner is aware that if it is not done within 30 days, staff will bring it back before Council.

Placed this matter in pending until further notice from the inspector.

A motion was made by Council Member Golden, seconded by Council Member C. Davis, that this matter be deferred and placed on the pending list for the Community Housing & Neighborhood Development. The motion PASSED by a 9-0 unanimous vote.

170104 Ordinance - Demolition of Structure - 262 Dorothy Street

Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 262 Dorothy Street belonging to High Point Christian Center.

Lori Loosemore, Local Codes Enforcement Supervisor, reported this property was originally inspected on January 23, 2017 and several violations of the Minimum Housing Code were cited (damaged rafters, damaged piers, ceiling joists, chimney, etc....). Staff held a hearing on February 3, 2017 and both Mr. Simpson Baker and Cathy Gray attended the hearing. At that time, staff determined there were numerous violations of the Minimum Housing Code, as well as a lot of structural damage. Mr. Simpson and Ms. Gray did indicate that they would like to repair the structure at 2690 Dorothy Street that shares the same lot, but agreed that the structure at 262 Dorothy Street was beyond repair. The structure does exceed 50% of the tax value and staff issued an Order to Repair or Demolish on February 3, 2017 with an expiration date of March 8, 2017. Ms. Loosemore advised that she did speak with Mr. Baker on Friday and he was present at tonight's meeting. To date, no permits have been applied for.

Chairman Golden asked if the property owner was present.

Simpson Baker, Jr., a resident at 4415 Willow Road, and owner of the property at 262 Dorothy Street, informed Council that he had been talking with the Fire Department regarding the possibility of them burning the structure, but due to asbestos in the walls, they would not be able to burn it. He advised that he was in the process of getting someone to tear it down, but would like to have about 30 additional days to get it done.

Ms. Loosemore explained that once the ordinance for demolition is adopted, the property owner would still have 30 days to get it down and since the property owner was already going through the process to have it demolished, staff could wait for them to demolish it and would not move forward yet.

Adopted an ordinance ordering the inspector to effectuate the demolition of a structure at 262 Dorothy Street.

A motion was made by Council Member Golden, seconded by Council Member Williams, that this Ordinance be adopted. The motion PASSED by a 9-0 unanimous vote.

**Ordinance No. 7284/17-26
Introduced 4/3/2017; Adopted 4/3/2017
Ordinance Book, Volume XIX, Page 167**

170105 Resolutions-Transfer of Property - Core City CDC

Council is requested to adopted resolutions authorizing the transfer of property located at 1210 Kimery Drive, 306 Morgan Place, 308 Morgan Place and 1002 Gordon Street to the

newly incorporated Core City CDC for the purpose of construction of new affordable housing.

Deputy City Manager Randy McCaslin advised that the city has formally established and set up the non-profit Community Development Corporation (CDC) for the purpose of accepting properties that the city is acquiring through the blight reduction program. There are four properties that need to be transferred to the CDC: 1210 Kimery Drive; 301 Morgan Place; 308 Morgan Place, and 1002 Gordon Street. Once the CDC receives these properties, they would work with various groups to continue the city's infill program.

Council Member C. Davis asked if the city currently owns these properties and Mr. McCaslin advised that the city does own all of them.

For further clarification, City Attorney JoAnne Carlyle advised that the transfer of these properties would be advertised and her staff would get the ad out in the next day or two. She pointed out ten days from that advertisement date, the transfer would be final.

Adopted resolutions authorizing the transfer of property located at 1210 Kimery Drive, 306 Morgan Place, 308 Morgan Place and 1002 Gordon Street to the newly incorporated Core City CDC for the purpose of construction of new affordable housing.

A motion was made by Council Member Golden, seconded by Council Member C. Davis, that the Resolution authorizing the transfer of these properties be adopted. The motion PASSED by a 9-0 unanimous vote.

170106

Community Development and Housing Department 2017-2018 Annual Action Plan

Monday, April 3, 2017 at 5:30 p.m. is the date and time established to receive public comments on the Community Development and Housing Department 2017-18 Annual Action Plan. The plan was approved by the Citizens Advisory Council at their meeting on Thursday, March 23, 2017.

Mike McNair, Director of Community Development & Housing, provided a broad overview of the 2017-2018 Annual Action Plan, which will be attached in Legistar as a permanent part of these proceedings.

Mr. McNair reported on the following information that is contained in the Annual Action Plan:

- *Community Development **Staff** (18 full-time employees)*
- ***Four Divisions:** Affordable Housing; Community & Neighborhood Development; Administration; Code Enforcement Strategies to Strengthen Neighborhoods (mitigate blighting influences; diversity incomes; maintain community partnerships)*
- *Annual **Funding Sources** (CDBG and HOME Program funds)*
- *HUD 2016 **Income Guidelines**. These help staff determine eligibility for individual applicants.*

- **Budget** (totals about \$4.3 million)
- **Housing Services.** Involved in the development of multi-family housing. Partnering with two non-profits: Habitat and Community Housing Solutions.
- **Community Oriented Services.** Includes a wide range of activities and numerous partnerships to strengthen neighborhoods.
- **Public Service Grant Applicants.** Received 15 with \$55,000 available for planning purposes. CAC has reviewed the applications and heard presentations from the applicants.
- **Code Enforcement Activities.** Staff has implemented new Code Enforcement Zones which will assign specific inspectors to specific areas for continuity and accountability.

Mr. McNair explained that due to the anticipated pending expiration of the continuing resolution, there is a high probability that staff will need to come back in July with different numbers. To meet the statutory deadline, staff had to go through the process to develop and submit an Annual Action Plan to HUD and because of the requirement for matching allocations and the uncertainty of what and how much would actually be included in Congress' budget, these numbers are subject to change. This could also result in some programs being delayed.

Mr. McNair mentioned Operation In As Much (OIAM), a program where volunteers go out into designated communities that require urgent repair work. and going into communities that require urgent repair work. Two events are planned per year with anticipation of starting an off-cycle In As Much working with other agencies and churches to assist people in between the two OIAM events per year. The next OIAM event is scheduled for May 6th in the Highland Mills neighborhood.

- **Core City Homebuyer Incentive Program.** Now up to 47 applications and 41 closings. This program has been very successful with anticipation that it will be continued.
 - ✓ Leveraging Resources
 - ✓ Kirkwood Crossing (anticipated completion in June)
 - ✓ Harley Ridge (will get underway this summer)
 - ✓ Highland Creek Apartments. Located in South High Point. Proposing a loan of \$325,000 similar to other loans done in the past. The developer for this project will submit his application pending Council approval in mid-May with some kind of determination being made in August as to whether or not it receives approval.

Mr. McNair advised that the Annual Action Plan was unanimously approved by the CAC and the planning process met all HUD regulatory requirements. The Annual Action Plan will be submitted to HUD by May 15th for approval. Council was asked to review the Plan that will come back to Council for a vote on May 1st.

At this time, Mr. McNair introduced Elizabeth Dennis, the current Vice Chair of the Citizens Advisory Council.

Ms. Dennis explained the role of the CAC is to hear the requests and concerns of the citizens of High Point and to report those concerns to Council. They are specifically tasked with providing the citizens of High Point the opportunity to participate in the development of community housing programs that benefit low to moderate income areas of the city, to provide decent housing, to improve living conditions and to expand economic conditions for individuals in those areas.

She advised that the CAC members have been attending the neighborhood association meetings throughout the months of February and March in anticipation of receiving the Action Plan. They have been talking to the leaders and members of these neighborhood associations and listening to the challenges and concerns that they face in their respective communities.

She also reiterated that the CAC did review the 15 Public Service Grant applications that were received. These applications have been scored and rated by the CAC, but they are in the process of continuing to evaluate them to see how to fund the projects that have been requested. The CAC is recommending Council's approval of the Annual Action Plan as submitted.

Chairman Golden asked if there was anyone present who would like to speak regarding the proposed Annual Action Plan. There being no one present to comment, he advised that the Annual Action Plan will be on Council's May 1st Agenda for approval, then it will be submitted to HUD for their approval by May 15th.

Acknowledged receipt of the Annual Action Plan and held the required public comment period.

PENDING ITEMS

- 170077 Ordinance - Demolition of Structure - 901 East Green Street**
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 901 East Green Street belonging to AR-MEL Investments.
- 170078 Ordinance - Demolition of Structure - 903 East Green Street**
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 903 East Green Street belonging to AR-MEL Investments.
- 170079 Ordinance - Demolition of Structure - 905 East Green Street**
Council is requested to adopt an ordinance ordering the inspector to effectuate the demolition of a structure located at 905 East Green Street belonging to AR-MEL Investments.
- 160330 Ordinance - Demolition of Structure - 512 Hines Street**

Council is requested to adopt an ordinance requiring the building inspector to effectuate the demolition of a structure located at 512 Hines Street belonging to Eliseo Zavala. *(At the November 7, 2016 meeting this item was deferred to the December 5, 2016 Council Meeting. At the December 5, 2016 Council Meeting, Council deferred this item for 60 days or until the February 6, 2017 Council Meeting. At the February 6, 2017 meeting this item was placed back on the pending list).*

PLANNING & DEVELOPMENT COMMITTEE - Mayor Pro Tem Wagner, Chair

PUBLIC HEARINGS

Committee Members Wagner, J. Davis, C. Davis and Golden

170107 Ordinance - High Point University - Zoning Map Amendment 17-02

A request by High Point University to rezone approximately 3.47 acres from the Residential Single Family-5 (R-5) District to a Conditional Zoning Institutional (CZ-I) District. The property is bounded by Montlieu Avenue, N. Centennial Street, Barbee Avenue and Denny Street.

The public hearing for this matter was held on Monday, April 3, 2017 at 5:30 p.m.

Herb Shannon of Planning and Development provided an overview of the staff report for Zoning Map Amendment 17-02, which is hereby attached in Legistar as a permanent part of these proceedings.

The applicant, High Point University, is requesting that Council rezone approximately 3.47 acres from the Residential Single Family-5 (R-5) District to a Conditional Zoning Institutional (CZ-I) District. The property is currently developed with several one and two story buildings from a former private school and a church. The applicant is requesting reestablishment of institutional uses on the property. Along with their zoning application, the applicant is considering a Conditional Zoning Ordinance in which they have offered conditions related to access and landscaping.

Regarding the access conditions, the applicant is proposing there will only be one access point to the site from Montlieu Avenue for primary access. However, a secondary gated access for emergency purposes only will be established to Barbee Avenue. All access or traffic will be directed in and out of Montlieu Avenue, which is a thoroughfare street, with a signalized intersection.

As for the landscaping, the applicant is offering a condition to increase the required 8-foot wide street yard to 15-feet and has offered to increase the amount of planting material that will be installed in the planting yard, including provision for a higher standard of evergreen shrubs.

Staff finds the request to be consistent with adopted policies and notes that although the site has a low-density residential land use map classification, institutional uses are not necessarily inconsistent because it is not unusual to find schools or institutional type uses within residential areas. Staff also finds that the higher landscaping standards that the

applicant has offered mitigates any negative impact due to the proximity of the site and access from Montlieu Avenue, which is a thoroughfare street.

Mr. Shannon pointed out that higher standards for perimeter landscaping/parking and evergreen plantings is now required in the New Development Ordinance that became effective on January 1, 2017. This will filter any headlights and the New Development Ordinance also includes standards for exterior lighting to limit an exterior impact on adjacent residential property owners. These standards will also ensure rezoning of the site will be compatible with the adjacent property.

Staff has noted this would be an orderly expansion of the university taking into account the following:

- ✓ *Development pattern*
- ✓ *Signalized intersection of two thoroughfares (Montlieu Avenue and North Centennial)*
- ✓ *Next to the western primary entrance to the campus*
- ✓ *It encompasses and entire block*

Staff suggests that approval of the request is consistent and reasonable as the request is consistent with the Land Use Plan. Landscaping and access conditions will mitigate any impact to adjacent property owners and the intensity of the development would be limited. The location of the property to a major signalized thoroughfare also speaks of consistency.

Staff is recommending approval of the request. The Planning & Zoning Commission reviewed the request at their March meeting and also recommended approval by a 6-0 vote.

At this time, Chairman Wagner invited the applicant to come forward to speak.

***Barry Kitley**, Director of Community Relations with High Point University, concurred with the information shared by staff. He added that they held a public meeting on March 9th at 6:00 p.m. and as customary, they made themselves available by phone, on campus or by special invitation off campus to those wishing to discuss it further. He reported that they had five people to show up for the meeting and three phone calls, but no one expressed any opposition to their request.*

At this time, Chairman Wagner opened the public hearing and asked if there was anyone present who would like to speak in favor of or against this request. There was no one present to offer comment.

Adopted ordinance authorizing the rezoning of this property from the Residential Single Family-5 (R-5) District to a Conditional Zoning Institutional (CZ-I) District based on consistency with the city's adopted plans and that the request is reasonable in the public interest for the reasons identified in the staff report.

A motion was made by Mayor Pro Tem Wagner, seconded by Council Member J. Davis, that the Ordinance authorizing Zoning Map Amendment 17-02 be adopted. The motion PASSED by a 9-0 unanimous vote.

Ordinance No. 7285/17-27
Introduced 4/3/2017; Adopted 4/3/2017
Ordinance Book, Volume XIX, Page 168

170108 Ordinance - JLA Furniture - Text Amendment 17-01

A request by Doug Walton Architect, PLLC on behalf of JLA Furniture, to amend the Development Ordinance, Section 5.7. *Signage*, to permit freestanding video signs for market showrooms in the CB District, subject to specific standards.

The public hearing for this matter was held on Monday, April 3, 2017 at 5:30 p.m.

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

Mr. Robbins explained this is a proposal to permit freestanding video signs for market showrooms in the Central Business District, subject to specific standards that are the subject of the amendment. JLA is upfitting the old post office building located at 100 E. Green Drive. Also included in this upfit is the construction of an outdoor patio or plaza that would wrap around three sides of the building. The design of the patio includes several large video monitors, each one fastened on its own pedestal foundation to be located along the street lines facing the properties (E. Green, S. Main and S. Wrenn).

Mr. Robbins advised that the current sign regulations in the Development Ordinance do not permit freestanding video signs; however, in 2014, Council did approve a text amendment allowing a video sign to be placed on an exterior wall of a building used as a market showroom in the CB District only. He pointed out the sign that was the subject of this text amendment is visible above the doors on the E. Commerce side of the IHFC building under the Transportation canopy.

The proposed ordinance would:

- ✓ *Allow up to six freestanding video signs per zoning lot.*
- ✓ *The maximum number allowed would be determined by the number of street frontages of the property and the linear footage of the street frontages.*
- ✓ *No more than two such signs would be allowed per street frontage regardless of the amount of frontage.*
- ✓ *No freestanding video sign will be permitted if the street frontage is less than 50 linear feet.*
- ✓ *The area of each sign is proposed not to exceed 32 square feet.*
- ✓ *The height is not to exceed eight feet from ground level.*
- ✓ *Brightness would be capped at 2,500 nits during the day and 500 nits at night*
- ✓ *All such signs shall be oriented parallel to the street and cannot be within 25 feet of the intersection of street rights-of-way, or the signs can be faced inward so as not to be readily visible from the street.*
- ✓ *No regular freestanding signs will be permitted if there are any freestanding video signs on the property.*
- ✓ *Freestanding video signs will be limited to twice a year, encompassing two weeks prior to two weeks after each semi-annual market.*

- ✓ *Other times of the year, the signs must be securely covered or removed and stored the remainder of the year (they cannot be left in a usable state during that time).*

Mr. Robbins noted the area height orientation and brightness limitations of the proposed amendment are meant to keep the focus of these signs on pedestrians and not on vehicular traffic, limiting the use of the freestanding video signs to the CB District and Market showroom properties, where there would only be limited impact on other business during market times. Staff is supportive of the proposed text amendment because they feel these video signs have the ability to advertise many different products, promotions, events and as a result they would be especially effective during market when there is a high level of pedestrian traffic and a limited amount of time for companies to relay their messages to the pedestrians.

Mr. Robbins pointed out there are some housekeeping type changes that appear in Sections 1 and 3 of the draft and solicited any questions regarding these changes. He reminded Council that they must place in the record a statement of consistency with the city's Land Use Plan. Staff is suggesting that this amendment is neither specifically consistent, nor is it inconsistent with the plan as it does not clearly address the subject matter of the amendment. If approved, the Council is also required to explain why the action taken is reasonable in the public interest.

Council Member C. Davis made an inquiry regarding the discussion at the Planning & Zoning Commission meeting. Mr. Robbins explained that they met and reviewed this request at their March meeting and voted unanimously to support it.

Council Member Ewing asked how this concept is different than previous discussions surrounding digital billboards in that area. Mr. Robbins replied that the main difference is mainly the size of the signs (these are a lot smaller and less bright) and also limited in usage. Unlike billboards, the owners are not able to advertise off-site products or off-site services; the message must remain tied to the property and its occupants/products. Mr. Robbins pointed out these signs would be considered permanent signs and would require a regular sign permit so staff could monitor the length of service of the signs and to ensure that they are using the signs within the time period allowed. Council Member Williams asked if staff had addressed the content of the language on the signs. Mr. Robbins reiterated that the only thing stated in the text amendment is that any advertising must be related to the business on the site.

Council Member C. Davis expressed grave concerns about the possible unsightliness of the signs when not in use, or required to be covered/removed. Mr. Robbins shared that the applicant has designed a cover that will drop down over the monitors so that they are protected during the times they are not being used. Council Member C. Davis pointed out there was no guarantee that others will do the same. Mr. Robbins clarified that either way, they would be required to remove the signs when not in use or cover them.

At this time, Chairman Wagner asked the applicant to come forward.

Ryan Kronbetter, Senior Associate at the firm of Doug Walton Architect PLLC, 4810 University Avenue, Las Vegas, NV, addressed Council in support of the request. He recognized Rusty Ortiz, who was also present representing JLA Furniture. Mr. Kronbetter

advised the primary reason that they went with these video signs was they wanted to bring the building back to its original state and glory and keep Wifi devices and cameras off the building. They felt the monitors would accomplish this by keeping them off the building.

Chairman Wagner then opened the public hearing and asked if there was anyone present who would like to speak regarding this request. There being no comments, the public hearing was declared closed.

Adopted the Amendment to the Development Ordinance, Section 5.7 Signage, to permit freestanding video signs for market showrooms in the CB District, subject to specific standards, based on the approval of the applicant's request being reasonable and in the public interest because:

- 1) The sign regulations already allow video signs affixed to a building wall with many similar restrictions;*
- 2) Limiting use of freestanding video signs to twice a year during Market will minimize the potential impacts associated with them;*
- 3) The provisions of the amendment require the signage to be pedestrian oriented, thereby addressing traffic safety concerns.*

A motion was made by Mayor Pro Tem Wagner, seconded by Council Member J. Davis, to adopt the Ordinance authorizing the approval of Text Amendment 17-01. The motion carried by the 8-1 following vote:

Aye (8): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, and Council Member Davis

Nay (1): Council Member Davis

Ordinance No. 7286/17-28
Introduced 4/3/2017; Adopted 4/3/2017
Ordinance Book, Volume XIX, Page 169

170109 Ordinance - City of High Point - Text Amendment 17-02

A request by the Planning & Development Department to amend the Development Ordinance to remove street design standards, remove Type II Administrative Adjustments, and correct various errors and omissions.

The public hearing for this matter was held on Monday, April 3, 2017 at 5:30 p.m.

Heidi Galanti of Planning and Development provided an overview of the staff report, which is hereby attached in Legistar as a permanent part of these proceedings.

Ms. Galanti advised this is a request initiated by the City of High Point to amend the Development Ordinance by removing street sign standards (for added flexibility) and Type II Administrative Adjustments, and to correct various errors and omissions. There are thirteen amendments that are needed to correct minor errors and omissions.

The following three amendments are changes based on the need to remove street design standards from the Development Ordinance to allow added flexibility in the standards:

- 1. To remove the street design standards from Chapter 6 and place them in the High Point Design Standards Manual. The current Development Ordinance limits the ability to modify these standards to between 10-20% and this is often not enough of a modification to make a project work.*
- 2. To remove the Type II Administrative Adjustments because they are all related to the street standards. Once the street standards are removed, there is no need for the Type II Administrative Adjustment; and*
- 3. To remove all other references to the Type II Administrative Adjustments throughout the ordinance.*

Staff suggests that the text amendment is reasonable and in the public interest because it fixes errors and omissions, provides clarity and consistency in the text and allows for greater flexibility in the use of the street design standards. The Planning & Zoning Commission met on March 28th to review the request and recommended approval of Text Amendment 17-02 by a vote of 6-0.

Council Member J. Davis asked if it might be possible to hear from Judy Stalder regarding her concerns voiced at the Planning and Zoning Commission meeting; she felt an opportunity should be afforded to allow the public to speak if there are future amendments to the Transportation Department Policy Manual. He felt Ms. Stalder's request merits consideration. Ms. Galanti explained that the request would have to be reviewed by the Transportation and Engineering staff and thought Ms. Stalder's concerns involved requesting a public comment period for any future amendments to the street standards that would be included in the manual. Council Member J. Davis stated it makes sense to him to allow the stakeholders (developers and builders) an opportunity to comment because of the potential impacts this could have on development.

Ms. Galanti clarified that the idea was to give the developer some added flexibility in street design because the Engineering Department has said the radius' are too big and they were open to allowing changes to those to look at them in greater detail and make some changes that would bring them more in line with the desired street standards of today.

At this time, Chairman Wagner opened the public hearing and asked if there was anyone present who would like to speak regarding this text amendment.

***Judy Stalder**, representing the Triad Real Estate Building Industry Coalition (TREBIC), 115 S. Westgate Drive in Greensboro, addressed Council. She stated that TREBIC completely supports adding flexibility by moving those standards out of the Development Ordinance into a policy manual, but they would like a provision in the policy that requires a public comment period for any amendments to the street standards that will be placed in the Policy Manual.*

Chairman Wagner asked if there were any additional comments. There being none, the public hearing was closed.

Chairman Wagner then MOVED adoption of the ordinance approving Text Amendment 17-02 based on consistency with the city's Land Use Plan and other plans and that the request is reasonable in the public interest for the reasons stated in the staff report.

Council Member Alexander made a SECOND to the motion.

Council Member J. Davis then offered a SUBSTITUTE MOTION to also include the requirement for a public comment period for any future amendments to the street standards in the Policy Manual. Council Member C. Davis made a SECOND to the SUBSTITUTE MOTION.

Mayor Bencini asked if there was any further discussion. There being none, he called for a vote on the SUBSTITUTE MOTION, which **PASSED by a 9-0 UNANIMOUS vote.**

**Ordinance No. 7287/17-29
Introduced 4/3/2017; Adopted 4/3/2017
Ordinance Book, Volume XIX, Page 170**

GENERAL BUSINESS AGENDA

170116 Budget Ordinance Amendment - Downtown Catalyst Project

Council is requested to adopt a budget ordinance amending the 2016-2017 Budget Ordinance in the amount of \$15 million to appropriate funds for the purchase of land, site design and multi-purpose stadium design related to the downtown Catalyst Project.

Note: A copy of the presentation will be attached in Legistar as a permanent part of these proceedings.

City Manager Greg Demko: Mayor and Council, tonight's presentation may look a little familiar to you. It is the information that staff reviewed with City Council at the March 6, 2017 closed session. Tonight, Assistant Manager Randy Hemann, Budget Director Eric Olmedo, and Mr. Sims Hinds will publicly present the status of High Point's catalyst project and the next steps to advance the proposed project. Mr. Hemann....

Assistant City Manager Randy Hemann: Mayor and Council, I am thrilled to be here to be able to present tonight to you your catalyst project. In March of 2016, to be real honest with you on my 30th anniversary, March 22nd last year, you passed a City Council goal to create a downtown catalyst project that produces 500 private sector jobs, 15-20 new restaurants and shops, 250 additional residential housing units, and a centralized gathering place. You had a short-term goal to receive a sports and entertainment facility report, accept and approve, and determine ownership and financing. And that is what we're here to talk about today.

I want to point out, though, that your focus from the beginning was not to produce a stadium. It was to produce a catalyst project that would help make some other things happen in our downtown. This is about development and it's about our future. It's always been development driven. In fact, during the process of the development we actually spoke to all of these developers and asked them if we build in the downtown would you be interested in

building around this, knowing that that was your focus. We received some very positive comments in that regard.

As a staff, our goal was to have a project that pays for itself over time through project income and increased tax base. To have a project that jumpstarts our core city economy, to help spur the creation of a vibrant downtown. A project that creates a downtown with 365-day-a-year activity and a project that includes all the elements required for success when it's presented to you. I hope that you will agree that we have done that today. What we needed we felt like for success was an experienced development team and I will tell you that from your manager on down, your manager has been involved in several projects like this over the years. You have that team.

I'm also going to talk about our downtown development corporation, a team partnership. Sims is going to cover that. We'll also talk about the CSL Report which you have received in the past and I'm going to talk a little bit about site control and Eric and I will cover financing.

So this is our lead agency. We have a group of very capable folks that are helping carry out this vision. This is our Forward High Point Board and staff. I'll point out that Ray Gibbs is in the audience. Ray has been in downtown development for 30+ years and Ray has done projects like this many times in the past. I also want to point out that Sims is here in his capacity as Vice Chair of this board. He also happens to be with Dilworth Advisers. He's not being paid to assist. He's volunteering all of his time on this project, but he is also with Dilworth Advisors which is a group that consults on projects like this and he does this all over the country. I was told all over the world actually, that he's been consulting in several countries. So we appreciate having him on the team as well. I'm going to let Sims talk a little bit about potential team partnership.

Sims Hinds: *Mayor and Council, it is great to be presenting with y'all tonight. This is what you're going to see as a result of two years of a lot of work and we're really proud as to where we are right now. So from a stadium point of view in terms of operation, viability, some of the things that CSL looked at so we could come back and give you a very viable proposal were three things.*

Number one is an anchor tenant. Someone who could fill up a large number of dates throughout the year because that's how you sell naming rights, that's how you lease luxury suites, sell sponsorships. And more importantly to this project, the catalyst project, gives the developers the comfort that there's going to be a lot of feet on the street in downtown High Point. That's what generates the need for apartment residences, restaurants, retail, office buildings, hotels. So we needed to find the main tenant.

What Randy has given you is a Letter of Intent from the President of the Atlantic League, which is the most successful and oldest independent minor league professional league in the United States of their desire to bring a team to High Point. We have secured a local ownership entity that is well along in their discussions with the Atlantic League and is anxious to get into discussions with the City of High Point about a long-term operating lease as well.

If you don't know about the Atlantic League. They are eight teams. They are going to be expanding up to twelve in the next few years. It's mostly Mid-Atlantic, Northeast League. One team in Houston, they want to come south with a team in Virginia and a team in High Point. You will see in a minute when we get into our projections that we have been very conservative in terms of what we're forecasting as attendance, but we've been in great discussions with the League. The President of the League has been to High Point. Members of a perspective ownership entity have visited two Atlantic League ballparks and met with League ownership within the last couple of weeks and are eager to move forward.

Working with CSL, when you just look at our forecast focusing on the Atlantic League attendance, CSL wanted to take the conservative course. That's the direction that we gave them. They estimated 2,500 people per game. Just a quick piece of information, the lowest drawing team in the Atlantic League draws just a hair under 3,000 people a game and the League averages over 3,900 people a game. We forecasted a great mix of concerts, other sports events. This is a true multi-purpose stadium. It can host high school football, Lacrosse, soccer, big city festivals, religious convocations, concerts. In fact, you may not know it, we discussed it in closed session, the nation's largest promoter of Christian concerns, Premier Productions, is headquartered right here in High Point. They produce over 450 Christian concerts a year all around the United States, but they've never promoted a single show in High Point because there's never been a venue to host one in. And they're very anxious to start producing a Christian music series in your new stadium should you move forward with the project.

Our market is easily big enough to support an Atlantic League team. We asked CSL to come up with what would be our baseball drawing market, factoring in that we have the Grasshoppers to our northeast and the Dash to the northwest. CSL created a market that kind of rings the northern edge of High Point, loops south down through Thomasville and Lexington, which gives us a population of about 230,000 people, which is right in the middle of what the minor league markets are around the United States. We compared ourselves to two of the teams that we visited in the Atlantic League two weeks ago, which are York and Lancaster, Pennsylvania. Their market is similar in size to ours. They also share our market with two other traditional affiliated minor league teams and three major league teams. Both of those teams draw much more substantial attendance projections than we're forecasting in our study. And there's the actual results.

Capacity. *We're looking for a modest sized stadium. A little bit smaller than Greensboro and a little bit smaller than Winston Salem, but nicer than both of them. We follow the rule that less is more, it's especially good when you give the fans great amenities, a great detailing. This will give us plenty of flexibility, both for baseball and other events as well. We'll get up to about 7,500 for concerns, 6,500 for high school football and other events. It'll give us a great range of purposes, a great range of event types that we could host in your ballpark. But we've also included a very conservative mixture of club seats, luxury seats. Based on this program, we worked with Odell, the architectural firm that designed the ballpark in Charlotte and Samet has built the ballpark both in Winston Salem and Greensboro, to come up with what we believe are very solid estimates. Now these are not based on full drawings, these are based on what Samet has seen of our plans. They've given us an estimate of just a little over \$30,000,000 assuming that we start construction this year.*

Ancillary development assumptions. Now, this is really the key as to why you're considering the catalyst project. Yes it's great that we have a stadium or will have a stadium that will fill up the venue every month and week and year with thousands of people, but the key is what type of development can this venue being in downtown High Point create? Throughout the course of Phase II, we met with eleven different developers. We met with most of them five or six times. Talked about the general site area for the ballpark and what would they expect to go around the stadium. Immediately the developers said we'd like to put apartments downtown. We want to be close to the hospital. We want to be close to downtown. We want to be close to HPU. And what you're seeing are the most conservative projections in terms of apartment building that we heard from any of them. Most of them said that they would build a minimum of 80-100 apartment units pretty much the day that we break ground on the multi-purpose stadium. That would give us a vibrancy to downtown High Point that we haven't seen in a long time. Once you get the people living downtown and you get the breweries, you get the restaurants, you get some of the stores to follow, hotel, office building....all of a sudden we have a great downtown development.

I want to point out one thing that's not on the slide, what we are doing is a tried and proven way to redevelop downtown. Look at Durham. Look at Charlotte. Look at what's happening in Greensboro right now and look at what's about ready to start this summer in Winston Salem with over \$100 billion dollars' worth of construction taking place. Also, only about two months ahead of us in their respective processes, Fayetteville, Kannapolis and Gastonia are all redeveloping their downtowns built around a catalyst project that happens to be a multi-purpose stadium.

Financing is going to be a mixture of public and private that's being proposed now. We worked very closely with both CSL and Davenport to come up with a plan that distributes the financial burden of responsibility to different parties. The team owner, the team operator would contribute substantially to the stadium through a long-term lease and also the procurement of naming rights, which has been done. We have a Letter of Intent from a Fortune 500 company to put their name on High Point's ballpark should one come into existence.

There will also be what's called user fees. People that choose to come to the stadium for a concert or a ballgame or a festival would have a small surcharge placed on their ticket that would go directly towards the financing of the ballpark. And then most importantly, the long-term tax base increase that would come from the stadium is fairly dramatical. Randy will get into it a little bit more in a minute, but we're estimating about \$99 million in the first ten years of ancillary development from the catalyst project. The operator/team owner will also be responsible for operating subsidy. So you, as a Council, will not be faced with any annual operating subsidy requests on any given year. That will be the responsibility of the long-term tenant in the building. Randy....

Assistant City Manager Randy Hemann: The assumptions for revenue as Sims said are for \$99 million and I'll show you in more detail how we expect to get there. But that would occur within this targeted area. So it's a little bit broader than the downtown. It's mainly the Central Business District. We would expect values to increase from \$805 million to \$904 million and quite frankly we believe those are conservative numbers too and I'll show you why in just a second.

This is the way that would work. The key thing to remember is when we look at this revenue, this is money that we do not have. It's money that we will not get unless we build a catalyst which creates the additional tax base. So, you know, as taxpayers we can't sit there and say I would like to have that, but not build the stadium. It doesn't work that way. Without the stadium, we will not get the development. So we're expecting, as I said, \$99 million from that and I'm going to go into more detail in a minute. But I do want to tell you that Eric's going to come up and talk quickly about the project plan of finance.

Budget & Administrative Director Eric Olmedo: Folks, as you know since 2004 we have worked with Davenport and Company for all of our strategic financing and long-term goals and the working group of the management team and with Sims and with our Finance Budget Department have worked up the following goals and objectives. Our goal was to identify a viable and cost effective funding mechanism for the project. We wanted to demonstrate the city's ability to maintain the existing financial policies that you all have had in place for a number of years. We wanted to maintain our strong, consistent credit profile. We also wanted to preserve future debt capacity and debt affordability and we wanted to demonstrate that the project debt funding could be done without a tax rate adjustment.

On the following page, you'll note at the top it's a 20-year financing plan for \$35 million, which is a little more than we had in other areas in the document. But trying to be conservative, we overestimated a little bit there and what we have done is from the fees and charges that Sims outlined, we have graphed that. So the bottom area here indicates the annual lease payment that the team would pay and then the lighter green and the darker green next to it are an estimate of the facility fees and the parking fees that will be paid per ticket. And then we estimated ten years of naming rights there. We didn't go beyond ten years just to be conservative, although we feel that those would continue past ten years. And then the dark blue indicates the additional revenue, property tax revenue, that we would receive from the increased property value. That's the city value and the lighter blue is the county value. Then the red line indicates our debt service on the \$35 million, 20-year note. That's about \$2.8 million a year. We've got about a year and a half there at the beginning that is during construction and so our financial model shows that although we would have to subsidize a bit in the first few years, over time the stadium and all the other non-tax revenues or just the additional TIF revenues would pay for that debt service over the 20 years.

Assistant City Manager Randy Hemann: We looked at a total of three sites. I think as we mentioned in closed session when we briefed you last time about this. We did option property on all three sites and tried to get control as much as we could of those sites. Some sites were more difficult to assemble quite frankly, and more costly. We did look from a site selection standpoint at what was the potential development around that as well as the availability of parcels and I will reiterate that this was a continual discussion with the development community-the folks that were interested in developing to see do you like this site. Would you develop around this site. So that conversation continued as we looked at various sites.

Our preferred site includes land for the stadium, as well as some of the anticipated development. It is about a ten-acre site. We currently have about 80% of it under control at this point and you can see the location here. It is, in essence, between Gatewood and English. The multi-use stadium is marked in red there. That does include, as I mentioned, about ten acres. About five acres would be used for the stadium itself and about five acres

would be available for development. One of the things that we really like about this site is it's close to your anchor institution, the hospital. We did hear that over and over again from developers. We like being in that location. Being a little bit further north than the first site that we looked at, I think helped as far as staying away from the Furniture Market. The availability of property was much less expensive at this site than it was, quite frankly, at the first site that we looked at which was closer to the Market. We really ran into some issues there.

What we anticipate, and as I mentioned earlier, we would need to get to \$99 million worth of development to help pay for this. The properties that you see here in green, we either have it under control, or hopefully will soon have under control in negotiations with folks. You've got some property up on Main Street that I'm going to show you a picture of in just a second that we have some property under option. You've also got showplace West, which we have talked to IMC about and hope to have an agreement soon with them. And also down at the bottom here, the \$41-\$51 million. That would be the development that would occur around the stadium. To arrive at these numbers we took the footprints, removed what would be needed for parking. In essence we looked at what would the footprint of the building produce. A lot of these are four to five story buildings because you can do stick built and some may be larger. But these numbers were based on these specific parcels and as you can see, we would expect the ones that we have under control to develop somewhere between \$70 and \$91 million.

The things that you see in gold here, there's a lot of private property out there that we think could be redeveloped if this occurred, that it would spur additional development. And you can see some of those sites. There's a few of these sites that are actually listed for sale that there would be people I'm sure out assembling sites that would be around the stadium.

This is the Main Street Station just to give you an example. This started out as an option on the really kind of unsightly looking gas station up in the 600 block of Main Street. And we don't have this whole parcel under control, but we have portions of it and we're working on portions and it's going to grow some. So we anticipate somewhere between \$16.5 and \$22 million of development from that site.

The CSL Report gave the stadium economic impact that was a one-time net, new construction spending obviously of \$30 million and that's the cost of the stadium. Construction would create 137 new full-time equivalent jobs with \$6 million in personal earnings. Over 30 years, the stadium will generate an estimated \$708 million in total consumer spending and those operations would support 708 new full-time equivalent jobs in the Core City. These would be everything around the stadium. These are the restaurants. These are all the other businesses that would be coming in. These new jobs are estimated to generate personal earnings of \$267 million and net present value dollars over a ten-year period. This would not just affect the core area of the downtown, this would affect our neighborhoods. We need jobs. We need jobs of all levels. We need service jobs and restaurants. We need all kinds of jobs. And you can see that we anticipate that this would really get that done for us.

It was your goal to have the 500 private sector jobs, the restaurants and shops and residential units. We feel like this project will certainly achieve that goal and more and the most exciting thing is we feel like we can do it without a tax increase because of the additional revenue and the stream of sources that we have laid out. And I'll point out and I

think Sims may have said this, but when you see a parking surcharge on a ticket, that's a very miniscule amount of money. Quite frankly, this is something that we talked about earlier. For a family of four, you're talking about the same price to go to a ballgame as you are a movie and that includes the surcharges for the stadium use and the parking. It is very affordable entertainment.

So where are we in the middle of this road? If you look at, and I'm sorry I know you can't read this. I hope those of you in the audience have a copy and can actually see it, but if you go all the way back to March 2015, you know this came as an idea out of a Convention & Visitors Bureau meeting back in March of 2015. In March of 2017, you can see that you were briefed on it. We began, we reformed Forward High Point. We began to really look at this and here we are today right in the middle, which is April 2017. I show this just to say that there are a lot of steps left, but when you see a letter from the commissioner of the Atlantic League. When you hear that there's a commitment from the business community to put the money forth to buy a team. When you see that the land is assembled, we're halfway there, but I think we have really leaped the hurdle here if you choose to move forward with this.

The next steps that we would like you to consider are to approve a budget amendment for use of reserves and internal loan, to proceed with the land purchases, site design and multi-use stadium design with a total cost not to exceed \$15 million. And that is for the land and design of the stadium and I'll let Eric if he wants to talk in more detail about that.

Budget & Administrative Director Eric Olmedo: *As we discussed with you previously, Council, we do have some opportunities within various funds to appropriate fund balance and reserves that we feel like that we are above our policy on. So you see in the left hand column we have what we're calling an investment. It's a total of \$7 million; \$4 million from the Electric Fund; \$1 million from the Economic Development and Incentive Fund; and \$2 million from the General Fund to be appropriated towards this investment.*

Then, on the right hand column we have an internal loan scenario similar to what we've done in the past. I know Mayor Bencini and Council Member Alexander remember when we purchased the Piedmont Natural Gas building, we did a similar internal loan. But an internal loan from our Electric Fund, our Landfill Reserve Fund, and our Internal Service Fund of \$8 million and it would be an annual debt service of about \$440,000 over a 20-year term on that.

So as Randy said, our next step is consideration of a budget amendment and that has been placed in your packet for consideration.

Council Member Ewing: *Mr. Mayor, I'd like to go ahead and make a MOTION to APPROVE the proposed Budget Amendment that's in the presentation for the use of reserves and internal loans to proceed with land purchase, site design and multi-use stadium design with a total cost not to exceed \$15 million.*

Mayor Bencini: *We have a motion. Is there a second?*

Council Member Alexander: **SECOND.**

Mayor Bencini: Any further discussion?

Council Member J. Davis: I've got a question I'd like to ask Randy. Is the preferred site Gatewood Avenue/Lindsay Street? Is that what I'm hearing?

Randy Hemann: Yes.

Council Member J. Davis: So we're approving this \$15 million for the purchase of that property, not a different site?

Assistant City Manager Randy Hemann: That is correct.

Council Member J. Davis: Alright. In the last 90 days, there's a holding company that's bought seven properties on Gatewood Avenue, Church Street and Elm Street. Are we purchasing any of those properties from this holding company?

Assistant City Manager Randy Hemann: I don't know the name of that holding company.

Council Member J. Davis: It's D. J. Worldwide.

Assistant City Manager Randy Hemann: No.

Council Member J. Davis: I have the address. We are? You see that makes me wonder because they purchased seven properties for \$400,000 and I'd like to know what our purchase price of those properties are because on the surface it looks like insider information and how do we answer to the public if somebody pays \$400,000 and we pay several million for something within 90 days?

Assistant City Manager Randy Hemann: No, the folks that have been out on our behalf....we're paying exactly what they have those properties optioned for.

Council Member J. Davis: Well that's not answering my question. These people bought this for \$400,000. Are we paying \$400,000 for these properties that we're buying from D. J. Worldwide, or are we paying more than \$400,000?

Assistant City Manager Randy Hemann: If that was the Enterprise, yeah, that's the seven parcels that.....

Council Member J. Davis: Well, I don't know what they are. The Tax Department sent them to me today. Let's see if I can give you the addresses real quick.

Council Member C. Davis: 215 Gatewood Avenue, 213 Gatewood Avenue, 211 Gatewood Avenue, 207 Gatewood Avenue, 307 N. Elm Street, 210 Church Street and 305 N. Elm.

Assistant City Manager Randy Hemann: That's the Enterprise properties. Is that correct?

Council Member J. Davis: I don't know.

Assistant City Manager Randy Hemann: *That's the ones that he purchased. He purchased that not on our behalf.*

Council Member J. Davis: *My question is are we purchasing this property back from DJ Worldwide because within 90 days they have bought seven properties for a total of \$400,000 according to the tax department. I don't have a problem if we're purchasing that property for \$400,000, but I have a problem if we're purchasing it for millions.*

Assistant City Manager Randy Hemann: *We'll be purchasing that for more. It would be in the \$1.2 million range is what Forward High Point received that for, which is substantially more than what he purchased, but we did not buy that. That was an arms-length transaction.*

Council Member J. Davis: *Well, the heartburn I'm having over this is, you know I want to support this, but how do I answer to the citizens of this city when you have an LLC corporation that has automatically bought up property? They got extremely lucky in the last 90 days to buy this property? Or did they have some kind of insider information that this is going to happen?*

Assistant City Manager Randy Hemann: *He was already purchasing that for development, so it was neither. He purchased that directly from the Enterprise. He purchased that for development. We're repurchasing from him. It is....even at \$1.2 million, the tax value on that was about \$2.7 million. I will tell you that did cause heartburn for us, but when we looked at all the other sites and we looked at especially the site to the south of this, we would have ended up paying much, much more for property. So I understand your concerns.*

Council Member J. Davis: *You see where I'm having heartburn, you know, because it was brought to my attention.*

Assistant City Manager Randy Hemann: *I understand that completely.*

Council Member J. Davis: *Because I didn't know anything about it and I reached out to the Tax Department to get the information.*

Mayor Bencini: *It's hard to beat the speculators, Jim, and you know that.*

Council Member J. Davis: *Yeah, but you know we went into closed session and we signed a non-disclosure that we would not....we didn't even know the site.*

Mayor Bencini: *That happened before....*

Council Member Alexander: *That happened way before it came to us. We didn't know the site.*

Assistant City Manager Randy Hemann: *I will tell you that....*

Council Member J. Davis: *Yeah but this has been done since January 13th and it's now April 3rd.*

Assistant City Manager Randy Hemann: *I will tell you that he was doing due diligence on that site months and months and months in advance, long before we even looked at it because he was part of our Brownfields Program. So at the time that he contracted to purchase that site, we weren't even looking at this site, quite frankly. So I can say that 100% and guarantee you that we were not looking at this site at the time that he started the purchase, but he did go through a long process of brownfields and had testing done, Phase I and Phase II.*

Council Member J. Davis: *Well you see where I'm coming from. People are going to have some heartburn over this. On the surface, that's what it looks like that somebody knew something.*

Assistant City Manager Randy Hemann: *But it's still well below tax value and we were not in discussion with him at the time that he bought that.*

Council Member C. Davis: *I have some additional concerns. We did have a confidential meeting and it was on March 20th if I'm correct. Somebody else said March 6th and then just four days later in the Triad Business Journal, members who were in that confidential meeting talked to the media and disclosed those figures and during our retreat, we were told that we have facility needs and this \$15 million could go towards meeting some of those facility needs.*

It's very troublesome for me that when we had the meeting, we were told that we couldn't have access to the information. The information wasn't included in our packet for further review, so that we could see it as well as the citizens that we represent could see it. There's been conversation in the community that there's going to be an ask from Guilford County Commissioners for a synthetic TIF. Citizens are very concerned that they're being excluded from the project and not being talked to about the project. During our retreat, I asked staff, why isn't it in the agenda packet so that we could see it so that the citizens could see it. Basically I was told that the presentation had been shown numerous times to different people. Well, it should be posted on our site, in my opinion.

And I would like to make a SUBSTITUTE MOTION that we delay the approval of the project until May 1st to allow the information that has been released tonight to the general public to review and to know what they are being asked to do, so that we can receive comment or input from those who have not been a special invite to the presentation.

I cannot in good faith move forward knowing that they are not going to go to the ballot and vote. We've removed that through the ask that you're asking tonight. But we can send them back to the ballot to pay for a facility, which we already have dollars to do.

Mayor Bencini: *Is that part of your motion?*

Council Member C. Davis: *Yes, it is.*

Mayor Bencini: *Alright, we have a SUBSTITUTE MOTION. Is there a SECOND?*

Council Member C. Davis: *Mayor, I'm not finished speaking. If you don't mind, Sir.*

Mayor Bencini: *You can advocate after we've got a motion on the floor. Is there a SECOND to the MOTION?*

Council Member C. Davis: *I wanted to make sure that I got everything in the MOTION.*

Mayor Bencini: *Is there a SECOND to the MOTION?*

Council Member J. Davis: *Is the MOTION just to delay it to May 1st?*

Council Member C. Davis: *I'm asking that we delay it until May 1st so that the citizens of this community can review the information prior to Council making the decision of the \$15 million.*

Mayor Bencini: *Is there a SECOND?*

Council Member J. Davis: *I'll SECOND that.*

Mayor Bencini: **MOTION and a SECOND.** *Any further discussion? [none] All those in favor, say AYE.*

Council Members C. Davis and J. Davis: *Aye.*

Mayor Bencini: *Opposed?*

Mayor Bencini, and Council Members Alexander, Golden, Williams, Hill, Wagner, and Ewing: *No.*

Mayor Bencini: **MOTION FAILS.** *[2-7 vote]*

Council Member C. Davis: *Thank you. I'm still going to finish, Mayor.*

Mayor Bencini: *Back to the original MOTION.*

Council Member C. Davis: *I was still talking, Mayor. I'm sorry. Does the project fall in one of the city's MSDs is one of the other questions that a constituent asked me. And if it does, in fact, fall in an MSD District, have the individuals been made aware that they are going to be at the subject of Council's decision to add an additional tax within that MSD.*

Assistant City Manager Randy Hemann: *We have not even discussed and don't plan to add an MSD tax to help pay for this. So that's not been part of the discussion. It's not in any of the funding formulas that you saw earlier.*

Council Member C. Davis: *Again, it's part of my job to ask the questions that my constituents ask me. So I want to make sure I do that while I'm on the floor and have the floor currently. Many of those that I represent feel that this is a business venture that should be paid for by private dollars. The city should not do anything above water, sewer, electric and assisting with roads for the project. That, alone, will take millions of dollars. And that*

is for the record. For those who would like to discuss what's being shared with me, I'll be glad to do that and this is the time for that.

Council Member Alexander: *I call the question.*

Mayor Bencini: *The question has been called.*

Council Member J. Davis: *There's one lady here that keeps....*

Mayor Bencini: *All those in favor, say AYE.*

Mayor Bencini, Council Members Alexander, Golden, Williams, Hill, Wagner, J. Davis and Ewing: *Aye.*

Mayor Bencini: *Opposed?*

Council Member C. Davis: *No.*

Mayor Bencini: *Mr. Davis, did you vote Yes?*

Council Member J. Davis: *Yes.*

Mayor Bencini: **That MOTION CARRIES by an 8-1 VOTE as follows:**

Aye (8): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, and Council Member J. Davis
Nay (1): Council Member C. Davis

Ordinance No. 7288/17-30
Introduced 4/3/2017; Adopted 4/3/2017
Ordinance Book XIX, Page 171

170117 Purchase of Property - Downtown Catalyst Project - Multi-Purpose Stadium

Council is requested to authorize the Manager to proceed with land purchase, site design and Multi Use Stadium design as part of the Catalyst Project with a total cost not to exceed \$15 million

Note: This matter is related to 170116 Budget Ordinance Amendment- Downtown Catalyst Project and 170110 Catalyst Project. Please refer to 170116 Budget Ordinance Amendment- Downtown Catalyst Project for specific comments made regarding these matters.

Authorized the Manager to proceed with land purchase, site design and Multi-Use Stadium design as part of the Catalyst Project with a total cost not to exceed \$15 million.

A motion was made by Council Member Ewing, seconded by Council Member Alexander, that this matter be approved. The motion carried by the following 8-1 vote:

- Aye (8): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, and Council Member J. Davis
- Nay (1): Council Member C. Davis

170110 Catalyst Project

Council is requested to adopt the recommendations presented by staff on the proposed downtown catalyst project as outlined in the presentation and outline below.

1. Authorize the Manager to seek County participation regarding increased tax base.
2. Authorize the Manager to proceed with development of Multi Use Stadium financing plan.
3. Authorize the Manager to develop an Agreement with Forward High Point regarding their coordination of design and private development for the site.
4. Authorize Forward High Point to finalize Team Ownership and Naming Rights for Multi Use Stadium.

Note: This matter is related to 170116 Budget Ordinance Amendment- Downtown Catalyst Project and 170117 Purchase of Property- Downtown Catalyst Project- Multi-Purpose Stadium. Please refer to 170116 for specific comments made regarding these matters.

Adopted the preceding recommendations presented by staff on the proposed Downtown Catalyst Project.

A motion was made by Council Member Ewing, seconded by Council Member Williams, that this matter be approved. The motion carried by the following 8-1 vote:

- Aye (8): Council Member Golden, Council Member Williams, Council Member Ewing, Mayor Pro Tem Wagner, Council Member Hill, Mayor Bencini, Council Member Alexander, and Council Member J. Davis
- Nay (1): Council Member C. Davis

170118 Appointment to the High Point Housing Authority

Mayor Bencini is recommending the appointment of Charity Bunting to the High Point Housing Authority to fill the unexpired term of Laura Wiley, who has resigned effective 4/30/2017. Ms. Bunting's appointment will be effective on 5/1/2017 and will expire 12/22/2021.

Motion by Council Member Alexander, second by Mayor Pro Tem Wagner to suspend the rules to place this matter on tonight's Agenda for consideration. The motion to suspend the rules carried unanimously.

Confirmed the appointment of Charity Bunting to the High Point Housing Authority.

A motion was made by Council Member Alexander, seconded by Council Member Williams, that this appointment be approved effective 5/1/2017 with an expiration date of 12/22/2021. The motion PASSED by a 9-0 unanimous vote.

170111 Minutes to Be Approved

Manager's Briefing Session; Monday, March 20th @ 4:00 p.m.

Regular Council Meeting; Monday, March 20th @ 5:30 p.m.

Approved the preceding minutes as submitted.

A motion was made by Council Member J. Davis, seconded by Council Member Alexander, that the preceding minutes be approved. The motion PASSED by a 9-0 unanimous vote.

CLOSED SESSION- LITIGATION AND ECONOMIC DEVELOPMENT

At 7:35 p.m. Council Member C. Davis moved to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(3) to discuss litigation regarding Seaboard Chemical and pursuant to N.C. General Statute 143-318.11(a)(4) to discuss potential economic development projects.

ADJOURNMENT

Upon reconvening into Open Session at 8:05 p.m., with an announcement that there was no action taken as a result of the Closed Session, the meeting adjourned.

Respectfully Submitted,

William S. Bencini, Jr., Mayor

Attest:

Lisa B. Vierling, MMC
City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Ordinance to Demolish – 408 Vine St.

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 5/1/17

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:

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

PURPOSE:

A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 408 Vine Street.

BACKGROUND:

After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 2/20/17. No action occurred by the compliance date of 3/24/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:

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

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the adoption of the requested ordinance to demolish this single family dwelling.

PENDING ACTION:

The ordinance becomes effective 30 days from the date of adoption. If there is no action by the property owner by the effective date of the ordinance, then asbestos testing and the demolition bid process will begin and the structure will be removed by the City. After City demolition, the property owner is billed for the cost. If the bill is unpaid, the City places a lien on the property.

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

**ORDINANCE
REQUEST:**

Ordinance to Demolish

**PROPERTY
ADDRESS:**

408 Vine Street

OWNER:

Dennis Phillips

**FIRST
INSPECTION:**
1/26/17

Summary of Major Violations

1. Repair or replace roof sheathing and covering
2. Repair or replace damaged fly rafters and rafter tails
3. Repair or replace porch posts, columns and ceiling supports
4. Repair or replace damaged ceiling material throughout
5. Repair or replace damaged piers

**HEARING
RESULTS:**
2/20/17

No one appeared for the Hearing. During the Hearing it was determined there are several violations of the Minimum Housing Code. There are multiple structural violations in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 50% of the value of the structure.

**ORDER(S)
ISSUED:**
2/20/17

Order to Repair or Demolish
Date of Compliance 3/24/17

APPEALS:

No appeals to date.

**OWNER
ACTIONS:**

No communication from the owner.

EXTENSIONS:

None

ADDITIONAL:

ORDINANCE

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

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

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

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

PROPERTY LOCATION

408 Vine Street.

OWNER (S)

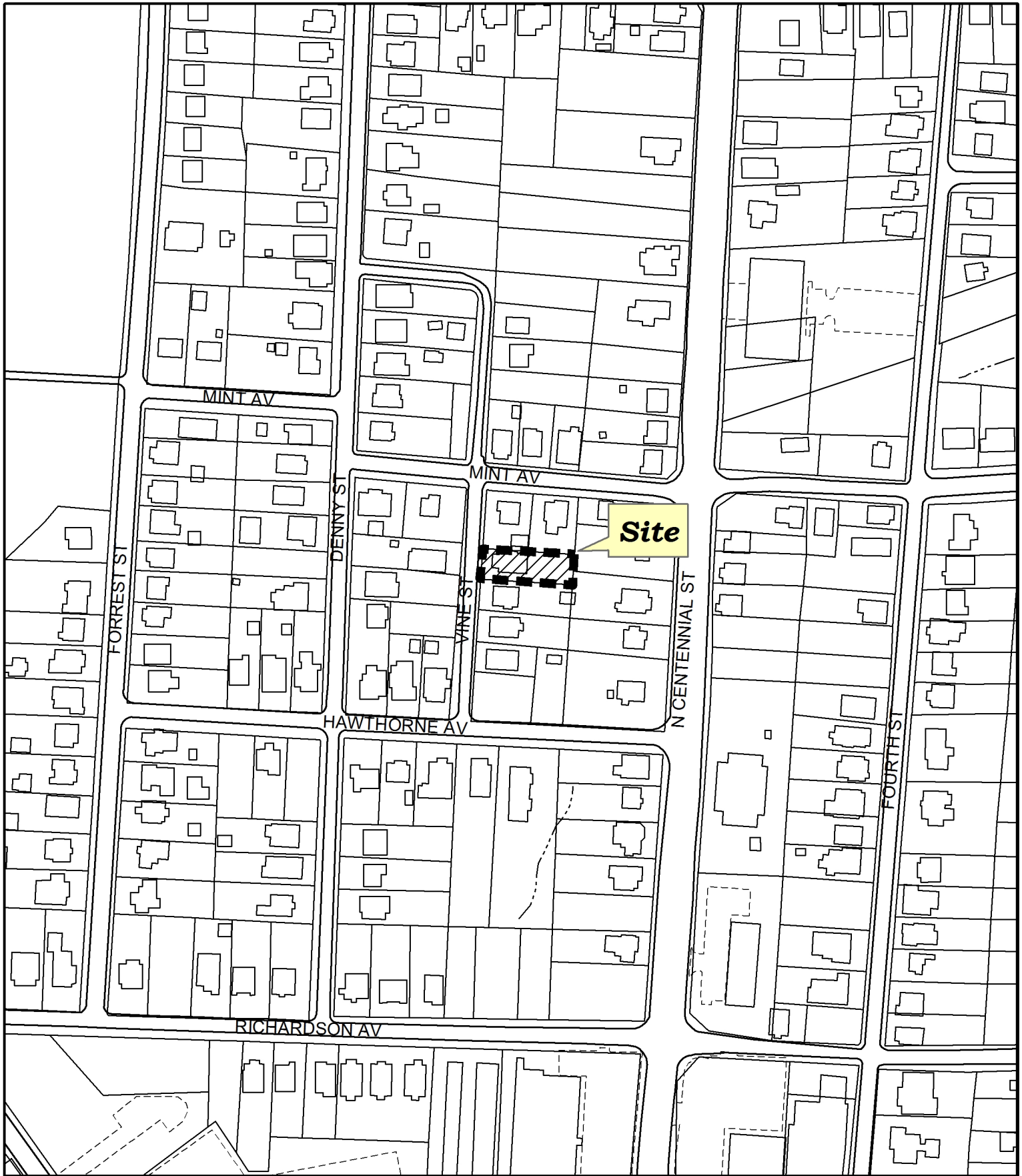
Dennis Phillips
5603 Cedar Bluff Ct.
Greensboro, NC 27407

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

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

Adopted by City Council,
This the 1st day of May, 2017

Lisa B. Vierling, City Clerk



408 Vine Street

Ordinance to Repair or Demolish



Location of subject property

**Community Development
and Housing**

City of High Point

Date: April 12, 2017



Scale: 1"=200'

G:/Plannig/Secure/ba-pz/
Inspections/ord-repair-demo.mxd







We are excited to recognize our 2017 VITA partners and volunteers. This is our 11th year participating in the Internal Revenue Service – Volunteer Income Tax Assistance (VITA) program. This volunteer-based program provides free tax preparation for low to moderate income households. The average adjusted income of our clients was \$20,000 this year.

We had a great, record-setting year!

- We expanded our locations from 4 sites to 6.
- We complete 66% more tax returns than the previous year. Increasing from 530 to 807 returns filed.
- We increased our federal tax refunds from \$657,000 to over \$1 million in federal refunds, a 64% increase.
- Through our new partnership with the YWCA Latino Family Center, we offered Spanish translation services for the first time this year.
- One of our new sites this year was at GTCC's High Point campus, our first site located on a college campus.
- With the help of Family Service of the Piedmont's Consumer Credit Counseling, we provided clients with information on budgeting, credit repair, and other financial management tools.

Thank you for supporting our program, our coalition partners, and our VITA volunteers!

CITY OF HIGH POINT

AGENDA ITEM



Title: Vehicle Camera Purchase

From: Kenneth J. Shultz, Chief of Police

Meeting Date: May 1, 2017

Public Hearing: N/A

Advertising Date /

Advertised By:

N/A

Attachments: Yes

PURPOSE:

Council Approval of Grant Program

BACKGROUND:

The High Point Police Department is requesting permission to purchase eight (8) in-car cameras. Funding from the Federal Asset Forfeiter Program will be utilized for this purchase. The High Point Police Department needs cameras for eight new patrol cars and requests approval from the City Council to obtain these from WatchGuard. The Police Department currently utilizes WatchGuard Vista HD in-car cameras and we have been very pleased with their performance to date. Furthermore, currently owned software and antenna retrieval systems for wireless downloads only support this product and thereby make purchasing from this company the most cost effective.

The cameras, which capture both video and audio recordings, enhance officer's safety, improves accountability, simplifies incident review, enhances officer training, improves community perception, strengthens police leadership, advances prosecution and case resolution, enhances officer performance and professionalism and in the worst cases can speak for an officer when the officer is incapacitated.

The addition of the new in-car cameras will allow us to install the equipment on new patrol cars and help us continue to work towards the objective of having cameras on all first responder vehicles. Some will also be used to replace and update existing camera systems that have reached the end of their useful life span.

These camera systems include two cameras, wireless microphones and a secure storage system that allows for wireless downloads of data when cars pull onto the police department parking lot.

BUDGET IMPACT:

Funding will be obtained through the Federal Asset Forfeiture program and monies the Police Department has received.

RECOMMENDATION / ACTION REQUESTED:

The Police Department requests Council's approval to purchase in-car camera equipment from WatchGuard.



Financial Services
Purchasing Division



Requisition # 16005

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: WATCHGUARD

Item(s): IN-CAR CAMERAS

Justification:

Watchguard in-car cameras are currently being used within the High Point Police Department. The HPPD is requesting to continue to purchase the Watchguard cameras to continue to have standardization within the department.

Estimated expenditure for the above item(s): 45,818.00

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

LARRY
CASTERLINE

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CASTERLINE
Date: 2017.04.07 10:56:37 -04'00'

Department/Division Police

Date 4/7/2017

Approval Process

Under \$5,000 (Purchasing Manager)

\$5,000-\$30,000 (Financial Services Director)

\$30,000 – Up (City Council)

Erik Conti

Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou, email=erik.conti@highpointnc.gov, c=US
Date: 2017.04.07 11:09:06 -04'00'

A handwritten signature in black ink, appearing to read "Jeffrey A. Moore".

Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial
Services Director, email=jeff.moore@highpointnc.gov, c=US
Date: 2017.04.13 14:01:04 -04'00'

Greg Demko

Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2017.04.17 10:46:23 -04'00'



**COMMUNITY HOUSING, NEIGHBORHOOD DEVELOPMENT and
PUBLIC SAFETY COMMITTEE**

Committee Members: Golden, Ewing, Alexander and Williams

Chaired by Council Member Golden

APRIL 4, 2017 – 10:00 A.M.

3RD FLOOR LOBBY CONFERENCE ROOM

MINUTES

Present:

Chairman Jeff Golden and Committee Members Chris Williams (joined the meeting at 10:10 a.m.) and Jason Ewing

Absent:

Committee Member Latimer Alexander

Staff Present:

Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; JoAnne Carlyle, City Attorney; Mike McNair, Director of Community Development; Richard Fuqua, Affordable Housing Manager; Lori Loosemore, Supervisor- Code Enforcement; Michelle McNair, Community Resource Manager; Alisha Doulen, Community Resource Specialist; Fanta Dorley, Human Relations Manager; Maria Smith, Deputy City Clerk and Lisa Vierling, City Clerk

Others Present:

Judy Stalder, (TREBIC), Ed Terry, High Point Realtor's Association

News Media:

No News Media Present

Note: The following hand-outs were distributed during the meeting and will be attached as a permanent part of these proceedings:

- *Community Housing and Neighborhood Development Committee, Discussion of Infill Housing Development Program for Small Builders*
- *Code Enforcement Inspection Districts*

Chairman Golden called the Community Housing & Neighborhood Development and Public Safety Committee meeting to order at 10:06 a.m.

Presentation - Local Code Enforcement zones

Mike McNair, Director of Community Development, recognized Lori Loosemore, Local Codes Enforcement Supervisor. Ms. Loosemore advised a suggestion was made previously for inspectors to work in regions which has many benefits:

1. The inspector would be responsible for that area.
2. A monetary savings would be realized on the gas.
3. Better concentration of time.
4. Familiar presence in neighborhoods.
5. Establish relationships with neighbors in the communities in which they are assigned.

She shared a map that identified six areas for the Local Code Enforcement Zones. Taking into consideration data for the areas as well as the number and types of cases. She tried to evenly distribute the workload so that not one inspector had all housing cases, not one had public nuisance cases, etc.... The two highest areas of concentration (identified on the map as yellow and pink), had well over 400 cases.

Ms. Loosemore went on to say that each inspector would be proactive in their area as he/she is riding in the neighborhoods they are assigned to and would be on the lookout for public nuisance violations, houses that need to be secured, dilapidated properties where there are no current active housing cases, etc.... One inspector will be assigned to each of the six districts as identified and depicted on the Code Enforcement Inspection District Map. Staff hopes to have these in place by the middle of April.

Committee Member Ewing asked if staff had looked at maps and data from other departments such as the Police Department to coordinate efforts. Ms. Loosemore explained they did not because of the way housing cases have to be assigned in Accela. He also expressed concerns with assigning one person to cover each of these areas because of the amount of ground to be covered and questioned how this could be taking a proactive approach. He pointed out there were plenty of areas in North High Point where code enforcement could be proactively done although they may not be as drastic in nature as some of those in the core area. Mr. McNair agreed that it is a lot of ground to cover, but noted the statistics show that is not where the problems are because they are truly in the core. He shared that when inspectors are in North High Point oftentimes they are asked why they are there and not in the core and from his experience the people who live in the north end of High Point are highly intolerant and won't hesitate to call when they suspect a violation. Committee Member Williams agreed and felt more bodies are needed in the core because they would not make those calls to report the violations, but the violations need to be addressed. Ms. Loosemore explained that it would be part of the inspector's responsibility to go and investigate the alleged violation and there are more than likely more violations that are going unnoticed. She stated she was open to suggestions.

Chairman Golden felt this lines up with the recommendations from the Center for Community Progress and a larger area was acceptable to him. Ms. Loosemore suggested that staff could reassess it next year and make some modifications to the areas if necessary.

A brief discussion followed regarding the markings on the staff vehicles and if the people in the neighborhood know they are code enforcement inspectors when out in the neighborhoods. It was noted that the vehicles are marked only with the City Seal. Chairman Golden felt it would be beneficial for the vehicles to be identified as City of High Point Code Enforcement. Ms. Loosemore advised one of the responsibilities of the code enforcement officers is to attend some community meetings to learn the concerns in the neighborhoods and this would help with them being known and recognized.

Presentation - Small Builders Infill Housing Development Program

Mike McNair, Director of Community Development & Housing, advised that there has been quite a bit of discussion with small builders over the last few months as a result of the activity with the Bank of North Carolina. They are interested in getting involved. He reported on a previous program in 2004 that was targeted to small builders, but at that time Council strategically wanted to go for the bigger concentration for builders. The program offered reimbursements to builders to build affordable housing. Mr. McNair clarified that moving away from that program had nothing to do with the Bank of North Carolina, but it was more about the tax credits. Mr. McNair agreed it was because the program no longer strategically fit.

He felt there was now an advantage for the scattered sites because of the recently established Community Development Corporation (CDC) and the Receivership legislation that is now being considered by the Legislature. He also pointed out the adjustments to the Minimum Housing Code would be helpful and felt it was definitely worth reconsidering it and putting it back on the table. He mentioned a recent article in the Greensboro News & Record about a Housing Summit held in Greensboro, and of interest was that the City of Greensboro is offering a property listing and had someone promoting selling properties to investors that were scheduled for demolition. He felt this was something that could be potentially tweaked to create an inducement in that arena.

He went on to report that they had a meeting in November with some of the small builders in an effort to solicit their input and asked what it would take to get them involved. The primary responses were:

1. They wanted an incentive.
2. They wanted something done about the crime.
3. They wanted the neighborhoods cleaned up.

Mr. McNair advised the previous program was known as the Infill Development Program. The program was funded by the Council which made it very flexible because it did not involve federal funding. He noted that scattered site development is now more attractive and advised the issues staff ran into before was how to coordinate the construction with the small builders who only wanted to do one a year.

Mr. McNair solicited the Committee's input and asked how they would like to proceed and if they wanted to keep the incentive at \$10,000. He explained previously they provided the incentive at the back-end at closing, and it would obviously be riskier putting it on the front-end. The Council previously set aside \$120,000 for this program. Committee Member Williams asked if this money

would come from the money that has been allocated for blight. Mr. McNair suggested it would noting the money is already being used and the funds are programmed for other things. He noted the program could be set up similar to the Core City Homebuyers Incentive Program with no income requirement, just a purchase cap.

Committee Member Ewing felt it might be more beneficial to focus on the orange areas on the Heat Map for a specific Census tract in the most need for help rather than focusing on the entire Core City. Mr. McNair noted this could be done, or suggested the incentive could be varied based on the location. He advised there were different ways to approach it and noted staff could bring back a more developed proposal at the next Committee meeting.

Chairman Golden asked what the legal implications would be with the City recouping the dollars put into bringing a house up to code that was scheduled for demolition. Mr. McCaslin advised that the city would have to purchase the property and Chairman Golden expressed concerns that people would say the city is taking their property in those situations. Assistant City Manager Randy Hemann suggested buying the property through the city's CDC would be a fairly easy route to take. There was a question as to whether or not the city would be under the same provisions as with the Bank of North Carolina about not making a profit. City Attorney JoAnne Carlyle suggested it might be best to get this question answered by the attorney the city is working with on the CDC and noted we would still have that standard and it would have to have the reversionary clause.

Mr. McNair pointed out these were two different scenarios. Chairman Golden stated he was just trying to save properties versus outright purchasing them. Ms. Carlyle pointed out the transfer property restrictions come into play once the property is in the city's name, but the incentive program would not trigger all the legal restrictions. Committee Member Ewing felt this was more of the city subsidizing the difference between market value and the actual value in some of these areas, where there is a gap. He stated providing a cushion would allow investors to go in with a little less risk and suggested to focus on a couple of the Census tracts identified on the Heat Map. He suggested it was important to identify the target neighborhoods where the city could affect major change and improvement in creating the focal area and then look at some incentives and ways to motivate the initiative to rehabilitate the neighborhoods.

Mr. McNair noted that staff could bring something back at the next Committee meeting and identify the focus areas and shared that staff is working to develop the capacity to cross reference data to look at a site and see the code enforcement, police history, etc....

Prior to adjournment, Mr. McCaslin asked Chairman Golden for some direction as to adding the Public Safety aspect to his Committee and if he was looking for a report at every monthly meeting. Chairman Golden shared that he would basically like for it to function in the same manner as the previous Public Safety Committee. He noted he would not need a detailed report at every meeting, but in light of the recent happenings in the community and the spikes in crime, there have been a lot of questions with no answers. Committee Member Williams pointed out the report on how an investigation is carried out that the Chief presented at the community meeting would be a good example of what the Committee is looking for. It was noted that the Fire Department would also be a part of this.

Staff will try to have something for the May 2nd Community Housing, Neighborhood Development & Public Safety Committee meeting.

There being no further business to discuss, the meeting adjourned at 10:33 a.m. upon motion duly made and seconded.

Respectfully Submitted,

Lisa B. Vierling, MMC
City Clerk

Jeff Golden, Chairman

CITY OF HIGH POINT

AGENDA ITEM



Title: Ordinance to Demolish – 613 Manley St.

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 4/3/2017

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:

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

PURPOSE:

A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 613 Manley Street.

BACKGROUND:

After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 1/25/17. No action occurred by the compliance date of 2/28/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:

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

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the adoption of the requested ordinance to demolish this single family dwelling.

PENDING ACTION:

The ordinance becomes effective 30 days from the date of adoption. If there is no action by the property owner by the effective date of the ordinance, then asbestos testing and the demolition bid process will begin and the structure will be removed by the City. After City demolition, the property owner is billed for the cost. If the bill is unpaid, the City places a lien on the property.

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

**ORDINANCE
REQUEST:**

Ordinance to Demolish

**PROPERTY
ADDRESS:**

613 Manley Street

OWNER:

Joshua and Sarah Stahl

**FIRST
INSPECTION:
8/30/16**

Summary of Major Violations

1. Repair or replace rotten or damaged exterior fascia and soffit
2. Repair or replace damaged floor joists
3. Repair or replace damaged roof sheathing and roof
4. Repair or replace water damaged walls, floors, ceilings
5. Repair or replace damaged, loose and missing ext. siding

**HEARING
RESULTS:
1/25/17**

No one appeared for the Hearing. During the Hearing it was determined there are several violations of the Minimum Housing Code. There are multiple structural violations in the house that make it unsafe. In its present state, necessary repairs to the dwelling exceed 50% of the value of the structure.

**ORDER(S)
ISSUED:
1/25/17**

Order to Repair or Demolish
Date of Compliance 2/28/17

APPEALS:

No appeals to date.

**OWNER
ACTIONS:**

None

EXTENSIONS:

None granted

ADDITIONAL:

Guilford County property taxes delinquent in the amount of \$2,261.38.

ORDINANCE

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

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

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

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

PROPERTY LOCATION

OWNER (S)

613 Manley St.

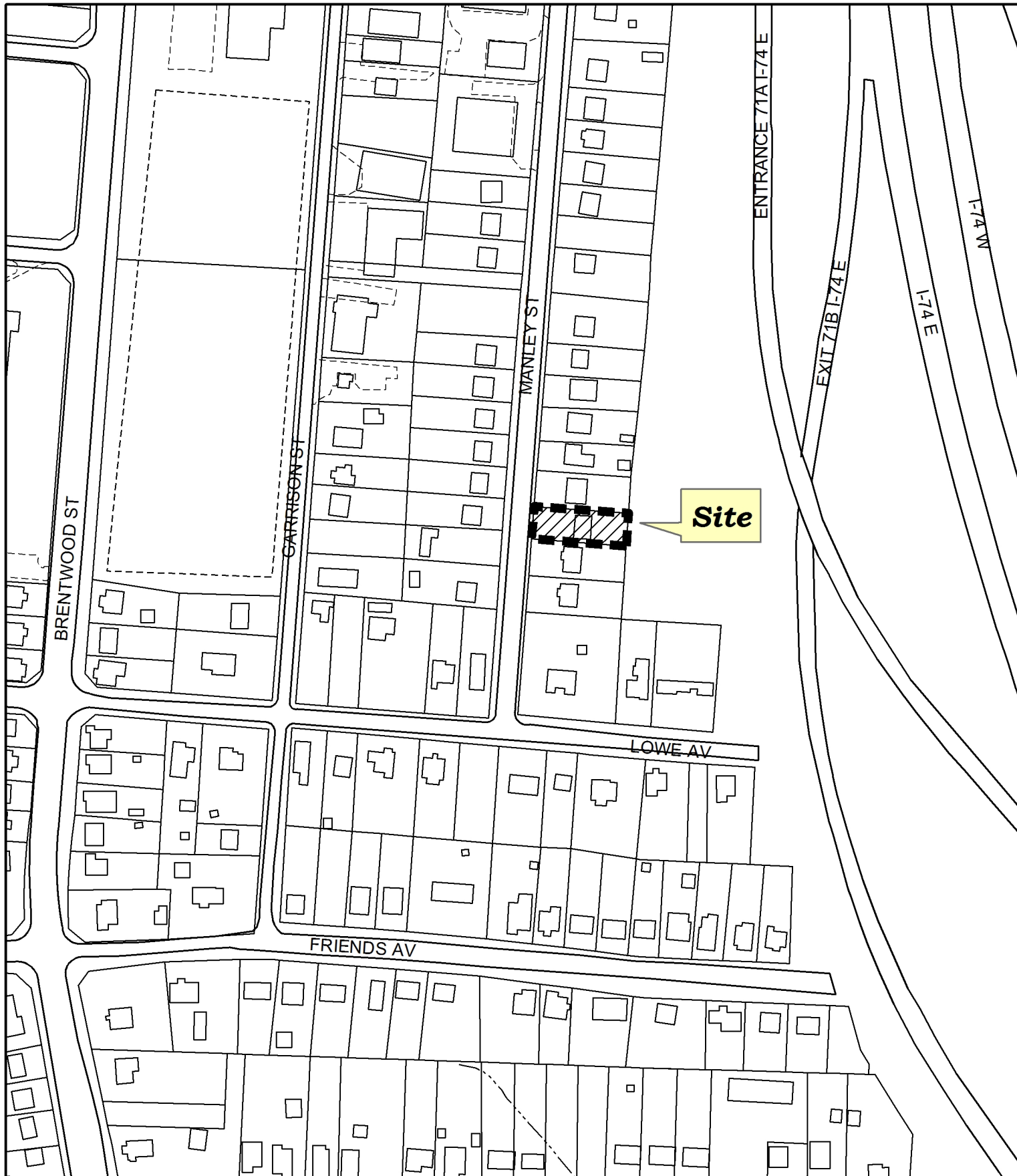
Joshua and Sarah Stahl
3311 Oak Ridge Rd.
Summerfield, NC 27358

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

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

Adopted by City Council,
This the 3rd day of April, 2017

Lisa B. Vierling, City Clerk



613 Manley Street

Ordinance to Demolish



Location of subject property

**Community Development
and Housing**

City of High Point

Date: March 23, 2017



Scale: 1"=200'

G:/Planning/Secure/ba-pz/
Inspections/ord-demo.mxd









CITY OF HIGH POINT

AGENDA ITEM



Title: Adoption of the 2017-18 Annual Action Plan

From: Michael E. McNair, Director

Public Hearing: No

Attachments: Draft of 2017-18 Annual Action Plan

Meeting Date: May 1, 2017

Advertising Date: March 19, 2017

Advertised By: High Point Enterprise

PURPOSE:

The Community Development and Housing Department (CD&H) has completed necessary activities for preparation and submission of the 2017-18 Annual Action Plan. The final step prior to submission to the Department of Housing and Urban Development (HUD) is Council approval. The current draft of the full document can be seen at:

<https://www.highpointnc.gov/DocumentCenter/Home/View/7129>

BACKGROUND:

HUD awards grants to eligible community grantees to carry out a wide range of community development activities directed toward revitalizing neighborhoods, affordable housing, economic development, and providing improved community facilities and services. High Point is required to submit an annual action plan to HUD in order to receive Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funds.

BUDGET IMPACT:

The federal government is currently being funded by a continuing resolution (CR), passed in December 2016, through April 28, 2017; this maintains all funding at prior year levels. However, since budget levels can't be forecast beyond the CR, the City hasn't received any correspondence from HUD regarding allocations for the 2017-18 program year. Considering this uncertainty, staff prepared a plan projecting a 10% reduction of federal funds from the prior year (2016-17). Federal regulations require that the City prepares a plan and submits it for approval no later than May 15, 2017. As of this writing, it is highly unlikely that the City will receive written notification on HUD allocations before the submission date. Therefore, we will anticipate amending the 2017-18 annual action plan to reflect the allocation notice before HUD will approve the action plan. This could delay the start of programs, projects and activities scheduled to commence July 1, 2017.

RECOMMENDATION / ACTION REQUESTED:

The Community Development and Housing Department recommends approval of the 2017-18 Annual Action Plan and that the appropriate City official and/or employee be authorized to execute all necessary documents.

CITY OF HIGH POINT

AGENDA ITEM



Title: Contract Extension for EZ-Go Golf Carts

From: Jeffrey A Moore, Financial Services Director
Lee Tillery, Parks & Recreation Director

Meeting Date: May 1, 2017

Public Hearing: No

Advertising Date: N/A

Advertised By:

Attachments: A – Offer to extend terms and pricing

PURPOSE:

The requested contract extension provides a new and updated fleet of golf carts for the three-year period beginning October 2017 to provide reliable and state-of-the-art golf carts for use at Blair Park and Oak Hollow golf courses.

BACKGROUND:

The City Council awarded the original contract for golf carts in July 2008 to Textron/EZ-Go for three 3-year fleet replacement leasing cycles. P&R and Purchasing was approached two months ago by EZ-Go to determine if the City would bid the golf cart fleet program or if there was interest in doing an additional replacement cycle. Our response was that we would entertain their offer to extend the agreement if there was no increase in pricing or lease agreement terms. Attached is the official intent from EZ-Go to extend terms for one additional replacement cycle at no additional costs to the City.

The contract extension provides a new golf cart fleet in October 2017 at no additional costs to users of the City's Parks and Recreation golf courses. If approved, Financial Services staff will need to bring the related financial leasing agreement to City Council for that specific approval during Summer 2017. The contract cannot be extended again.

BUDGET IMPACT:

The annual value of the contract extension is \$124,505.00, which is the same annualized value in the FY2016-2017 Annual Budget. No additional funds are required for the FY2017-2018 budget.

RECOMMENDATION / ACTIONS REQUESTED:

The Parks & Recreation and Financial Services departments recommend that the City Council extend the July 2008 Golf Cart Program Contract with EZ-Go for one additional 3-year replacement cycle at no additional cost to the City, and that the appropriate City officials and/or employee be authorized to execute all necessary documents.



4-3-2017

City of High Point

Attn: Erik Conti/Jeff Moore

RE: EZ GO Golf Cars

To whom it may concern,

EZGO will be willing to extend the present contract for another three year term utilizing the present year rates without an increase over the three year term.

Regards,

Dennis Brouillard

EZGO Sales NC



CITY OF HIGH POINT

AGENDA ITEM



Title: Purchase of Property – 1310 Timberlane Dr.

From: JoAnne Carlyle, City Attorney
Kim Thore, Right of Way Coordinator

Meeting Date: May 1, 2017

Public Hearing: N/A

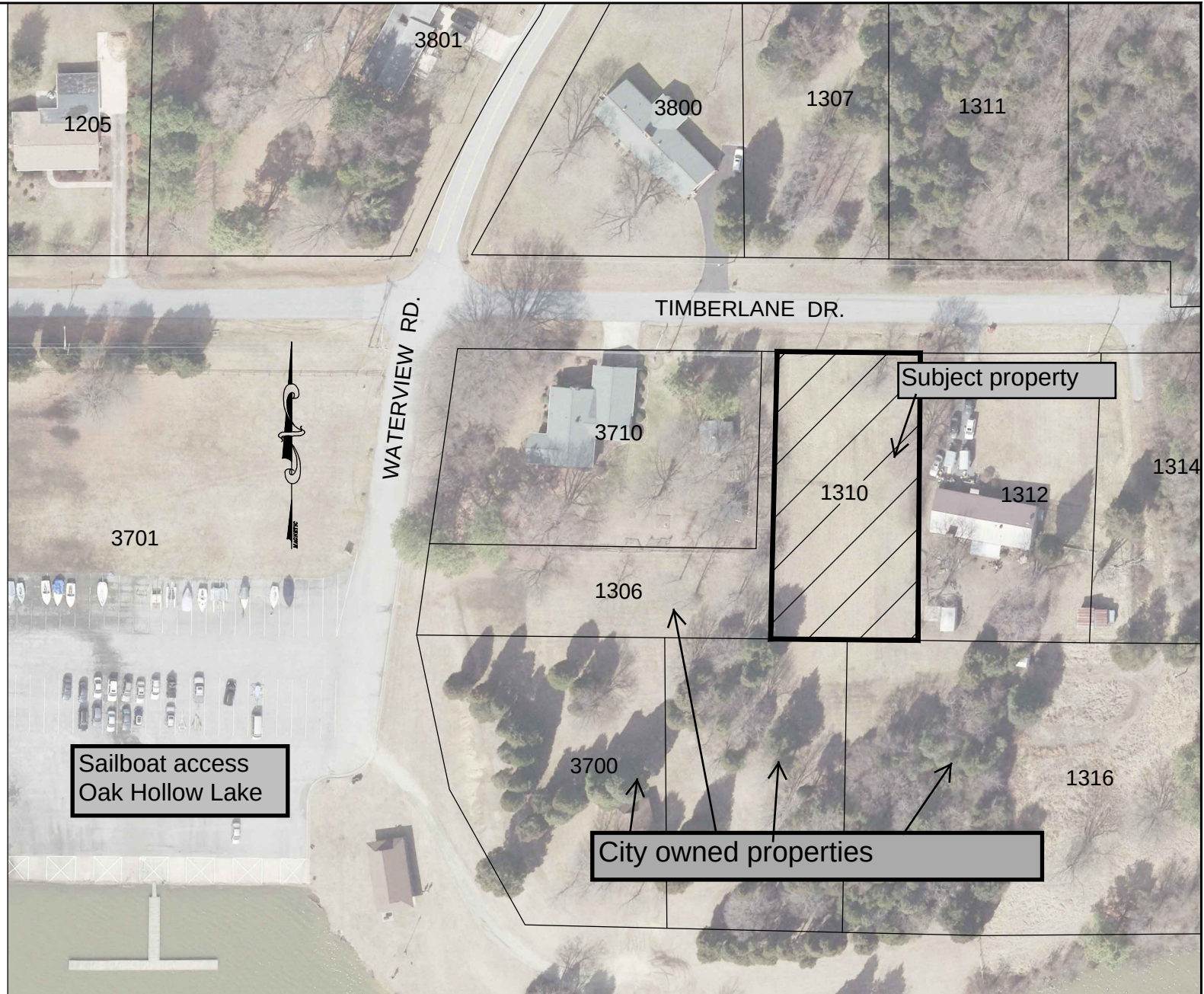
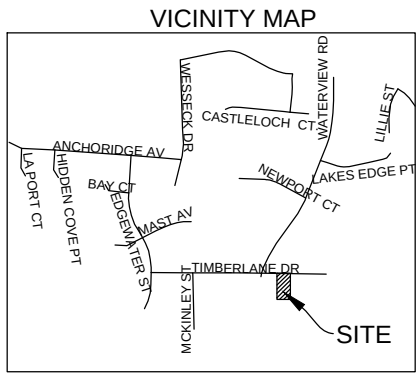
Attachments: Map

PURPOSE: A purchase of a vacant lot adjacent to the Oak Hollow Lake at sailboat point for the Oak Hollow Lake Buffer Expansion.

BACKGROUND: The property owners at 1310 Timberlane Dr. placed this vacant lot for sale. It consists of approximately 19,602 square feet (.45 acre). A tentative offer was made, which is \$9,000 below the asking price, which the owner has now accepted. The property is adjacent to the land already owned by the City at the Oak Hollow Lake complex at the sailboat point.

BUDGET IMPACT: \$41,000.00

RECOMMENDATION / ACTION REQUESTED: Council is requested to authorize the City Attorney's staff to proceed with the purchase of this land for expansion of the Oak Hollow Lake buffer area.



CITY OF HIGH POINT
NORTH CAROLINA
ENGINEERING SERVICES DEPARTMENT

EXHIBIT DRAWING FOR
1310 TIMBERLANE DRIVE

SCALE - 1" = 100'

DATE: APRIL 2017

DRAWN: JKF

PROJECT: 2514

CITY OF HIGH POINT

AGENDA ITEM



Title: Concrete Supplier City Wide

From: Terry Houk – Public Services Director
Robby Stone – Asst. Director Public Services
Tyler Berrier – Public Services Manager

Meeting Date: May 1, 2017

Public Hearing: N/A

Advertising Date: March 9, 2016 (Renewal)
Advertised By: Purchasing

Attachments: Signed Renewal – Hartley Ready Mix Concrete

PURPOSE:

The City budgets on an annual basis for suppliers to provide materials to city crews. City crews that are in need of concrete will have the availability to have this material supplied to them when performing maintenance functions that require concrete.

BACKGROUND:

The city retains material suppliers for different types of Concrete to be used by crews for sidewalk, curb and gutter repairs. At the March 21st, 2016 bid opening of the two bids received, Hartley Ready Mix was the low bidder. Their prices are competitive with historical pricing for this type of supplied material. This contract is being renewed after approval from the City of High Point and the vendor.

BUDGET IMPACT:

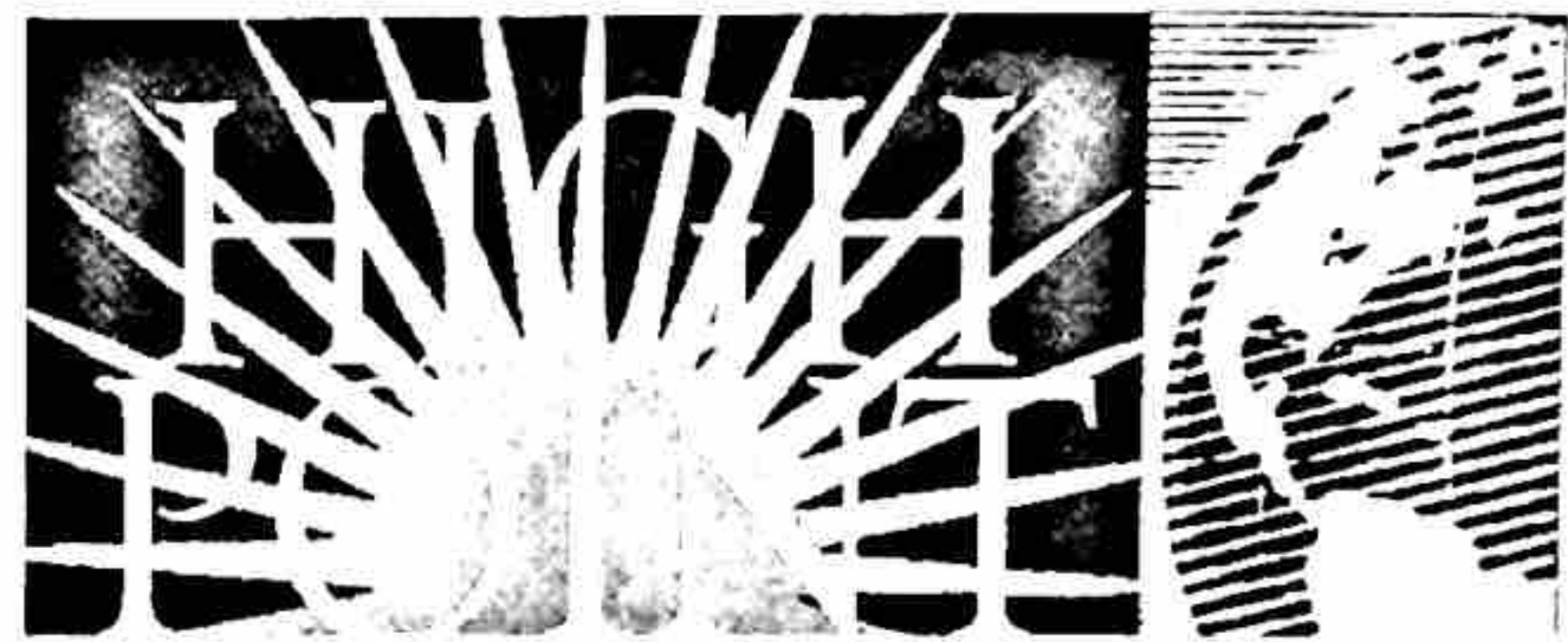
Funds for this project are available in the 2016-2017 Annual Budget.

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department recommends approval and asks for the Council to award the project to Hartley Ready Mix in the amount of \$106,425.00.

Financial Services Department

Libby Rush, Purchasing
PURCHASING DIVISION



NORTH CAROLINA'S INTERNATIONAL CITY™

TO: Hartley Ready Mix Concrete Manufacturing Inc.
PO Box 1719
Welcome, NC 27374
Christy Hartley
Christyhartley@hartleyreadymix.com

FROM: Libby Rush, CLGPO
Buyer

DATE: **March 20, 2017**

SUBJECT: Extend Bid Contract

Our records indicate the contract for **Bid #53-032116 for Supplier – Concrete-Citywide** will expire on **June 30, 2017**.

The City of High Point is hereby offering to extend this contract at the quoted price for a one-year period beginning **July 1, 2017 and ending June 30, 2018**. Please note the City of High Point shall not be obligated to purchase in excess of its normal requirements, as these are estimated quantities. Purchase orders for this contract will be issued as needed.

PLEASE NOTE: THIS RENEWAL IS PENDING CITY COUNCIL APPROVAL.

Please acknowledge your acceptance of this contract extension offer by signing below. Please return by **March 30, 2017** to the City of High Point, Purchasing Division, libby.rush@highpointnc.gov or fax to 336.883.3248. You can also return the letter by mailing to the address below:

City of High Point
Purchasing Division
211 S. Hamilton St.
High Point, NC 27260
Attn: Tarinda Chappell

The undersigned accepts the City's offer to extend **Bid #53-032116 for Supplier – Concrete-Citywide**.

Company Name Hartley Ready Mix Concrete Mfg Inc
Date 3/30/17
Signature Christy Hartley

If you have any questions regarding this letter or contract please email libby.rush@highpointnc.gov or call 336.883.3222. Thank you for your continued interest in serving the City of High Point.

City of High Point Community Development & Housing 2017-2018 Draft Annual Action Plan



"Creating the Single Most Livable, Safe and Prosperous Community in America"



**Public Review and Comment Period
March 20, 2017-April 19, 2017**

**Program Year
July 1, 2017 –June 30, 2018**

**William “Bill” Bencini, Mayor
Greg Demko, City Manager**

City Council Members:

**Jeff Golden, Ward 1, Mayor Pro Tem
Christopher Williams, Ward 2
Alyce Hill, Ward 3
Jay W. Wagner, Ward 4
Jim Davis, Ward 5
Jason Ewing, Ward 6
Latimer Alexander, At-Large
Cynthia Davis, At-Large**

Community Development & Housing Department

**Michael E. McNair, Director
211 South Hamilton Street, Suite 312
High Point, North Carolina 27260
(336) 883-3349**

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Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of High Point's 2017-2018 Annual Action Plan, the third year of a 5-year Consolidated Plan spanning from 2015 - 2019, describes activities proposed for funding and implementation during FY 2017-2018. 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 Plan along with the anticipated financial resources available to address those needs. The Plan also contains goals and measurable objectives for projects and activities which implement strategies established in the Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

(This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.)

See Appendix A.

3. Evaluation of past performance

(This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.)

During the 2015 Program Year, the following activities were undertaken to address identified priority needs and execute our strategic plan:

- Six (6) new single-family housing units were completed, with three (3) more under construction
- Three (3) properties were acquired for future demolition/new construction and five (5) properties demolished in the Core City
- 64 homeowners received emergency repair/rehab assistance
- Eight (8) homebuyers received down payment assistance through the City-wide and Core City down payment initiatives; one (1) family received IDA assistance
- 150 individuals attended homebuyer education classes
- 18 trainees graduated from our Construction Training Program
- 13 community agencies were assisted with funds through the Public Services Program
- 13 individuals experiencing homelessness were assisted through the Permanent Supportive Housing Program
- 26 families were assisted through a supervised visitation program for victims of domestic violence in partnership with a local agency

Given the range of competing needs, scarce public resources must be invested wisely. Therefore, as a general principle, the City attempts to and has expended public funds in a way that leverages the commitment of private sector support and community partnerships whenever possible.

4. Summary of Citizen Participation Process and consultation process

(Summary from citizen participation section of plan.)

Participation of the public and of public organizations is extremely important to the development of the Annual Action Plan. To maximize citizen participation, CD&H staff conducted two (2) community meetings to discuss the planning process and solicit input. 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. Additionally, staff regularly attends neighborhood group and association meetings in the Core City throughout the year which builds partnerships, maintains meaningful and productive relationships in the community, and enhances the Department's ability to develop responsive, relevant programs.

Two public hearings will be conducted on the proposed Action Plan. The Citizens Advisory Council will hold the first public hearing and the second public hearing will be conducted by City Council.

5. Summary of public comments

(This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.)

The draft Annual Action Plan is available for a 30-day public review and comment March 20-April 19, 2017. Any public comments received will be reviewed and addressed by the CD&H Director within 15 days after the public comment period closes. As part of the citizen participation process, two(2) community meetings were held and the following issues and concerns were discussed: parking on lawns/junk cars, neighborhood lighting/safety issues, the baseball stadium, use of the term "Core City" and should this be revamped to improve the negative connotations, ordinances to deal with code enforcement of commercial properties, abandoned properties/churches, traffic calming/speed humps, installation of sidewalks, how are CD&H programs advertised, how does CD&H monitor client compliance, and land acquisition strategies.

6. Summary of comments or views not accepted and the reasons for not accepting them

The 30-day public review and comment period is currently underway for this draft Plan, March 20-April 19, 2017. Any comments received will be reviewed and addressed by the CD&H Director.

7. Summary

This Action Plan outlines a comprehensive and coordinated strategy for implementation of programs that will address the community's affordable housing, homeless, community development, and economic development needs as identified in the 2015-2019 Consolidated Plan. The City will utilize CDBG and HOME funds to leverage other public and private investment to address the City's goals and priorities.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	City of High Point	Community Development & Housing
HOME Administrator	City of High Point	Community Development & Housing

Table 1 – Responsible Agencies

Narrative (optional)

The City of High Point Community Development & Housing Department administers CDBG and HOME funds for the City of High Point.

Consolidated Plan Public Contact Information

Michael E. McNair, Director
City of High Point
Community Development & Housing Department
211 S. Hamilton St., Suite 312
High Point, NC 27260
Phone: 336-883-3676
Fax: 336-883-3355
Email: michael.mcnaire@highpointnc.gov
Website: <https://www.highpointnc.gov/231/Community-Development-Housing>

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

Specific outreach activities undertaken in the development of the 2017-2018 Annual Action Plan can be found in the Citizen Participation section of this plan. The City of High Point conducted significant public outreach to garner input from citizens, municipal staff, non-profit agencies, private developers, local service providers, government agencies, HPHA, and others in preparing the Consolidated Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies [91.215(I)]

The 2017-2018 Annual Action Plan continues to address identified coordination of effort through affordable housing initiatives and public services activities. In preparing the Consolidated Plan, the City made every effort to include all housing providers and health, mental health, and social service agencies, including governmental agencies/departments and the HPHA. Focus groups allowed social service and housing agency representatives to collaboratively discuss community needs related to housing, economic development, and special needs populations. Agencies also provided input on their programs, client needs, recent accomplishments, and future plans. This action plan is designed to promote enhanced coordination amongst these organizations during the Consolidated Plan 5-year period.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of High Point is formerly a grant receipt of a Continuum of Care (CoC) Permanent Supportive Housing grant with Open Door Ministries serving as the service provider. The program was transferred to Open Door Ministries in a prior year. The City will continue its involvement with the CoC and conduct monthly training and workshops for Open Door Ministry clients. In addition, the City will provide grant-related technical assistance to Open Door Ministry case managers and offer building space for case managers at 201 Fourth St on an as-needed basis.

The City will also provide move-in and yearly inspections at each residence to ensure compliance with HUD quality standards to Open Door Ministry clients.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of High Point does not receive ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

In addition to obtaining input from Community Development and Housing Department staff, the City of High Point invited more than 30 local agencies to provide input for the Consolidated Plan via focus groups, public meetings, in-person or telephone interviews, and/or participation in a survey regarding housing and community development needs. The City also advertised the planning process and ways to get involved through ads in the High Point Enterprise, on the Community Development and Housing Department's website, and through flyers placed around the city. Twenty-one groups participated, and are listed in Table 2, along with the areas of the Plan for which they provided input. Organizations consulted include those focused on housing, homelessness, social services, transportation, persons with limited English proficiency, and youth and senior services.

During the 2017-2018 program year, the City will continue to implement and build upon activities that address the needs identified through the Consolidated Plan consultation process.

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	ACTS Ministries
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public meeting and focus group participant; anticipated outcomes are to better help the City in planning allocations and investments for housing and services to address homelessness.
2	Agency/Group/Organization	City of High Point Communications Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Citizen Participation and Outreach
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public meeting participant
3	Agency/Group/Organization	HABITAT FOR HUMANITY OF HIGH POINT, ARCHDALE AND TRINITY, INC.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public meeting and focus group participant

4	Agency/Group/Organization	MACEDONIA NEIGHBORHOOD ASSOCIATION
	Agency/Group/Organization Type	Neighborhood Organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Community Development Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public meeting participant
5	Agency/Group/Organization	YWCA OF HIGH POINT
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public meeting participant
6	Agency/Group/Organization	BURNS HILL NEIGHBORHOOD ASSOCIATION
	Agency/Group/Organization Type	Neighborhood Organization Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
7	Agency/Group/Organization	HOUSING CONSULTANTS GROUP
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
8	Agency/Group/Organization	LESLIE'S HOUSE
	Agency/Group/Organization Type	Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
9	Agency/Group/Organization	NAAMAN'S RECOVERY
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities Services-homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
10	Agency/Group/Organization	PARTNERS ENDING HOMELESSNESS
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
11	Agency/Group/Organization	SENIOR RESOURCES OF GUILFORD
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
12	Agency/Group/Organization	SMALL BUSINESS AND TECHNOLOGY DEVELOPMENT CENTER
	Agency/Group/Organization Type	Services-Employment

	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
13	Agency/Group/Organization	WARD STREET MISSION UMC
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
14	Agency/Group/Organization	WEST END MINISTRIES
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
15	Agency/Group/Organization	WORLD RELIEF
	Agency/Group/Organization Type	Services - Refugees
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Focus group participant
16	Agency/Group/Organization	CITY OF HIGH POINT HUMAN RELATIONS DEPARTMENT
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Interview participant
17	Agency/Group/Organization	CITY OF HIGH POINT TRANSPORTATION DEPARTMENT
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Interview participant

18	Agency/Group/Organization	HIGH POINT HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Interview participant; provided written comments
19	Agency/Group/Organization	OPEN DOOR MINISTRIES OF HIGH POINT
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Interview participant
20	Agency/Group/Organization	CITY OF HIGH POINT PLANNING DEPARTMENT
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Interview participant
21	Agency/Group/Organization	HIGH POINT COMMUNITY AGAINST VIOLENCE
	Agency/Group/Organization Type	Services - Violence Prevention
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Provided written comments

Identify any Agency Types not consulted and provide rationale for not consulting

Efforts were made to consult as broad a group of community stakeholders as possible. Invitations to participate in the planning process were extended to housing developers/providers, homeless and other service providers, community organizations, neighborhood associations, real estate agencies, and other City of High Point departments. Organizations choosing not to attend focus groups or interviews had the option of completing an anonymous survey of local community development and housing needs. No agency types were excluded from participation.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Partners Ending Homelessness	Two of Partners Ending Homelessness' objectives that are reflected in Consolidated Plan goals are: (1) to provide a variety of supportive housing that serves chronically homeless clients, including permanent supportive housing; and (2) to provide prevention and supportive services to prevent chronic homelessness and enable the chronically homeless to move to and remain in stable housing.
High Point Core City Plan: Master Plan	City of High Point	The Core City Master Plan called for eight priority actions, of which the following overlap with Consolidated Plan goals: investment in mixed use centers; revitalization of residential neighborhoods; street improvements along key corridors; and commercial/economic development incentives. Portions of the Core City including Macedonia and Southside are designated as Neighborhood Revitalization Strategy Areas (NRSAs), where CDBG funds may be spent with greater flexibility to stimulate improvement.
AI & Assessment of Fair Housing Summary	City of High Point	The AI/AFH identifies four fair housing goals, which were designed for inclusion in the Consolidated Planning process: (1) Increase access to higher opportunity areas for lower income households, especially members of protected classes; (2) Expand affordable housing opportunities in high opportunity areas; (3) Increase awareness of fair housing education and outreach; and (4) Improve the physical environment of racially concentrated areas of poverty. Each of these is reflected in Strategic Plan goals for the next five years.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Center for Community Progress: Technical Assistance Scholarship Program	City of High Point	In the Spring of 2016, the City of High Point, North Carolina, (City) was selected to be a recipient of the Technical Assistance Scholarship Program (TASP), a competitive merit-based scholarship designed to support communities that are ready and willing to explore more innovative approaches to vacancy and abandonment. The following goals/priorities were addressed and their implementation help to inform investment decisions of our Department: 1. Data Management Systems and Practices: Assist with the creation and preliminary work of the High Point Data Team to better understand the scope, scale and nature of vacancy and abandonment. 2. Code Enforcement Systems: Assist with building consensus on the most effective and strategic approach to code enforcement in the face of restrictive state laws. 3. Property Tax Enforcement Systems: Facilitate discussion between Guilford County and City of High Point officials to assess current tax enforcement practices, better understand the legal framework for what's possible, and explore potential reforms to minimize the costs and harms presented by vacant, abandoned, and tax delinquent properties. 4. Community Partnerships and Programs: Facilitate roundtable discussions with community stakeholders and help identify new opportunities for coordination and collaboration, including the provision of social services to the occupants of problem properties.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Housing Market Segmentation Study	City of High Point	This project was developed by the Center for Housing and Community Studies (UNC-Greensboro) to conduct a “housing market segmentation” study for the City to provide data for prioritizing redevelopment and revitalization of the Core City. The focus of this project is on three important and interrelated facets of housing in the Core City: the physical state of housing; the socio-demographic condition of neighborhoods; and the overall opportunity presented by careful market analysis.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of High Point has been selected by the Center for Community Progress for additional Technical Assistance Scholarship Program (TASP) support. This additional support will be focused on helping to implement the original TASP recommendations related to the creation of proactive housing and building code enforcement in targeted areas that support the needs of vulnerable residents.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
1	Public Meetings	Residents, housing & service providers, other interested stakeholders		Parking on lawns/junk cars, neighborhood lighting/safety issues, the baseball stadium, use of the term “Core City” and should this be revamped to improve the negative connotations, ordinances to deal with code enforcement of commercial properties, abandoned properties/churches, traffic calming/speed humps, installation of sidewalks, how are CD&H programs advertised, how does CD&H monitor client compliance, and land acquisition strategies	None

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons
2	*Public Hearings	Residents, housing & service providers, other interested stakeholders	*Scheduled for March 23 & April 3, 2017.		

Table 4 – Citizen Participation Outreach



Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The following table outlines High Point’s anticipated resources including CDBG, HOME, and other funding sources that the City anticipates having available during the 2017-2018 program year.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	748,850	87,000	130,000	965,850	2,269,474	The CDBG allocation estimate assumes a 10% decrease. Federal awards have not been announced.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	325,642	316,110	520,000	1,161,752	1,152,356	The HOME allocation estimate assumes a 10% decrease. Federal awards have not been announced.
General Fund	public - local	Acquisition Admin and Planning Homebuyer assistance Housing	847,211	0	66,000	913,211	At City Council's discretion	Core City development; departmental admin and support

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The federal funding listed above is funding which is received annually to support activities outlined in this Plan. Although there are no guarantees of this funding, particularly in the current budget environment, the City has historically received these funds and expects to continue to receive CDBG funds for the period covered by this Plan. The City leverages funds through its General Fund to assist in infill and affordable housing development projects.

Additional sources of funding to address housing and community development needs in the City of High Point during the 2017-2018 program year include:

- General Fund funds for match and support of the Urgent Repair Program and Construction Training Partnership Program (\$75,000)
- North Carolina Housing Finance Agency funding for construction training and urgent repairs (\$165,000)
- Internal Revenue Service grant for income tax preparation assistance (\$2,877)
- Neighborhood Stabilization Program (NSP) program income for housing and neighborhood improvements (\$447,802)

Grant matching requirements are met through in-kind sources.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of High Point owns several residential lots in Core City neighborhoods that may be used to address the needs identified in this Plan, more specifically, increased access to affordable housing. In addition, the City will acquire additional parcels of strategic interest to increase affordable housing choice. Plans are underway for the City to partner with Bank of North Carolina (BNC) to develop affordable housing units on thirteen adjacent vacant lots that are close to employment generators. BNC announced last year it would invest \$5 million in affordable housing in the core city and sell them at cost to qualifying buyers.

Discussion

In addition to the federal, state and local funds identified in the plan, the City will continue to seek other funding opportunities and partnerships that can help to expand our programs to provide increased housing options and level of service.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Community Capacity Building	2015	2019	Non-Housing Community Development	CITYWIDE NEIGHBORHOODS	Code Enforcement and Neighborhood Clean-Up Core City Revitalization/NRSAs Public Services	CDBG: \$191,825 General Fund: \$96,818	Other: 3 Other (FTE)
2	Provision of Public Services	2015	2019	Non-Housing Community Development	CITYWIDE NEIGHBORHOODS	Public Services	CDBG: \$55,000	Other: 14 nonprofit agencies/organizations
3	Core City Improvements	2015	2019	Affordable Housing Non-Housing Community Development	CITYWIDE NEIGHBORHOODS	Code Enforcement and Neighborhood Clean-Up Core City Revitalization/NRSAs	General Fund: \$310,000	Housing Code Enforcement/Foreclosed Property Care: 17 Household Housing Unit Other: 10 Other
4	Emergency Home Repair	2015	2019	Affordable Housing	CITYWIDE NEIGHBORHOODS	Expand Homeownership Opportunities Job Training Opportunities	NCHFA: \$165,000 General Fund: \$260,000	Homeowner Housing Repairs: 60 (includes OIAM) Household Housing Unit Construction Training: 20 students trained

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Support Affordable Rental Housing Development	2015	2019	Affordable Housing	CITYWIDE NEIGHBORHOODS	Affordable Rental Housing Construction Decrease Homelessness	Section 108: \$694,000 HOME: \$300,000	Rental units constructed: 180 Household Housing Unit
6	CHDO Project Reserves	2015	2019	Affordable Housing	CITYWIDE NEIGHBORHOODS	Expand Homeownership Opportunities	HOME: \$715,000	Homeowner Housing Added: 9 Household Housing Unit
7	CHDO Operating Support	2015	2019	Affordable Housing	CITYWIDE NEIGHBORHOODS	Expand Homeownership Opportunities	HOME: \$30,000	Number of CHDOs supported: 2
8	Homeownership Education & Assistance	2015	2019	Affordable Housing	CITYWIDE NEIGHBORHOODS	Expand Homeownership Opportunities	HOME: \$30,067 General Fund: \$251,000	Direct Financial Assistance to Homebuyers: 70 Households Assisted
9	Affordable Housing Development & Program Delivery	2015	2019	Affordable Housing	CITYWIDE NEIGHBORHOODS	Affordable Rental Housing Construction Expand Homeownership Opportunities	CDBG: \$486,671	Other: 6 Other (FTE)

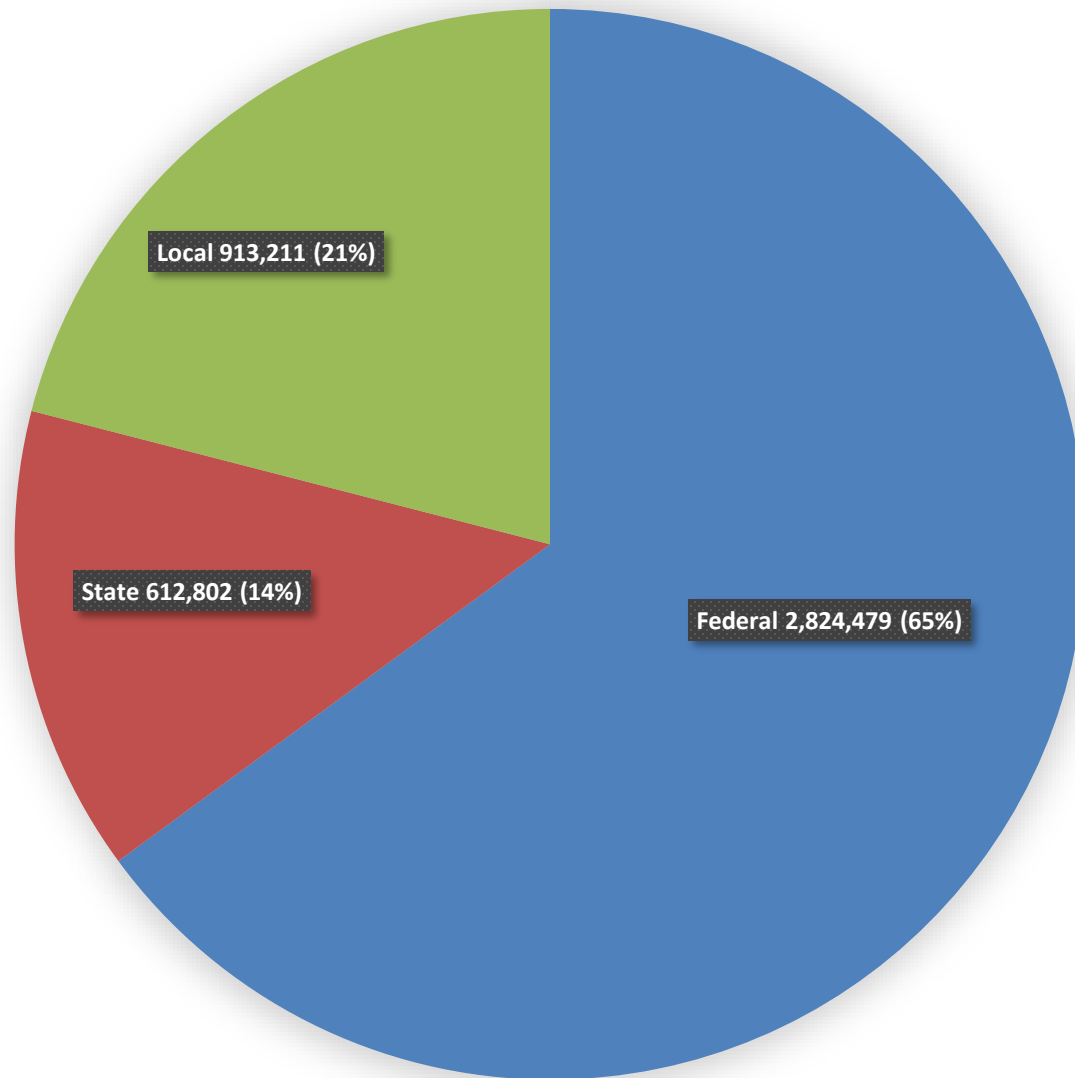
10	Program Administration	2015	2019	Administration	CITYWIDE NEIGHBORHOODS	Affordable Rental Housing Construction Code Enforcement and Neighborhood Clean-Up Core City Revitalization/NRSAs Decrease Homelessness Expand Homeownership Opportunities Fair Housing Education and Awareness Job Training and Employment Assistance Public Services	CDBG: \$102,354 HOME: \$86,685 General Fund: \$130,393	Other: 3 Other
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Table 6 – Goals Summary

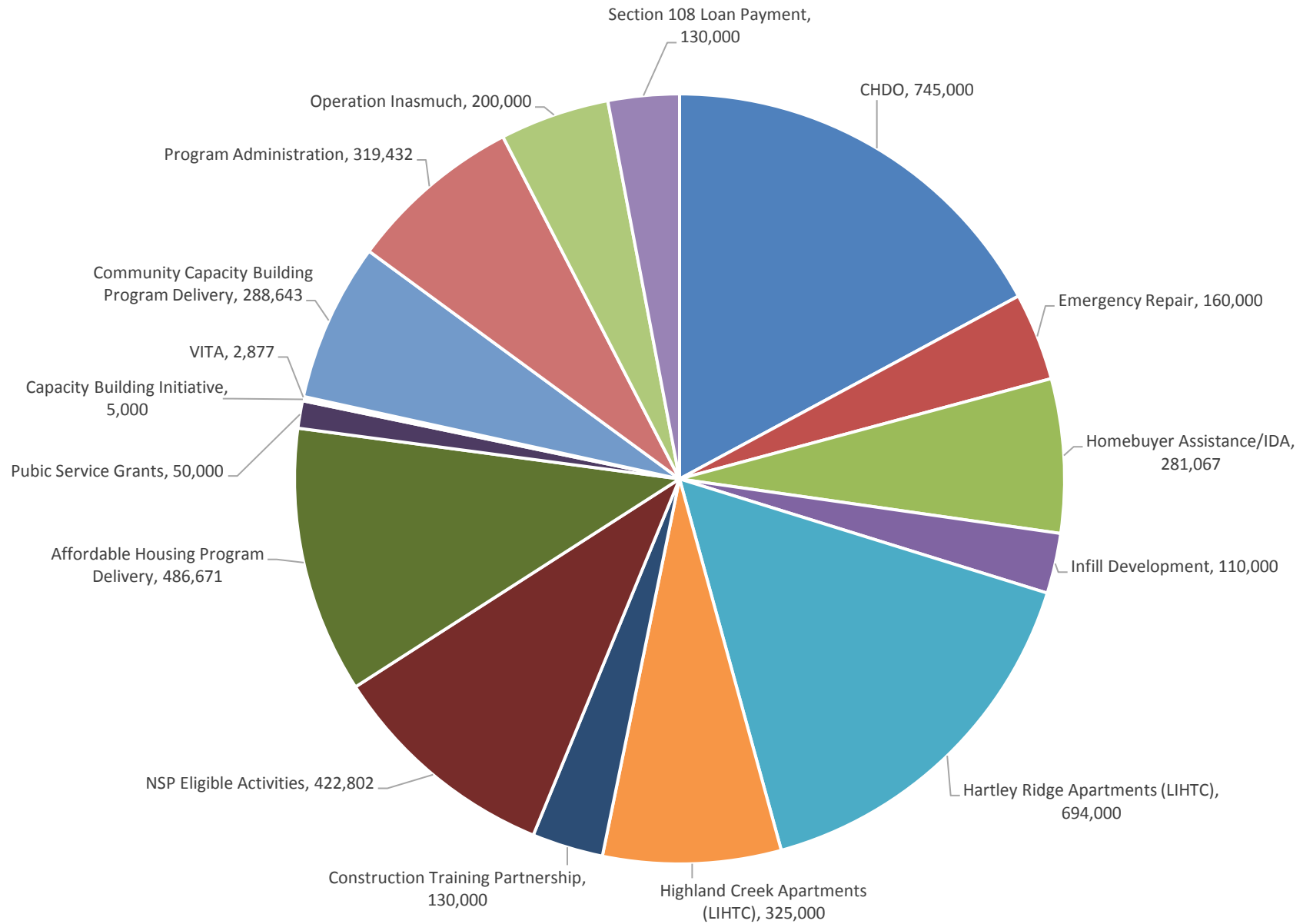
Proposed Sources		Proposed Uses	
*CDBG & CDBG Program Income (Includes Prior Year Funds)	965,850	Emergency/Urgent Repair/Housing Rehab	160,000
*HOME & HOME Program Income (Includes Prior Year Funds)	1,161,752	Operation Inasmuch	200,000
HUD Section 108 (Prior Year Funds)	694,000	CHDO Activities	745,000
NSP Program Income	447,802	Homebuyer Assistance/IDA	281,067
City Infill Development (GF)	120,000	Infill Housing	110,000
City General Fund (EAC)	227,211	Hartley Ridge Apartments	694,000
North Carolina Housing Finance Agency	165,000	Highland Creek Apartments	325,000
Volunteer Income Tax Assistance	2,877	Construction Training Partnership	130,000
Core City Redevelopment (Includes Prior Year Funds)	566,000	NSP Eligible Activities	447,802
		Public Service Grants	50,000
		Capacity Building Initiative (CBI)	5,000
		Volunteer Income Tax Assistance	2,877
		HUD Section 108 Loan Repayment	130,000
		Affordable Housing Program Delivery	486,671
		Community Capacity Building Program Delivery	288,643
		Program Administration	319,432
TOTALS	4,350,492		4,350,492

**Funding allocations are estimates.*

Proposed Sources



Proposed Uses



Annual Action Plan

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Goal Descriptions

1	Goal Name	Community Capacity Building
	Goal Description	Implementation of neighborhood capacity building activities
2	Goal Name	Provision of Public Services
	Goal Description	Public service grants to community-based organizations and other non-profits
3	Goal Name	Core City Improvements
	Goal Description	Affect physical conditions that improve the quality of life of residents in the Core City
4	Goal Name	Emergency Home Repair
	Goal Description	Address the emergency repair needs of income-eligible residents
5	Goal Name	Support Affordable Rental Housing Development
	Goal Description	LIHTC affordable housing development using Section 108 Guaranteed Loan funds
6	Goal Name	CHDO Project Reserves
	Goal Description	Allocate HOME funds to support new housing construction
7	Goal Name	CHDO Operating Support
	Goal Description	Provide operational support for our two CHDOs
8	Goal Name	Homeownership Education & Assistance
	Goal Description	Improve access to safe, decent and affordable housing for income-eligible residents
9	Goal Name	Affordable Housing Development & Program Delivery
	Goal Description	Staff and other operational support for the delivery of and access to affordable housing
10	Goal Name	Program Administration
	Goal Description	Administration and planning activities

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Through the emergency/urgent repair program, down payment assistance/IDA, multi-family LIHTC, and CHDO projects, we anticipate serving extremely low-income, low-income, and moderate-income families as follows:

- Extremely low-income: 88
- Low-income: 74
- Moderate-income: 158

As the CDBG & HOME programs have eligibility income requirements, 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 Metropolitan Statistical Area (MSA). The table below contains FY2016 income limits, effective March 28, 2016, with breakdowns by family size and income categories for High Point. *(*Note: 2017 income limits have not been released.)*

2016 Income Levels (Source: HUD)				
	Extremely Low Income	Very Low Income	Low Income	Area Median Income
Persons in Household	30% Median	50% Median	80% Median	100% Median
1	\$11,900	\$19,850	\$31,750	\$40,050
2	\$16,020	\$22,700	\$36,300	\$45,750
3	\$20,160	\$25,550	\$40,850	\$51,500
4	\$24,300	\$28,350	\$45,350	\$57,200
5	\$28,440	\$30,650	\$49,000	\$61,800
6	\$32,580	\$32,900	\$52,650	\$66,350
7	\$35,200	\$35,200	\$56,250	\$70,950
8	\$37,450	\$37,450	\$59,900	\$75,500

AP-35 Projects – 91.220(d)

Introduction

The 2017-2018 projects summarized below include those to be funded using CDBG and HOME monies. Summaries of additional housing and community development projects funded through other sources are provided in the appendix.

#	Project Name
1	Community Capacity Building
2	Community Based Initiatives
3	Public Services
4	Emergency Repair Program
5	Core City Activities
6	Section 108 - Hartley Ridge
7	CHDO - Habitat for Humanity
8	CHDO - Community Housing Solutions
9	CHDO Operating Costs
10	Homebuyer Assistance Program
11	Homebuyer Education Class
12	Individual Development Accounts
13	Affordable Housing Delivery Cost
14	Program Administration
15	HOME Program Administration
16	Section 108 Loan Repayment
17	Highland Creek Apartments (LIHTC)

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities and program activities are based on identified needs in the 2015-2019 Consolidated Plan. Obstacles in addressing underserved needs include: lack of funding, constrained availability of affordable, decent, safe, and sanitary rental and homeowner housing units, and the need to strengthen the system of care through homeless housing and service providers. See [AP-85 Other Actions](#) for actions planned to address obstacles to meeting underserved needs.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Community Capacity Building
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Community Capacity Building
	Needs Addressed	Code Enforcement and Neighborhood Clean-Up Core City Revitalization/NRSAs
	Funding	CDBG: \$191,825 General Fund: \$96,818
	Description	TO PROVIDE PROGRAMS ASSOCIATED WITH IMPLEMENTING COMMUNITY AND NEIGHBORHOOD DEVELOPMENT ACTIVITIES CONSISTENT WITH PRIORITIES IDENTIFIED IN THE 2015-2019 CONSOLIDATED PLAN AND STRATEGIES TO BE IMPLEMENTED DURING THE 2017-2018 PROGRAM YEAR.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimate that the Community and Neighborhood Division with served over 1,000 families with the capacity building activities
	Location Description	City wide with special emphasis on the Core City

	Planned Activities	Implementation of non-housing strategies to promote community capacity development activities that create stronger neighborhoods. Capacity-building and technical support for neighborhood associations remains one of the most important services provided. Technical and analytical support will also be provided to the Citizen's Advisory Council, Neighborhood Associations/Watch groups and Public Service grantees.
2	Project Name	Community Based Initiatives
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Community Capacity Building Provision of Public Services
	Needs Addressed	Core City Revitalization/NRSAs
	Funding	CDBG: \$5,000
	Description	MINI GRANTS TO LOCAL NEIGHBORHOOD GROUPS AND ORGANIZATIONS FOR PUBLIC SERVICE-TYPE PROJECT ACTIVITIES
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimate that the Community and Neighborhood Division with served over 300-500 families with the Community Based Initiatives grants.
	Location Description	City wide with special emphasis on the Core City
	Planned Activities	Public service activities provided by neighborhoods and/or local community based organizations for the benefit of low to moderate-income residents.
3	Project Name	Public Services
	Target Area	CITYWIDE NEIGHBORHOODS

	Goals Supported	Provision of Public Services
	Needs Addressed	Expand Homeownership Opportunities Decrease Homelessness Code Enforcement and Neighborhood Clean-Up Core City Revitalization/NRSAs Job Training and Employment Assistance Public Services Fair Housing Education and Awareness
	Funding	CDBG: \$50,000
	Description	TO FUND PUBLIC SERVICES ACTIVITIES 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, HOUSING COUNSELING AND ENERGY CONSERVATION.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that the Community and Neighborhood Division will serve over 950 families with the Public Services grants.
	Location Description	Citywide
	Planned Activities	Public service activities provided by local community based organizations and non-profits for the benefit of low to moderate-income residents.
4	Project Name	Emergency Repair Program
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Emergency Home Repair

	Needs Addressed	Expand Homeownership Opportunities Code Enforcement and Neighborhood Clean-Up
	Funding	NCHFA: \$100,000 General Fund: \$260,000 (includes Operation Inasmuch)
	Description	PROVIDE EMERGENCY REPAIRS FOR INCOME ELIGIBLE HOMEOWNERS
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Number of homes rehabilitated: 60 (50 via OIAM) Family types: Households with incomes of 80% AMI and below
	Location Description	Citywide (with a focus on Core City)
	Planned Activities	Emergency repairs that threaten the continued livability and viability of homeowner housing units.
5	Project Name	Core City Activities
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Core City Improvements
	Needs Addressed	Expand Homeownership Opportunities Code Enforcement and Neighborhood Clean-Up Core City Revitalization/NRSAs
	Funding	General Fund: \$110,000
	Description	Activities that: (1) increases homeownership in the Core City overall, especially by young professionals and middle-income households, and (2) remove/mitigate blight influences.
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	Number of homebuyers assisted: 40 Number of blighted homes demolished: 3 Number of homes rehabilitated: 10
	Location Description	Core City
	Planned Activities	Activities include down payment incentives, acquisition, rehabilitation, demolition, and infill development.
6	Project Name	Section 108 - Hartley Ridge Apartments
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Support Affordable Rental Housing Development
	Needs Addressed	Affordable Rental Housing Construction
	Funding	CDBG (Section 108): \$694,000
	Description	MULTI-FAMILY AFFORDABLE HOUSING DEVELOPMENT THROUGH LIHTC
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Number of units: 84 Household income (# of families): 40% AMI and under – 17; 41% - 50% - 17; 51% - 60% - 50
	Location Description	Hartley Drive, High Point, NC
	Planned Activities	Construction of an 84-unit multi-family housing complex.
7	Project Name	CHDO - Habitat for Humanity
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	CHDO Project Reserves

	Needs Addressed	Expand Homeownership Opportunities Job Training and Employment Assistance
	Funding	HOME: \$75,000
	Description	AFFORDABLE HOUSING DEVELOPMENT FOR HOMEOWNERSHIP
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Number of homes constructed: 3 Number of CTP apprentices: 2
	Location Description	Washington Terrace neighborhood
	Planned Activities	Construction of affordable housing for homeownership that includes a construction training component.
8	Project Name	CHDO - Community Housing Solutions
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	CHDO Project Reserves
	Needs Addressed	Expand Homeownership Opportunities
	Funding	HOME: \$640,000
	Description	AFFORDABLE HOUSING CONSTRUCTION FOR HOMEOWNERSHIP
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Number of homes constructed: 5
	Location Description	Southside neighborhood

	Planned Activities	Construction of affordable housing for homeownership
9	Project Name	CHDO Operating Costs
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	CHDO Operating Support
	Needs Addressed	Expand Homeownership Opportunities
	Funding	HOME: \$30,000
	Description	CHDO operating support
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	CHDO operating support
10	Project Name	Homebuyer Assistance Program
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Homeownership Education & Assistance
	Needs Addressed	Expand Homeownership Opportunities
	Funding	HOME: \$30,067 General Fund: \$200,000
	Description	DOWN PAYMENT AND CLOSING COST ASSISTANCE TO INCOME ELIGIBLE FIRST TIME HOMEBUYERS; ACTIVITY ALSO INCLUDES CORE CITY HOMEBUYER INCENTIVE PROGRAM
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	Number of homebuyers assisted: 50
	Location Description	Citywide (includes Core City Initiative)
	Planned Activities	Provide direct homebuyer assistance through the Homebuyer Assistance Program, to include the IDA program.
11	Project Name	Homebuyer Education Class
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Homeownership Education & Assistance
	Needs Addressed	Expand Homeownership Opportunities
	Funding	General Fund: \$21,000
	Description	HOMEBUYER EDUCATION AND COUNSELING
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Number of homebuyer education participants: 300
	Location Description	Citywide
	Planned Activities	Provide homebuyer education and counseling to potential first time homebuyers.
12	Project Name	Individual Development Accounts
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Homeownership Education & Assistance

	Needs Addressed	Expand Homeownership Opportunities
	Funding	General Fund: \$30,000
	Description	PROVIDE MATCH TO SAVINGS AS WELL AS FINANCIAL LITERACY CLASSES AS PART OF AN ASSET-BUILDING STRATEGY THAT CONCENTRATES ON BUILDING FAMILY SECURITY AND IMPROVING ECONOMIC WELL-BEING.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Number of families: 50 (2 classes of 25 families each)
	Location Description	Citywide
	Planned Activities	Conduct 2 cohorts of IDA classes to position families to become mortgage-ready.
13	Project Name	Affordable Housing Delivery Cost
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Affordable Housing Development & Program Delivery
	Needs Addressed	Affordable Rental Housing Construction Expand Homeownership Opportunities Code Enforcement and Neighborhood Clean-Up Core City Revitalization/NRSAs
	Funding	CDBG: \$486,671
	Description	PLANNING AND MANAGEMENT OF AFFORDABLE HOUSING PROJECTS. INCLUDES STAFF SALARIES, BENEFITS, AND OPERATIONAL COSTS.
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide
	Planned Activities	Project management and oversight for the affordable housing programs.
14	Project Name	Program Administration
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Program Administration
	Needs Addressed	Affordable Rental Housing Construction Expand Homeownership Opportunities Decrease Homelessness Code Enforcement and Neighborhood Clean-Up Core City Revitalization/NRSAs Job Training and Employment Assistance Public Services Fair Housing Education and Awareness
	Funding	CDBG: \$102,354 General Fund: \$130,393
	Description	General program planning, management and operational costs.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	N/A

	Location Description	Citywide
	Planned Activities	Program administration and management activities.
15	Project Name	HOME Program Administration
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Support Affordable Rental Housing Development CHDO Project Reserves CHDO Operating Support Homeownership Education & Assistance
	Needs Addressed	Affordable Rental Housing Construction Expand Homeownership Opportunities
	Funding	HOME: \$86,685
	Description	HOME PROGRAM MANAGEMENT AND OVERSIGHT. INCLUDES SALARIES, BENEFITS, AND OPERATIONAL COSTS.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Citywide
	Planned Activities	HOME Program management and oversight activities
16	Project Name	Section 108 Loan Repayment
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Support Affordable Rental Housing Development
	Needs Addressed	Affordable Rental Housing Construction

	Funding	CDBG: \$130,000
	Description	DEBT SERVICE PAYMENT FOR SECTION 108 FUNDS USED IN AFFORDABLE HOUSING DEVELOPMENT.
	Target Date	6/30/ 2018
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Debt service payment
17	Project Name	Highland Creek Apartments (LIHTC)
	Target Area	CITYWIDE NEIGHBORHOODS
	Goals Supported	Support Affordable Rental Housing Development
	Needs Addressed	Affordable Rental Housing Construction
	Funding	HOME and NSP: \$325,000
	Description	MULTI-FAMILY AFFORDABLE HOUSING DEVELOPMENT THROUGH LIHTC
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Number of units: 96
	Location Description	Baker Road, High Point, NC
	Planned Activities	Construction of a 96-unit multi-family housing complex.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

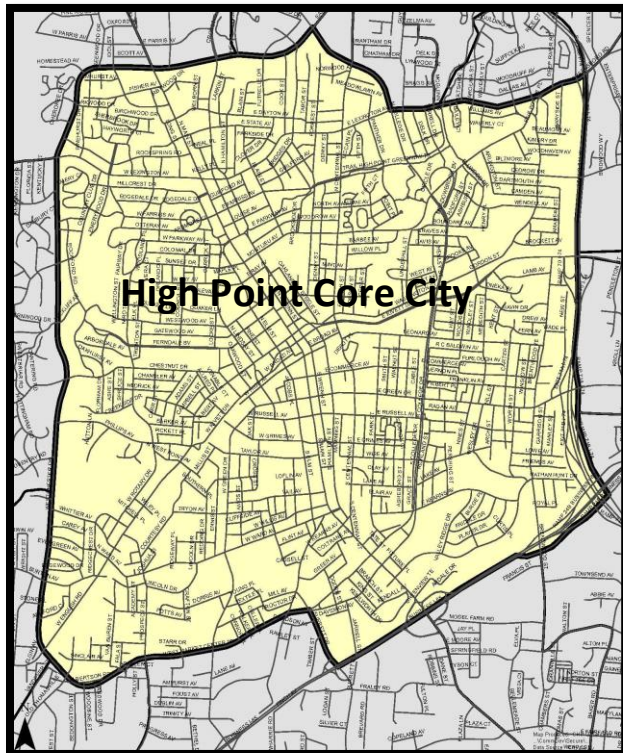
In 2017-2018, resources will be directed to High Point's Core City, specifically, census tracts 136.01, 136.02, 138, 139, 140, 142, 143, 144.06, 144.08, 145.01, and 145.03. Additionally, the City of High Point designated the Core City neighborhoods of Macedonia and Southside as NRSAs, meaning that the City can use funds more flexibly in these areas to address critical needs.

Geographic Distribution

Target Area	Percentage of Funds
CITYWIDE NEIGHBORHOODS	31

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically



Both the City's AI and its Core City Master Plan identified this area as needing revitalization, and the City has been committed to redeveloping housing within these areas. In addition, the City has engaged the University of North Carolina at Greensboro's Center for Housing and Community Studies to complete a Market Segmentation Study for High Point. Factors considered in this study include income, housing conditions, employment rates, home values, crime, educational attainment, etc. in identifying extremely weak to stable neighborhoods (by block group). While this study is being finalized, early information has helped the City identify areas of most need to determine where resources should be allocated. Proposed funding decisions to serve the specific geographic area identified are in the range of 31% of program funding.

Discussion

None

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

According to the City's 2015-2019 Consolidated Plan, 74% of extremely low-income, and again nearly three-quarters (74%) of 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 1.5 persons per room, or that pay more than 30-50 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 nearly one-third (31%) experience a cost burden of 30-50 percent. Many very low-income and extremely low-income individuals experience severe cost burdens. Sixteen percent (16%) of all households in High Point experience a cost burden of 50 percent or more. The availability of affordable housing is a local, as well as national issue. The National Low Income Housing Coalition's 2016 State of Housing Profile for North Carolina cites a shortage of 213,782 units of affordable and available housing for extremely low income renters.

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.

While no estimate of lead-based paint risk by income level is available, households with incomes below 50% of the AMI are least able to afford new, well-maintained housing and are therefore at a greater risk of lead poisoning. Lead-based paint risk is highest in units built prior to 1980 with children present. One-tenth of both owner- and renter-occupied housing falls within this category, for a total of 3,917 units at risk for exposure to lead in High Point.

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., Kirkwood Crossing)
- 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)

- Construction Training Program
- Emergency/Urgent Repair Program
- Operation Inasmuch

Improving the accessibility to affordable housing (homebuyer education and down payment assistance)

- Homebuyer Education
- Down Payment Assistance
- Individual Development Accounts

One Year Goals for the Number of Households to be Supported	
Homeless	13
Non-Homeless	171
Special-Needs	0
Total	184

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	104
Rehab of Existing Units	51
Acquisition of Existing Units	3
Total	159

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of High Point has several programs designed to assist affordable housing needs including, but not limited to:

Core City Homebuyer Incentive Program

A down payment and closing cost incentive program designed to encourage middle income homebuyers to buy homes in the Core City. Assistance is in the form of a loan up to \$7,500 that is deferred and forgiven at a rate of 20% per year over five years. The program includes homebuyer education classes and post-purchase counseling for first-time buyers. The program is also meant to address income diversification in the Core City in addition to access to affordable housing.

Homebuyer Assistance Program

Homebuyer assistance is vital to the Department's goal of providing access to decent, safe, sanitary and affordable housing. The Citywide homebuyer assistance 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. Homebuyer assistance is up to \$5,000.

Community Housing Development Organizations (CHDOs)

Currently, the City has two active certified CHDOs: Habitat for Humanity of High Point (Habitat) and Community Housing Solutions (CHS).

Since 2008, the City has contracted with Habitat to build 30 single family homes in the neighborhood adjacent to Washington Terrace Park, as well as the West End neighborhood. Habitat has constructed and sold 1 home in West End and 26 homes in the Graves Avenue area, with an additional 3 currently underway.

In the Southside neighborhood, the City previously contracted with Unity Builders, Inc. to construct and sell 7 single-family homes, as well as construct 4 homes for lease-purchase. In 2015, a new contract was executed with CHS to construct 2 single family homes in the Southside community. In 2016, the City contracted with CHS to build 2 additional homes (construction completed) and in this upcoming fiscal year, proposes to contract with CHS to build 5 additional homes for sale or lease-purchase, which would complete Phase 1 of the Southside Revitalization Plan.

N.C. Housing Finance Agency and the N.C. Homebuilders Association

The City of High Point has entered a tri-party agreement with the N.C. Housing Finance Agency (NCHFA) and the N.C. Homebuilders Association (NCHBA) to provide occupational training to low- and moderate-income City residents, teaching them how to build and/or renovate affordable housing. Under the terms of the agreement, NCHBA will conduct a range of training services consisting of construction classes, classroom and hands-on residential new construction and/or rehabilitation field training, and job placement activities. Program participants will be paid a stipend during training. The City has procured a general contractor partnership with High Point Community Against Violence ("HPCAV"). HPCAV will be responsible for the satisfactory completion of all work performed by participants on program-related projects.

Additionally, the City of High Point will seek infill development through partnerships with non-profit developers and use of CHDOs; pursue the development of single family and multifamily housing; seek partnerships with multifamily housing developers in support of LIHTC projects; use the Neighborhood Stabilization Program to (1) construct a pedestrian bridge over Richland Creek, (2) plant an orchard in conjunction with the bridge construction to help address food insecurities, and (3) acquire and repair vacant foreclosed properties and sell these properties to income-eligible persons; and utilize NRSA

designation to complete revitalization projects in Macedonia and Southside.

Operation Inasmuch

Operation Inasmuch (OAIM), developed in 1995 in Fayetteville, NC, is based on the principle found at Matthew 25:40 where Jesus said “Inasmuch as ye have done it unto one of the least of these my brethren, ye have done it unto me.” One of the unique benefits of OAIM was that it provided a platform for churches, non-profits, local government and individual citizens to develop a community oriented partnership that was fueled by the desire to help others. Since then, OAIM has grown into a national nonprofit that employs proven models to motivate, train, and equip churches. In 2016 there were over 2,000 churches in 24 states and reported collectively more than 27,000 volunteers, representing \$4.2M in labor hours and material costs.

Similar to OAIM in Fayetteville, the City has partnered with non-profit organizations, churches general contractors and other volunteers to conduct a Blitz Day of services such as repairs and yard clean ups for income eligible homeowners in targeted communities. The City would support the efforts of the volunteers by financing for the cost of materials and sub-contractors needed for specialized projects, thus greatly reducing out-of-pocket costs. The following chart highlights the OIAM events to date:

OIAM (Neighborhood)	Date Held	# of homes served	# of volunteers
OIAM – Southside	May 14, 2016	11	150
OIAM – East Central	Nov. 5, 2016	12	115
OIAM – Highland Mills	May 6, 2017	25 (goal)	300 (goal)

Many churches have expressed an interest in participating in OIAM-type activities outside of the scheduled Blitz Days. For example, one church has completed a substantial rehabilitation of a home that cost the City less than \$20,000, whereas the cost would have increased significantly utilizing more traditional methods of procurement of these services.

OIAM Volunteer Meeting



OIAM Event



AP-60 Public Housing – 91.220(h)

Introduction

Low-income residents largely depend on local housing authorities for access to affordable housing and related services. The purpose of public housing authorities (PHA) is to ensure safe, decent, affordable housing and to create opportunities for resident's self-sufficiency and economic independence. HPHA manages approximately 1,484 public housing units and 1,130 housing choice vouchers throughout the City. During the planning process, identified needs of residents were job training skills, aid in seeking employment, affordable child care, and public transit. Affordable housing is the greatest need throughout the City with extensive waiting lists for public housing and the housing choice voucher program. The section 8 waiting list closed April 7, 2015. The waiting list has more applicants than they can assist within a 5-year period. The public housing waiting list is open for all bedroom sizes.

Actions planned during the next year to address the needs to public housing

For the 2017-2018 program year, the City of High Point will continue to collaborate with HPHA to increase the supply of safe, sanitary, and decent affordable housing through the development of new affordable housing units, seek partnerships with multifamily housing developers in support of LIHTC projects, improve the condition of the existing low income housing stock through use of housing rehabilitation, revitalization initiatives, use the emergency and urgent repair programs, evaluate the extent to which programs and services meet the needs of populations with limited English proficiency and special needs populations, and partner with organizations to increase social and supportive services to low-income and moderate-income residents, homeless residents.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The City will continue to collaborate with the HPHA through its various programs, such as, FSS, CHSP, youth programming, etc. to engage HPHA and Section 8 program participants. The City will continue to collaborate with and encourage the work of the varying neighborhood associations described in the 2015-2019 Consolidated Plan; and, the City will continue the Core City Home Buyer Assistance Program.

As a HUD approved housing counseling agency, HPHA provides services in credit counseling, pre-purchase counseling, post-purchase counseling, and foreclosure prevention and mitigation. The HPHA offers families the tools needed to become successful homeowners through its 5-week Financial Fitness program.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The City's PHA is not designated as troubled.

Discussion

None

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City of High Point is a participant in Partners Ending Homelessness (PEH), which is the result of the consolidation of the Guilford County Continuum of Care and the 10 Year Plan to End Chronic Homelessness in Guilford County. With “Partnering to End Chronic Homelessness in Guilford County, High Point, and Greensboro,” the partnership promotes a Housing First model to address homelessness in the area. This model focuses on placing homeless persons in safe, permanent housing and then helping them access necessary services, rather than first moving them through emergency and transitional housing.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City will continue to participate in the Community Coalition, which is a working group of homeless services providers. Also, a Community Development staff person has been assigned to serve on the board for Partners Ending Homelessness. The City will continue its involvement with the CoC and conduct monthly training and workshops for Open Door Ministries clients, provide grant-related technical assistance to Open Door Ministries case managers, and offer building space for case managers at our Community & Neighborhood Development Center.

Homeless service providers in the City of High Point will continue to reach out to homeless persons through food pantries, soup kitchens, shelters/emergency housing, and transitional housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency and transitional housing providers will continue to operate within the City of High Point. These include: Open Door Ministries, which operates a homeless shelter for men with 88 beds and transitional housing for veterans with 13 beds; West End Ministries, which operates Leslie’s House, a 22-bed emergency shelter for women; Mary’s House, which operates transitional and permanent housing for women and children; the Salvation Army; and Family Service of the Piedmont, which provides shelter and assistance for victims of domestic violence.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were

recently homeless from becoming homeless again

The Permanent Supportive Housing Program administered by Open Door Ministries, funded through a Continuum of Care grant, will help 13 homeless individuals with disabilities obtain stable housing and supportive services. As clients graduate from this program Open Door Ministries will continue to provide supportive services to prevent them from becoming homeless again.

Additionally, the City will continue to support the construction of affordable rental housing that may serve as permanent housing for formerly homeless individuals. Specifically, the City will use a Section 108 loan to support development of Low Income Housing Tax Credit properties.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City of High Point and nonprofit organizations working within the City will work to prevent extremely low income individuals and families from becoming homeless by providing emergency financial assistance, developing new affordable rental housing, assisting with home repairs, and expanding homeownership opportunities and financial literacy for low income households.

Specific actions that the City will undertake include supporting Low Income Housing Tax Credit units using a Section 108 loan, construction of three Habitat for Humanity homes, rehabilitation of affordable housing through the Construction Training Partnership Program, homebuyer assistance, property acquisition through the Neighborhood Stabilization Program, and assistance to low income homeowners with urgent home repairs.

Several service providers, including the Salvation Army and Open Door Ministries, will continue to provide emergency financial assistance to households at risk of homelessness, such as help with utilities, rent, and medical costs.

To help at-risk populations, the City of High Point will provide funding for the Housing Authority's Family Self-Sufficiency Occupational Training Project, which will assist public housing residents obtain marketable skills to become workforce ready. The City will also fund Caring Services, which provides care to individuals recovering from substance abuse by helping to reestablish family relationships and a return to self-sufficiency.

Discussion

None

One year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	0
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	0

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City of High Point partners with local non-profit housing developers, HPHA, and community organizations to aid in the creation of affordable housing. The City implements several programs and initiatives to address the following barriers to affordable housing:

- Lack of adequate public transportation;
- Financial barriers related to accessing credit, high unemployment rate, low wages, high concentration of poverty in the Core City, and high utility and rental deposits; and
- Process which inhibits timely removal of blighted and abandoned properties, addressing boarded up housing, and zoning ordinances that inhibit the development of a mixture of housing types and the development of multi-family, group homes, and housing for elderly and disabled residents.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City of High Point has several programs designed to address policy based barriers to affordable housing, such as:

- The Urgent Repair Program – This program is for the rehabilitation of High Point’s older housing stock and structural repairs.
- Community Housing Development Organization (CHDO) Activities – CHDO activities include helping to provide affordable housing through rehabilitation and new construction.
- Individual Development Accounts – This program helps provide financial assistance for area low- to moderate-income homebuyers.
- Infill Housing Program – This program helps acquire and prepare properties for redevelopment for affordable housing units.
- Homebuyer Assistance Program – This program provides deferred low interest rate loans toward buying a home for low to moderate-income families.

Housing/Code Enforcement Studies and Implementation

1. Combined the UNCG Market Segmentation Study with additional data from the High Point Fire Department. Identified houses that needed immediate attention due to visible deterioration, houses that had been demolished or repaired since the report was originally completed. If there was no existing minimum housing case on the units that were visibly deteriorating, local code enforcement officers began conducting inspections and the minimum housing process.
2. Working with the Center for Community Progress under the TASP Scholarship to implement new strategies in eliminating blighted properties
 - a. Developing and testing software with Opportunity Space to have data centrally located to be able to identify areas of need

- b. Established and deployed a Data Team with representatives from various departments who work with Opportunity Space software developers
 - c. Worked with the Guilford County Tax Department to implement the ability to include public nuisance assessments on tax bills
- 3. Increased Local Codes Enforcement staff from two (2) officers to (6) to address the City's increased focus on blight
- 4. City Council set a short-term goal of a 1:1 ratio of residential complaints to proactive staff action
- 5. Working with Legal Department on updating the Minimum Housing code
- 6. Working with Legal Department to update and implement the process for enforcing the junked and abandoned vehicle ordinance
- 7. Reduced a backlog of minimum housing cases from 270 to 97 by identifying those that could be moved forward to City Council to request demolition, those that had been repaired or demolished by the owner, and others that we needed to conduct an updated inspection and start the minimum housing process over.

Discussion

The City is using increased housing code enforcement to remove and rehabilitate abandoned and blighted properties. 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 (RS-5), or Residential Single Family District. This zoning category is intended to accommodate high-density single family detached dwellings in the Core City.

Before



After



**URGENT
REPAIR**

AP-85 Other Actions – 91.220(k)

Introduction

Listed below are the actions planned to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

- The City of High Point will evaluate the extent to which housing counseling is available to provide credit repair advice to members of the protected classes, to ensure to the extent possible that they have access to means of improving their ability to obtain and maintain decent, affordable housing. In case that counseling is unavailable, inadequate or not well advertised, the City will work with its community partners to increase availability and use.
- The City of High Point's Continuum of Care, Partnering to End Homelessness, will engage partners, advocate for policies that address root causes of homelessness and initiatives that strengthen current system of care, and provide technical assistance and training to homeless service delivery agencies.

Actions planned to foster and maintain affordable housing

- The City of High Point will increase the supply of safe, sanitary, and decent affordable housing through the development of single family and multifamily housing.
- The City of High Point will seek infill development through partnerships with non-profit developers, HPHA, and use of CHDOS.
- The City of High Point will seek partnerships with multifamily housing developers and HPHA in support of LIHTC projects.
- The City of High Point will utilize the Neighborhood Stabilization Program (NSP) to acquire and repair vacant foreclosed properties and sell these properties to income-eligible persons.
- The City of High Point will seek and utilize NRSA designation to complete revitalization projects in Macedonia and Southside.
- The City of High Point will improve the condition of the existing low income housing stock through use of housing rehabilitation, revitalization initiatives in the Macedonia and Southside regions of the Core City, and use of lead hazard control and emergency repair programs.
- The City of High Point will use housing code enforcement to demolish substandard housing.
- The City of High Point will improve the accessibility to affordable housing using homebuyer education and down payment assistance programs.

Actions planned to reduce lead-based paint hazards

- The City of High Point will use funding from the emergency repair program to help with lead remediation.

Actions planned to reduce the number of poverty-level families

- The City of High Point will continue to combat the number of poverty-level families by supporting incentives to attract, retain, and expand businesses, advocate for improved employment-affordable housing options and support organizations and programs that provide job training, education, and placement services.
- The City of High Point will encourage and facilitate use of the Individual Development Account (IDA) program.

Actions planned to develop institutional structure

- The City of High Point will set aside a portion of its CDBG entitlement annually 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 will include, crime prevention, child-care; health; drug abuse; education; fair housing counseling; and energy conservation services.

Actions planned to enhance coordination between public and private housing and social service agencies

- The City of High Point will partner with organizations to increase social and supportive services to low-income and moderate-income residents, homeless residents, and help facilitate community programs through the Community & Neighborhood Development Division.

Discussion

None

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	85.00%

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(I)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

No other forms of investment are being used beyond those identified in Section 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Please see the City of High Point resale/recapture policy provided in the Appendix C.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds. See 24 CFR 92.254(a)(4) are as follows:

Please see the City of High Point Resale/Recapture Policy provided in the Appendix C.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City of High Point does not plan to use HOME funds to refinance existing debt secured by multifamily housing rehabilitated using HOME funds.

Discussion

None

APPENDIX A

Program Objectives and Outcomes

1	Priority Need Name	Affordable Rental Housing Construction
	Population	Extremely Low, Low, Disabled
	Description/ Activities	Expand the supply of affordable housing Promote the development of affordable rental units in high opportunity areas Develop public-private partnerships to support construction of rental units
	Basis for Priority	Rates of renter cost burdens Analysis of Impediments Stakeholder and community input
2	Priority Need Name	Expand Homeownership Opportunities
	Population	Moderate, Low, Disabled
	Description/ Activities	Partner with CHDO for development of affordable owned housing Continue Homeowner Assistance program Promote infill housing development opportunities in Core City
	Basis for Priority	Stakeholder and community input Rates of cost burdens
3	Priority Need Name	Decrease homelessness
	Population	Extremely Low, Low
	Description/ Activities	Support development of permanent supportive housing Support continued coordination with regional service providers
	Basis for Priority	Stakeholder and community input Partners Ending Homelessness Strategic Plan
4	Priority Need Name	Code Enforcement and Neighborhood Clean-Up
	Population	All
	Description/ Activities	Rehabilitation of existing units Neighborhood enhancement and revitalization Address abandoned properties
	Basis for Priority	Stakeholder and community input Age of housing Core City Master Plan Analysis of Impediments
5	Priority Need Name	Core City Revitalization / Neighborhood Revitalization Strategy Area (NRSA)
	Population	Extremely Low, Low, Moderate
	Description/ Activities	Continue Community Based Initiatives Program Assess feasibility of a land bank Leverage city-owned properties
	Basis for Priority	Core City Master Plan Analysis of Impediments Housing conditions Stakeholder and community input
6	Priority Need Name	Job Training & Employment Assistance
	Population	Extremely Low, Low
	Description/ Activities	Continue and expand support of job training programs
	Basis for Priority	Stakeholder and community input Needs and market analysis assessment

APPENDIX B

2017-2018 Project/Program Descriptions

Affordable Housing Division

PROJECT/PROGRAM: Construction Training Partnership (CTP) Program

The City entered 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, eight-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 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”)) who will be responsible for the satisfactory completion of all rehabilitation work performed by participants 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.

The City has contracted with two of its partners to provide CTP graduates with additional hands-on experience in rehabilitation as well as new construction techniques. HPCAV will continue its work with CTP graduates to gain valuable experience in rehabilitation techniques that will benefit low- and moderate-income households. In addition, the City has entered a contract with Habitat to provide new construction experience in the form of an eight-week apprenticeship. Apprentices will assist in bringing homes being built by Habitat to completion faster.

Agency funded, if applicable: HPCAV

Estimated funding amount: \$130,000.00 (\$65,000 from NCHFA; \$65,000 from General Fund)

Target area: Citywide

Needs addressed (access to affordable housing, homelessness, public services, etc.): Accessibility to affordable housing

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted):

of CTP participants: 20 (2 classes @ 10 students/class)

of CTP graduates: 18

of rehabilitated homes: 15

of new homes assisted: 4

PROJECT/PROGRAM: Core City Homebuyer Assistance Program

In November 2014, City Council approved a pilot program to provide down payment and closing cost assistance to encourage middle income homebuyers to buy homes in the Core City. In November 2015, to better position our program with the N. C. Housing Finance Agency's (NCHFA's) Hardest Hit Down Payment Assistance Program, City Council modified its program to include a zero percent interest, deferred and forgivable loan with 5-year terms. The \$7,500 loan will be forgiven at a rate of 20% each year the buyer remains in the home as their primary residence.

Basic program requirements include:

- Completion of an 8-hour Homebuyer Education class (for first-time homebuyers);
- Obtaining a loan to purchase the house from a [participating lender](#);
- Purchasing a home within the Core City of High Point;
- Sales price not to exceed \$200,000;
- Post-purchase counseling consisting of two, 2-hour individual counseling sessions within the first 12 months of ownership (for first-time homebuyers); and
- A minimum cash investment of \$500 toward the home purchase.

Agency funded, if applicable: N/A

Estimated funding amount: \$200,000

Target area: Core City

Needs addressed (access to affordable housing, homelessness, public services, etc.): Income diversification and increased homeownership in the Core City

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted):

of homebuyers assisted: 40

of homebuyer education class attendees: 20

PROJECT/PROGRAM: Emergency Repair (General Fund)

Rehabilitation of the City's aging housing stock is geared towards ensuring the continued livability and viability of High Point's limited affordable housing units. The City will continue to allot and administer CDBG funds through the City's Emergency Repair Program to serve households at 80% AMI or below.

This program is intended to provide quick action to eligible homeowners in response to a housing failure that may endanger their safety or health or meet other imminent repair needs.

Eligible repairs include the following:

- Combustion appliance and chimney hazards
- Electrical/plumbing system hazards
- Imminent structural system failures (e.g. failing porches and steps, and roofing)

- Mitigation of environmental hazardous substances such as lead-based paint, asbestos contamination or soil gas intrusion
- Repairs necessary to prevent the imminent displacement of eligible households
- Repair designed to increase the accessibility of the unit to frail or disabled residents including ramps, hand rails, grab bars, kitchen and bathroom adaptations and door alterations, etc.
- Imminent threats to life or safety

The City will continue to act on the owner's behalf to ensure repairs are performed properly and that customer expectations are met. Administrative and professional services afforded to the property owner will include:

- Intake and qualification of applicants
- Inspection and assessment of required repairs
- Preparation of the work write-up
- Managing the bid-letting process
- Compliance with HUD and local regulation
- Supervision of work and payment of contractors

Agency funded, if applicable: N/A

Estimated funding amount: \$50,000 (Local)

Target area: Citywide (with a focus on Core City)

Needs addressed (access to affordable housing, homelessness, public services, etc.): Improved sustainability of affordable housing

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted):

of homes rehabilitated: 10

PROJECT/PROGRAM: Emergency Repair (URP)

Rehabilitation of the City's aging housing stock is geared towards ensuring the continued livability and viability of High Point's limited affordable housing units. The City applied for and received an Urgent Repair Program (URP) grant administered by the North Carolina Housing Finance Agency. The Urgent Repair Program funds are intended to provide quick action to households at 50% AMI or below (at least half of the projects must assist households at 30% AMI or below) with urgent housing repairs or to meet an imminent housing need as defined in the program guidelines. Repairs can be performed in conjunction with other non-Federally financed programs such as the City's Construction Training Partnership program.

Eligible repairs include the following:

- Combustion appliance and chimney hazards
- Electrical/plumbing system hazards
- Imminent structural system failures (e.g. failing porches and steps, roofing, etc.)

- Mitigation of environmental hazardous substances such as lead-based paint, asbestos contamination or soil gas intrusion
- Repairs necessary to prevent the imminent displacement of eligible households
- Repair designed to increase the accessibility of the unit to frail or disabled residents including ramps, hand rails, grab bars, kitchen and bathroom adaptations and door alterations, etc.
- Imminent threats to life or safety

Accordingly, the Department closely monitors clients' income and asset eligibility criteria to focus resources on the lowest income groups. The City will continue to act on the owner's behalf to ensure repairs are performed properly and that customer expectations are met. Administrative and professional services afforded to the property owner will include:

- Intake and qualification of applicants
- Inspection and assessment of required repairs
- Preparation of the work write-up
- Managing the bid-letting process
- Compliance with HUD and local regulation
- Supervision of work and payment of contractors

Agency funded, if applicable: N/A

Eligibility Citation: N/A

Estimated funding amount: \$110,000 [\$100,000 (NCHFA); \$10,000 (Local)]

Target area: Citywide (includes Core City Initiative)

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted):

of units rehabilitated: 20

PROJECT/PROGRAM: Homebuyer Assistance/Individual Development Accounts

Homebuyer Assistance

Homebuyer assistance is vital to the Department's goal of providing access to decent, safe, sanitary and affordable housing. The Citywide homebuyer assistance 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. Homebuyer assistance is up to \$5,000 that can be used for closing costs and/or down payment assistance. The department offers additional incentives to homebuyers who purchase in targeted neighborhoods throughout the city. These assistance packages are designed to attract homebuyers to these neighborhoods.

Basic program requirements include:

- Completion of 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 the city limits of High Point;
- Post-purchase counseling consisting of two, 2-hour individual counseling sessions within the first 12 months of ownership, and;
- 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 homebuyers obtain decent, safe, sanitary and affordable housing.

HUD defines “affordable” as housing that costs no more than 30 percent of a household’s monthly income. Since 2009, the federal minimum wage has been \$7.25 per hour. Thus, a worker who earns the current minimum wage of \$7.25 per hour should pay no more than \$377.00 per month for rent and basic utilities, an amount that does not cover the rent on a sanitary and decent one-bedroom apartment in any county in America¹. Per the North Carolina Housing Coalition, to afford rent and utilities, without paying more than 30% of income on housing, a worker needs a wage of \$15.32 per hour or \$2,655.00 a month to afford a two-bedroom apartment in High Point, North Carolina². Increased home prices and rents have pushed the dream of home ownership out of reach for many of the City’s working poor. Our programs are designed for those who can afford the monthly payment, but who do not have access to funds for the down payment or closing costs required. This barrier to entry is where the City’s programs aid in increasing access to affordable housing. As the economy improves, we anticipate increased demand for homebuyer assistance.

Section 92.254(a)(2)(iii) of the Final Rule published on July 24, 2013, HUD established new homeownership value limits for the HOME Participating Jurisdictions (PJs). This new Rule was effective August 23, 2013.

- **Newly Constructed Housing.** The new HOME homeownership value limits for newly constructed HOME units is the greater of (a) 95% of the median purchase price for the area based on Federal Housing Administration (FHA) single family mortgage program data for newly constructed housing or (b) the minimum limit or floor established by HUD based on 95% of the U.S. median purchase price for new construction for nonmetropolitan areas. For the Greensboro-High Point Metro Area, the maximum homeownership value for newly constructed housing is \$224,000 effective March 1, 2017.
- **Existing Housing.** The new HOME homeownership value limits for existing HOME units is the greater of (a) 95% of the median purchase price for the area based on Federal FHA single family mortgage program data for existing housing and other appropriate data that are available nationwide for sale of existing housing in standard condition or (b) the minimum limit or floor established by HUD based on 95% of the statewide nonmetropolitan area median purchase

¹ Out of Reach 2016, National Low Income Housing Coalition (2016). Fair Market Rent (FMR) for a two-bedroom apartment in Guilford County is \$741.

² SOURCE: Out of Reach 2016, National Low Income Housing Coalition (2016)

price using this data. For the Greensboro-High Point Metro Area, the maximum homeownership value for existing housing is \$144,000 effective March 1, 2017.

Homebuyer Education Eligibility

Homebuyer education workshops use a HUD-approved curriculum, *Neighborworks' Realizing the American Dream of Homeownership*³. Workshops are offered monthly at rotating locations throughout High Point to assist future first-time homebuyers with the home purchasing process.

A HUD-approved housing counseling agency will partner with the City of High Point to offer this valuable training. The classes are eight hours in length, free to the public and all participants receive a certificate when completed. The classes comprehensively cover the home purchasing process. Topics covered include a homeownership overview, financing a home, budgeting, saving and credit counseling, working with a real estate professional, predatory lending, fair housing, home maintenance and foreclosure prevention.

Lender/Realtor Participation

To extend partnerships and enhance homeownership, the City has partnered with local realtors and lenders to help homebuyers obtain an affordable first mortgage. The Department conducts free certification workshops for realtors and mortgage providers to become Participating Lenders/Realtors for the Homebuyer Assistance Programs. These certification workshops provide a common groundwork to help streamline the application process⁴ and facilitate the access of low- to moderate-income families to affordable mortgage products. Participating lenders agree to provide non-predatory mortgage practices to households receiving down payment assistance from the City in accordance with guidelines established by the Community Reinvestment Association of North Carolina (CRA-NC)⁵. The Community Development & Housing (CD&H) website maintains a list of [local Real Estate agents](#) who receive training and commit to dedicate their time and effort to assisting low- to moderate-income homebuyers obtain fair, decent and affordable housing.

Individual Development Accounts

Individual Development Accounts (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.⁶ The homebuyer makes regular, monthly contributions to their IDA account that is then matched by the City up to \$2,000 with private and/or public resources. IDAs can be used to reward the monthly savings of working-poor families who are

³ The HUD-approved curriculum, *Realizing the American Dream Trainer's Manual, 4th Edition* and its complementing *Homebuyer's Manual* are the definitive resources for homebuyer training and education.

⁴ Since the participating lenders agree to submit down payment and closing costs assistance packages to the Department, prospective homebuyers will only have to fill out one application for approval.

⁵ The Community Reinvestment Association of North Carolina's mission is to promote and protect community wealth. They advocate for change in the lending practices of financial institutions to promote wealth building for underserved communities and to end predatory lending practices that strip wealth.

⁶ According to the NC Housing Coalition, the idea for Individual Development Accounts (IDA) was created by author Michael Sherraden in his 1992 book, *Assets and the Poor*. It was further advanced by the Corporation for Enterprise Development in the mid 1990's. 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.

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 home ownership. IDAs are savings accounts established in the homebuyer's name, held at local financial institutions, and usually managed by a community organization.

To improve opportunities for homeownership, the City will partner with Housing Consultants Group (HCG) to continue an IDA program specifically for High Point. Monthly classes complement required one-on-one counseling sessions to effectively assist participants in reaching their homeownership goals. Two classes will be staggered six (6) months apart during the fiscal 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 that they need additional training and assistance in financial management.

In response to the higher lending standards as a result of the 2008 economic downturn, the Department determined the IDA Program needed to increase its focus on spending patterns, the ability to maintain a monthly budget, the ability to save money monthly, and the establishment of an emergency fund to enhance the homebuyer's ability to secure a mortgage. The habit of saving and planning for unexpected events is imperative to the future success of the IDA graduates. In an effort to allow for other innovative housing opportunities, HCG along with CD&H will continue to market homes acquired through the Neighborhood Stabilization Program and HOME funds to potential homeowners who receive education through IDA. Families participating in City-sponsored Lease Purchase and Habitat for Humanity's new construction programs have also been identified as IDA participants. The IDA program provides these families with the tools necessary to become mortgage ready by lease end.

Agency funded, if applicable: Housing Consultants Group (HCG) – for IDA Program; homebuyer education/counseling agency to be determined through RFP process

Estimated funding amount: \$151,000.00 (\$100,000 for Down Payment Assistance; \$21,000 for Homebuyer Training; \$30,000 for Individual Development Account)

Target area: Citywide

Needs addressed (access to affordable housing, homelessness, public services, etc.):

Accessibility to affordable housing

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted):

Each monthly homebuyer education class has the potential to educate up to 25 families (300 per year). Each of the two IDA classes has the potential to position up to 25 families to become mortgage-ready (50 per year).

PROJECT/PROGRAM: Infill Housing Development

The City facilitates development of affordable housing by identifying project sites, procuring property, conveying lots and providing gap financing to non-profit builders to leverage and attract market rate construction financing from local banks. For example, BNC Bank has committed \$5 million toward the

development of affordable housing in the Core City. The City is partnering with BNC by making lots available for new housing construction.

CD&H receives an annual allocation from the General Fund (\$120,000) to support affordable housing activities. In addition, City Council has allocated \$500,000 from the General Fund each year for the past two years to be used toward revitalization efforts in the Core City (Core City Redevelopment Fund or CCR). CD&H has received authorization to utilize a portion of CCR funds in support of housing-related Core City revitalization efforts (see below for more details).

CD&H proposes to use available funding to support the following:

- Construction Training Partnership (CTP) Program (\$65,000) – see CTP section for more details
- Core City Homebuyer Assistance Program (\$300,000) – see Core City Homebuyer Assistance Program section for more details
- Urgent Repair Program (\$10,000) – Match for \$100,000 NCHFA funding (see Emergency Repair section for more details).
- Other Housing Activities (\$50,000) – Urgent repairs, strategic acquisitions, demolition, etc. Properties that are acquired/demolished will be made available to Community Housing Development Organizations (CHDOs) for future new construction of affordable housing (see CHDO section for more details).
- Cedrow Drive (\$300,000) – Site development costs in partnership with BNC Bank to build 13 new housing units on 3.2 acres on Cedrow Drive
- Rehabilitations in Targeted Investment Areas (\$50,000) – Income-eligible homeowners located in census tracts designated “extremely weak” would be eligible to apply for rehabilitation assistance.

Agency funded, if applicable: N/A

Eligibility citation: N/A

Estimated funding amount: \$110,000 (Infill)

Target areas: Neighborhoods where our housing development efforts are targeted within the Core City, the City’s Neighborhood Revitalization Strategy Area (NRSA) designated boundaries, and census tracts deemed “extremely weak” according to the High Point Market Segmentation Study by UNC-Greensboro.

Needs addressed (access to affordable housing, homelessness, public services, etc.):

To provide decent, safe and affordable housing opportunities and to improve neighborhood conditions

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted):

See sections referenced above for goal outcomes

PROJECT/PROGRAM: Neighborhood Stabilization Program

In 2009, the City received a sub-allocation of Neighborhood Stabilization Program (NSP) funds through the State's NSP allocation from HUD (authorized under the Housing and Economic Recovery Act of 2008).

The City used NSP funds to purchase nine (9) homes with the intent to sell to very low-income first-time homebuyers, but had difficulty selling the homes due to insecurity in the job market coupled with potential buyers who were unable to qualify for a mortgage based on underwriting criteria used by lenders at the time. Consequently, the City offered these unsold properties to income-eligible buyers on a lease-purchase basis.

After expending the initial NSP grant funds, the City has earned program income from net lease proceeds and the sale of homes (approximately \$380,000 presently on-hand and an estimated \$150,000 to be earned from future sales). The City has applied to the State on behalf of projects that will include, but are not limited to, the following:

- Bridge over Richland Creek connecting a proposed walking trail between Southside Elementary school and City-owned land that will be developed into an "urban orchard" (see below) - *NOTE: This project has received approval from the State to proceed. The installation of the bridge will occur in the fall of 2017, with the planting of "urban orchard" to occur soon thereafter.*
- Installation of "traffic calming devices" in the Graves Avenue area on N. Hoskins Street - *Approval by the State is pending.*
- Acquisition of NSP-eligible properties in the Core City for purchase, rehabilitation, and sale – *As properties are identified, the City will seek the appropriate approvals from the State (e.g., environmental review).*

Proposed landscaping for the Richland Creek Pedestrian Bridge project includes additional "mulch pathways" and the development of various vegetable gardens including an orchard (comprised of berry shrubs, fruit and nut trees).



CD&H will remain in contact with the North Carolina Department of Commerce and will apply to utilize additional NSP program income funds as they become available.

Agency funded, if applicable: N/A

Eligibility citation: 24 CFR 570 (NSP is governed by CDBG regulations except where specifically waived.)

Estimated funding amount: \$422,802 (NSP program income)

Target area: High Point city limits

Needs addressed: Access to neighborhood services/amenities (bridge), availability of affordable housing (purchase/rehab/sale), and safety (traffic calming).

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted):

of public improvements: 3 (bridge, orchard, and traffic calming)

of homes purchased/rehabilitated and made available for purchase or lease/purchase: 2

PROJECT/PROGRAM: Highland Creek Apartments (LIHTC – Low Income Housing Tax Credit)

The City proposes to allocate \$325,000 for an affordable housing project named Highland Creek Apartment, a 96-unit multi-family development for low income beneficiaries. The developer, Wynnefield Properties, submitted a LIHTC pre-application to the N. C. Housing Finance Agency (NCHFA) and received a maximum assessment score of 60. Wynnefield intends to submit a full application to NCHFA by the May 2017 deadline.

Agency funded, if applicable: Wynnefield Properties

Eligibility citation: 24 CFR 92.205 (HOME) and 24 CFR 570 (NSP)

Estimated funding amount: \$325,000 (\$300,000 (HOME); \$25,000 (NSP))

Target area: Citywide (emphasis in geographic areas outside traditional racial, ethnic and LMI concentration areas)

Needs addressed: Improved access to affordable rental housing

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted):

of units developed: 96

Affordable Housing Bus Tour



Kirkwood Crossing Apartments



Realtor Expo



HBE Class Graduates



George Place



Community and Neighborhood Development Division (CNDD)

PROJECT/PROGRAM: Program Delivery

The Community and Neighborhood Development Center (CNDD) 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

The CNDD is charged with developing and implementing the Department's non-housing strategies to implement community capacity development activities that promote stronger neighborhoods. Capacity-building and technical support for neighborhood associations remains one of the most important services provided by CNDD. Technical and analytical support will also be provided to the Citizen's Advisory Council, Neighborhood Associations/Watch groups and Public Service grantees.

The Division will continue to manage funds for CDBG and CBI (public service grants) and Volunteer Income Tax Assistance. The division will continue to partner with Open Door Ministries to provide Continuum of Care training and workshops for chronic homeless individuals. The division 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 computer lab is also used for the Volunteer Income Tax Assistance (VITA) program and computer classes. CNDD will continue to partner with Guilford Technical Community College to provide GED classes to individuals who have not completed their high school degree. CNDD supports 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.

CNDD will focus on community-building initiatives such as engaging leaders to serve on community boards, leadership development and youth development. The division will continue to provide support to the community through GED classes, computer classes, Volunteer Income Assistance Services (VITA), various trainings/workshop and homelessness prevention. The Division will partner with various organizations to enhance services to low-moderate neighborhoods, homeless individuals and coordinating community programs.

PROJECT/PROGRAM: Community Capacity Building

The program is designed to develop, implement and coordinate community capacity-building services designed to help increase neighborhood stability and viability. Staff will provide technical assistance to neighborhood associations/watch groups, helping them to become catalysts for neighborhood revitalization. Community and Neighborhood Development Division will continue the focus on strengthen neighborhoods through a variety of educational programs, short term and long term training, workshops, individualized instruction and technical assistance as needed. This year the Division will continue the effort to partner with other organizations on youth development within the neighborhoods and assistance with community building activities.

Agency funded, if applicable: N/A

Estimated funding amount: \$191,825 (CDBG); \$96,818 (General Fund)

Target area: 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 and low- to moderate individuals/families.

Needs addressed: (access to affordable housing, homelessness, public services, etc.)

Access to leadership/youth development and capacity building training for neighborhood-based organizations (i.e.: neighborhood associations, neighborhood watch groups).

Goal outcome indicator: (# of facilities improved, households served, low/moderate income persons benefitted)

Facilitate 10 capacity building activities.

NEIGHBORHOOD ORGANIZATION GOALS

Burns Hill Neighborhood Association

The mission of the Burns Hill Neighborhood Association is to create a “new thinking” by which its residents will achieve greater self-sufficiency, enhancing the livability of the neighborhood by incorporating, creating and expanding our focus on educational, spiritual and economic development. Establishing and maintaining an open line of communication and liaison among our neighborhood, government agencies and other neighborhoods is critical, providing a process by which all members of the neighborhood may involve themselves in neighborhood affairs.

Their plan for the year includes:

- Solidifying the roles and responsibilities of its Executive Team
- Revising Bylaws to govern its Association
- Increasing membership by increasing door to door visitation
- Improving the Association’s financial status through fundraising and quarterly financial reviews;
- Improving relationships with landlords to enhance the occupancy, function and appearance of the neighborhood;
- Continuing to increase volunteers and community members utilizing the Burns Hill Food Pantry;
- Increase financial and in-kind support of Burns Hill Food Pantry
- Creating and supporting initiatives to involve Burns Hill youth;
- Partnering with the High Point Police Department to address crime and safety issues which threaten the neighborhood

Five Points Neighborhood Association

The Five Points Community Pride Association focuses on building a strong community with vibrant neighborhoods and businesses. The Five Points Community Pride Association garners the assistance of area businesses to offer both financial and in-kind support of Association activities, as well as listen to the voice of residents concerning products and services they’d like to locally access. The motto of the Five Points Community Pride Association is “Neighbors Helping Neighbors.” The Association collaborates with private sector, government and human service organizations to build a resource base which provides support for individuals and families in need.

Their plan for the year includes:

- Recruiting residents and businesses to join the Association
- Forging partnerships between businesses and the neighborhood to expand accessible resources
- Conducting neighborhood beautification events
- Engaging youth in neighborhood activities

Highland Mills Neighborhood Association

The Highland Mills Neighborhood Association meets monthly at the Highland Mills United Methodist Church to share a meal, discuss the concerns of residents related to crime and safety, public resources

and improving their neighborhood. The Association seeks to rebuild its once the close-knit community to make the neighborhood safe and happy once again. Their plan for the year includes:

- Conducting a membership drive to engage more residents in the association
- Developing a quarterly newsletter to regularly communicate with the neighborhood
- Establishing the Highland History Center which will house an audio-visual archive of the history of the community
- Preparing an inventory of dilapidated and/or abandoned properties in the neighborhood
- Beautifying and cleaning up the neighborhood to increase curb appeal
- Continuing to partner with the High Point Police Department to address crime

Macedonia Neighborhood Association

The Macedonia Neighborhood Association will focus on increasing membership and getting current members to become actively involved. 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:

- Organize and hold 2 fundraisers each year;
- Increasing and better engaging membership;
- Further development of association committees;
- Increase awareness concerning the association, resource center and neighborhood;
- Increase youth participation and programming for youth;
- Encourage residents to improve the appearance of the neighborhood;
- Continue to organize and operate the Toy and Clothing Exchange for community members;
- Continue partnership with Wesleyan Christian Academy.

Oakview Citizens' Council

The overall goal of the Oakview Citizen's Council is to continue engaging neighborhood residents in issues concerning the neighborhood. Their plan for the year includes:

- Continue to attract new members and send information out to the community via social media networks;
- Continue crime watch efforts in partnership with the High Point Police Department;
- Provide a forum for discussion of key issues affecting the entire city of High Point;
- Continue to bring awareness to and address issues surrounding code violations and code enforcement

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:

- Increase membership and garner better participation from the community;
- Continue to improve upon the bylaws of the watch group;
- Complete the 3rd Community-Based Initiative grant and install a sign recognizing the watch groups efforts in the community;
- Maintain and expand upon partnership with the City of High Point Parks and Recreation Department to improve and keep safe the community park;
- Fill all officer positions.

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:

- Hold elections to fill vacant positions and replace officers rotating off;
- Continue work in the community garden and increase community participation;
- 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 Terrace Neighborhood Watch

The Washington Terrace Neighborhood Watch endeavors to create a peaceful, safe and clean neighborhood where families can live, thrive and recreate. Their plan for the year includes:

- Increasing awareness of the Neighborhood Watch to engage residents
- Electing officers
- Continuing crime watch efforts in partnership with the High Point Police Department
- Beautifying and cleaning up the neighborhood
- Reducing the speeding on various streets throughout the neighborhood

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:

- Increase community participation and awareness;
 - Hold elections for new officers;
 - Participate in various community events including the annual National Night Out celebration and Unity Festival;
 - Increase collaborations and partnerships including exploring the possibility of joining forces with the Washington St Business Association;
 - Activate the areas within the Washington St Neighborhood Association (WSNA) boundaries;
 - Search out connections to bring about sustainability;
 - Capitalize on strengths;
 - Increase effectiveness and visibility of WSNA events;
 - Better outreach and marketing;
- Host a health and wellness event in partnership with New Beginnings Full Gospel Ministries

West End Neighborhood Association

It is the mission of the to restore the West End to restore itself as a viable community which is clean, safe and thriving. The West End Neighborhood Association works closely with the City of High Point Police Department, the City of High Point Fire Department and High Point Community Against Violence to raise community awareness of drug and crime interventions which will keep households and the

neighborhood safer for individuals and families. The Association partners also with West End Ministries to offer programs and services which address the needs of residents. Activities planned for the year include:

- Conducting a membership drive to increase resident participation in the Association
- Electing Officers
- Electing Street Captains to develop a Neighborhood Crime Watch Corps
- Partnering with the High Point Police Department to address issues of crime affecting the safety of the neighborhood
- Developing strategic partnerships to build the capacity of the West End to attract and retain viable businesses and working families
- Continuing work on the Bountiful Harvest Community Garden and Park
- Petitioning to reduce speed limits through the neighborhood
- Preparing an inventory of abandoned homes and businesses in the neighborhood
- Collaborating with partners to offer activities for neighborhood youth

PROJECT/PROGRAM: Continuum of Care Supportive Services

The City of High Point is formerly a grant receipt of a Continuum of Care (CoC) Permanent Supportive Housing grant with Open Door Ministries serving as the service provider. The program was transferred to Open Door Ministries in a prior year. The City will continue its involvement with the CoC and conduct monthly training and workshops for Open Door Ministry clients. In addition, the City will provide grant-related technical assistance to Open Door Ministry case managers and offer building space for case managers at 201 Fourth St. on an as-needed basis.

The City will also provide move-in and yearly inspections for Open Door Ministry clients at each residence to ensure compliance with HUD housing quality standards.

Estimated funding amount: \$0 (Value of in-kind services to be provided approximately \$10,142.55)

Needs addressed: Permanent Supportive Housing for Chronically Homeless Individuals

Goal outcome indicator: Projected number of persons to be served - 30

PROJECT/PROGRAM: Guilford County Continuum of Care Community Coalition Member and Partners Ending Homelessness Board Member

The Guilford County Continuum of Care (Guilford CoC) is the planning body in Guilford County, North Carolina that coordinates the community's policies, strategies and activities toward ending homelessness. Its work includes gathering and analyzing information to determine the local needs of people experiencing homelessness, implementing strategic responses, educating the community on homeless issues, providing advice and input on the operations of homeless services, and measuring CoC performance to ensure the orderly, transparent operations of the CoC governance structure.

The purpose of the Guilford CoC is to:

- promote community-wide commitment to the goal of ending homelessness;
- provide funding efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness;
- promote access to and effective utilization of mainstream programs by homeless individuals and families; and
- optimize self-sufficiency among individuals and families experiencing homelessness.

The governance structure consists of two main bodies, the full CoC membership (comprised of service providers and associated organizations from throughout Guilford County) and the CoC Board. The new CoC Governance Charter is scheduled for approval in March 2017.

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. As the Collaborative Applicant for Guilford County, PEH

- provides direction and support for the system of care, leading the implementation of homelessness best practices
- supports a Housing First approach to ending homelessness
- collects and reports homeless data statistics
- works with the community to advocate, raise awareness, and dispel homelessness misconceptions

The Guilford CoC is currently implementing 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" of which providers will focus on which sub-populations. 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.

Agency funded, if applicable: N/A

Estimated funding amount: \$2,942,014 provided to Partners Ending Homeless from HUD and other organizations.

Target area: Guilford County

Needs addressed: (access to affordable housing, homelessness, public services, etc.)

Homeless services (housing, prevention, wrap around supportive services, coordination, collaboration and accessible services)

Goal outcome indicator: Attend all quarterly Community Coalition meetings. Participate in the Guilford CoC meetings, training, and events.

PROJECT/PROGRAM: Public Services Grants

Title and brief description: 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 prevention, 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 16 applications were submitted for funding. The CAC reviewed applications on February 23rd and recommendations will go to City Council in April.

Agency funded, if applicable: 14 non-profit agencies may be funded, pending review and approval of applications submitted

Eligibility citation: 24 CFR 570.201(e)

Estimated funding amount: \$50,000 (CDBG)

Target area: Census Tracts 136.01, 136.02, 138, 139, 140, 142, 143, 144.06, 144.08, 145.01, 145.02, 145.03, and 146

Need addressed (access to affordable housing, homelessness, public services, etc.): Creating a suitable living environment, increasing availability and accessibility of services, creating community sustainability

Goal outcome indicator (# of facilities improved, households served, low/moderate income persons benefitted): To assist 14 non-profit agencies in establishing sustainable programming which will

empower low and moderate-income residents of the City of High Point to achieve skills to stabilize and sustain their capacity to become self-sufficient.

2017-2018 Public Services Grant Applicants



Agency/Project: The M.I.N.D. Group (Moving in New Direction) – Let's EAT Project

The M.I.N.D. Group specializes in community outreach and youth development. Its mission is to develop and implement programs that promote academic, athletic, social and moral excellence through community outreach, youth development and performing arts. The Let's Eat Project is a comprehensive education and athletics training program designed to offer 35 youth (ages 8-14) residing in High Point Core City neighborhoods, a series of summer camp sessions focused on increasing their literacy, conceptual learning, strategic thinking and problem – solving skills, while enhancing their athletic abilities, overall health and nutrition.

Estimated funding amount: \$5,000

Goal outcome indicator: 35 low to moderate-income youth will improve their academic proficiencies, athletic prowess, nutrition and general health.



Agency/Project: Open Door Ministries of High Point, Inc. – Shelter to Housing Program

The mission of Open Door Ministries is to serve, empower, and minister to clients to prevent and end hunger and homelessness through advocacy, education, housing and coordination of services. Open Door Ministries provides programs and supportive services for the homeless and low-income individuals and families in the greater High Point community. Programs include a homeless shelter, transitional housing for homeless veterans, a soup kitchen, financial assistance, permanent supportive housing, Rapid Re-Housing as well as job search/coaching. The Shelter to Housing Project is designed to assist homeless men to move into their own apartment or house from the shelter.

Estimated funding amount: \$7,500

Goal outcome indicator: To provide 25 homeless men with rental and utility deposits, supportive services and intensive case management to help them successfully transition from emergency shelter to permanent housing.



Agency/Project: Housing Authority of the City of High Point – Family Self-Sufficiency Occupational Training Program

The Housing Authority of the City of High Point addresses the housing needs of low-to moderate-income persons by providing public housing units, Section 8 Housing Choice Vouchers and Section 8 new construction units subsidized by the United States Department of Housing and Urban Development. The mission of the organization is to provide eligible families and individuals with adequate and affordable housing, economic advancement and homeownership opportunities in a safe, drug-free and suitable living environment without discrimination. The Family Self-Sufficiency Occupational Training Project will provide access to career and occupational training and case management to position program graduates to take advantage of skilled employment opportunities.

Estimated funding amount: \$3,000

Goal outcome indicator: To provide access to occupational and career training to assist 4 low and very-low income adults to obtain critical skills to increase their earning potential and transition their families to self-sufficiency.

Agency/Project: Housing Authority of the City of High Point – Seeds to Success Reading Enrichment Program

The Housing Authority of the City of High Point addresses the housing needs of low-to moderate-income persons by providing public housing units, Section 8 Housing Choice Vouchers and Section 8 new

construction units subsidized by the United States Department of Housing and Urban Development. The mission of the organization is to provide eligible families and individuals with adequate and affordable housing, economic advancement and homeownership opportunities in a safe, drug-free and suitable living environment without discrimination. The Seeds to Success Reading Enrichment Program is designed to reduce barriers to reading and improve the overall reading proficiency of at-risk students.

Estimated funding amount: \$4,500

Goal outcome indicator: To increase the reading proficiency and End-of-Grade reading scores of 60 at-risk, low and very-low income elementary students.



Agency/Project: ARC of High Point - Access Dental Care Dental Clinic

The Arc of High Point 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. The Access Dental Care Dental Clinic Project provides comprehensive dental care to individuals with intellectual and developmental disabilities.

Estimated funding amount: \$5,000

Goal outcome indicator: To Increase access to dental care for 60 individuals with intellectual and developmental disabilities.



Agency/Project: GO FAR (Go Out for A Run) - Scholarships for GO FAR Participants in High Point Title I Schools Project

GO FAR is a comprehensive wellness program that promotes physical activity, healthy eating, and good character to elementary and middle-school students, along with their teachers and parents, to reduce the incidence of obesity and inactivity and the related health complications. The GO FAR Project will engage youth in a nutrition education and fitness program to empower them to make better eating and activity choices at an early age.

Estimated funding amount: \$2,500

Goal outcome indicator: To teach 100 low and moderate-income children how to make better nutritional choices which will result in greater physical activity and healthy eating habits that positively affect their health and well-being.

West End Ministries, Inc.

Making a difference

where you live, work and worship!

Agency/Project: West End Ministries, Inc. – Computer Lab Upgrade

The mission of West End Ministries is to serve all those who live, learn, work or worship in the West End and greater High Point community. Comprehensive programming offered by the agency include academic and enrichment programs for youth, a homeless shelter for women, senior adult programs, food services and community meals, free income tax preparation, a thrift shop and community garden. The Computer Lab Upgrade project will replace outdated computer systems and enhance the capacity of the agency to offer computer technology services accessible to all low and moderate-income individuals residing in the West End community.

Estimated funding amount: \$4,000

Goal outcome indicator: To enhance the capacity of the agency to offer a state of the art computer lab to assist 370 low and moderate-income individuals with academic enrichment and accessing economic opportunities.



Agency/Project: Caring Services, Inc. - Healing Trauma Project

Caring Services, Inc. is a program of hope for individuals and families whose lives have become unmanageable because of chemical dependence. The agency is 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. The Healing Trauma Project will provide group counseling, intervention and supportive services to trauma victims and individual recovering from illegal substance abuse and addictions.

Estimated funding amount: \$7,600

Goal outcome indicator: To offer support groups and interventions for the treatment of trauma and substance abuse disorders with 40 low and moderate-income individuals.

Hayden-Harman Foundation

Supporting arts, education, and human rights

Agency/Project: Hayden Harmon Foundation - Urban Farm Microenterprise Development

The Hayden-Harman Foundation's mission is to support good works, good ideas, and good ideas that work. The Foundation promotes community redevelopment efforts in High Point, focusing on several low and moderate-income neighborhoods in the Core City. The Urban Farm Microenterprise Development Project is designed to establish and cultivate a community garden in the Burns Hill Neighborhood where residents will be taught to become urban farmers and entrepreneurs who will grow and sell their produce at local farmer's markets.

Estimated funding amount: \$2,500

Goal outcome indicator: To teach 5 low and moderate-income individuals farming and entrepreneurship skills which will empower them to establish a farming microenterprise, increase their employability skills and supplement their income.



Agency/Project: Helping Hands Ministry, Inc. - Fuel Purchases and Vehicle Repairs

The mission of Helping Hands is to serve those in crisis by meeting their most physical needs; to support and encourage them through the hardest times; and to ultimately strengthen families by providing resources and training that will empower them towards self-sufficiency. 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/ utilities and job readiness activities and is a partner agency with the Second Harvest Food Bank of Northwest NC as well as the Community Resource Network (CRN) of High Point. The agency also collaborates with other major emergency assistance programs in High Point. The Fuel Purchases and Vehicle Repairs Project will increase the capacity of the agency to conduct preventative maintenance on vehicles it utilizes to pick-up and deliver food provided to low and very-low income families through its food pantry.

Estimated funding amount: \$8,460

Goal outcome indicator: To increase the capacity of the agency to transport food provided to 1,500 individuals per month.

PROJECT/PROGRAM: Community Based Initiatives (CBI) Grant Program

The City assigns 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 sent to the City Council in July 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, 2018.

Agency funded, if applicable: Grassroots community organizations may be funded, pending review and approval of applications submitted.

Eligibility citation: 24 CFR 570.201(e)

Estimated funding amount: \$5,000 (CDBG)

Target area: Census Tracts 136.01, 136.02, 138, 139, 140, 142, 143, 144.06, 144.08, 145.01, 145.02, 145.03, and 146

Needs addressed: (access to affordable housing, homelessness, public services, etc.): Creating a Suitable Living Environment, increasing availability and accessibility, creating sustainability

Goal outcome indicator: Assist community-based organizations and neighborhood associations to create initiatives within their communities will empower low and moderate-income residents within the Core City of High Point to create a sense of pride and ownership of neighborhoods which are safe, clean and crime-free.

Highland Mills Village & Pershing Street CBI Projects



PROJECT/PROGRAM: Volunteer Income Tax Assistance Program (VITA)

The Community & Neighborhood Development Division will continue to offer free tax preparation for low-to moderate income individuals during the tax season with a household income of \$55,000 or less. The program, sponsored by the Internal Revenue Service, offers services six days a week free of charge to residents of High Point and surrounding areas and expects to file more than 575 total federal tax returns this year, working with area partners to expand services to taxpayers beyond just tax preparation. Partners will be providing other resources and services to taxpayers as needed. Partnerships this year include: the NC VITA Coalition, the United Way of High Point, High Point University, Guilford Technical Community College, West End Ministries, Macedonia Family Resource Center, YWCA High Point, and the Salvation Army Boys and Girls Club. Through the collaboration with the YWCA's Latino Family Center, VITA will offer Spanish translation services at least once a month at the YWCA VITA site. The program also provides college students with hands-on experience in tax preparation and volunteer service. The program will increase awareness of the Earned Income Tax Credit and Child Tax Credit.

Estimated funding amount: \$2,877

Target population: Low-to-moderate income households; elderly; and households with disabled individuals

Needs addressed: Prepare tax returns for low-to-moderate income households free of charge. Increase awareness of federal state and education credits for low to moderate citizens. Provide citizens with volunteer and training opportunities.

Goal outcome indicator: The VITA program will prepare at least 575 federal tax returns this year. The program will also recruit and train 25 volunteer tax preparers.



APPENDIX C

RESALE/RECAPTURE PROVISIONS

City of High Point Recapture and Resale Policy

Purpose

The purpose of this document is to outline the requirements for recapture and resale provisions in HOME Investment Partnerships (HOME) program homebuyer projects for the City of High Point (City). HOME is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act (HOME statute), as amended. HOME provides an annual formula grant to the City in order to expand the supply of decent, safe, sanitary, and affordable housing available to low-income and very low-income residents.

Section 215 of the HOME statute establishes specific requirements that all HOME-assisted homebuyer housing must meet in order to qualify as affordable housing. Specifically, all HOME-assisted homebuyer housing must (1) have an initial purchase price that does not exceed the greater of (a) the Section 203(b) mortgage limits for the area that was established as of February, 2008 or (b) 95 percent of the median purchase price for the area, (2) be the principal residence of an owner whose family qualifies as low-income at the time of purchase, and (3) be subject to either recapture or resale provisions. The HOME statute specifies that recapture provisions must recapture the HOME investment from available net proceeds in order to assist other HOME-eligible families. The HOME statute also states that resale provisions must limit subsequent purchase of the property to income-eligible families, provide the owner with a fair return on investment, including any improvements, and ensure that the housing will remain affordable to a reasonable range of low-income homebuyers. The City is required to establish its recapture and/or resale provisions in writing and submit the provisions to HUD for approval.

Definitions

Amortizing loan – A loan with a repayment method where the amount borrowed is repaid gradually through regular monthly payments of principal and interest over the term of the loan. In down-payment assistance loans, the initial payment maybe deferred for up to three years and would then be repaid based on an amortization schedule.

Forgivable loans - A forgivable loan is designed to enhance affordability and is forgiven when a specific series of requirements are met. These requirements are based on HOME program affordability period; the loan is forgiven at the end of the period of affordability. The period of affordability is based on the amount of HOME assistance provided pursuant to CFR 24 Part 92.254.

Net sale proceeds - The amount of money a homeowner takes away from selling their home is called the seller's net sale proceeds. Net sale proceeds are calculated by taking the gross sale price of a home and subtracting the following costs: (1) balance of all outstanding mortgages and additional liens on the property, (2) commission to the seller's & buyer's agent, (3) any transfer fees, and (4) any additional closing costs owed by the seller (buyers and sellers can sometimes negotiate over who pays which fees)

Recapture Policy [24 CFR 92.254(a)(5)(ii)]

The City's Homebuyer Assistance Program assists homebuyers through direct down payment, closing costs, principal buy down assistance and/or a reduction of the sales price below the market value (as verified with appraisal) to make the unit affordable. In accordance with the applicable homebuyer recapture/resale provision as outlined in 24 CFR Part 92.254(a)(5), the City will apply the following recapture provisions for HOME-assistance used to provide direct subsidies to income eligible homebuyers. Homebuyers will satisfy the affordability period if they remain in their home for the full required period of affordability as determined by the amount of assistance received (five to fifteen years). The actual required period of affordability will be based on the total amount of the direct HOME assistance provided, as noted below. The effective date of the beginning of the required period of affordability is the date all completion data is entered into IDIS (See: §92.2, Definitions, "Project Completion") and as documented by the fully executed HUD-1, a copy of which has been placed in each individual homebuyer's file.

HOME Program Assistance Amount	Minimum Required Affordability Period
Under \$15,000	5 years
\$15,000 – \$40,000	10 years
Over \$40,000	15 years

Table 13 – Minimum Required HOME Affordability Periods

Source: 24 CFR 92.254

The City's recapture provisions are summarized below:

1. A HOME Recapture Agreement between the original homebuyer and the City must be signed prior to purchase to document the amount of HOME subsidy, the period of affordability restrictions and homebuyer responsibilities.
2. The new purchaser must be low or moderate income, meeting the HOME Program definition, and occupy the property as the family's principal residence during the entire period of affordability.
3. A Deed of Trust and Promissory Note will be executed and recorded by the City. It must include the number of years for Period of Affordability, the amount of HOME subsidy it used for the Homebuyer, and the terms of occupancy required as their principal residence.
4. Recapture is triggered in the event that the house is sold or occupied by other than the new purchaser during the period of affordability. Non-compliance with the residency requirement will require the immediate payback of outstanding HOME funds not repaid or forgiven.
5. Pre-payment of the HOME Investment loan does not terminate the Period of Affordability. The owner will be required to complete the Period of Affordability as their principal residence. The exception to this is the sale of the residence or foreclosure.
6. For a paying loan, the recapture amount shall be the balance of funds owed on the loan. For a deferred/forgivable loan, the recapture amount will be determined on a pro-rated basis based on

the period of affordability, times the number of each remaining (partial and full) years left in that period.

Under Recapture, the homebuyer(s) may sell to any willing buyer at any price during the affordability period; however, a portion of the net sales proceeds from the sale, if any, will be returned to the City as program income to be used for other eligible HOME activities. If the home is SOLD prior to the end of the affordability period, the portion of net sales proceeds returned to the City is equal to the amount of HOME funds invested in the property less the amount paid back or forgiven to that point. The amount of a paying loan satisfied will be based on the loan's remaining balance. If the loan is forgivable, the amount forgiven will be based on the period that the residence was occupied by the homebuyer(s) as the principal residence according to the following chart:

Affordability Period	% Forgiven Per Month
5 years	1.67%
10 years	0.83%
15 years	0.56%

Table 14 – Percentage of Loan Forgiven

In instances where the home has been rented or leased, refinanced, or the initial homebuyer(s) is/are no longer physically occupying the property as the principal residence, the total amount of the HOME assistance provided shall be immediately due and payable to the City.

Any funds remaining after the distribution of the net sales proceeds to all lien holders, including the City, will be returned to the homebuyer(s). In the event of a sale, short sale, or foreclosure, the amount recaptured will be limited to the amount of “net sales proceeds” available at the time of such occurrence.

If there are insufficient funds remaining from the sale of the property and the City recaptures less than or none of the recapture amount due, the City shall maintain documentation in each individual file that provides the amount of the sale and the distribution of the funds. This documentation will verify that:

- a. There were no net sales proceeds; or,
- b. The amount of the net sales proceeds was insufficient to cover the full amount due; **and** that
- c. No proceeds were distributed to the homebuyer.

HOME funds recaptured by Community Housing Development Organizations (CHDOs) on behalf of the City will not be considered as CHDO proceeds but shall be used by the CHDOs to provide affordable housing for the City of High Point. Not more than 10 percent of recaptured funds may be used for CHDO administration. Recaptured HOME funds provided by an agency other than a CHDO will be recaptured by the City of High Point to be used for eligible HOME activities in accordance with requirements of HOME statute and regulations in the same manner as program income. Not more than 10 percent of the recaptured funds may be used by the City for administrative or planning costs.

During the period of affordability, a homebuyer will not be permitted to refinance the property without the approval of the City. Generally, subordination will not be allowed unless the primary purpose of the loan is for housing repairs, bill consolidation or for a lower interest rate.

Resale Policy [24 CFR 92.254(a)(5)(i)]

The Resale deed restriction will be utilized only for HOME-assisted units which:

- a. do not receive, either from the PJ or other entity with HOME funds, direct down payment, closing cost, principal buy-down assistance, or a reduction of the sales price to make the unit(s) affordable, or
- b. the City has elected to apply the “Resale Provisions” instead of the “Recapture Provisions” to maintain affordable units in the community.

The Resale Provision ensures that a HOME-assisted property remains affordable during the entire affordability period. The affordability period is based on the amount of HOME funds invested in the unit to include the total development subsidy that is either left in the project at closing OR repaid to the City by the first mortgage lender at closing to assure the unit is affordable to a household at or below 80% of AMI for High Point as determined by HUD. The effective date of the beginning of the required period of affordability is the date all completion data is entered into IDIS (See: §92.2, Definitions, “Project Completion”) and as documented by the fully executed HUD-1, a copy of which has been placed in each homebuyer’s file.

In the case of HOME-assisted units in multi-family projects, a deed restriction shall be executed to ensure that HOME regulations are followed during the affordability period (e.g., the minimum number of HOME-assisted units remain the same, number of units leased to 50% AMI beneficiaries, etc.).

For single-family dwellings, the Resale Provision goes into effect when the home is sold during the affordability period. At the time of sale, the following provisions will be in effect:

- A. In instances where the home has been rented or leased, refinanced, or the initial homebuyer(s) is/are no longer physically occupying the property as the principal residence, the total amount of the HOME assistance provided shall be immediately due and payable to the City.
- B. If the property does not meet the affordability requirements for the compliance period, the entire amount of the HOME Investment must be repaid to the City’s HOME Treasury Account. (See: 24 CFR 92.504(b)(1); and HOMEfires – Vol. 5 No.2, June 2003).

Resale Provisions require the initial homebuyer(s) (and/or subsequent homebuyers of the home if it was previously sold during the required period of affordability) to sell the home to a low-income family and at an affordable price as defined below:

- A. A low-income family is defined as a family whose total household income from all sources at the time of purchase from the initial (or subsequent) homebuyer(s) does not exceed 80% of area median income, adjusted for household size as defined by HUD under Part 5 income definition that is applicable at the time of closing.

The contract for sale of the home shall include a provision requiring the family acquiring the home to be income-eligible as qualified by the City prior to acquiring the property.

- B. The initial homebuyer(s) (seller – or if applicable a subsequent homebuyer(s)) shall list the property at or below the City's determined affordable sales price.

The affordable sales price of the HOME-assisted property shall be determined by the City as follows:

1. The City shall determine 80% of area median income (AMI) based on the current HUD guidelines for each family size.
2. The applicable AMI shall be multiplied by thirty percent (30%) to determine the annual housing expense (HE) and divided by twelve (12) to determine the monthly HE.
3. The mortgage interest rate shall be the average fixed-rate for a thirty (30) year mortgage as published by the Federal Housing Administration (FHA) at the time the above determination is being made.
4. The term used for the above calculation shall be thirty (30) years.
5. The present value of an affordable mortgage shall be calculated utilizing the monthly HE, the determined interest rate, and the term.
6. The affordable sales price shall be determined by the greater of:
 - a. The Section 203(b) mortgage limits for the area that was established as of February, 2008 [See HUD's January, 2009 HOMEfires Vol. 10 No. 1]; or
 - b. As estimated by HUD.

The City is the sole determiner of the final offering price for the unit.

- C. The initial homebuyer(s) and, if applicable, any subsequent homebuyer(s) [sellers], must list the property at or below the PJ's determined affordable sales price.

- D. Fair Return and Appreciated Value [24 CFR 92.254(a)(5)(i)]:

1. The determination of "Fair Return" shall be the sum of:
 - a. Down payment and closing costs paid from the initial homebuyer's cash at purchase
 - b. Initial homebuyer's (seller's) closing costs at sale
 - c. Principal payments only made by the initial homebuyer(s) in excess of the amount required by the mortgage
 - d. Documented capital improvements in excess of \$5,000 within three (3) years of the date of determination of "Fair Return."
2. Fair Return is paid to the initial homebuyer(s) at sale once the first mortgage debt is paid and all other conditions to the initial written agreement are met.
3. In the event there are no funds for Fair Return, then Fair Return does not exist.

4. In the event there are partial funds for Fair Return, then Fair Return shall remain in force.
- E. Appreciated Value is:
1. The Affordable Sales Price Less the First Mortgage Debt Less Fair Return...
 2. Equals Appreciated Value
 - a. If Appreciated Value is zero or less than zero, then no Appreciated Value exists
 - b. Appreciated Value is shared with the initial homebuyer(s) based on the City's initial investment of HOME funds as follows:
 - i. The initial homebuyer's out of pocket investment of down payment and closing costs divided by the City's HOME investment equals the percentage of Appreciated Value that shall be paid to the initial homebuyer(s)
 - ii. The balance of Appreciated Value remaining shall be paid to the City.
- F. All of the above requirements will be included and described in the subordinate Deed of Trust that will be filed in the land records of the Guilford County Register of Deed's Office by the CHDO or the City, as applicable.
- G. The City reserves the right to end the affordability period upon the occurrence of, but not limited to, any of the following events: foreclosure; deed or transfer in lieu of foreclosure; or assignment of an FHA-insured mortgage to the U. S. Department of Housing and Urban Development (HUD).
- H. The CHDO or the City may use purchase options, rights of first refusal or other pre-emptive rights to purchase the housing before foreclosure to preserve affordability. If any of the aforementioned actions are taken, subsequent sale to a HOME income-qualified low-income homebuyer is required. All of the City's original HOME terms and conditions must be reinstated, in writing, and the remaining term of the required period of affordability remains in effect. A new Written Agreement, Promissory Note, and Deed of Trust shall be executed by all applicable parties and recorded in the land records of Guilford County. A copy of all documents, which includes evidence that they have been properly recorded, shall be maintained in the file.
- I. If the City provides additional HOME assistance to the new homebuyer(s), (e.g., a direct subsidy (as defined above)), the City shall reinstate the remaining term of the initial required period of affordability AND add to that term, the new required period of affordability based on the amount of the direct subsidy provided to the new homebuyer(s). The additional HOME investment must be treated as an amendment to the original project. Consequently, the additional HOME investment may result in an extension of the original period of affordability. (See: Notice CPD 12-003, January, 2012, page 17, f. Investment of Additional HOME Funds)

Office of the Mayor
City of High Point
North Carolina

PROCLAMATION...

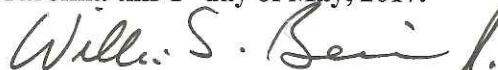
- WHEREAS,** National Day of Prayer has been a part of our country's heritage, dating back to the First Continental Congress in 1775; and,
- WHEREAS,** The Declaration of Independence, our first statement as Americans of national purpose and identity, made "the Laws of Nature and Nature's God" the foundation of our United States of America and asserted that people have inalienable rights that are God-given; and,
- WHEREAS,** the observance of the National Day of Prayer will be held every first Thursday of May as mandated by both houses of Congress and by our President; and,
- WHEREAS,** leaders of our nation have relied upon the power of prayer throughout American history; and,
- WHEREAS,** The Multi-Faith National Day of Prayer is an opportunity for people of all faiths to join in united prayer to pray for compassion for the oppressed and suffering, ask for unity and peace, pray for our families, children and youth and to ask for guidance for our government and leaders and,
- WHEREAS,** it is fitting and proper to give thanks to our Creator by observing a day of prayer in High Point, NC when all may acknowledge our blessings and express gratitude for them, while recognizing the need for strengthening our understanding, foster respect, and fellowship of all faiths in our City, State and Nation; and
- WHEREAS,** the purpose of the High Point Multi-Faith National Day of Prayer is to join the citizens of High Point together to raise our voices in gratitude, to strengthen our diversity, shared humanity and the well-being of our city.

NOW, THEREFORE, the Mayor and High Point City Council, do hereby proclaim that every first Thursday of May be designated as

A DAY OF PRAYER

in High Point, North Carolina and encourage our citizens to observe the day in ways appropriate to its importance and significance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of High Point, North Carolina this 1st day of May, 2017.



William S. Bencini, Jr., Mayor



ARTICLE E - Minimum Housing Code

Sec. 9-2-91 - How Article known and cited.

This Article shall be known as the "Minimum Housing Code," may be cited as such and will be referred to herein as "this Article."

Sec. 9-2-92 – Findings; Intent.

Pursuant to G.S. 160A-441 and 160A-443, the City Council hereby finds and declares the existence and occupation of dwellings within the City limits that are unfit for human habitation and inimical to the welfare, and dangerous and injurious to the health, safety and morals of, the residents of the City, and that a public necessity exists for repairing, closing, or demolition of such dwellings, in the manner herein provided, as provided by North Carolina State General Statutes. The City finds that there exists in the City, dwellings that are unfit for human habitation due to dilapidation, defects increasing the hazards of fire, accidents or other calamities, lack of ventilation, light or sanitary facilities, or due to other conditions rendering the dwellings unsafe or unsanitary, or dangerous or detrimental to the health, safety, morals, or otherwise inimical to the welfare of the residents of the City.

Sec. 9-2-93 - Purpose.

The purpose of this Article is to arrest, remedy, and prevent and eliminate the decay and deterioration of dwellings for the protection of the life, health, welfare, safety and property of the general public and the owners and occupants of dwellings.

Sec. 9-2-94 - Jurisdiction.

The provisions of this Article are applicable to all dwellings within the City limits and its extraterritorial jurisdiction, as now or hereafter fixed.

Sec. 9-2-95 - Definitions.

Certain abbreviations, terms, phrases, words, and their derivatives shall be construed as specified in this Article. Terms, words, phrases, and their derivatives used, but not specifically defined in this Article, shall have the meaning specifically defined in the North Carolina State Building Code, and any terms, words, phrases, and their derivatives used, but not specifically defined in either this Article or the North Carolina State Building Code, shall have the meaning specifically defined in the Development Ordinance.

- (a) *Abandon* shall mean an owner vacating or closing a dwelling for more than one (1) year and failing to substantially repair the dwelling, enter into a contract for repairing the dwelling, or maintain the premises or dwelling in a secure manner in accordance with this Article.
- (b) *Accessory structure* shall mean any building or structure used or intended to be used in conjunction with a dwelling, whether attached to or detached from a dwelling, including, but not limited to, sheds, storage buildings, outbuildings, carports and garages, and any fence.

(c) *Area*:

1. As applied to the dimensions of a building, shall mean the maximum horizontal prospected area of the building at grade.
 2. As applied to the dimensions of a room, shall mean the total square footage of floor area between finished walls.
- (d) *Basement* shall mean a story with 50 percent or more of its cubical contents below finished yard grade.
- (e) *Building* shall mean that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner. The term "building" shall be construed as if followed by the words "or part thereof."
- (f) *Ceiling height* shall be the clear vertical distance from the finished floor to the finished ceiling.
- (g) *Demolish* shall mean the demolition and removal of the entire building leaving the premises free and clear of any debris and without holes or pockets which may retain water.
- (h) *Dwelling* shall mean any building, structure, manufactured home or mobile home, or portion thereof, which is used, or designed or intended to be used for human habitation, including living, sleeping, cooking, eating or any combination thereof, and shall include accessory structures. A dwelling does not include manufactured homes or mobile homes which are used solely for a seasonal vacation purposes.
- (i) *Exit* shall mean a clear and unobstructed way of departure from the interior of a building to the exterior at street or grade level.
- (j) *Extermination* shall mean the control and elimination of insects, rodents, or other pests eliminating their harborage places, by removing or making inaccessible materials that may serve as their food; by poisoning, spraying, fumigating, trapping, or by any other recognized and legal pest elimination methods approved by the inspector.
- (k) *Fire damage* shall mean an action caused by a fire other than smoke damage.
- (l) *Garbage* shall mean the animal and vegetable refuse resulting from the handling, preparation, cooking and consumption of food, including a minimum amount of liquid necessarily incidental thereto.
- (m) *Habitable room* shall mean a room or enclosed floor space used or intended to be used for living, sleeping, cooking or eating purposes, excluding bathrooms, water closet compartments, laundries, pantries, foyers, communicating corridors, closets or storage spaces.
- (n) *Infestation* shall mean the presence, within or around a dwelling, of any harmful insects, rodents or other pests.
- (o) *Inspector* shall mean the Director of Community Development and Housing or the inspector duly appointed by the Director of Community Development and Housing to

enforce the provisions of this Article. The inspector is the public officer as defined in G.S. 160A-442.

- (p) *Occupant* shall mean any person living, sleeping, cooking or eating in, or having actual possession of, a dwelling or rooming unit.
- (q) *Owner* means the holder of the title in fee simple and every mortgagee of record.
- (r) *Parties in interest* shall mean all individuals, associations, partnerships, corporations, and others who have monetary interest in a dwelling and any who are in possession or control thereof either as agent of the owner, as executor, executrix, administrator, administratrix, trustee, or guardian of the estate of the owner.
- (s) *Pier* shall mean a masonry support of at least eight (8) inches by twelve (12) inches of solid masonry extending from the ground and footing to and supporting the building or portion thereof. Pier sizes and spacing shall conform to the specifications of the North Carolina State Residential Building Code.
- (t) *Plumbing* shall mean the water supply system, the sanitary and storm drainage system, the vent system, the fixtures and traps and shall include their respective connections, devices, appliances and appurtenances within the property lines of the premises.
- (u) *Premises* shall mean a lot, plot or parcel of land, including the dwelling, building, or structure thereon or any part thereof, except land occupied by streets, alleys or public thoroughfares.
- (v) *Public authority* shall mean any housing authority or any officer who is in charge of any department or branch of the government of the City, county, or State relating to health, fire, building regulations, or other activities concerning dwellings in the City.
- (w) *Rooming house* shall mean any dwelling, or part thereof, in which the owner or occupant shall rent or offer for rent accommodation for living and sleeping purposes to three (3) or more persons, none of whom is husband, wife, son, daughter, mother, father, sister or brother (or in a step or in-law kinship, with respect to the six last-named relationships) of the owner or occupant renting or offering for rent the dwelling, or part thereof.
- (x) *Rooming unit* shall mean any room for let within a rooming house
- (y) *Sagging* shall mean the amount of deflection occurring over a span between two (2) supports. A deflection of L/240 and greater shall be deemed as a structural defect.
- (z) *Seriously* shall mean that the amount of damage occurring shall be sufficient to decrease the designed strength of the structural member.
- (aa) *Tenant* shall mean any person who alone or jointly or severally with others occupies a dwelling under a lease or holds a legal tenancy in a building.

Sec. 9-2-96 - Public Officer.

Pursuant to G.S. 160A-443, the Director of Community Development and Housing is hereby designated as the public officer to exercise, by and through his duly appointed inspector, the powers prescribed by this Article.

Sec. 9-2-97 - Consulting agencies.

The inspector shall have authority to request advice and assistance of a High Point Planning and Zoning Commission, Housing Authority of High Point, High Point Fire and Police Department, Guilford County Health Department, Davidson County Health Department, Forsyth County Health Department, Randolph County Health Department, or any other public authority the inspector may deem appropriate, in exercising the powers of this Article.

Sec. 9-2-98 - Powers.

The inspector shall determine that dwellings are unfit for human habitation if the inspector finds a violation of the standards and requirements of fitness set forth in this Article.

Sec. 9-2-99 - Administrative liability.

Except as may otherwise be provided by North Carolina statute, local law or ordinance, no officer, inspector or employee of the City charged with the enforcement of this Article shall be personally liable for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of his duties under this Article. No person who institutes or assists in the prosecution of a criminal proceeding under this Article shall be liable to damages hereunder unless he acted with malice and without reasonable grounds for believing that the person accused was guilty of any unlawful act or omission.

Sec 9-2-100 Minimum Standards

The following shall constitute the minimum standards and requirements for dwellings and shall be pertinent in determining fitness for human habitation.

(a) *Minimum services and facilities:*

1. The premises must be used and maintained individually without trespass upon adjoining premises.
2. Utilities and other facilities shall be independent for each premises. An exception may be permitted for common gas and water service to two (2) adjacent premises where:
 - a. The location of the common service line does not adversely affect the future use of the premises, and
 - b. The common service line is protected by a permanent easement agreement to assure continued maintenance, and
 - c. Individual shut-off valves are provided so that independent service is assured, and
 - d. Ownership of the common portion of the service line remains with the serving utility.
3. Each dwelling shall contain provisions for each of the following:
 - a. A continuing supply of safe and portable water.
 - b. Sanitary facilities and a safe method of sewage disposal.

- c. Heating facilities adequate for healthful and comfortable living conditions.
- d. Domestic hot water.
- e. Electricity for lighting and for equipment used in the dwelling.

(b) *Access:*

1. *Access to the premises.*

- a. The premises shall be provided with vehicular access to the premises by an abutting public or private street. Private streets shall be protected by a permanent easement for ingress and egress.
- b. The width and construction of the required street and provisions for its continued maintenance shall provide safe and suitable vehicular access to and from the premises at all times.

2. *Access to the rear yard.*

- a. Each dwelling shall be provided with a means of access to the rear yard, for safety.
- b. For a row dwelling, the access shall be by means of an alley, easement, open passage through the dwelling, or other acceptable means.

(c) *Premises maintenance:*

1. *Building and structure.*

- a. Exterior surfaces, not inherently resistant to deterioration, shall be treated with a protective coating, such as paint or other suitable preservative, with sufficient frequency to prevent deterioration.
- b. Floors, walls, ceilings, and fixtures shall be maintained in a clean and sanitary condition.

2. *Open areas.* Surface and subsurface water shall be appropriately drained to protect buildings and structures and to prevent development of stagnant water.

3. *Infestation.* The premises and all dwellings shall be maintained free of infestation.

4. *Garbage and refuse.* There shall be adequate sanitary facilities and methods provided and used for the storage, handling, and disposal of garbage and refuse.

(d) *Minimum standards:*

1. *General.* Each dwelling shall have at least two (2) habitable rooms of which one (1) shall be a bedroom. In addition, a bathroom shall be provided within. Dwellings designed as efficiency apartments may have one (1) habitable room, with a bathroom if the minimum space requirement is met.

2. *Minimum standards objective.*

- a. Each dwelling shall be provided with space necessary to assure suitable living, sleeping, cooking, and dining accommodations, adequate storage, laundry and sanitary facilities and laundry when required.

- b. The area occupied by a stair or closets shall not be included in the determination of required room sizes.
- 3. *Minimum space requirements.*
 - a. Living or principal room shall not be less than 100 square feet.
 - b. The first bedroom not less than 100 square feet.
 - c. All other bedrooms not less than 70 square feet.
 - d. Kitchen and dining room combination shall be not less than 100 square feet.
 - e. Efficiency apartment shall not be less than 200 square feet.
- 4. *Minimum space requirements for occupancy.*
 - a. At least 150 square feet of habitable floor space for the first occupant.
 - b. At least 100 square feet for each of the next three (3) occupants.
 - c. At least 50 square feet for each additional occupant.

Note: Children under four (4) years of age shall not be counted.

(e) *Habitable rooms:*

- 1. Every habitable room shall be not less than seven (7) feet wide in any part and shall contain not less than 70 square feet of net floor area.
- 2. Habitable rooms shall have a clear height of not less than seven (7) feet six (6) inches for at least 50 percent of the net floor area. Except a kitchen can have a minimum height of seven (7) feet.
- 3. That portion of any room where the ceiling height is less than five (5) feet shall not be considered as required floor area.
- 4. A basement may be used as a habitable room if it meets the following criteria:
 - a. Finished rooms in basements or below grade intended for year round occupancy are considered habitable rooms and shall comply with the same standards as rooms above grade.
 - b. The floor and walls are impervious to leakage of underground and surface run-off water and are insulated against dampness and condensation.
 - c. The total window area in each room is equal to at least the window area sizes prescribed herein for habitable rooms (see subsection (g), light and ventilation requirements).
 - d. The total of openable window area in each room is equal to at least the area prescribed herein for habitable rooms (see subsection (e), light and ventilation requirements), except where there is supplied some other device affording adequate ventilation and approved by the inspector. Habitable rooms used primarily for the purpose of sleeping that do not meet the requirements for openable window and which have adequate approved ventilation shall have two (2) exit doors located as remotely as possible from each other.

5. Toilet and bathing facilities shall be enclosed.
6. Access shall be provided to required toilet rooms without going outside building or habitable space.
7. Interior access shall be provided to all rooms within a dwelling without passing through a public space. Rooming houses are exempt from this requirement.
8. Doors shall be provided at all doorways leading to bedrooms, toilet rooms, and bathrooms and all rooms adjoining a public space.
9. Exterior doors shall have entrance locks.
10. All exterior doors shall be weathertight.

(f) *Rooming house requirements:*

1. Lavatory facilities shall be in good working condition and consist of one (1) flush water closet, one (1) washbasin and one (1) bathtub or shower for every six (6) persons residing in the rooming house.
2. Access shall be provided from any rooming unit to lavatory facilities without entering another dwelling, rooming unit or non-conditioned area.
3. A washbasin and bathtub or shower shall be provided and shall be properly connected and supplied with hot and cold running water.
4. A lavatory not located in the basement shall be provided.
5. Walls, floors and ceilings shall be maintained in a sanitary condition.
6. All garbage shall be promptly disposed of in a sanitary condition.
7. In rooming houses with fossil fuel heating systems exceeding 250,000 B.T.U., the furnace room shall be enclosed with material having at least a one-hour fire protection rating. A smoke detector shall be installed in every furnace room.
8. A smoke detector shall be installed in all public hallways within fifteen (15) feet of each rooming unit. Primary source of power for detectors shall be taken from the dwelling electrical current.

(g) *Light and ventilation requirements:*

1. Natural lighting, when required, shall be provided by means of windows, glazed doors, skylights, transparent or translucent panels, or by any combination thereof. The area of glazing material shall be sufficient to transmit an amount of light equal to that transmitted by the required area of clear glass.
2. For the purpose of providing adequate light, each habitable room shall have a total glazed area of not less than six (6) square feet.
3. Operable screened window must be three (3) percent of the total floor area or 50 percent of the existing window area, whichever is greater.
4. All outside windows and doors opening to the outside used for ventilation purposes shall be adequately screened. All dwellings where approved permanent conditioned air is provided shall be excluded from this requirement.

- a. Screens shall not be permanently fixed to sash, frames or jamb.
 - b. All screen frames shall be removable for repair.
5. All moveable sash windows shall be lockable.
 6. An alcove opening off a habitable room may be included as part of that room in determining the window area required provided that a portion of the common wall between the habitable room and the alcove is open and unobstructed.
 7. For the purpose of determining light and ventilation requirements, any room may be counted with an adjoining room when one-half ($\frac{1}{2}$) of the area of the common wall is open and unobstructed.
 8. Windows shall be weathertight; there shall be no broken glass.
 9. A toilet room which contains more than one (1) flush unit shall have an operable window unless served by an approved ventilation system.
 10. Every public hall and inside stairway in every dwelling shall be adequately lighted at all times to permit safe passage.
- (h) *Exit requirements:*
1. Each dwelling shall have two (2) exits located as remotely as possible.
 2. At least one (1) exit shall be side hinged.
 3. One (1) exit door shall be at least 30 inches wide and six (6) feet, six (6) inches high.
 4. All exit doors shall be easily operable.
 5. There shall be a safe, continuous, and unobstructed exit from interior of building to the exterior at street or grade level.
 6. Those buildings meeting the requirements of the North Carolina Building Code exempting two (2) exits shall be exempted from the requirements of this Section.
- (i) *Plumbing requirements:*
1. All new plumbing shall be installed in accordance with the North Carolina State Building Code. Any repair or replacement of existing plumbing shall be done in accordance with said plumbing code when, in the opinion of the chief plumbing inspector, it is practical or otherwise vital to the interest of health and sanitation.
 2. All plumbing shall be connected to the City water and sanitary sewer system where necessary as determined by the director of public services department or the department of health.
 3. All fixtures shall be operable.
 4. There shall be no broken water closet bowls.
 5. Water closet shall not be loose or leaking.
 6. No leaks shall be in shower stall floor.
 7. There shall be running water installed inside each dwelling.

8. There shall be adequate separate facilities for furnishing running a hot and cold water to each tub or shower, lavatory, kitchen sink, and clothes washer connection when required.
9. There shall be separate toilet facilities for each dwelling.
10. All water piping shall be protected from freezing by proper insulation.
11. Sewer and water lines shall be properly supported and no lines shall be broken or leaking.
12. Every water closet compartment floor surface and bathroom floor surface shall be so constructed and maintained as to be reasonably impervious to water and so maintained to permit such floor to be readily kept in a clean and sanitary condition.

(j) *Heating requirements:*

1. All new heating, ventilation and air conditioning shall be installed in accordance with the North Carolina State Building Code, relating to H.V.A.C. Any repair or replacement of existing H.V.A.C. shall be done in accordance with said H.V.A.C. code when, in the opinion of the chief H.V.A.C inspector it is practical or otherwise vital to the interest of dangerous and hazardous conditions.
2. Every building and every dwelling shall be weatherproof and capable of being adequately heated. The heating equipment in every dwelling shall be maintained in a safe workable condition.
3. A heating system shall be provided by the owner. In an occupied building the heating system shall be properly installed and maintained in a safe working condition and capable of safely and adequately heating all habitable rooms, bathrooms, and water closet compartments to a temperature of 68 degrees Fahrenheit.

For unoccupied buildings no certificate of compliance shall be issued until issuance of a permit for a heating system, and said system has been inspected and found to be properly installed.

4. Hand-fired equipment shall have a check damper and turn damper installed in the smoke pipe unless it is included as an integral part of the heating unit. The turn damper shall have not less than 20 percent free opening when in closed position.
5. All applicable heating equipment installed on the premises shall be listed by a National Testing Laboratory accepted by the State of North Carolina labeled and installed in accordance with the provisions of the North Carolina State Building Code.
6. Liquid fuel stored on the premises shall be stored in accordance with the provisions of the North Carolina State Building Code.
7. There shall be no loose bricks in chimneys.
8. There shall be no holes in flues.
9. There shall be no hanging masonry chimneys.
10. Thimbles shall be grouted in tightly.

11. Thimbles shall not be broken.
12. Thimbles shall be high enough for stovepipe to rise one-quarter ($\frac{1}{4}$) inch per foot minimum.
13. Hearth, where required, shall be at least 16 inches deep (measure to face material) and six (6) inches beyond each side of fireplace opening.
14. If fireplace opening is closed, it shall be a masonry closure.
15. Stove shall be within six (6) feet of thimble serving it.
16. No combustible material shall be within 18 inches of stovepipe.
17. Solid fuel burning stovepipe shall be not less than 24 gauge. Joints shall be fastened with three (3) screws.
18. No stovepipe shall be through combustible walls.
19. In dwellings with central heat, fossil fuel heating system exceeding 250,000 B.T.U., more than two (2) adjoining heating systems or boiler heating system exceeding 10 horsepower, the furnace room shall be enclosed with material having a one-hour firewall.
20. Solid fuel appliances require an approved-type mat, liquid fuel appliances shall be installed per manufacturer's specification.
21. Liquid fuel storage tanks shall not be more than nine (9) feet above the surrounding grade.

(k) *Electrical requirements:*

1. There shall be at least two (2) duplex receptacles installed in each habitable room.
2. There shall be a lighting fixture controlled at the fixture or by wall switch installed in each habitable room, bathroom, laundry and furnace rooms. A third receptacle outlet controlled by a wall switch may be substituted for a fixture.
3. There shall be a wall switch controlled lighting fixture installed at each outside entrance, and in stairways controlled by three-way switches.
4. If the dwelling is wired for an electrical range and also an electric water heater or an electric clothes dryer, the electric service shall be a minimum of 100 amps.
5. Fuses shall be properly sized to match the wire sizes to prevent overloading and damaging the wire. Type "S" fuses, (fuse-stats), shall be used.
6. Stationary or fixed appliances shall be provided a duplex receptacle.
7. Extension cords used for lamps and accessories shall be limited to six (6) feet in length.
8. All switches, fixtures, and receptacles shall be in safe operable condition.
9. All new wiring to be installed shall be in accordance with the N.C. Electrical Code that is in effect at the time the work is done.

10. Within 15 feet of every bedroom there shall be provided an approved listed smoke detector installed as per the manufacture's recommendation and listing.
11. Any repair or replacement of existing wiring shall be done in accordance with said electrical code when, in the opinion of the electrical inspector, it is reasonably practical or otherwise vital to the health and safety in order to eliminate a dangerous and hazardous condition.
12. Where electric heat is installed in an existing dwelling, the requirements of the North Carolina State Electrical Code shall be met, including insulation minimums in flooring, walls, and ceilings.

(1) *Structural requirements:*

1. *Foundation.*

- a. No footing shall be exposed.
- b. Beneath the building, there shall be firm ground, reasonably dry ground, no soggy ground, no water standing, no water running under building unless designed otherwise.
- c. There shall be sound footings, with adequate bearing.
- d. There shall be sound piers with no loose mortar.
- e. There shall be no piers in which a plumb line from top center falls outside the middle one-third ($1/3$) of the pier base.
- f. There shall be no isolated solid masonry piers exceeding in height 10 times the least dimension of the pier.
- g. There shall be no wood stiff-knee piers unless pressure treated or equivalent and bearing on solid masonry raised one (1) concrete block above ground level.
- h. The space between the ground and the first floor of every dwelling which is enclosed shall be underpinned with masonry to substantially weather-proof and rodent-proof with adequate access opening of 18 by 24 inches with a door. Curtain walls shall have foundation vents installed at a minimum on one (1) square foot for every 250 square feet of crawl space when signs of moisture damage exist.

2. *Floors.*

- a. There shall be no seriously rotted, or termite damaged joists and sills.
- b. There shall be no fire damaged charred wood.
- c. There shall be no broken, overloaded, or sagging girders.
- d. There shall be no broken, overloaded, or sagging sills.
- e. Sills shall be reasonably level.
- f. Sills shall be properly and sufficiently supported.
- g. There shall be no broken joists.

- h. Any floor joists which show signs of weakness or disrepair shall be properly replaced with lumber comparable to at least the same nominal dimension and grade as the original joist.
 - i. Flooring shall be weathertight without holes or excessive cracks which permit air penetration into rooms.
 - j. Flooring shall be reasonably smooth, and not rotten, fire damaged or worn through.
 - k. There shall be no loose flooring or floor covering.
 - l. The floor shall be reasonably level.
 - m. When any new flooring is to be installed there shall be a minimum of five-eighths (5/8) inch plywood underlayment (or equivalent) or three-quarters (3/4) inch tongue and groove board flooring over the floor joists.
3. *Walls, exterior.*
- a. There shall be no wall in which plumb line from top center of studs falls outside the bottom plate at any point along wall unless by design.
 - b. No studs shall be seriously rotted or termite damaged.
 - c. There shall be no fire damaged charred wood.
 - d. There shall be no broken structural members.
 - e. All siding shall be weathertight, with no holes or excessive cracks, or rotted boards.
 - f. There shall be no loose siding.
4. *Walls, interior.*
- a. Interior wall finish shall be free of holes.
 - b. There shall be no wall in which a plumb line from top center of studs falls outside of bottom plate unless by design.
 - c. There shall be no loose plaster, loose boards, or other loose wall materials susceptible to falling.
 - d. There shall be no cardboard, newspaper, or similar highly combustible wall finish in a dwelling.
 - e. There shall be no seriously rotted, termite damaged, or broken studs.
 - f. There shall be no fire damaged charred wood.
5. *Ceilings.*
- a. There shall be no seriously rotted, broken, sagging, or fire damaged joists or improperly supported ends.
 - b. Any ceiling joists which show signs of disrepair shall be properly replaced with lumber comparable to at least the same nominal dimension and grade as the original joist.

- c. There shall be no holes.
- d. There shall be no loose plaster, boards, sheet rock, or other ceiling finish susceptible to falling.
- e. There shall be no cardboard, newspaper, or other similar highly combustible finishes in a dwelling.
- f. There shall be an attic access provided with a minimum size of 14 x 24 inches.

6. *Roofs.*

- a. There shall be no seriously rotted, broken rafters or improperly supported ends.
- b. There shall be no fire damaged charred wood.
- c. Rafters shall be properly braced and tied. Maximum spacing of collar beams shall be five (5) feet on center, or other approved methods of bracing roof may be used.
- d. Attics ventilation is required only when signs of heat or moisture damage exist. The net opening shall be at least 1/150 of the attic floor space. Obstructions caused by screens and louvers must be subtracted to obtain the net area. The net opening must be cut to 1/300 if 50 percent of the ventilation is in the upper portion of the attic. Alternate methods as specified in Volume 1b, Section 25, may be used.
- e. There shall be no loose, or seriously rotted sheathing.
- f. There shall be no fire damaged charred sheathing.
- g. There shall be no loose roof covering, nor holes, nor leaks.
- h. There shall be a minimum of Class "C" roof covering; except in the number one Fire District a Class "A" or "B" covering is required.
- i. There shall be proper metal flashing at walls or chimney.
- j. Not more than two (2) roof coverings may be installed.

7. *Porches, exterior stairs and steps.*

- a. Floor, ceiling, and roof shall be equal to requirements set forth above, except sills, joists, and floors need not be level if providing drainage of floors; floors need not be weather-tight; ceiling height may be seven (7) feet; and attic shall be vented.
- b. Posts, railings and guards shall not be seriously rotted or termite damaged and shall be sufficiently anchored.
- c. Every porch, terrace or entrance platform located at least 36 inches above adjacent finished grade shall be equipped with railings not less than 30 inches high. Pickets shall be installed on railings and hand railings with no more than a six-inch spacing. Handrails continuous on all open sides of stairs exceeding 36 inches in height leading to a platform, porch or terrace, shall be installed at least 30 inches high.

- d. Enclosed stairs exceeding a rise of 36 inches shall have at least a single handrail.
8. *Interior stairs and steps.*
- a. Stairs and steps shall be free of holes, grooves and cracks large enough to constitute an accidental hazard.
 - b. Interior steps and stairs more than 36 inches of rise shall have rails not less than 30 inches measured vertically from the nose of the treads to top of the rail.
 - c. Every rail shall be firmly fastened and maintained in good condition.
 - d. No flight of stairs shall be settled more than one (1) inch out of its intended position or pulled away from supporting or adjacent buildings.
 - e. There shall be no rotting, sagging, or deteriorating supports.
 - f. Every stair riser shall be reasonably uniform and shall not exceed eight and one-quarter (8¼) inches in height; treads shall be at least one and one-eighth (1⅛) inch thick and shall be securely fastened in position. Every wood stair riser in excess of 36 inches in width shall have an additional "stringer," each "stringer" to be spaced not more than 30 inches apart. The minimum depth of treads shall be 10¼ inches including the "nosing."
9. *Accessory structures.*
- a. Accessory structures shall either be maintained in a safe and substantial condition or demolished and removed.
 - b. Exterior surfaces, not inherently resistant to deterioration, shall be treated with protective coating, such as paint or other suitable preservative, and with sufficient frequency to prevent deterioration.
 - c. Any electrical, plumbing, heating, or other utilities furnished to an accessory structure shall be installed in accordance with applicable code provisions; and maintained in a safe condition.
 - d. Every accessory structure shall be properly maintained in a clean and sanitary condition and free from physical hazards and other matter detrimental to the public health.

Sec. 9-2-101 - Occupants

- (a) *Occupant's responsibilities.* Every occupant of a dwelling shall:
- 1. Keep the part of a dwelling which he occupies and controls in a clean and sanitary condition.
 - 2. Keep all required plumbing and other fixtures in a clean and sanitary condition, and exercise reasonable care in the use and operation thereof.
 - 3. Be responsible for the extermination of any insects, rodents or other pests whenever said dwelling is the only dwelling or portion thereof, infested and the owner has provided a reasonably insect-proof and adequately rodent-proof dwelling.

4. Dispose of all garbage and other refuse in an approved garbage receptacle; when approved garbage receptacles are not provided by the landlord, it shall be the responsibility of the occupant to provide adequate approved garbage receptacles.
 5. Not place on the premises any material which causes a fire hazard or otherwise endangers the health or safety of any occupants of such dwelling; not place in storage or on the premises any furniture, auto parts, junk equipment or material which harbors insects, rodents or other pests.
 6. Not occupy any dwelling unless running water is provided to the required plumbing fixtures.
 7. Not place within any building for use therein any oil, kerosene or gas fired portable heater to be used as the primary source for heating or cooking.
 8. Not place on the premises for the use thereon any heating or cooking unit which constitutes a fire hazard. If the occupant provides heating or cooking equipment, the occupant shall be responsible for its proper installation and maintenance.
 9. Not cause such damage to the dwelling let to him as to make the same unfit for human habitation.
 10. No occupant of a rooming house shall heat or cook food or permit the heating or cooking of food within his rooming unit.
- (b) *Owner's responsibilities.* Any owner remains liable for violations of duties imposed upon him by this Article even though:
1. An obligation is also imposed on the occupant; or
 2. The owner has, by agreement, imposed on the occupant the duty of furnishing required equipment or of complying with this Article.
- (c) *Enforcement against occupant.* Upon discovering a violation of this Section, the inspector shall have the power to order the correction of any such violation within forty eight (48) hours from date of notice thereof; in the event that the occupant fails to make such corrections, then the inspector shall set a hearing pursuant to the procedures of Section 9-11-105, and thereafter may again order the correction of any such violation within forty eight (48) hours from date of service of the order upon the occupant or the inspector may order the dwelling to be vacated within a reasonable time. The inspector may pursue any other civil or criminal action as the inspector deems reasonably necessary in order to effectuate the purposes of this Article.
- (d) *Safety of occupants.* In order to protect the health and safety of occupants of a dwelling, the owner shall, within forty-eight (48) hours after being notified in writing by the occupant or the City, repair and replace any:
1. Broken, burst, frozen or inoperable plumbing pipe or fixtures;
 2. Exposed or unsafe wiring;
 3. Unsafe and/or dangerous cooking or heating equipment provided by the owner; and
 4. Fuel storage tanks and/or supply lines provided by the owner which are leaking, improperly supported or dangerous.

Sec. 9-2-102 – Powers and duties of inspector.

- (a) The inspector shall have such powers as may be necessary or convenient to carry out and effectuate the purpose and provisions of this Article, including (without limiting the generality of the foregoing), the following powers in addition to others herein granted:
 - 1. To investigate dwelling conditions in the City to determine which dwellings have been erected, constructed, altered, repaired, converted, maintained, or used in violation of this Article.
 - 2. To administer oaths, affirmations, and to examine witnesses and receive evidence.
 - 3. To enter upon and within premises, dwellings, and buildings for the purpose of making examinations and investigations, provided that such entries shall be made in such lawful manner as to cause the least possible inconvenience to the person in possession.
 - 4. To appoint and fix the duties of such officers, agents and employees as the inspector deems necessary to carry out the purposes of this Article.
 - 5. To delegate any of his functions and powers under this Article to such officers and agents as the inspector may designate.
 - 6. To file civil action in the nature of summary ejectment to effectuate an order to vacate a dwelling as provided in G.S. 160A-443(7).
 - 7. To file copies of ordinances, orders and other notices with the Office of the Register of Deeds, the Clerk of Superior Court and other governmental agencies.
- (b) It shall be the duty of the inspector to diligently examine dwellings located in the City for the purpose of locating and taking action with respect to such dwellings that appear to be unfit for human habitation in violation of this Article. The inspector shall conduct all inspections and procedures as provided by this Article.

Sec. 9-2-103 - Emergency cases.

- (a) In emergency cases where it reasonably appears there is immediate danger to the life or safety of any person or to the safety of other property, unless a dwelling unfit for human habitation is immediately repaired or demolished, the inspector shall order the dwelling vacated and cause the immediate repair or demolition of the dwelling and the cost of such repair or demolition shall be recovered and collected as is provided in Section 9-11-105 hereof.
- (b) In emergency cases as cited above, the inspector shall have the power immediately to cause to be posted on the main entrance of any dwelling a placard with words: "This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful."
- (c) The employees of the City fire and police departments shall report to the inspector all dwellings which are, may be, or are suspected of being unfit for human habitation.

Sec. 9-2-104 - Dwellings unfit for human habitation.

- (a) The inspector shall determine that a dwelling is unfit for human habitation if the inspector finds that any of the following conditions exist in the dwelling:
1. Interior walls or vertical studs seriously list, lean or buckle to such extent as to render the dwelling unsafe.
 2. Supporting member or members showing 33 percent or more of damage or deterioration, or nonsupporting, enclosing or outside walls or covering showing 50 percent or more of damage or deterioration.
 3. Floors or roofs having improperly distributed loads, overloaded, or having insufficient strength to be reasonably safe for the purpose used.
 4. Such damage by fire, wind, or other causes as to render the dwelling unsafe.
 5. Dilapidation, decay, unsanitary conditions or disrepair dangerous to the health, safety, or welfare of the occupants or other people in the City or its environs.
 6. Inadequate facilities for egress in case of fire or panic.
 7. Defects significantly increasing the hazards of fire, accident or other calamities.
 8. Inadequate ventilation, light, heating or sanitary facilities endangering the health, safety or general welfare of the occupants or other residents of the City or its environs.
 9. Improper electrical, heating or plumbing facilities required by this Article which constitute a health or a safety hazard.
 10. Lack of adequate weatherization as required by Section 9-11-100.
 11. Lack of an operable smoke detector as required by Section 9-11-100.
- (b) Irrespective of the above, a dwelling may be construed by the inspector to be unfit for human habitation, and the inspector shall so find, if such dwelling contains any violations of any of the minimum standards set forth in Section 9-11-100, which, in the judgment of the inspector, renders any dwelling dangerous or injurious to the health, safety or morals of the occupants of the dwelling, the occupants of neighboring dwellings, or other residents of the City.

Sec. 9-2-105 - Procedure for enforcement.

- (a) *Initiation of preliminary investigation.* The inspector shall initiate a preliminary inspection of a dwelling when a petition is filed by a public authority or at least five (5) residents of the City charging that the dwelling is unfit for human habitation. The inspector shall also initiate a preliminary inspection of a dwelling whenever it appears to the inspector that any dwelling is unfit for human habitation.
- (b) *Notice of complaint.* If the inspector's preliminary investigation discloses a basis for determining that a dwelling is unfit for human habitation due to violations of the minimum standards provided for in this Article, the inspector shall issue and cause to be served upon the owner and parties in interest of the dwelling a complaint stating the charges and containing a notice that a hearing at a place certain will be held before the

inspector, not less than 10 days nor more than 30 days after serving of said complaint. Notice of such hearing shall also be given to at least one (1) person signing a petition relating to such dwelling.

- (c) *Hearing.* The owner or any party in interest shall have the right to file an answer to the complaint and to appear in person, or otherwise, and give testimony and evidence relevant to the matter, at the place and time fixed in the complaint. The rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the inspector.

- (d) *Procedure after hearing.*

1. After such notice and hearing, the inspector shall determine whether the dwelling is unfit for human habitation. If the inspector determines that the dwelling is unfit for human habitation, the inspector shall provide written findings of facts in support of such determination and the inspector shall issue and cause to be served upon the owner thereof an order directing and requiring the owner,
 - a. If the repair, alteration or improvement of the dwelling can be made at a cost equal to or less than sixty-five percent ($\leq 65\%$) of the value of the dwelling, to repair, alter or improve the dwelling to comply with the minimum standards established by this Article, within a specified period of time, not to exceed thirty (30) days; or
 - b. If the repair, alteration or improvement of the dwelling would cost an amount in excess of sixty-five percent ($> 65\%$) of the value of the dwelling, the order shall require the owner to demolish the dwelling, within a specified period of time, not to exceed thirty (30) days.
 - c. The order may require that the dwelling be vacated and closed only if continued occupancy during the time allowed for repair will present a significant threat of bodily harm, taking into account the nature of the necessary repairs, alterations, or improvements; the current state of the dwelling; and any additional risks due to the presence and capacity of minors under the age of 18 or occupants with physical or mental disabilities.
2. Such orders shall state that the failure to make timely repairs as directed shall make the dwelling subject to the issuance of an unfit order. Such orders shall further state that if the owner does not make the necessary repairs, alterations, or improvements to correct existing violations, or fails to vacate and close or demolish and remove the dwelling, as specified in the order, the inspector will submit a request to the City Council to adopt an ordinance ordering the inspector to repair, alter, improve, vacate and close, or demolish and remove the dwelling.

Notwithstanding any other provision of law, if the dwelling is located in a historic district of the City and the Historic District Commission determines, after a public hearing as provided by ordinance, that the dwelling is of particular significance or value toward maintaining the character of the district, and the dwelling has not been condemned as unsafe, the order may require that the dwelling be vacated and closed consistent with N.C.G.S. 160A-400.14(a)

3. Whenever a determination is made that a dwelling must be vacated and closed, or removed or demolished, under the provisions herein, notice of the order shall be

given by first-class mail to any organization involved in providing or restoring dwellings for affordable housing that has filed a written request for such notices. A minimum period of forty-five (45) days from the mailing of such notice shall be given before removal or demolition by action of the inspector, to allow the opportunity for any organization to negotiate with the owner to make repairs, lease, or purchase the dwelling or premises for the purpose of providing affordable housing. The inspector or City Clerk shall certify the mailing of the notices, and the certification shall be conclusive in the absence of fraud. Only an organization that has filed a written request for such notices may raise the issue of failure to mail such notices, and the sole remedy shall be an order requiring the inspector to wait forty-five (45) days before causing removal or demolition.

4. If, within the time fixed by the inspector for repairing, altering or improving the dwelling, the inspector finds there has been substantial compliance with the provisions of the order, or that the owner has filed with the inspector a copy of a written contract with a contractor to make such repairs, alterations or improvements, the inspector may extend the time for compliance for an additional period not exceeding 90 days.
5. If the owner does not make the necessary repairs, alterations, or improvements to the dwelling to comply with the minimum standards established by this Article, or fails to vacate and close the dwelling, within the time specified in the order, the inspector shall take one (1) or more of the following actions in accordance with this Section:
 - a. Secure the issuance of a warrant charging such owner with violation of this Article.
 - b. Cause such dwelling to be repaired, altered, improved, provided that an ordinance ordering the inspector to effectuate this action has first been approved by City Council. Any such ordinance adopted by City Council shall be recorded in the Office of the Register of Deeds in the county wherein the dwelling is located and shall be indexed in the name of the owner in the grantor index.
 - c. Cause such dwelling to be vacated and closed, provided that an ordinance ordering the inspector to effectuate this action has first been approved by City Council. Any such ordinance adopted by City Council shall be recorded in the Office of the Register of Deeds in the county wherein the dwelling is located and shall be indexed in the name of the owner in the grantor index. The inspector shall cause to be posted on the main entrance of the dwelling for which an ordinance has been adopted by City Council ordering the owner to vacate and close the dwelling a placard with the following words: "This building is unfit for human habitation; the use or occupation of this building for human habitation is prohibited and unlawful." The inspector shall notify the Customer Services Department for the City of all dwellings found unfit for human habitation that are vacant so that the Customer Services Department for the City can discontinue services until such time as there is compliance with the order.
6. If the owner of a dwelling, which has been found unfit for human habitation, shall fail to comply with an order of the inspector issued pursuant to this Article to demolish and remove the dwelling, the inspector may cause the dwelling to be

demolished and removed, provided that the City Council by ordinance has ordered the inspector to proceed to effectuate such action. Any such ordinance adopted by City Council shall be recorded in the Office of the Register of Deeds in the county wherein the dwelling is located and shall be indexed in the name of the owner in the grantor index. No such ordinance shall be adopted until the owner has first been given a reasonable opportunity to bring the dwelling into conformity with this Article.

7. As provided by G.S. 160A-443(6), the amount of the cost of any repairs, alterations, improvements, vacating and closing, or demolition and removal by the inspector shall be a lien against the real property upon which such cost was incurred; said lien shall be filed, have the same priority and be collected or foreclosed upon in the same manner as is provided for special assessments pursuant to Article 10, Chapter 160A of the North Carolina General Statutes. The amount of the cost is also a lien on any other real property of the owner located within the City limits or within one mile thereof except for the owner's primary residence. This additional lien is inferior to all prior liens and shall be collected as a money judgment. If the dwelling is removed or demolished by the inspector, the inspector shall sell the materials of the dwelling, and any personal property, fixtures or appurtenances found in or attached to the dwelling, and shall credit the proceeds of the sale against the cost of the removal or demolition and any balance remaining shall be deposited in the superior court by the inspector, shall be secured in a manner directed by the court, and shall be disbursed by the court to the persons found to be entitled thereto by final order or decree of the court (in a special proceeding brought before the Clerk of Superior Court for said purpose). All liens shall be filed in the Office of the Register of Deeds of the county where the dwelling is located.
 8. Failure on the part of any owner or party in interest to receive or have served upon him any complaint, notice or order herein provided for shall not affect or invalidate the proceedings with respect to any other owner or party in interest or any other person, firm, or corporation.
 9. The inspector is hereby authorized to fix reasonable value of any dwelling for the purpose of this Article and such value shall be binding, unless the owner protests such value in writing to the inspector within ten (10) days after receipt of an order.
 10. A twenty-five dollar (\$25.00) inspection fee shall be charged for any type of courtesy inspection requested by any person.
- (f) *Dwellings vacated and closed for one year or more.*
1. If the owner of a dwelling which has been vacated and closed under the provisions of this Article shall fail to repair, alter, or improve the dwelling within one (1) year of the date on which the dwelling was vacated and closed, the City Council may, after the expiration of such one (1) year period, enact an ordinance, which shall be recorded in the Office of the Register of Deeds in the county wherein the dwelling is located and indexed in the name of the owner in the grantor index, requiring the owner to do the following:
 - a. If it is determined that the repair of the dwelling to render it fit for human habitation can be made at a cost not exceeding fifty percent (50%) of the then

current value of the dwelling, the ordinance shall require that the owner either repair or demolish and remove the dwelling within ninety (90) days; or

- b. If it is determined that the repair of the dwelling to render it fit for human habitation cannot be made at a cost not exceeding fifty percent (50%) of the then current value of the dwelling, the ordinance shall require that the owner demolish and remove the dwelling within ninety (90) days.
2. Prior to enacting such an ordinance, the City Council shall find:
 - a. That the owner has abandoned the intent and purpose to repair, alter or improve the dwelling in order to render it fit for human habitation; and
 - b. The continuation of the dwelling in its vacated and closed status would be inimical to the health, safety, morals and welfare of the City in that the dwelling would continue to deteriorate, would create a fire and safety hazard, would be a threat to children and vagrants and would attract persons intent on criminal activities, would cause and contribute to blight and the deterioration of property values in the area, and would render unavailable property and a dwelling which might otherwise have been made available to ease the persistent shortage of decent and affordable housing in this City.
 3. If the owner fails to comply with subsection (f) of this Section, the inspector shall effectuate the purpose of this Article and the amount of the cost of repairing, altering, improving, or demolishing and removing the dwelling by the City shall be a lien against the real property upon which the costs were incurred pursuant to subsection (e)(7) of this Section.

Sec. 9-2-106 - Certificate of compliance.

It shall be unlawful for any owner to rent or offer for rent any vacant dwelling or part thereof upon which an order to repair, alter, improve, or to vacate and close has been issued without the owner first filing application for and securing a certificate of compliance from the inspector. The inspector shall issue a certificate of compliance when, after examination and inspection, it is found that the repairs, alterations, and improvements have been made and that the dwelling conforms with the provisions of this Article. The owner requesting a certificate of compliance shall pay no fee for the first two (2) inspections required in which the owner is seeking a certificate of compliance; provided, however, the owner shall pay a fee of twenty-five dollars (\$25.00) for each subsequent reinspection required. Any violation of this Section by the owner shall subject the violator to a fine of fifty dollars (\$50.00) a day or thirty (30) days imprisonment for each day occupancy of the dwelling is permitted, not to exceed a total of \$500.00 in fines for any one (1) dwelling. Any owner or rental agent so violating this Section by leasing a dwelling before obtaining a certificate of compliance shall be subject to immediate prosecution.

Sec. 9-2-107 - Appeal.

- (a) An appeal to the Board of Adjustment may be taken from any decision or order of the inspector by any person aggrieved thereby or by any officer, board or commission of the City. Any appeal from the inspector to the Board of Adjustment shall be taken within ten (10) days, and shall be taken by filing with the inspector a notice of appeal which shall specify the grounds upon which the appeal is based. Upon the filing of notice of appeal,

the inspector shall forthwith transmit to the Board of Adjustment all the papers constituting the record upon which the decision appealed from was made. When an appeal is from a decision of the inspector refusing to allow the person aggrieved thereby to do any act, the inspector's decision shall remain in force until modified or reversed. When any appeal is from a decision of the inspector requiring the person aggrieved to do any act, the appeal shall have the effect of suspending the requirement until the hearing by the Board of Adjustment, unless the inspector certifies to the Board of Adjustment, after the notice of appeal is filed with him, that because of facts stated in the certificate (a copy of which shall be furnished the appellant), a suspension of the inspector's requirement would cause imminent peril to life or property. In that case the requirement shall not be suspended except by a restraining order, which may be granted for due cause shown upon not less than one (1) day's written notice to the inspector, by the Board of Adjustment, or by a court of record upon petition made pursuant to this Article.

- (b) The Board of Adjustment shall fix a reasonable time for hearing appeals, shall give due notice to the parties, and shall render its decision within a reasonable time. Any party may appear in person or by agent or attorney. The Board of Adjustment may reverse or affirm, wholly or partly, or may modify the decision or order appealed from, and may make any decision and order that in its opinion ought to be made in the matter, and to that end it shall have all the powers of the inspector, but the concurring vote of four members of the Board of Adjustment shall be necessary to reverse or modify any decision or order of the inspector. The Board of Adjustment shall have power also in passing upon appeals, when practical difficulties or unnecessary hardships would result from carrying out the strict letter of the ordinance, to adapt the application of the ordinance to the necessities of the case to the end that the spirit of the ordinance shall be observed, public safety and welfare secured, and substantial justice done.
- (c) Every decision of the Board of Adjustment shall be subject to review by proceedings in the nature of certiorari instituted within 15 days of the decision of the Board of Adjustment, but not otherwise.
- (d) Any person aggrieved by an order issued by the inspector or a decision rendered by the Board of Adjustment may petition the superior court for an injunction restraining the inspector from carrying out the order or decision and the court may, upon such petition, issue a temporary injunction restraining the inspector pending a final disposition of the cause. The petition shall be filed within 30 days after issuance of the order or rendering of the decision. Hearings shall be had by the court on a petition within 20 days, and shall be given preference over other matters on the court's calendar. The court shall hear and determine the issues raised and shall enter such final order or decree as law and justice may require. It shall not be necessary to file bond in any amount before obtaining a temporary injunction under this subsection.
- (e) If any dwelling is erected, constructed, altered, repaired, converted, maintained, or used in violation of this Article or of any other ordinance or code adopted by the City, or any valid order or decision of the inspector or Board of Adjustment made pursuant to any ordinance or code adopted by the City, the inspector or board may institute any appropriate action or proceedings to prevent the unlawful erection, construction, reconstruction, alteration or use, to restrain, correct or abate the violation, to prevent the occupancy of the

dwelling, or to prevent any illegal act, conduct or use in or about the premises of the dwelling.

Sec. 9-2-108 - Service of complaints, etc.

Complaints, notices or orders issued by the inspector pursuant to this Article shall be served upon persons either personally or by registered or certified mail. When service is made by registered or certified mail, a copy of the complaint, notice, or order may also be sent by regular mail. Service shall be deemed sufficient if the registered or certified mail is unclaimed or refused, but the regular mail is not returned by the post office within ten (10) days after the mailing. If regular mail is used, a notice of the pending proceedings shall be posted in a conspicuous place on the dwelling affected.

If the identities of any owners or the whereabouts of persons are unknown and cannot be ascertained by the inspector in the exercise of reasonable diligence, or, if the owners are known but have refused to accept service by registered or certified mail, and the inspector makes an affidavit to that effect, then the serving of the complaint or order upon the owners or other persons may be made by publication in a newspaper having general circulation in the City at least once no later than the time at which personal service would be required under the provisions of this Article. When service is made by publication, a notice of the pending proceedings shall be posted in a conspicuous place on the premises thereby affected. Failure on the part of any owner or party in interest to receive or have served upon him any complaint, notice or order herein provided for shall not affect or invalidate the proceedings with respect to any other owner or party in interest or any other person.

Sec. 9-2-109 - Notice of lis pendens.

Upon the issuance of a complaint and notice of hearing or an order pursuant thereto, the inspector may cause the filing of a notice of lis pendens, with a copy of the complaint and notice of hearing or order attached thereto, in the Office of the Clerk of Superior Court. The notice of lis pendens and a copy of the complaint and notice of hearing or order attached shall be indexed and cross-indexed in accordance with the indexing procedures of the North Carolina General Statutes. From the time and date of recording of such complaint and notice of order, it shall be notice to and binding upon the successors in interest or assigns of the owner. Upon compliance with the requirements of any order based upon such complaint and hearing, the inspector shall direct the Clerk of Superior Court to cancel the notice of lis pendens.

Sec. 9-2-110 - Alternative remedies.

Neither this Article nor any of its provisions shall be construed to impair or limit in any way the power of the City to define and declare nuisances and to cause their removal or abatement by summary action or otherwise, and the enforcement of any other remedy or remedies provided herein or in other ordinances or laws. The procedure described in this Article shall be in addition and supplemental to the powers conferred on the City by any other law.

Sec. 9-2-111 - Conflicts with other provisions.

In the event any provision, standard or requirement of this Article is found to be in conflict with any provision of any other ordinance or code of the City, the provision which establishes the

higher standard or more stringent requirement for the promotion and protection of the health and safety of the residents of the City shall prevail.

Sec. 9-2-112 - Validity.

If any section, subsection, sentence, clause, or phrase of this Article is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this Article.

Sec. 9-2-113 – Violations and penalties.

- (a) It shall be unlawful for any owner of any dwelling to fail, neglect or refuse to repair, alter or improve the same, or to fail to vacate and close or remove and demolish the same, upon order of the inspector duly made and served as herein provided, within the time specified in the order. It shall be unlawful for the owner of any dwelling, with respect to which an order has been issued pursuant to Section 9-11-105 of this Article, to occupy or permit the occupancy of the same after the time prescribed in the order for its repair, alteration or improvement or its vacation and closing. All dwellings which are vacated upon order of the inspector to repair or vacate and close the same shall be kept locked and secured in a manner so as not to create a fire and safety hazard or to create a hazard to children or attract vagrants or persons with criminal intent and the lawns and grounds of such vacant dwellings shall be kept free of high grass, weeds, trash and debris. It shall be unlawful for an owner of any dwelling which is vacant and under an order to repair, alter, improve or to remove and demolish same to fail to properly lock and secure same or to keep the lawns and grounds of such dwelling free of high grass, weeds, trash, and debris.
- (b) An owner who fails to comply with an order to repair or to improve, vacate or close any occupied dwelling determined unfit for human habitation pursuant to the provisions contained in Section 9-11-105, or who permits the reoccupancy of a vacant dwelling found to be unfit for human habitation or who fails to secure a vacant dwelling which has been found unfit for human habitation or who fails to keep the lawns and grounds of such dwelling free of high grass, weeds, trash and debris, shall be subject to a civil penalty in the amount of one hundred dollars (\$100.00) for the first day following the expiration of an order to repair, improve, or vacate and close any dwelling or following a determination that any unfit dwelling has been reoccupied in violation of Section 9-11-105 or following notification that a vacant dwelling is to be secured or following notification to cut high grass and weeds or remove trash and debris. In each instance, a civil penalty in the amount of fifty dollars (\$50.00) per day shall be imposed for each subsequent day that the unfit dwelling remains occupied in violation of this Article or a vacant dwelling remains open and not secured or grounds and lawns are not mowed or cleared of trash and debris. If a person fails to pay the civil penalty within ten (10) days after being notified of the amount due, the City may recover the penalty together with all costs by filing a civil action in the general court of justice in the nature of a suit to collect a debt. No civil penalty shall be imposed against an owner of an unfit dwelling where the only violation rendering a dwelling unfit is a violation of Section 9-11-101, unless the owner is also the occupant.
- (c) If any dwelling is erected, constructed, altered, repaired, converted, maintained, or used in violation of this Article or any order or decision of the inspector or Board of

Adjustment, the inspector is authorized to institute any appropriate action or proceedings to prevent the unlawful erection, construction, reconstruction, alteration or use, to restrain, correct or abate the violation, to prevent the occupancy of the dwelling, to prevent any illegal act, conduct or use in or about the premises of the dwelling or for any other purpose authorized by G.S. 160A-446(g) or any other law. The failure of the owner to comply with an order issued by the inspector may also be enforced through any equitable or other remedy deemed appropriate by the City and permitted by law.

- (d) No person shall remove or permit the removal of any placard, complaint, notice or order posted in accordance with the provisions of this Article.
- (e) No person shall occupy any dwelling with a placard, complaint, notice or order posted on it in accordance with the provisions of this Article. Occupation of a dwelling so posted shall constitute a Class 1 misdemeanor.
- (f) When the inspector finds that a dwelling is unfit for human habitation within the meaning of this Article and has notified the owner that the time limit set by the inspector for the correction of defects and vacating the dwelling has expired, no person shall receive rentals, offer for rent, or occupy said dwelling for any purpose.
- (g) No person shall damage, mutilate or remove, nor shall any person suffer, permit or cause to be damaged, mutilated or removed, any permanent fixtures from any dwelling.
- (h) It shall be unlawful for the owner of any dwelling upon whom a notice, complaint or order has been served, to sell, transfer, mortgage, lease or otherwise dispose of said dwelling until the provisions of the notice, complaint or order have been complied with, or until such owner shall furnish to the transferee, lessee, or mortgagee, a true copy of any notice, complaint or order issued by the inspector and concurrently give written notice to the inspector of the intent to transfer, lease, or mortgage as to whom the transferee, lessee or mortgagee who had received actual constructive notice of the existence of a notice, complaint or order shall be bound by the notice, complaint or order as of date of the transfer, lease or mortgage without service of further notice upon him.
- (i) The violation of any provisions of this Article shall constitute a misdemeanor as provided by G.S. 14-4.

Adopted by the High Point City Council this 5th day of June, 2017

CITY OF HIGH POINT

AGENDA ITEM



Title: Purchase of Traffic Signal Poles and Mast Arms, North Main & Montlieu/Sunset

From: Mark McDonald, Transportation Director

Meeting Date: May 1, 2017

Public Hearing: No

Advertising Date: NA

Advertised By: NA

Attachments: Sole Source Justification and Cost Estimate

PURPOSE:

Consideration of a sole source purchase of new traffic signal poles and mast arms from Atlantic Technical Sales of Chantilly, Virginia, for installation at the intersection of North Main Street and Montlieu Avenue/Sunset Drive.

BACKGROUND:

Part of the North Main Street utility relocation and rehabilitation project is the reconstruction of the traffic signal at the Montlieu Avenue/Sunset Drive intersection. This upgrade will replace the existing wood pole supports and span wire assemblies with decorative poles and mast arms like those at North Main and Parkway, and at several intersections on University Parkway, M.L. King, Jr. Drive, and in the central business/Market district. Basic traffic operations will not be affected; however, new pedestrian signals will be included with the improvements.

BUDGET IMPACT:

Reconstruction of this traffic signal is included in the budget for the North Main Street project. The cost of the two double arm assemblies and two free-standing pedestrian signal poles is \$49,068.

RECOMMENDATION / ACTION REQUESTED:

The Transportation Department requests City Council's approval of a sole source purchase of the required traffic signal poles and mast arms in the amount of \$49,068.00 from Atlantic Technical Sales, representing the manufacturer, Valmont Industries, Inc.

Financial Services
Purchasing Division



Requisition #

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:

Item(s):

Justification:

Atlantic Technical Sales is the only NC distributor for mast arms. The mast arms need to be supplied by Valmont (ATS) to match what we have at other intersections downtown in the city.

Estimated expenditure for the above item(s):

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

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

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

Department Head/Authorized Personnel

Mark V.
McDonald

Digitally signed by Mark V. McDonald
DN: cn=Mark V. McDonald, o=City of High Point,
ou=Transportation,
email=mark.mcdonald@highpointnc.gov, c=US
Date: 2017.04.06 10:11:22 -0400

Department/Division

Transportation/Signal

Date

Approval Process

Under \$5,000 (Purchasing Manager)

\$5,000-\$30,000 (Financial Services Director)

\$30,000 – Up (City Council)

Erik Conti

Digitally signed by Erik Conti
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Date: 2017.04.06 10:33:21 -0400

Jeffrey A. Moore

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Services Director, email=joff.moore@highpointnc.gov, c=US
Date: 2017.04.13 14:03:02 -0400

Greg Demko

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Date: 2017.04.17 10:45:49 -0400

Office of the Mayor
City of High Point
North Carolina

PROCLAMATION...

WHEREAS, the High Point Regional Association of REALTORS® was organized and chartered in 1924, making them one of the oldest REALTOR® Associations in North Carolina; and,

WHEREAS, the mission statement of the High Point Regional Association of REALTORS® advocates for the rights of private property ownership and promotes a positive REALTOR® image by servicing members through education and training; enforcing the Code of Ethics; creating greater awareness through communication; and promoting private property rights; and,

WHEREAS, the guiding principles of the High Point Regional Association of REALTORS® are to promote affordable housing; build better communities sensibly; ensure economic freedom; protect private property rights; and increase/promote quality of life whenever possible; and,

WHEREAS the goals of the High Point Regional Association of REALTORS® are to unite real estate professionals in order to exert a beneficial influence on the entire profession; to promote and maintain high standards of conduct as expressed in REALTORS® Code of Ethics; to provide a unified medium for real estate owners and real estate professionals whereby their interest may be safeguarded and advanced; to further the interest of home and other real property ownership; to unite our members with the North Carolina REALTORS® and the National Association of REALTORS® furthering their objectives throughout the state and nation; and to designate those eligible to use the term REALTOR®, as it is registered, controlled, and licensed.

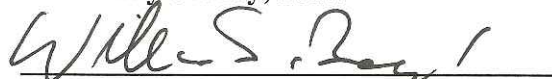
NOW THEREFORE BE IT RESOLVED, that I, William S. Bencini, Jr., do hereby proclaim the first Thursday of May as:

Real Estate Professionals Day

in the City of High Point and encourage all citizens to show gratitude and recognition to all Real Estate Professionals for their may contributions to the quality of life in our City.



IN WITNESS, WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of High Point, North Carolina this 1st day of May, 2017.


William S. Bencini, Jr., Mayor

**HIGH POINT CITY COUNCIL
SPECIAL MEETING (RETREAT)
MARCH 31, 2017 – 8:30 A.M.
PARKS & RECREATION ADMIN. OFFICE**

MINUTES

Present:

Mayor Bill Bencini; Mayor Pro Tem Jay Wagner (Ward 4); and Council Members Latimer Alexander (At-Large); Cynthia Davis (At-Large); Jeff Golden (Ward 1); Chris Williams (Ward 2); Alyce Hill (Ward 3); Jim Davis (Ward 5); and Jason Ewing (Ward 6) (arrived at 10:06 a.m.)

Staff Present:

Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; Jeron Hollis, Communications & Public Engagement Director; Eric Olmedo, Budget & Administrative Director; Police Chief Kenneth Shultz; JoAnne Carlyle, City Attorney; and Lisa Vierling, City Clerk

Also Present:

Warren Miller, Consultant with Fountainworks Management Consulting
Judy Stalder, TREBIC

News Media Present:

Pat Kimbrough, *High Point Enterprise*

Note: The following documents were distributed during the meeting and will be attached as a permanent part of these proceedings.

- ✓ Police Department 2017 Crime Update and Budget Proposal
- ✓ Presentation: City of High Point Budget Retreat

The following document was distributed after the Retreat, but will also be attached as a permanent part of these proceedings:

- ✓ High Point City Council Retreat- The Right Questions

Mayor Bencini called the meeting to order at 8:30 a.m.

City Manager Greg Demko provided a summary of the accomplishments/policies/goals since the last Council Retreat that have resulted in some positive energy.

- ✓ Blight (drain on city resources and impact on property values)

- ✓ Embracing Millennials (group is referred to as Connect HP)
- ✓ Building a Foundation for Catalyst Project
- ✓ Completion of Children's Area @ Library
- ✓ Next Phase of Construction soon to begin @ Library
- ✓ Materials Recycling Facility (MRF) Improvements
- ✓ Taking the necessary steps to expand the life of the Landfill
- ✓ Recognition of Economic Development Alliance structure/accomplishments (Our Economic Development team has earned the #1 spot in the State)
- ✓ Community outreach has expanded
- ✓ Parks are being refreshed

Following Mr. Demko's comments, Chief Shultz was recognized and provided an update on the Police Department 2017 Crime and Budget Proposal. Some of the highlights shared were:

7 homicides so far in 2017. One was declared self- defense; arrests have been made in three of the cases and three are currently unsolved. Fourteen total arrests to date. Homicides have been a major stressor on the Police Department. The Police Department continues to have major issues with lack of cooperation and lack of communication from people that do not want to come forward. Some victims have refused to cooperate and share information. Chief Shultz reviewed how cases are resolved (on-site arrest; forensic evidence; arrests made when someone is charged with a crime, then comes forward in attempt to make a deal; cold case grant funding. Across the country, all homicides are not resolved. According to statistics released by the FBI, the overall average is 64%; High Point is at 71%.

Another important point brought forward by Chief Shultz was the accusations from mothers of some of the homicide victims accusing the Police Department of not communicating with them regarding the investigation. He explained that the Police Department has to be careful as to the information that is shared because it could jeopardize the on-going investigation. He encouraged everyone to share and pass along information.

In an effort to counter the communication problem, the Chief shared that residents can participate in HPCAV meetings as well as neighborhood watch meetings; ride-a-long programs; coffee with a cop programs, etc.....

Heroin Stats 2014-To date. The Chief reported that heroin is another big driver in the city's crime and pointed out that it is linked with the violence. (458 total overdoses; 257 non-citizens vs. 201 citizens; 33 deaths). The Police Department is now in partnership with Guilford County EMS and will assist in rotating the Narcan.

The Chief advised that the data shows that the core area of East Central High Point continues to be a driver in major crime and plans are to assign the eight new police officers to this area to take care of some of the overlap.

Council Member Alexander inquired about coordination between the different city departments in these high crime areas. Chief Shultz stated that when the Police Department gets complaints in these areas, they send a letter to the property owner as a formal notice that the property is being

used in such a manner that it greatly concerns the surrounding community and the High Point Police Department and it identifies activities that have been reported.

Assistant City Manager Randy Hemann reported that the city has aggressively stepped up the code enforcement efforts in these areas and anytime staff gets input from the Police Department, they act on it immediately. Chief Shultz shared the Police Department does enjoy strong partnerships with Parks & Recreation, Streets Department, Electric Department and does work close with the Inspections Department. Council Member Alexander suggested that it would be helpful to identify non-compliant property owners. Council Member J. Davis pointed out a missing piece to this is that as a rule, court systems favor the tenants. Mr. Demko explained this is why the receivership legislation is so important.

Regarding staffing issues within the Police Department, the Chief explained that it takes about three months for the hiring process and then another nine months for the training. The Chief is proposing the following new positions in the upcoming 2017-2018 budget:

- ✓ Crime Analyst position to serve as back-up
- ✓ 8 new sworn officer positions
- ✓ Upgrade for a new lieutenant position to serve as Community Outreach Supervisor- Public Information Officer

Chief Shultz advised that all the media requests are putting a strain on the department's time. Deputy City Manager Randy McCaslin pointed out many of the reserve officers are retiring out, so police officers are taken off the street to work special events and this adversely affects the overtime. He explained that the people holding the events do not want to pay for officers and he noted that this is a policy decision for Council to make a determination on. This will be brought up for discussion by Council on May 4th.

Also included in the proposed budget for the Police Department is consideration of funding for the Family Justice Center. The Chief reported that the Guilford County Commissioners did agree to put it in committee for evaluation and they are looking at possibly providing the building with the city covering the costs for refurbishing and the up fit (estimated at \$500,000).

Citizen Survey Priorities

Eric Olmedo, Budget & Administrative Director, provided an overview of the Citizen Survey Priorities as follows:

- ✓ Public Safety
 - Efforts to reduce neighborhood drugs/prostitution
 - Visibility of Police in neighborhoods
 - Efforts to ensure community preparedness
- ✓ Neighborhood Services
 - Removal of dilapidated housing
 - Repair of substandard housing
 - City's efforts to manage growth

- Clean up of junk cars/debris on private property
- ✓ Transportation and Roadway Services
 - Condition/maintenance of major city streets
 - Availability of pedestrian walkways/sidewalks
 - Condition /maintenance of neighborhood streets
 - Adequacy of city street lighting
- ✓ Environmental and Utility Services
 - Value received for electrical utility rates
 - Value received for water/wastewater utility rates
 - Taste/odor of drinking water
- ✓ Cultural and Recreation Services
 - Recreation centers/programs for adults and seniors
 - Receiving info on parks and rec programs
 - Special events and festivals in the city
 - Availability of walking/biking trails in the city
- ✓ Long Term Goal
 - Increase the population of active, engaged, and entrepreneurial millennials living in High Point by 25%
- ✓ Short Term Goal
 - Create a process that will determine both the current number of active, engaged, and entrepreneurial millennials that High Point has, and develop a needs assessment on what we have to do both to attract and retain them.
 - Established Millennial Task Force comprised of young professionals representing diverse experiences across a number of industries
 - The task force serves as a liaison for High Point's young professional community by providing a platform for discussion, feedback and idea exchange on how to effectively engage this influential demographic
 - The task force will work with existing organizations and community partners to elevate opportunities to engage more young professionals in the greater High Point area

Connect HP accomplishments were reported as follows:

- ✓ Held "Plant the Greenway" event covering ¼ mile near the Museum on Sunday, October 16, 2016
- ✓ Held Young Professionals Summit November 17, 2016 (150 attendees)
- ✓ Will host a "Yoga Day" in conjunction with the Farmers Market at the Library on April 22, 2017
- ✓ Created an e-newsletter with distribution list of 700 young professionals
- ✓ Gained admin rights to Facebook page for Young Professionals

- ✓ Taped episode of Triad Today, which will be aired tomorrow
- ✓ Adopted Mission and Vision statements
 - Mission: To connect and engage young professionals in the growth and development of the City of High Point to attract and retain active, entrepreneurial and working young professionals through four focus areas: live, work, play and serve.
 - Vision: To help make High Point a supportive and desirable community for young professionals to live, work, play and serve.
 - Goal: To change the conversation about High Point.

Catalyst Project

Long Term Goal:

- ✓ Create a downtown catalyst project that produces:
 - 500 private sector jobs
 - 15-20 new restaurants and shops
 - 250 additional residential housing units
 - A centralized gathering place

Short Term Goal:

- ✓ Receive Sports and Entertainment Facility report- accept and approve, determine ownership and financing- and direct implementation

Mr. Hemann advised it is anticipated that the buildout for this project would be 2020 and reported they would be presenting more detailed information at Monday's meeting.

Minimum Housing Complaints (Blight)& Public Nuisance Complaints

Long Term Goal:

- ✓ 100% proactive enforcement of codes'

Short Term Goal:

- ✓ Achieve 1:1 ratio of residential complaints to proactive staff action

Mr. Olmedo then shared the stats for the confirmed Minimum Housing Complaints. There have been a total of 355 cases from August 2015 to February 2017 (citizen initiated 177 (50%); staff initiated 178 (50%). The public nuisance complaints follow about the same trend. There have been a total of 1,903 public nuisance complaints during this time period (citizen initiated 844 (44%); staff initiated 1,059 (56%). He reported one of the factors driving these numbers is that the presence of staff in the community which results in initiation of more cases.

Demolition Cases

There have been 124 total cases for this time period (citizen initiated 1 (1%); staff initiated 123 (99%). Mr. Olmedo shared a map identifying the concentration areas and pointed out staff is focusing on the areas identified in the Market Segmentation Study. He also noted there are similar maps of the police/fire calls and the similarities of these calls compared to the code enforcement activity.

At this time, Mr. Demko introduced Warren Miller, who will be facilitating the next session on how Council wants to approach future goals/services/strategies. He asked the City Council if they would like to continue focusing on the three strategies that were identified during last year's retreat. Council Member Alexander noted that many residents were dissatisfied with the results of the recent property tax revaluation by Guilford County and the lack of growth in the property values. He stressed the importance of coming up with ways to increase property values in High Point to get the tax rate down. Council Member J. Davis shared that he has heard the opposite because what he has been hearing is that North High Point had the highest increase in property values (8%) across the city.

The Mayor felt there is some merit to raising the values in the Core. He shared some indicators that prove the city is headed in the right direction:

1. The strategic objectives/goals that were adopted were implemented and not put on a shelf, which has resulted in much progress in all three areas.
2. Many comments have been made that the city seems to be energized and moving in a positive direction.

He did not feel a change is needed at this point and entertained a motion at this time to reaffirm these strategic objectives already identified.

Council Member Alexander moved to reaffirm these goals/priorities. Council Member Wagner made a second to the motion.

For further discussion, Council Member C. Davis stated that she has no problem with the three priorities/goals that have been established, but expressed disappointment in the way the city will go about funding these with added costs to the taxpayers in order to achieve these goals.

There being no further discussion, the Mayor called for a vote on the motion to reaffirm the goals/priorities. **The motion carried UNANIMOUSLY. [9-0 vote]**

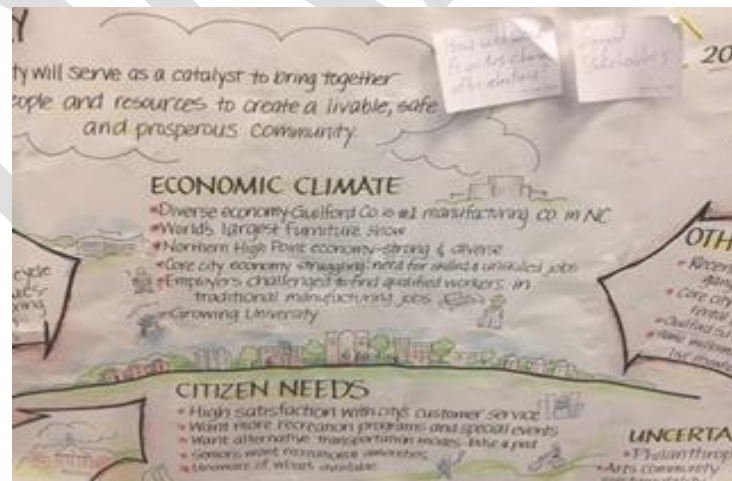
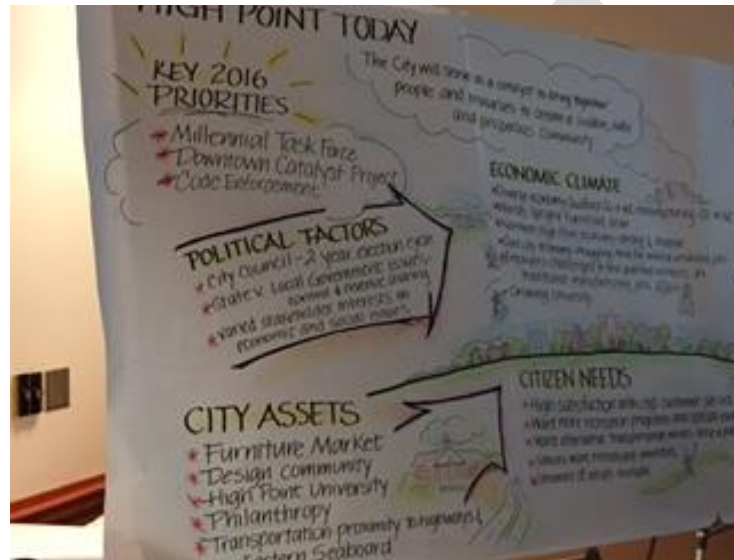
Goals/Priorities

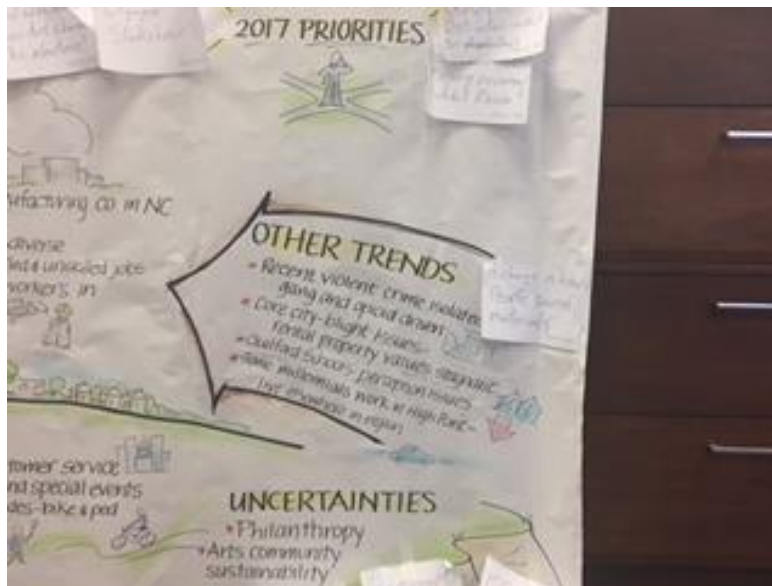
At this time, Warren Miller with Fountainworks Management Consulting asked if there were any additional priorities that Council would like to put forth in 2017/2018 or to add to the 2016 priorities that reaffirmed earlier. He proceeded to review the 2016 priorities and the city's Mission/Vision statement. He shared some points to ponder might include key issues that are

having an impact on the work that is being done; the citizen's needs; key assets; uncertainties, etc.... Questions posed to Council to consider when making recommendations were:

- ✓ Will it have long term impact?
- ✓ Will it differentiate High Point from other cities?
- ✓ Will it have a positive impact for city as a whole?
- ✓ Is it realistic and achievable?

For a visual impact, with staff's assistance, Mr. Miller created the following charts.





Mr. Miller asked Council to share additional suggestions they would like to see added to the list. The suggestions identified were reduced to the following ten:

1. How can city engage citizens in crime prevention/solving crime?
2. How do we plan for and build around our catalyst project?
3. How can we strengthen the furniture market and other furniture trades?
4. How can we work with anchor institutions to enhance connection with city?
5. What does the city look like in 10-20 years? What planning process is needed?
6. How can we drive more job creation to the Core City and get more participation in filling Core City jobs?
7. Employment for returning felons? Economic Development?
8. How can we utilize technology to communicate?
9. What can we do to put human activity in empty buildings? (reuse of buildings)
10. How do we address underperforming schools?

Other dialogue centered around political factors such as a two-year election cycle and the State versus Local government issues, control over issues, revenue sharing, varied stakeholder interests, social issues, etc.... Another element that was brought into the mix by Council Member J. Davis and briefly discussed was a lack of communication. Some felt the city does a poor job in communicating information because many residents do not seem to be aware of the happenings in the city. A suggestion that was made to increase communication was an activity app that could be accessed by residents. Mr. Olmedo pointed out the city does have an app that is updated highlighting the happenings in High Point. Council Member Golden suggested that it

is problematic that the city has not advertised the availability of the app to the public, which goes back to the lack of communication mentioned earlier.

Regarding the election cycle, Council Member Alexander pointed out it seems to be problematic that the city has two-year election cycles with concurrent terms. He challenged Council to consider going to a four-year staggered term election cycle and felt this would give city government more stability and continuity. He also issued a challenge to the various groups/organizations to attend and be more vocal at the public hearings on the budget.

Council Member C. Davis stressed the huge need for a bigger Police Department and Senior Center and shared that affordability is a big issue for many in the city (i.e. water, sewer, electric rates continue to rise) and they want to see the cost of living go down in High Point.

Some of the City's assets were identified as follows:

- ✓ Furniture Market
- ✓ Design Community
- ✓ High Point University
- ✓ Philanthropy
- ✓ Transportation (proximity to highways and eastern seaboard)

Some of the Uncertainties identified were:

- ✓ Philanthropy
- ✓ Arts Community
- ✓ Sustainability

Council Member C. Davis pointed out the city's tax exempt status on bonds could be called into question and cautioned overspending. Council Member Golden shared that the CDBG funding is also in jeopardy. Another concern voiced by Council Member Alexander was how the changes in technology would affect delivery of city services.

Each Council Member was asked to select his/her top two choices in order of priority by voting for three on the list of ten. The results were as follows:

1. How do we address underperforming schools?
2. How do we plan for and build around our catalyst project?
3. How can we utilize technology to communicate? (received same number of points as #4)
4. What does the city look like in 10-20 years? What planning process is needed? (received same number of points as #3)

Council Member Golden felt the catalyst project was a staff thing, not Councils. Mayor Pro Tem Wagner explained there would be some planning required to add revitalization and activity on the street. He noted it was all about the development around the catalyst project and stressed it was important to be careful to create the right atmosphere for on-going human activity downtown.

Major Initiatives

Mr. Olmedo reported on the following Major Initiatives for FY 2017:

- ✓ Current municipal vehicle fee of \$20 annually produces \$1.2 million of the \$2.315 million budgeted for street resurfacing
- ✓ On average, this increased resurfacing of 21 lane miles to 25 lane miles annually (\$90,000 per lane mile)
- ✓ Current stormwater fee of \$4/month will fully fund up to \$20 million in revenue bonds
- ✓ Projects under design include Country Club, Dovershire/Kensington and Hospital/Ray Street area
- ✓ Toter replacement initiative
 - Started in January, replaced 250 carts
 - 480 on order, plan to replace 5,000-6,000 annually
- ✓ Added electronic waste drop off at Ingleside
- ✓ Expanded transit service hours and routes
- ✓ Replacement of three fire apparatus
- ✓ Bank of North Carolina Partnership (infill housing)
 - Built first house at 524 Radford Street
 - Transferred three additional properties (2429 Williams Avenue, 1128 Wayside Street, 1130 Wayside Street) (all of which are now under construction)
 - Anticipate 15-20 additional properties in the following year
- ✓ There is interest in expanding program with additional qualified private partners

2016 Space Needs Study

Deputy City Manager Randy McCaslin shared the results of the 2016 Space Needs Study that was conducted by Creech & Associates, which covered four buildings: City Hall, Police Department Headquarters, Fire Department Headquarters, and Senior Center. Creech & Associates has done a number of these studies in metro areas in North Carolina and are very familiar with municipal operations.

The following three existing community buildings/complexes were evaluated as to suitability for possible use:

- ✓ Oak Hollow Mall, Sears Building
- ✓ Wesleyan School Complex
- ✓ Zaki Oriental Rugs Building

Mr McCaslin reported that the consultants met with management staff, department heads and employees to determine their space needs.

City Hall Building

The current City Hall building consists of 73,652 sq. ft.; deferred maintenance on this building is approximately \$1.3 million +. Creech & Associates made the determination that that a 103,777 sq. ft. building is needed to meet the current and future needs over the next ten years. The cost to build a new city hall is estimated at \$31.5 million (not including cost of the land). Estimates are around \$11.1 million for renovations to the existing structure on the current site. A new 2.5 story addition to the north side of the building is estimated at \$10.35 million. They also looked at a new 5.5 story addition of which the first 2.5 stories would be city operations with the upper floors being leased out which is estimated at \$18.15 million.

Council Member C. Davis suggested instead of leasing the upper floor space, to put a restaurant on the first floor and have offices above and this could be an example of what others are being asked to do.

Mr. McCaslin pointed out the mall property was the only property under consideration that could be renovated for city hall operations, which was estimated at \$15.75 million (not including any lease purchase costs). He advised that staff has had some initial conversations with High Point University and they are open to continuous conversations, but nothing has been finalized nor has staff proceeded beyond the initial conversation. Council Member Alexander felt putting the senior center in the mall could revitalize it and Council Member J. Davis agreed there is a lot of opportunity at the mall.

Council Member Alexander felt a big question was how the city could breathe new life into the mall building and asked if the City Hall at its current location has any value that could enhance the furniture industry. Council Member J. Davis mentioned that the previous Council had some discussions about moving city hall and city offices to the mall property. Council Member Golden asked how this would affect any future catalyst project downtown because it would be moving out of an area that the city is trying to develop. Council Member Hill agreed this would be an issue.

Mayor Pro Tem Wagner pointed out that successful cities have their major civic buildings downtown and he felt it would be a huge mistake to move the City Hall from downtown because the perception would be that the city government has abandoned the downtown. Council Member C. Davis asked if any discussions have taken place regarding additional growth at the mall and what it would cost. Council Member Ewing pointed out if there was opportunity for development in and around City Hall, he would agree with Mayor Pro Tem Wagner, but felt that was not the case. Mayor Pro Tem Wagner stated he was not saying City Hall should necessarily remain at the current location and noted that building a new city hall downtown would in and of itself have opportunity to be a catalyst project. Mayor Bencini felt it did not make any sense moving the City Hall farther away from the county government complex.

Mr. McCaslin assured Council that staff has had these same conversations/arguments and stressed this is strictly a policy decision that this Council or the next Council would need to make which would require a lot more discussion.

Police/Fire Department Headquarters

- ✓ Police Department headquarters: currently 30,000 sq. ft.; recommending 83,809 sq. ft.
- ✓ Fire Department headquarters: currently 7,000 sq. ft.; recommending 17,301 sq. ft.

Mr. McCaslin advised that both the police and fire chief have agreed to the possibility of combining the two departments and having a Public Safety Center. He advised that separate construction for the Police Department headquarters would be \$25.5 million based on the need for 83,000 sq. ft.; and an estimated cost of \$5.5 million for the Fire Department headquarters based on 17,301 sq. ft. It was determined that the Zaki building would be suitable with an estimated \$12.3 million in renovation costs and it would also require additional costs for parking. Another option would be the joint mall option at an estimated \$15.5 million for police and fire renovation. The square footage in the Sears building is about 214,000-216,000, which could be adequate for City Hall, Police and Fire Departments.

Senior Center

- ✓ Current square footage: 11,945
- ✓ Recommended new construction: 57,892 sq. ft.
- ✓ New construction cost (not including land): \$17.5 million

Council Member C. Davis asked if any of these would be considered on a bond referendum because she wanted to assure the voters would have a voice in taking on the debt. Mr. McCaslin noted they all more than likely would have to be constructed with general obligation bonds, possibly in 2018 or 2019.

Mayor Pro Tem Wagner asked if the consultants looked at the possibility of converting one of the rec centers into a senior center. Mr. McCaslin advised that they did look at this possibility, but there was nothing suitable. He noted that the Wesleyan complex would work for a senior center and the mall could be made to work, but the Zaki building would not be suitable.

Mr. McCaslin reemphasized that this would be a real policy discussion and major decision for this Council or next Council.

Outside Agency Funding

The Finance Committee met on March 29th and made recommendations for the funding requests. The Finance Committee is asking for further review and affirmation of these recommendations. Chairman J. Davis reported \$712,000 in requests were received and the Finance Committee recommended \$314,000 in funding be approved as follows:

Agency	Recommended Funding
High Point Arts Council	\$100,000
Macedonia	\$16,000
Theatre Arts Gallery	\$31,000
Carl Chavis YMCA	\$25,000
High Point Rowing Club	\$5,000
Pink Cares	\$5,000
Triad Food Pantry	\$20,000
YWCA	\$25,000
Helping Hands	\$20,000
Open Door Ministries	\$20,000
Southwest Renewal Foundation	\$12,500
West End Ministries	\$25,000
Guilford County Schools Swim Program	\$10,000
TOTAL	\$314,500

Council Member Ewing mentioned a discussion that took place a few years ago regarding the Theatre Arts Gallery and asked if staff has looked at the value that the Theatre Arts Gallery receives in utilizing the space at the Theatre. Mr. Olmedo advised that TAG is now required to sign an annual lease for use of the space, but he was not aware of an assessed value being put on the use of the space.

Regarding the Rowing Club funding request, Mr. Olmedo reached out to the CVB and they have been in conversations with the Rowing Club. They encouraged them to pursue a CVB grant because of the impact on the local hospitality industry. Mr. Olmedo advised that staff has notified all agencies of the funding recommendations and informed them of opportunities for them to address Council.

Council Member J. Davis advised that the Finance Committee had a lengthy discussion regarding the Arts Council funding request. Mayor Pro Tem Wagner referenced an email sent to Council by the Arts Council regarding the treatment of their budget. They had requested the following:

1. That their allocation be treated as part of the economic development budget.
2. The other has to do with the mortgage on their building.

Mayor Pro Tem Wagner brought up the discussion by Council in 2013 regarding a challenge grant that ended up being a split vote. He felt it would greatly help the Arts Council for Council to put some money up as part of a challenge grant to assist them in paying off the mortgage on their building and this was something that he would like Council to consider. He noted the Arts Council does provide a good service in the city by contributing to the culture and quality of life. He asked the Mayor to elaborate on the reasons why the Arts Council is funded under the umbrella of economic development in Guilford County. Mayor Bencini explained at the time that change was made there was a fair amount of pressure on all outside agency funding and the

argument was successfully made to the commissioners by other commissioners that the arts were actually economic development drivers.

Council Member Golden recalled that concerns were voiced during the past discussion regarding the ask for an increase by the Arts Council and that they had not done any fundraising on their own. He pointed out they did not raise any money for the city to match. Mayor Pro Tem Wagner recalled the Arts Council was waiting to see what Council was going to do before starting on their capital campaign. The Mayor added that Guilford County did help the Arts Council with their building, but took that action because they thought the City of High Point would be making a contribution, which never happened. Mayor Pro Tem Wagner reiterated his support for Council to possibly do some type of matching grant to help the Arts Council.

Council Member Ewing stated he would be in support of helping them pay off their mortgage, but only if the City of High Point holds title to the building because this limits their ability to leverage the building. Council Members Alexander and J. Davis agreed. Mayor Pro Tem Wagner pointed out the Arts Council just wants to have the interest payment and mortgage payments off their books to free them up to better their programming. Council Member Alexander felt it would be valuable to talk with the Arts Council, but the core issue is whether or not they want to be a programming organization or a fundraising organization. Council Member C. Davis recalled that the conversations have always been to wean the Arts Council off.

Council Member J. Davis went on to say there have been discussions in the past about combining the Arts Council with the Theatre with David Briggs being the executive director of one entity, but nobody expressed an interest in doing that.

Discussion followed about the possible failure of the Arts Council if the funding is further reduced with no assistance in helping them with their mortgage. Council Member Hill felt the question comes down to whether or not it is of value for the city to have arts programs that can reach people that cannot afford them. Council Member Ewing pointed out it was on the board from the previous discussion, but did not make it as one of the top ten priorities. Council Member Alexander reiterated that the Arts Council would have to decide whether or not they want to be a programming or a fundraising organization and suggested it might be worthwhile to have the Arts Council come and talk to the City Council regarding their vision.

At this time, **Mayor Pro Tem Wagner MOVED to confirm the Outside Agency Funding request recommendations from the Finance Committee. Council Member Alexander made a SECOND to the motion, which carried unanimously. [9-0 vote]**

Overview of Property Assessed Value

Mr. Olmedo advised this is a revaluation year for Guilford and Forsyth counties. The preliminary estimates show an increase of 4.5% for Guilford County and a 2.8% increase for Forsyth County. He noted these numbers are subject to change.

Property Tax Assessed Value- History					
	Guilford	Davidson	Randolph	Forsyth	Total
FY 2017	\$8,520,600,707	\$435,072,536	\$49,905,451	\$56,603,152	\$9,062,680,846
FY 2018*	\$8,924,052,588	\$438,423,261	\$50,404,506	\$57,169,184	\$9,471,049,539
\$ Change	\$403,352,881	\$3,350,725	\$499,055	\$1,566,032	\$408,768,693
% Change	4.9%	0.08%	1.00%	2.8%	4.5%
*Preliminary Estimates- subject to change					

Residential Property Assessed Value		
	Residential Property	% CHG
FY 2013	\$4,300,290,483	
FY 2014	\$4,315,429,943	0.35%
FY 2015	\$4,397,388,367**	1.9%
FY 2016	\$4,349,667,380	-1.1%
FY 2017	\$4,362,873,203	0.3%
FY 2018*	\$4,471,945,033	2.8%
*Preliminary Estimates- subject to change		
**Guilford County reclass		

It was noted that much higher increases for assessed residential property values are needed.

Commercial/Industrial/Public Service Assessed Value		
	Comm/Ind. Property	% CHG
FY 2013	\$3,085,671,824	
FY 2014	\$3,247,567,307	5.2%
FY 2015	\$2,976,911,764**	-8.3%
FY 2016	\$3,069,327,865	3.1%
FY 2017	\$3,163,471,051	3.0%
FY 2018*	\$3,438,698,032	8.7%
* Budget Department Estimates- subject to change		
**Guilford County reclass		

Mr. Olmedo explained the decrease here was due to the County taking some of the commercial apartment complex type value out of the commercial real estate putting it into residential.

Business Personal Property		
Assessed Value		
	BP Property	% CHG
FY 2013	\$830,146,235	
FY 2014	\$885,300,328	6.6%
FY 2015	\$851,001,716	-3.9%
FY 2016	\$900,248,632	5.8%
FY 2017	\$911,051,616	1.2%
FY 2018*	\$929,272,648	2.0%
*Budget Department Estimates- subject to change		

Registered Motor Vehicle		
Assessed Value		
	Comm/Ind Property	% CHG
FY 2013	\$671,319,368	
FY 2014	\$604,539,862	-10.0%
FY 2015	\$704,427,069	16.5%
FY 2016	\$687,538,737	2.4%
FY 2017	\$624,884,976	-9.1%
FY 2018*	\$631,133,826	1.0%
* Budget Department Estimates- subject to change		

Mr. Olmedo pointed out property taxes are about 55% of the General Fund budget revenue.

Sales Tax Overview		
	Sales Tax	% CHG
FY 2013	\$15,185,120	
FY 2014	\$15,554,106	2.4%
FY 2015	\$16,050,384	3.2%
FY 2016	\$18,049,042	12.5%
FY 2017*	\$18,500,268	2.5%
FY 2018*	\$18,870,273	2.0%
*Budget Department projections		

Sales tax represents about another 20% of the General Fund budget revenue. Between property tax and sales tax, it is about 80% of the General Fund revenue. Regarding the sales tax overview, Mr. Olmedo pointed out the dramatic impact of the changes the State Legislature made when they broadened the sales tax base.

Due to the importance of sales tax revenue, Council Member Alexander suggested advocating for some type of collection of sales tax on internet goods and services and urged continued discussions with elected leaders to accomplish this.

Utility Sales Tax Overview		
	Sales Tax	% CHG
FY 2015	\$6,436,173	
FY 2016	\$6,702,757	4.1%
FY 2017	\$6,870,326	2.5%
FY 2018*	\$7,007,732	2.0%
*Budget Department projections		

Mr. Olmedo pointed out there is some volatility in the Utility Sales Tax due to the weather, but he felt 2% was a fairly conservative number.

He shared that staff is recommending a 3% water and sewer rate increase on October 1st and this is keeping in line with Davenport's projections in the next series of our Revenue Bonds. At this point, staff is not recommending an electric rate, solid waste or stormwater increase.

Staff is working towards a May 1st presentation of the proposed budget to City Council with budget work sessions to follow as needed. The public hearing is scheduled for May 15th and adoption if anticipated on June 5th.

Mr. Demko thanked everyone for their time and candid discussion and noted it would be helpful and assist staff in addressing some of the issues that were brought forward. Council Member Alexander asked if it might be possible to put more funding into the street.

Mr. Demko asked if there were any further comments from Council prior to adjournment of the meeting.

Council Member Ewing shared that he met with Council Member C. Davis last week to discuss the surge in crime and came up with an option that would help make the public aware of the way the city's form of government operates and why crime issues are dealt with in the manner that they are. Council will be asked to adopt a resolution confirming support for the Police Department for the initiatives in place, the importance for community engagement, and calling the TIP lines in an effort to help the police force more effectively in their jobs. From a publicity

standpoint, a video will be shot with the Mayor publicly reading the resolution, which will be sent out through social media for distribution to show the public that Council is engaged to the extent they are statutorily obligated.

There being nothing further to discuss, the meeting adjourned at 1:00 p.m. upon motion duly made and seconded.

Respectfully Submitted,

William S. Bencini, Jr., Mayor

Attest:

Lisa B. Vierling, MMC
City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Boundary Substation Equipment

From: Garey S. Edwards, Electric Utilities Director

Meeting Date: May 1, 2017

Public Hearing: N/A

Advertising Date /

Advertised By: N/A

Attachments: Attachment A: Southeastern Engineers Bid Recommendation
Attachment B: City Bid Tabulation

PURPOSE:

The Electric Department is requesting approval to purchase equipment for the new Boundary Street Substation.

BACKGROUND:

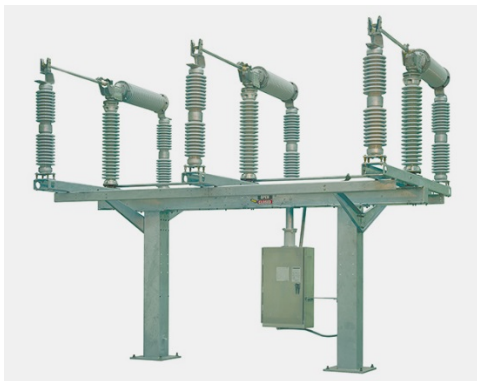
At the February 15, 2016 Council Meeting, City Council approved the purchase of property on Boundary Avenue at the intersection of North University Parkway for the purpose of constructing a new substation. The Filter Plant and Eastchester Substations are at capacity and the addition of this new substation will relieve some of the electrical loading for the area. At the January 11, 2017 Council Meeting, City Council awarded a contract with Atlantic Contracting Company for the necessary improvements to prepare the site for the construction of the new substation. This work has been completed and the Electric Department is now ready to purchase the necessary equipment.

BUDGET IMPACT:

Funds are included in the 2016-17 budget for this project.

RECOMMENDATION / ACTION REQUESTED:

Council is requested to award a contract to S & C Electric Company for Circuit Switcher in the amount of \$115,918.00 and to AZZ, Inc. for Metalclad Switchgear in the amount of \$367,202.00.





**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **ELECTRIC**

COUNCIL AGENDA DATE: **MAY 1, 2017**

BID NO.: **39-031317**

CONTRACT NO.:

DATE OPENED: **Feb 20, 2017**

DESCRIPTION:

The purpose of this contract is to purchase the necessary equipment for a new substation.

PURPOSE:

As part of our continuing efforts to improve electric service delivery and reliability, the City of High Point Electric Department needs to purchase the necessary equipment for the new Boundary Street substation.

COMMENTS:

Equipment needed for new Boundary Street Substation

RECOMMEND AWARD TO: **S&C ELECTRIC CO C/O R.W. CHAPMAN**

AMOUNT: **\$115,918.00**

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631161022505	40201	115,918.00
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD:

Garey S Edwards

Digitally signed by Garey S Edwards
DN: cn=Garey S Edwards, o=City of High Point, ou=Electric,
email=garey.edwards@highpointnc.gov, c=US
Date: 2017.04.17 10:41:34 -0400

DATE:

The Purchasing Division concurs with recommendation submitted by the **Electric Department** and recommends award to the lowest responsible, responsive bidder **S&C Electric Co.** in the amount of \$ **115,918.00**.

PURCHASING MANAGER:

Erik Conti

Digitally signed by Erik Conti
DN: cn=Erik Conti, o=City of High Point, ou=Electric,
email=erik.conti@highpointnc.gov, c=US
Date: 2017.04.19 10:21:29 -0400

DATE: **Apr 19, 2017**

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR:

Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC,
ou=Financial Services Director,
email=jmoore@highpointnc.gov, c=US
Date: 2017.04.21 08:27:15 -0400

DATE: **Apr 21, 2017**

CITY MANAGER: **Greg Demko**

Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2017.04.21 08:38:27 -0400

DATE: **Apr 21, 2017**



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **ELECTRIC**

COUNCIL AGENDA DATE: **MAY 1, 2017**

BID NO.: **39-031317**

CONTRACT NO.:

DATE OPENED: **Feb 20, 2017**

DESCRIPTION:

The purpose of this contract is to purchase the necessary equipment for a new substation.

PURPOSE:

As part of our continuing efforts to improve electric service delivery and reliability, the City of High Point Electric Department needs to purchase the necessary equipment for the new Boundary Street substation.

COMMENTS:

Equipment needed for new Boundary Street Substation

RECOMMEND AWARD TO: **AZZ**

AMOUNT: **\$367,202.00**

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631161022505	40201	367,202.00
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Garey S Edwards**
Digitally signed by Garey S Edwards
DN: cn=Garey S Edwards, o=City of High Point, ou=Electric,
email=garey.edwards@highpointnc.gov, c=US
Date: 2017.04.17 10:42:41 -0400

DATE:

The Purchasing Division concurs with recommendation submitted by the **Electric Department** and recommends award to the lowest responsible, responsive bidder **AZZ** in the amount of \$ **367,202.00**.

PURCHASING MANAGER: **Erik Conti**

Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2017.04.19 10:22:45 -0400

DATE: **Apr 19, 2017**

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR: **Jeffrey A. Moore**

Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC,
ou=Financial Services Director,
email=jaffmoore@highpointnc.gov, c=US
Date: 2017.04.21 08:27:13 -0400

DATE: **Apr 21, 2017**

CITY MANAGER: **Greg Demko**

Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2017.04.21 08:43:20 -0400

DATE: **Apr 21, 2017**



Southeastern Consulting Engineers, Inc.

March 15, 2017

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

Ref.: Bid Recommendation for Boundary Substation
Bid# 39-031317

Dear Garey:

The City received proposals on March 13, 2017, from ten suppliers solicited for providing the equipment necessary for the Boundary Substation.

A tabulation of the bids received is enclosed. The lowest and most responsive bidder for each Schedule is listed below:

Circuit Switcher

S&C Electric Company
C/O R.W. Chapman Company
PO Box 240748
Charlotte, NC 28224

Total Bid	\$115,918.00
Delivery	15 Weeks

Metalclad Switchgear

AZZ
7911 Old US Hwy 54
Fulton, MO 65251
Proposal # 17-02-21-01

Total Bid	\$367,202.00
Delivery	32-34 Weeks

We recommend that the City accept the proposals and issue a purchase order to the above vendors. If you have any questions, please do not hesitate to contact us.

Very truly yours,

SOUTHEASTERN CONSULTING ENGINEERS, INC.

By  _____
Jerry L. Ford, Jr., P.E.

JLF/lc

BIDDERS LIST & TABULATION

FORMAL BID #39-031317 – BOUNDARY SUB. EQUIPMENT – ELECTRIC DEPT.				
VENDOR NAME & ADDRESS	SCHEDULE	BID BOND INCLUDED	TOTAL PRICE	DELIVERY A.R.O.
ASSOCIATED SUBSTATION ENGINEERING, INC. 919 ALABAMA AVE. SOUTH BREMEN, GA 30110	1	-	NO QUOTE	-
	2			
	3			
	4			
S&C ELECTRIC CHAPMAN & CO. PO BOX 240748 CHARLOTTE, NC 28224	1	YES	-	15 WKS.
	2		\$115,918.00	
	3		-	
	4		-	
AZZ JAKE RUDISILL ASSOCIATES, INC. 1225 HARDING PLACE CHARLOTTE, NC 28204	1	YES	-	32-34 WKS.
	2		-	
	3		-	
	4		\$367,202.00	
PEAK SUBSTATION LEKSON ASSOCIATES 4004-105 BARRETT DR. RALEIGH, NC 27609	1	YES	\$82,800.00	15-17 WKS.
	2		-	
	3		-	
	4		-	
MD HENRY JAKE RUDISILL ASSOCIATES, INC. 1225 HARDING PLACE CHARLOTTE, NC 28204	1	YES	\$95,090.00	16-18 WKS.
	2		-	
	3		-	
	4		-	

VENDOR NAME & ADDRESS	SCHEDULE	BID BOND INCLUDED	TOTAL PRICE	DELIVERY A.R.O.
MYERS CONTROLLED POWER, LLC 219 E. MAPLE ST. / SUITE 100/200E NORTH CANTON, OH 44720	1	YES	-	24 WKS.
	2		-	
	3		-	
	4		\$393,621.00	
SIEMENS NATIONAL TRANSFORMER SALES 2613 DISCOVERY DR., SUITE B RALEIGH, NC 27616	1	YES	-	15-18 WKS. 29-32 WKS.
	2		-	
	3		\$39,554.00	
	4		\$412,759.00	
POWERCON LEKSON ASSOCIATES 4004-105 BARRETT DR. RALEIGH, NC 27609	1	YES	-	26 WKS.
	2		-	
	3		-	
	4		\$407,496.00	
SUBSTATION ENTERPRISES, INC. PO BOX 2010 ALABASTER, AL 35007	1	YES	\$79,718.00	12-14 WKS.
	2		-	
	3		-	
	4		-	
SCHNEIDER ELECTRIC 8848 RED OAK BLVD. CHARLOTTE, NC 28217	1	YES	-	17 WKS.
	2		-	
	3		\$32,286.00	
	4		-	

* Bid packages mailed out February 20, 2017 by Southeastern Consulting Engineers (Jerry Ford).



May 1, 2017

To: Randy McCaslin, Deputy City Manager

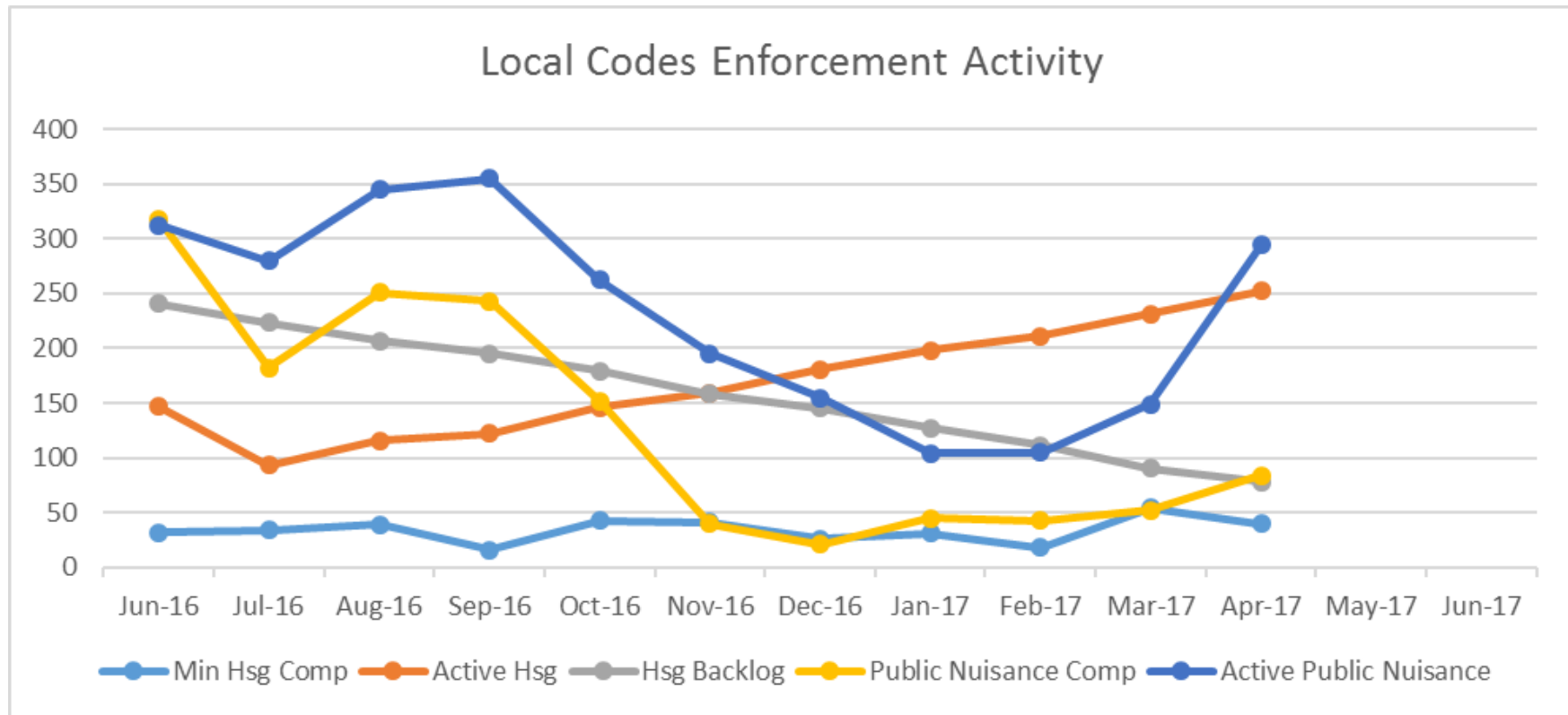
From: Michael E. McNair, Director of Community Development & Housing

Subject: Code Enforcement Activity Report for April 2017

This report serves to summarize Code Enforcement activity for the month of April 2017. Staff received 40 new minimum housing complaints (252 active minimum housing cases); 84 new public nuisance complaints (294 active public nuisance cases) and collected 112 signs during the month of April. Additionally:

- The backlog of minimum housing cases from the old system has dropped substantially from 270 (from May 2016) to 78 for April.
- An expected increase in public nuisance complaints reflects seasonally warmer temperatures; public nuisance cases have doubled since last month's report.
- Local Code Enforcement Officers worked April 8, 2017 collecting signs in violation.

Please see the attachments containing a table summarizing detailed activity, a graph presenting YTD trends and sample pictures.



- New minimum housing complaints remain steady with an average of 34 per month.
- Increasing active housing cases reflect rising caseloads.
- The backlog of minimum housing cases from the old system (Softnet) has dropped substantially to 78 cases.
- Public nuisance cases are increasing substantially due to advent of the growing season.

Local Codes Enforcement Montly Activity							
		Jul to Dec 2016		Jan-17	17-Feb	17-Mar	17-Apr
1. Minimum Housing Cases							
	a. Minimum Housing Complaints	199		31	18	54	40
	b. Active Minimum Housing Cases	rolling #		198	211	231	252
	c. Active Backlog Cases (270 original)	rolling #		127	111	90	78
	d. Cases Taken Before City Council						
	i. For Demolition	15		2	3	2	6
	ii. For Vacate	1		0	0	0	0
	e. City Demolished Houses	5		6	0	2	5
2. Public Nuisance Cases							
	a. Public Nuisance Complaints (includes unsecured dwellings)	889		45	43	52	84
	b. Active Public Nuisance Cases	rolling #		104	105	149	294
	c. City abated PN Cases	295		22	4	10	6
	d. Owner abated PN Cases	613		68	30	42	61
3. Zoning							
	a. Zoning Complaints (Vehicles, Signs, Banners)	178		24	16	26	15
	b. Signs collected *	1460		512	106	355	112

1022 Grace Street - August 2016



1022 Grace – April 2017



**1009 Meredith Street – Original
Case started 2014, started over
Oct.2016**



2016/09/28

**1009 Meredith Street –
April 2017**



CITY OF HIGH POINT

AGENDA ITEM



Title: Ordinance to Demolish – 1206 E. Martin Luther King Jr Dr

From: Michael McNair, Director
Community Development & Housing

Meeting Date: 5/1/17

Public Hearing: No

Advertising Date:

Advertised By:

Attachments:

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

PURPOSE:

A request by Community Development and Housing – Local Codes Section to adopt an ordinance ordering the inspector to demolish the dwelling at 1206 E. Martin Luther King Jr Dr.

BACKGROUND:

After a Complaint and Notice of Hearing was issued and a hearing held, an Order to Repair or Demolish was issued on 2/14/17. No action occurred by the compliance date of 3/17/17. The necessary repairs to the dwelling exceed its current tax value and the demolition is warranted.

BUDGET IMPACT:

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

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the adoption of the requested ordinance to demolish this single family dwelling.

PENDING ACTION:

The ordinance becomes effective 30 days from the date of adoption. If there is no action by the property owner by the effective date of the ordinance, then asbestos testing and the demolition bid process will begin and the structure will be removed by the City. After City demolition, the property owner is billed for the cost. If the bill is unpaid, the City places a lien on the property.

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

ORDINANCE

REQUEST: Ordinance to Demolish

PROPERTY

ADDRESS: 1206 E. Martin Luther King Jr Dr

OWNER: Paul and Frances Prock II

FIRST

INSPECTION: Summary of Major Violations
11/14/16

1. Repair or replace entire roof, including rafters, sheathing, covering
2. Repair or replace broken windows
3. Replace missing plumbing fixtures
4. Repair or replace rotten flooring throughout
5. Repair or replace interior steps

HEARING

RESULTS: No one appeared for the Hearing. During the Hearing it was
1/10/17 determined there are several violations of the Minimum Housing Code. There are multiple structural violations in the house that make it unsafe. The inspector did speak with both owners at different times during the housing process, both indicated they didn't have the means to make the repairs or plan to. In its present state, necessary repairs to the dwelling exceed 50% the value of the structure.

ORDER(S)

ISSUED: Order to Repair or Demolish
2/14/17 Date of Compliance 3/17/17

APPEALS: No appeals to date.

OWNER

ACTIONS: None

EXTENSIONS: None

ORDINANCE

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

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

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

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

PROPERTY LOCATION

1206 E. Martin Luther King Jr Dr.

OWNER (S)

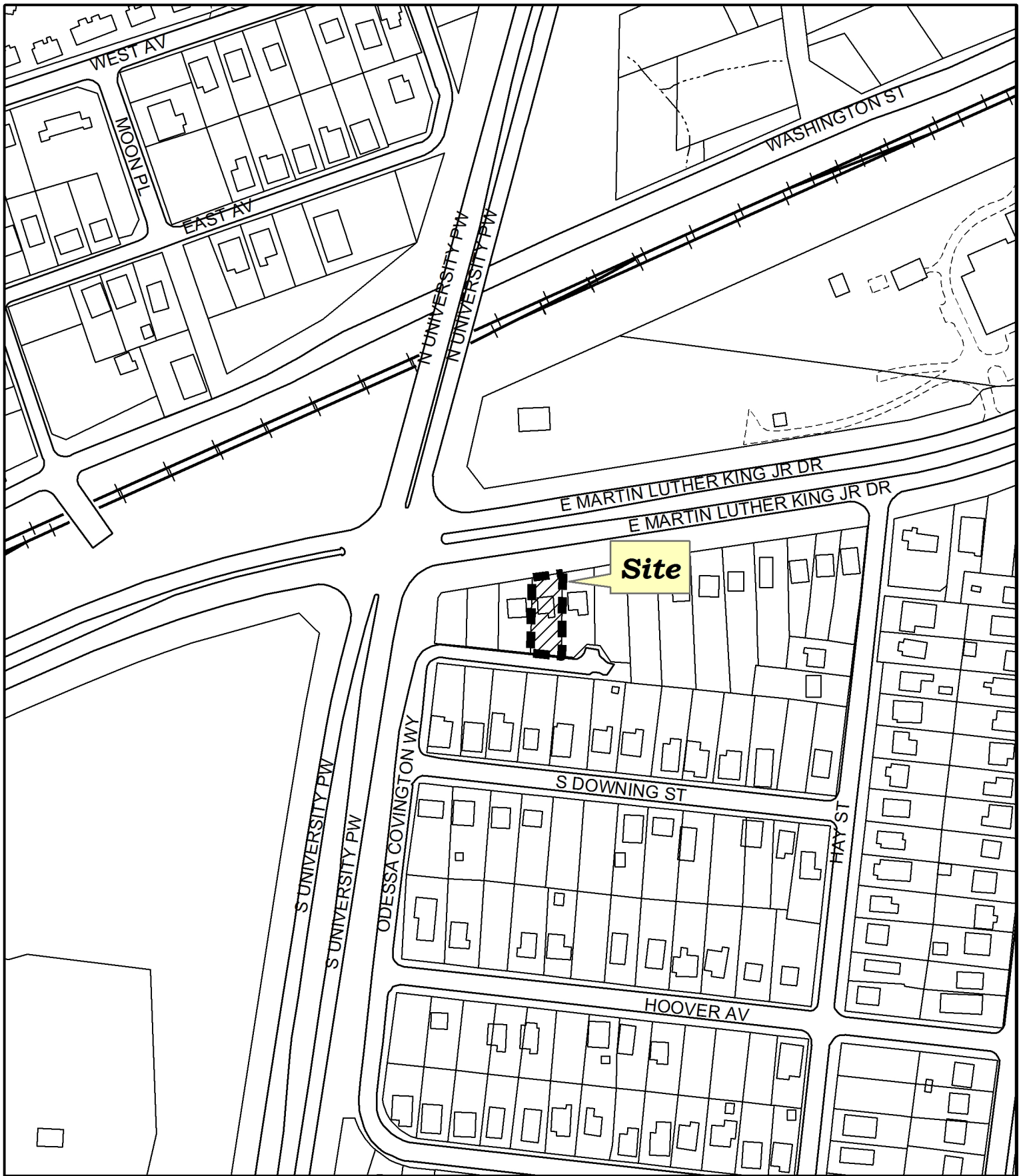
Paul & Frances Prock
1206 E. Martin Luther King Jr. Dr.
High Point, NC 27260

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

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

Adopted by City Council,
This the 1st day of May, 2017

Lisa B. Vierling, City Clerk



1206 E Martin Luther King Jr Drive

Ordinance to Repair or Demolish



Location of subject property

**Community Development
and Housing**

City of High Point

Date: April 12, 2017



Scale: 1"=200'

G:/Plannig/Secure/ba-pz/
Inspections/ord-repair-demo.mxd







