

City of High Point

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

Minutes

Monday, February 18, 2019

3:30 PM

City Manager's Conference Room

Manager's Briefing

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

CALL TO ORDER**Present:**

Mayor Wagner; Mayor Pro Tem Jason Ewing (Ward 6); Council Member Britt Moore (At Large); Council Member Don Scarborough (At Large); Council Member Jeffrey Golden (Ward 1); Council Member Chris Williams (Ward 2); Council Member Monica Peters (Ward 3); and Council Member Wesley Hudson (Ward 4); and Council Member Victor Jones (Ward 5)

Staff Present:

Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; JoAnne Carlyle, City Attorney; Mark McDonald, Director of Transportation; Jeron Hollis, Director of Communications & Public Engagement; Steve Lingerfelt, Communications & Information Services Director; Eric Olmedo, Managing Director; Laura Altizer, Senior Budget Analyst; Mike McNair, Director of Community Development & Housing; Lee Burnette, Director of Planning & Development; and Lisa Vierling, City Clerk

Others Present:

Brent Green, Creech & Associates
Andrew Bowen, JMT Engineering
Anna Sexton, JMT Engineering

Mayor Wagner called the meeting to order at 3:30 p.m. and turned it over to City Manager Greg Demko. Mr. Demko introduced Brent Green, Project Manager with Creech & Associates.

PRESENTATION OF ITEMS**[2019-62](#)**

Briefing- Progress for the New Police Department Headquarters

Attachments: [HPPD council workshop 2-18-19](#)

Brent Green, Project Manager with Creech & Associates, an architectural firm that specializes in civic design, specifically in law enforcement facilities, advised that he has been working with staff since 2015 on a Space Needs Study. The results from that study indicated the total need for space for the Police Department was around 73,000 sq. ft. He reported they are looking at the property located at 1730 Westchester Drive as a potential location for a Police Department headquarters. The building was built in 1980 and was originally the home of Old Dominion Freight for many years and the most recent tenant was North State Communications. Mr. Green pointed out the building is very robust and felt it would serve the Police Department well.

He then shared a site plan of the existing four-story, 60,000 sq. ft. building (15,000 sq. ft. per floor), which illustrated a standard open plan with 24-foot bays and office modules.

To make up the deficit square footage in space, they are proposing to add a 15,000 sq. ft. addition to the back of the property that will be three floors and contain 5,000 sq. ft. per floor. The 911 communications center will be housed in the entire third floor of the new addition, which will free up space in the current facility.

There will also be a fence installed at some point to secure the perimeter for police and communications parking at the rear of the facility. A big asset to the property is it has plenty of parking. The building will also have an indoor Sally port that will ensure the safe transfer of detainees as they are brought into the facility which will be completely contained and will offer a safe environment for all the staff.

The public part of the building is located in the front and the rear is more about the police functionality. Mr. Green then shared a rendering of the front of the facility and noted the existing stairwell will be replaced with a code compliant stairwell. He pointed out the front doors to the building are kind of in an obscure place and hard to see, so they plan on constructing some type of canopy or marquis to help clearly identify it for visitors.

Following the overview on the building and design, Mr. Green touched on the method of delivery for the construction and noted they would be utilizing the Construction Manager At Risk (CMAR) method of delivery system. He then reviewed some of the following benefits for using the CMAR method of delivery.

- ✓ Provides the owner greater control in selecting the Construction Manager through pre-qualifications and allows the owner to select a contractor based upon their ability versus their cost.
- ✓ Allows contractor to pre-qualify the subcontractors to remove subcontractors that are on the owners black list, that do not have proper financial backing and are deemed to have too much work and could be a risk to not finishing work in the proper time.
- ✓ Contractor can increase local subcontractor participation through community outreach sessions with an ability to pair a smaller subcontractor with a larger one as part of the scope of that trade.
- ✓ Pricing and cost models are developed along with the design. This allows for the owner to make decisions on scope based upon the cost throughout the project.
- ✓ The budget is produced in real time with up to date market pricing throughout the design.
- ✓ Fosters strong work relationships between the owner, architect, and the contractor.
- ✓ Can work well for sites where early construction contractor participation is desirable.
- ✓ Still involves a competitive open and transparent bid process for the different trades with confidence in each company submitting a bid through the pre-qualifying of the subcontractor.
- ✓ Owner reaps the benefit of savings or shared savings at the end of the project if the

Construction Manager brings the job in under budget allowing the owner to retain some or all of the project savings.

Following his presentation, Mr. Green entertained questions and comments.

Council Member Williams asked who would be conducting the interviews for the bidders. Mr. Green replied that they would put a leadership team together. City Manger Greg Demko advised the leadership team would consist of Deputy City Manger Randy McCaslin, Facilities Maintenance Director Tim McKinney, representatives from the Police Department, as well as representatives from the Purchasing Department.

Mr. Demko mentioned that the use of the building would be changing from what it was currently used for and asked Mr. Green to expound on the different requirements for using the building as a public safety building. Mr. Green reiterated that the building is very robust and advised there are four categories of buildings in the NC State Building Code with police departments, fire stations/facilities, hospitals, etc...are referred to as a Category 4. He explained that this will require them to bring the building up to a Category 4 structural level. Mr. Green reiterated that because the building is very robust, it is a great match and will require minimal bracing to achieve and meet the building code requirements.

Council Member Golden asked if the building might qualify for an emergency shelter. Mr. McCaslin noted structurally it probably would, but they would not use it as a shelter because during any type of emergency situation, the police operations would be in full force. Mr. Demko suggested staff could look at some of the recreation centers and get cost estimates on what it would take to upfit these centers for certification as an emergency shelter.

Council Member Golden asked if any consideration has been given as to the best use for the existing facility once the Police Department moves its headquarters. Staff replied that this has not yet been determined.

Mr. McCaslin reiterated that the 911 communications center would also be moving into the new building and noted that a good portion of those costs would be covered under the 911 fund. Council Member Moore inquired about how much space it would open up in the Municipal Building when the 911 Communications Center moves to the new facility. Mr. McCaslin noted it would free up about 3,500 sq. ft., but pointed out this is still inadequate for our current needs.

Council Member Ewing asked if staff has had any concerns from the adjacent neighbors in the Coventry, Kingston area neighborhood since their cul-de-sac backs up to the parking lot of

the proposed facility. Mr. McCaslin advised that during the purchasing process, there were some questions/comments from the neighborhood, but they were good with it once they found out what the building would be used for.

It is anticipated that bids will be go out sometime in the summer and construction will start in early fall around September with an anticipated 12-month construction period.

2019-63

Presentation- Proposed Complete Streets Policy

Attachments: [HPCS Final Draft](#)

Mark McDonald, Director of Transportation, introduced Andrew Bowen and Anna Sexton with JMT Engineering, the consultants for the project, who would be providing an overview of their recommendations and findings. At some point in the future, staff will bring it back to Council for adoption.

Mr. Bowen advised the goal of the Complete Streets Policy for the City of High Point is to facilitate the development and redevelopment of street networks that are safe and accessible for all users (motorists, pedestrians, bicyclists, etc....) and cited the following criteria that are paramount to the successful implementation of the policy:

- ✓ Safety
- ✓ Accessibility
- ✓ Connectivity
- ✓ Functionality
- ✓ Multimodality
- ✓ Aesthetic compatibility
- ✓ Context- sensitivity
- ✓ Flexibility in application

He defined complete streets as streets are built for everyone's use (motorists, pedestrians, bicyclists, etc....) for the purpose of making a street network that allows everyone to move around safely.

Ms. Sexton noted they have been working on the project for over year and have had two Steering Committee meetings (the initial meeting in March 2018 and a follow up meeting that took place in January 2019). She reported they have been delving into policy comparison and research for various cities, but felt it was important to note that complete streets are designed based on the location and user, and no two complete streets would look the same. She mentioned a few benefits of complete streets.

- ✓ To improve safety.
- ✓ Reduces carbon dioxide emissions
- ✓ Increases livability, equity for people that may not have vehicles and must rely on

public transportation, walking, or riding bicycles to get around.

- ✓ Encourages exercise, so there is also a huge health component benefit.
- ✓ Increases property values making an area more attractive for people to come in and live.

As part of the process, a survey was sent out to the Steering Committee, staff, stakeholders, and local agencies in July that contained 25 open-ended and close-ended questions that were presented through an online platform. Nearly half of those that were sent a survey responded. Ms. Sexton shared some of the following findings from the survey:

- Focus on safety
- Focus on accessibility
- Focus on walkability
- Focus on multimodal friendliness
- Prioritize different modes based upon the context of the roadway

Ms. Sexton noted for new streets, a Complete Street policy is going to be important in the design phase when the facility and infrastructure is being planned; whereas it makes it more difficult to retrofit things on existing streets. She stated current existing streets should be maintained by adhering to a Complete Streets policy, which might look different based on the funding and other priorities.

She advised that during the planning process, they also wanted to make sure the policy stays consistent with other policies adopted by the city such as the Traffic Calming Policy, Street Design Standards, etc....

Mr. Bowen shared that there are new transportation funds opening up within the MPOs for multi-modal transportation for large regional plans. He mentioned that the city contracted with Alta Planning & Design last year to do a Pedestrian Plan and a lot of the information contained in the Pedestrian Plan has been incorporated into the draft of the Complete Streets Policy.

He explained that Smart Growth USA is a nonprofit that collects data and acts as the hub to disseminate information. Smart Growth America is the National Complete Streets Coalition, which is made up of various municipalities and also stakeholder organizations which is the forefront of complete streets publicity as well as advocacy and policy research and development.

The consultants noted that the National Complete Streets Coalition has identified ten (10) elements from which the comprehensive Complete Streets policy is modeled.

1. Vision
2. Users and Modes

3. Projects and phases
4. Clear and accountable exceptions
5. Network establishment
6. Jurisdictional cooperation
7. Design
8. Context sensitivity
9. Performance measures
10. Implementation steps

Ms. Sexton added that the Steering Committee was composed of people from local agencies, staff, and local stakeholders. She reported that this document is not binding in any way, nor does it suggest any new radical changes and would give the city a lot of discretion when deciding what and how to design as far as complete streets.

Mr. Bowen suggested in the development of a Complete Streets network within the City of High Point, the following short to long range recommendations should be considered, as well the maintenance cost associated with any decision to aid in determining cost effectiveness.

Short Range

- Conduct a walkability audit in a predetermined area to identify multimodal transportation needs, challenges, and opportunities
- Identify streets for retrofitting
- Create a civic engagement tool to solicit public comments related to Complete Streets issues
- Explore implementation feasibility of Watch for Me NC program, which is a program that involves two key elements: 1) safety and educational messages directed toward drivers, pedestrians, and bicyclists, and 2) high visibility enforcement efforts by area police to reduce violations of traffic safety laws.

Medium Range

- Test identified retrofit streets through use of temporary measures
- Incorporate City's Street Design Standards into the City's Complete Streets policy
- Incorporate City's Traffic Calming policy into the City's Complete Streets policy
- Explore creating dedicated funding source for sidewalk construction
- Explore funding from Public Health for retrofit projects
- Explore partnering with the City's furniture industry to enhance bus stops with shelters and benches through the incorporation of public art

Long Range

- Budget and build for the identified retrofit streets that are feasible
- Create dedicated funding source for sidewalk construction
- Assess city's existing sidewalk network to identify challenges/opportunities for improvements

Mr. Bowen introduced the term “tactical urbanism” and suggested it would be great way to explore testing of ideas at minimal cost to gauge whether or not people will like the ideas before spending money to hire an engineering firm to design it.

The consultants referenced the City of High Point Public Street Design Standards and referenced the table that denotes the City of High Point’s official public street design standards and specifications for the various street classifications. The study focused on three street classifications: major thoroughfares, minor thoroughfares, and collector streets, which all create some single cross sections. The consultants shared some renderings illustrating various cross sections for design options identified in the plan and provided examples of the various street classifications with various right-of-ways, pavement, sidewalk, pavement, lane widths, etc. with components such as center turn lanes, center medians, etc... Mr. Bowen mentioned offset paths and bicycle lanes and noted that these sort of create a false safety because cyclists are still on the roadway and there is nothing there for protection.

Mr. McDonald stated that staff would like the document to be expandable to include other things. Staff foresees incorporating the current Traffic Calming Policy, Street Painting Policy, Public Street Design Standards, etc... into it and putting various elements of different things all into a fluid document. Staff also looked at some things that might need to be changed such as design standards to make them more flexible with the different designs that might be applied, as well as being more user friendly to the development community and those that are looking to add on to High Point’s infrastructure. He provided an example that might be centerline radius that is used for collector streets and explained by tightening up the radius, streets could be designed to have a lower design speed, reduced speeds within a neighborhood, and use less property for the streets that could be used for other amenities such as additional green space or additional houses.

He reiterated the fluidity of the document and noted these are not etched in stone, but are some the things that were discussed during the Steering Committee meeting that could potentially be changed to meet and balance different needs and different issues that arise with street design.

Following the presentation, the consultants asked if there were any questions.

City Manager Demko asked about plans for funding these improvements. Mr. McDonald replied that the plan would obviously be implemented over a long period time and addressed on a street by street, location by location basis. He noted they mentioned trying to identify a future dedicated funding stream for the Complete Street implementation whether it be for sidewalks, bike lanes, etc....., but it definitely requires much more planning and exploring. Mr. Bowen added that there is MPO money available for pedestrian and cyclists safety improvements as well as federal highways money that trickles down through MPOs.

Council Member Peters asked if any current streets in High Point were identified where some

of these recommendations might be implemented. Mr. McDonald noted staff has already been doing some of this to some degree by installing sidewalks for publicly funded projects, putting in more pedestrian signals as part of traffic signal upgrades, trying to allow for more pedestrian amenities and more highly visible crosswalks such as Main and Hartley, etc.. trying to make things more visible and more welcoming for pedestrians. He also noted with the resurfacing of streets, staff does evaluate if these streets might be good candidates for bike lanes, etc... He reiterated that staff is already taking some action to try to implement some of these features and amenities to get people more into the multimodal state as opposed to just driving cars.

Council Member Peters asked if staff has identified any place in the Core City that might be a good candidate for a Complete Streets project. Mr. McDonald noted that Elm Street where the ballpark is being constructed is a definite candidate for the Complete Streets. He mentioned whenever a decision is made to convert the one-way pairs, that would also be an excellent opportunity to apply some of these strategies recommended in the Complete Streets policy and noted Main Street through the core part of the city may also be a good opportunity.

Mayor Pro Tem asked about the availability of CMAQ funding to do the one-way to two-way conversions. Mr. McDonald noted that it could qualify for CMAQ funding, but it would have to show that the change would manage congestion and mitigate air quality impacts.

Council Member Hudson asked if there are plans to go from Southwest Greenway to Armstrong Park through the stadium and making connections. Mr. Demko noted the new downtown is being built to be walkable. Mr. McDonald added that there is already sidewalk connectivity through the area with the exception of some existing gaps that may need to be infilled, but much of the base infrastructure is already in place.

Mr. McDonald stated that staff would continue to refine the Complete Streets document and would be bringing it back to Council in the next couple of months for additional discussion and recommendation for policy approval.

ADJOURNMENT

There being no further questions or discussion, the meeting adjourned at 4:45 p.m.

Respectfully Submitted,

Lisa B. Vierling, MMC
City Clerk