

**HIGH POINT CITY COUNCIL  
SPECIAL MEETING  
February 21, 2018 – 3:30 P.M.  
3<sup>RD</sup> FLOOR LOBBY CONFERENCE ROOM**

**MINUTES**

**Present:**

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

**Absent:**

Council Member Jason Ewing (Ward 6)

**Staff Present:**

Greg Demko, City Manager; Randy McCaslin, Deputy City Manager; Randy Hemann, Assistant City Manager; JoAnne Carlyle, City Attorney; Eric Olmedo, Budget and Administrative Director; Laura Altizer, Senior Budget Analyst; Roslyn McNeill, Budget Analyst; Jeron Hollis, Communications & Public Engagement Director; Loren Hill, President High Point Economic Development Corporation; High Point EDC Executive VP Sandy Dunbeck; HPEDC Vice President Marshall Yandle; HPEDC temporary staffers Glenda Frazier and Chris Dolge; Tommy Reid, Fire Chief; Tim Wright, Deputy Fire Chief; Brian Evan, Assistant Fire Chief; Mike Levins, Assistant Fire Chief; Cynthia Duncan-Smith, Executive Assistant

**News Media:**

No News Media Present

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

- ✓ Fire Department – PowerPoint (**Exhibit Book, Volume XII, Page 66**)
- ✓ Economic Development Corporation (**Exhibit Book, Volume XII, Page 66**)

Mayor Wagner called the meeting to order and turned it over to the Fire Department for a departmental presentation to Council.

**High Point Fire Department Presentation**

Tim Wright, Deputy Fire Chief, began the presentation for the Fire Department. The City of High Point's Fire Department was organized 1890 and in 2017 celebrated their 125<sup>th</sup> anniversary. In 2015 our Fire Department received a Class 1 ISO rating (Insurance Service Office) which affords both business owners and residential homeowners in the City of High Point the lowest possible rates for fire insurance available.

Deputy Chief Wright continued by going through the prepared PowerPoint presentation with City Council. Key areas he covered were the structure of the department, including the organizational chart, fire stations, service areas and they types of emergencies and non-emergencies they respond to each day.

Types of emergencies our Fire Department respond to include emergency medical, hazardous materials, and technical (trenches). The Bike Team is instrumental during the High Point Market as they can respond to downtown emergencies quicker than a fire truck or emergency truck.

Public Education includes visiting with school children, senior groups or any organization that requests information. The Fire Safety House teaches kids about fire safety and also, the Pink Fire Truck helps to promote Cancer Awareness.

Deputy Chief Wright informed the Council that in 2017 the fire department responded to a total of 28,732 calls of which 14,977 were fire calls and 10,017 were fire medical calls. Of these calls, 8,176 were from the core city area of city. The average response time for a call is 4.22 minutes from the time the call comes in to 911 to the fire team reaches the emergency area.

Assistant Fire Chief Mike Levins continued to the presentation and addressed the Inspections, Investigations and Education Division of the Fire Department. Our Fire Departments follows the unified inspections adopted by the NCGA.

Our fire inspectors review and inspect plans for commercial development to insure the safety of the occupants. They work with the High Point Planning and Inspections Offices. They also work with the City Code Enforcement Officers to make sure buildings are safe and up to code for residents.

Assistant Chief Levins stated that Public Education and Fire Prevention are major programs under his supervision. In 2017 they had 8,517 participants in their program. Our Fire Department has developed a Juvenile Fire Setter intervention program which is the only one in this area. They use social media to convey their Fire and Safety messages.

Assistant Chief Levins is also a sworn High Point Police Officer. All fires, commercial, residential, vehicle, etc. are investigated.

When responding to home emergencies, fire personnel check for smoke detectors and install them if need and check batteries and replace as needed. This is especially done in the homes of low-income and elderly residents.

Council Member Monica Peters asked to be excused from the meeting. Upon motion by Council Member Golden and seconded by Mayor Pro Tem Williams, Council unanimously voted to excuse Council Member Peters from the meeting.

Assistant Fire Chief Brian Evans continued the Fire Department presentation and updated Council on the Administrative Support services which fall under his supervision.

Divisions under Assistant Chief Evans include all budgets for the Fire Department, the Fleet Maintenance Division (the fire department has their own fleet maintenance building and staff), Logistic Division which includes inventory control, Training Division, and GIS/Information Technology Division.

The Department has implemented a 15-year apparatus replacement plan and will soon be installing a new station alerting system. They have recently installed a vehicle location dispatch system which is instrumental for more efficient response time by always knowing where available vehicles and personnel are located.

Assistant Chief Evans stated that the department's focus is on Capitol Improvements as they have several aging facilities (average age of fire station is 50 years) and the need for renovation and/or replacement of HVAC units, roofs, collapsed pipe lines, etc., in these older stations. There is also a need for a multi-purpose training building/classroom. The Fire Department will have challenges ahead with further growth in the City, especially in northern High Point as our city expands to the north.

This concluded the Fire Department Overview Presentation

#### **Economic Development Corporation Presentation**

Loren Hill, President of the High Point Economic Development Corporation, distributed a packet of information to Council Members which included a copy of the front cover of the 2017 Annual Report, an informational brochure of the Guilford County Economic Development Alliance, and an overview of the High Point Economic Corporation Board of Directors, the City's performance-based incentives policies, and the history of the High Point EDC.

Mr. Hill introduced his staff who were present: Sandy Dunbeck, Executive Vice President, Marshall Yandle, Vice President and Glenda Frasier, Interim Office Manager.

The main focus of the High Point Economic Development Corporation is to bring jobs to the City by recruiting corporations to relocate here or to expand their current operations within the city. The Department receives the bulk of its funding from the City since it is a City department. Business High Point and the County of Guilford also contribute funding.

The High Point Economic Board of Directors is made up of 19 voting members which includes City of High Officials, High Point City Council Appointees, Guilford County Board of Commissioners, and Business High Point-Chamber of Commerce Appointees and the immediate past High Point EDC Chair. They also have 19 non-voting members which includes Past High Point EDC Chairs, High Point EDC President, Governmental Officials and Economic Development Allies. All of these members help with bring new projects to High Point.

Two years ago, the City of High Point joined with the City of Greensboro, the Greensboro Chamber of Commerce and Guilford County to form the GCEDA (Guilford County Economic Development Alliance) to work together to bring attract development anywhere in the Guilford County area. Loren reported that this is going very well with coordinating with development

projects. He stated they have also worked closer than ever before with Winston Salem during the past year.

The cover of the 2017 High Point Economic Development Report came from a statement that Mayor Wagner made at a recent meeting “It’s an exciting time to be in High Point” and Ryan Ferguson, Marketing Manager for the City, created the design.

Mr. Hill continued his presentation by explaining the City’s Office/Industrial Incentives Policy and the Job Creation Incentives Policy. He also distributed copies of the active projects, completed projects, closed projects as well as projects that never opened in High Point and publicly announced projects that no Council vote was taken.

City Manager Greg Demko stated that it is predicted 500 – 750 jobs will be created upon completion of the Catalyst project. These jobs will be retail and in the core area of our City which means transportation will be readily available. Jobs are especially needed for our youth during the summer months to help teach them financial responsibility. There is a great need for retail jobs in our community.

With no further business to come before Council at this time and upon motion duly made and seconded, the special meeting adjourned at 5:15 p.m.

**Closed Session- Economic Development**

Mayor Wagner stated there was a need for Council to go into Closed Session to be briefed by staff regarding proposed economic development projects.

**At 5:15 p.m. Mayor Wagner moved to go into Closed Session for the purpose of economic development, pursuant to N.C. General Statute 143-318.11(a)(4). Council Member Scarborough made a second to the motion, which carried unanimously.**

*Upon reconvening into Open Session at 5:35 p.m., Mayor Wagner announced there would be no action taken as a result of the Closed Session.*

The meeting adjourned at 5:35 p.m. upon motion duly made and seconded.

***Respectfully Submitted,***

---

***Jay W. Wagner, Mayor***

***Attest:***

---

***Cynthia Duncan-Smith, Executive Assistant***