

# CITY OF HIGH POINT

## AGENDA ITEM



**Title:** Request to consider reinstatement of Board Member

**From:** Lee Burnette, Planning & Development  
Director

**Meeting Date:** February 4, 2019

**Public  
Hearing:** No

**Advertising  
Date:** N/A

**Advertised By:** N/A

**Attachments:** Memorandum

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### **PURPOSE:**

To consider the reinstatement of a P&Z member that lost status as a voting member due to unexcused absences in accordance with attendance requirements of the City's Development Ordinance.

### **BACKGROUND:**

Memorandum explaining the request is attached.

### **BUDGET IMPACT:**

There is no budget impact.

### **RECOMMENDATION / ACTION REQUESTED:**

Staff requests that City Council consider the reinstatement of this board member.

January 22, 2019

**To:** Honorable Mayor and City Council  
**From:** G. Lee Burnette, AICP, Director  
**Subject:** **Board Attendance**

Each year attendance on the Planning and Zoning Commission (P&Z), Board of Adjustment (BOA) and Historic Preservation Commission (HPC) is reviewed by staff to determine compliance with the attendance requirements of Development Ordinance. The Development Ordinance's attendance requirements do not allow regular board members to miss 33% or more of the regular meetings in a calendar year or miss 3 consecutive regular meetings. When this occurs, the member loses status as a voting member of the board until reinstated by the City Council or until another appointment is made. In 2018, one member of these boards had unexcused absences that totaled 33% or more of the regular meetings.

From the P&Z, Andy Putnam missed 6 of the 11 regular meetings in 2018. Mr. Putnam, who works First Citizens, was promoted to a position within the company with regional responsibilities. Beginning in July last year, he was required to travel and train, which resulted in him missing those P&Z regular meetings. Mr. Putnam states that he now has more flexibility in his work schedule and can attend the P&Z regular meetings. I discussed these absences with Mr. Putnam and he expressed a strong interest in continuing to serve on the P&Z.

These absences were not excused under the terms of the attendance requirements because these absences were due to work-related conflicts. This requires the City Council to review this matter and determine whether to reinstate Mr. Putnam's full membership status or make another appointment and replace Mr. Putnam. Listed below is Mr. Putnam's attendance record from 2016 through 2018. I ask that City Council consider the reinstatement of Mr. Putnam to the P&Z.

Member	Board	Area	2016	2017	2018
Andy Putnam	P&Z	AL or 6	9 of 12	10 of 12	5 of 11