

CITY OF HIGH POINT

AGENDA ITEM



Title: Consideration of Board Member reinstatements

From: G. Lee Burnette, AICP
Planning & Development Director

Meeting Date: January 21, 2020

Public Hearing: No

Advertising Date: N/A

Advertised By: N/A

Attachments: Memorandum

PURPOSE:

To consider the reinstatement of board members that lost status as voting members due to unapproved absences, in accordance with attendance requirements of the City's Development Ordinance.

BACKGROUND:

Memorandum explaining the matter is attached.

BUDGET IMPACT:

There is no budget impact.

RECOMMENDATION / ACTION REQUESTED:

Staff requests consideration of this matter.



January 10, 2019

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

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 the Development Ordinance. The attendance requirements do not allow members to miss either 33% or more of the regular meetings in a calendar year or miss 3 consecutive regular meetings, unless it is an approved absence as defined in the Ordinance. When a member misses more meetings than allowed, the member loses status as a voting member until City Council reviews the matter and acts to either reinstate the member as a voting member or appoint another citizen to the board in their place.

In 2019, there are two members on the HPC that lost their voting status as members due to their attendance that require review and action by the City Council.

Julius Clark missed the last 3 regular meetings in 2019. Mr. Clark gave no prior notice that he would be absent nor did staff receive any response from him afterward. Staff tried to contact Mr. Clark several times via phone & email, but to date there has been no response from him. Mr. Clark's term expires July 1, 2020.

Annette Cox missed 3 regular meetings in 2019, which is more than 33% of the HPC's regular meetings. Staff reviewed and discussed these absences with Ms. Cox. She responded that the absences were due to attendance at a college reunion, at a national conference, and her last absence in December was inadvertent. Ms. Cox expressed interest in continuing to serve on the HPC and requested to be reinstated. Her term expires July 1, 2022.

Below are the attendance records from 2017 through 2019. I ask that City Council consider this matter.

Member	Board	Nominating Member	2017	2018	2019
Julius Clark	HPC	Ward 2	9 of 10	9 of 9	4 of 7
Annette Cox	HPC	Mayor	3 of 3	6 of 6	5 of 8