

**MINUTES OF BOARD OF COUNTY  
COMMISSIONERS  
OF GUILFORD COUNTY**

Greensboro, North Carolina  
September 1, 2016

The Board of County Commissioners met in a duly noticed regular meeting on September 1, 2016 at 5:30PM, in the Commissioners' Meeting Room, 301 W. Market St., Greensboro; North Carolina.

PRESENT: Chairman Jeff Phillips, presiding; Vice Chairman Alan Branson (in at 5:45PM; Commissioners Hank Henning, Kay Cashion, Carolyn Q. Coleman (in at 5:45PM); J. Carlvena Foster, Justin Conrad, Alan Perdue and Ray Trapp.

ABSENT: None.

ALSO PRESENT: County Manager Marty Lawing; County Attorney Mark Payne; Deputy County Manager Clarence Grier; Robin Keller, Clerk to Board; Donna Riner; Legal; Robert McNiece, Property Management/Facilities/Parks Director; Jeff Thigpen, Register of Deeds; J. Leslie Bell, Planning & Development Director; Jeff Fowler, Security Director; members of the community and media.

**I. INVOCATION**

Chairman Phillips provided the invocation.

**II. PLEDGE OF ALLEGIANCE**

Chairman Phillips led those present in the Pledge of Allegiance.

**III. WELCOME AND CALL TO ORDER**

Chairman Phillips welcomed those present and called the meeting to order at 5:37PM.

**IV. SPEAKERS FROM THE FLOOR**

Chairman Phillips opened the floor for speakers. There being no speakers from the floor, this portion of the meeting was closed.

## V. PRESENTATIONS

### A. 2016-286 NC ASSOCIATION OF COUNTY COMMISSIONERS EXCELLENCE IN INNOVATION AWARD FOR REGISTER OF DEEDS' THANK A VET PROGRAM

Recognize Guilford County Register of Deeds NCACC Excellence in Innovation Award for its Thank A Vet Program.

#### Legislation Text

Matt Gannett, Membership Services Coordinator with the NC Association of County Commissioners (NCACC), thanked Commissioner Cashion and Trapp for their service on the NCACC and NACo Boards, and encouraged the County to submit legislative goals for the upcoming General Assembly session.

Gannett shared the guidelines for the Excellence in Innovation Award, sponsored by the Local Government Federal Credit Union.

Jeff Thigpen, Register of Deeds, shared the “Thank A Vet” program goals and noted the County’s interest in developing a service model that could be replicated in other Counties. He recognized the program development team: Dean McLain and Wendy Nice with the Register of Deeds office; Gregg Fisher, Alfredo Torres and Hemant Desai with Information Services, and LaDawn Pearson and Andrea Lamonds with Veterans Services. Thigpen discussed the future campaign to encourage veterans to file their discharge paperwork with the Register of Deeds offices, and to recruit vendor support for the program.

Gannett presented the check in the amount of \$1,000 to the Register of Deeds for the “Thank A Vet” program.

Chairman Phillips thanked Mr. Thigpen and his staff for their efforts in developing a worthwhile initiative, and noted over 1,400 veteran’s ID cards have been issued through the Register of Deeds office since the program’s inception in May 2015.

Thigpen explained the process of filing discharge papers, and spoke to the stringent security procedures surrounding these documents. He noted once the papers are filed, they are issued an ID card eligible for discounts at approximately 270 vendors within the County. Thigpen spoke to the program’s expansion into other counties, with eventual statewide participation. He shared the online application process and noted the levels of service available to participating veterans.

Vice Chairman Branson shared his recent attendance at the National Association of Black Veterans event initiating the first chapter of the organization within Guilford County. He encouraged the Register of Deeds office to partner with this group to support their membership.

**B. 2016-266 RESOLUTION HONORING CENTENARIAN BISHOP WILLIAM STUDYVANT**

Receive the resolution honoring the life and contributions of Centenarian Bishop William Studyvant.

[Legislation Text](#)

Commissioner Foster shared her appreciation for Bishop William Studyvant, and presented the resolution honoring his military service, life and contributions.

**VI. CONSENT AGENDA**

**A. BUDGET AMENDMENTS**

**1. 2016-321 2016 LOCAL EMERGENCY PLANNING COMMITTEE GRANT BUDGET ADJUSTMENT**

Approve a \$1,000 increase in Federal/State Revenue and increase Emergency Services FY 2016-17 budget in the amount of \$1,000 to reflect receipt of the 2016 Local Emergency Planning Committee Grant from North Carolina Emergency Management.

[Legislation Text](#)

[Signed Contract.pdf](#)

**B. MISCELLANEOUS**

**1. 2016-269 MINUTES APPROVAL**

Review and approve the following set of draft meeting minutes:  
08/04/2016 Work Session  
08/18/2016 Regular Meeting

[Legislation Text](#)

[dmws080416](#)

[dm081816](#)

2. 2016-329 RANDOLPH COUNTY HONOR GUARD

Authorize the Randolph County Honor Guard to utilize the Guilford County Seal; specifically, for uniform patches, to be worn for the purposes of providing burial honors at no cost to veterans in Guilford County; and authorize staff to take any such additional measures to ensure that proper release documentation is executed.

[Legislation Text](#)

**Motion was made by Commissioner Alan Perdue, seconded by Commissioner Hank Henning, to approve the consent agenda.**

**VOTE: Motion carried 9 - 0**  
**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp**  
**NOES: None**

Commissioner Phillips recognized members of the Randolph County Honor Guard in the audience, and thanked them for providing aid and burial services to military veterans in Guilford County.

**VII. PUBLIC HEARINGS**

A. 2016-323 PUBLIC HEARING AND APPROVAL OF UPDATES TO THE ALAMANCE CREEK, NORTHEAST, NORTHWEST, NORTHERN LAKES, ROCK CREEK, SOUTHWEST AND SOUTHERN AREA PLAN LAND USE MAPS

Conduct a public hearing and request approval of the updates to the Alamance Creek, Northeast, Northwest, Northern Lakes, Rock Creek, Southwest and Southern Area Plan Land Use maps. Approve the process of updating land use plans, at minimum, on an annual basis where Planning Board rezonings also include a change in land use designation, which updates land use classifications in conjunction with rezoning decisions (where applicable) for consistency.

[Legislation Text](#)

[Land Use Area Plan Map Updates Sept 2016](#)

[Land Use Area Plans' Supporting Documentation 2016](#)

J. Leslie Bell, Planning & Development Director, introduced the item which includes updates to seven of nine land use plans. He noted the plans have not been updated since 2007, and noted the Airport Area and Heart of the Triad Plans have been excluded from consideration, as they require additional work beyond citizen input from residents of unincorporated Guilford County.

Bell stated this process gives the department opportunity to: review plans and develop modifications for future land use; identify development patterns; encourage interaction between citizen stakeholders and staff; solicit valuable feedback from citizens; modernize the development ordinance, which has not been updated since 1997; and improve customer service. He stated staff are also requesting the Board consider changing policy to allow annual plan review.

Bell noted the City of Greensboro has created a growth development strategy where they have created a tier system to plan for future annexation, which are included in the presented land use plans. He reviewed the required process of communication with the public and local municipalities for considering the updates. Bell reviewed the recommended changes and noted the Northern Lakes area has experienced the largest amount of rezoning and development within recent years. He spoke to recent state legislation that changes municipal annexation laws, and noted this contributes to the volume of updates in County land use plans. Bell confirmed Planning staff are collaborating with the City to address development requests, and the associated infrastructure needs and land use inconsistencies.

Bell noted citizens have expressed concerns with environmental and watershed impacts, traffic patterns, infrastructure, healthy living and loss of agricultural land use in the updates to the plans.

Commissioner Trapp questioned if citizen input was collected prior to rezoning.

Bell stated the recommended updates are designed to adjust the land use plans to match rezoning that has occurred since 2007. He confirmed citizen input was solicited once the maps were developed.

Commissioner Trapp questioned if staff consulted City of Greensboro land use plans.

Bell confirmed they worked with City staff and requested their input prior to publicizing the plans.

Commissioner Coleman questioned if these plans address City rezoning or County rezoning.

Bell clarified the plans primarily address inconsistencies with County rezoning; however, there are some areas eligible for annexation by the City of Greensboro, based upon the infrastructure and location near the Interstate 85 corridor.

Commissioner Coleman questioned the County's role in areas eligible for annexation by the City.

Bell spoke to opportunities for collaboration with the City, but noted they are not bound by County land use designations if they choose to annex property.

Commissioner Coleman questioned a recent annexation near Sharpe Road and if County staff consulted with the property owners prior to the process.

Bell confirmed County staff receive information from the City of Greensboro Planning Board with their requests, but noted there is no requirement to notify the County of a voluntary annexation process.

Commissioner Coleman questioned who initiates land use discussions between the City and County.

Bell stated the County will receive notification from the City, if the County is an adjacent property owner; however, they are not informed on all voluntary annexations.

Vice Chairman Branson questioned input from the Board on steering of future development down the Interstate 421 corridor. He emphasized the need to collaborate with the City of Greensboro and Randolph County to conduct a study regarding development of residential and business areas near the corridor.

Chairman Phillips opened the public hearing for proponents of the land use updates.

Judy Stalder, with TREBIC, spoke in support of the plan. She noted the approved plans will aid developers and encourage economic opportunities within the community.

There being no additional proponents, the floor was opened to opponents of the request. There being no opponents, Chairman Phillips closed the public hearing.

**Motion was made by Chairman Jeff Phillips, seconded by Vice Chairman Alan Branson, to conduct a public hearing and request approval of the updates to the Alamance Creek, Northeast, Northwest, Northern Lakes, Rock Creek, Southwest and Southern Area Plan Land Use maps. Approve the process of updating land use plans, at minimum, on an annual basis where Planning Board rezonings also include a change in land use designation, which updates land use classifications in conjunction with rezoning decisions (where applicable) for consistency.**

<b>VOTE:</b>	<b>Motion carried 9 - 0</b>
<b>AYES:</b>	<b>Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp</b>
<b>NOES:</b>	<b>None</b>

## VIII. NEW BUSINESS

- A. 2016-322 MEMORANDUM OF UNDERSTANDING BETWEEN GUILFORD COUNTY AND CITY OF GREENSBORO HOUSING AUTHORITY - ANNUAL PAYMENT IN LIEU OF TAXES FOR NON-ROUTINE MAINTENANCE, UPGRADING AND MODERNIZATION OF EXISTING HOUSING UNITS

Approve a new Payment in Lieu of Taxes (PILOT) Memorandum of Understanding between the City of Greensboro Housing Authority (GHA) and Guilford County to continue the existing Cooperation Agreement (dated June 25, 1987); refund an amount equal to the County's portion of 10% of the shelter rent revenue to GHA for the performance of non-routine maintenance, upgrading and modernization of its housing communities; and authorize staff to take any and all actions necessary to enter into a new long-term Cooperation Agreement with GHA, that includes an initial five (5) year term, with three (3) automatic five-year renewals.

[Legislation Text](#)

[GHA PILOT MOU Amendment Request](#)

[GHA PILOT MOU 2016 Draft](#)

[PILOT Computation 2015](#)

[PILOT Computation Estimates 2016](#)

County Manager Marty Lawing introduced the request from the Greensboro Housing Authority (GHA) to continue use of payment in lieu of taxes (PILOT) for non-routine maintenance and upgrades for their housing units. He noted this agreement has been in place since 1987, and reviewed the PILOT value is based upon rent and utilities collected versus property value. Lawing noted the PILOT amounts received from 1998 to 2015 were used to pay a tax-exempt bond issued by the City of Greensboro on behalf of GHA, to make substantial upgrades to their facilities. He reviewed the proposed Memorandum of Understanding (MOU) between GHA and Guilford County, and reiterated this is a continuation of an existing agreement.

Commissioner Conrad questioned the MOU the change to a five (5) year term.

Lawing stated prior MOU's did not include a termination clause; however, when the City completed payment of the bond, the need for a new contract was initiated.

**Motion was made by Commissioner Ray Trapp, seconded by Commissioner J. Carlvena Foster to approve a new Payment in Lieu of Taxes (PILOT) Memorandum of Understanding between the City of Greensboro Housing Authority (GHA) and Guilford County to continue the existing Cooperation Agreement (dated June 25, 1987); refund an amount equal to the County's portion of 10% of the shelter rent revenue to GHA for the performance of non-routine maintenance, upgrading and modernization of its housing communities; and authorize staff to take any and all actions necessary to enter into a new long-term Cooperation Agreement with GHA, that includes an initial five (5) year term, with three (3) automatic five-year renewals.**

**VOTE: Motion carried 9 - 0**  
**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp**  
**NOES: None**

**B. 2016-325 GTCC CAPITAL PROJECT AMENDMENT FOR CENTER FOR ADVANCED MANUFACTURING**

Approve amendments to Guilford Technical Community College capital project ordinances for the purpose of increasing funding for the Transportation & Welding Facilities project; approve renaming of the Transportation & Welding Facilities capital project to "Center for Advanced Manufacturing" to be effective upon adoption of the amendments to the Transportation & Welding Facilities project ordinance.

[Legislation Text](#)

[GTCC - Capital Amendments 9-1-16 Summary.pdf](#)

[GTCC Northwest Campus - Amended 9-1-16.pdf](#)

[GTCC Aviation Classroom Building - Amended 9-1-16.pdf](#)

[GTCC HVAC-Classroom Renovations - Amended 9-1-16.pdf](#)

[GTCC Center for Advanced Manufacturing - Amended 9-1-16.pdf](#)

Nancy Sollosi, GTCC CFO, stated the agenda item is a request to transfer funds from 2008 County bond projects. She stated the Northwest Campus project is finished and recommends leaving sufficient funding to finalize contractor and design costs. She noted the Aviation Classroom and HVAC – Classroom Renovations projects are completed. Sollosi stated the transferred funding from these three (3) projects total approximately \$4 million and would allow GTCC to award the bid to renovate the building which would house Center for Advanced Manufacturing.



Commissioner Coleman questioned if this was a new project.

Sollosi clarified GTCC approached the Board approximately two (2) years to purchase the property for the Transportation and Welding Facility. She noted the program was originally slated for location at the Northwest Campus, but high bid offers required relocation of the program to its current facility.

Commissioner Coleman questioned if there were sufficient funds to complete the project.

Sollosi stated the transfer would only complete the initial phase of the project, and they anticipate future expansion, but confirmed the amount will allow them to complete renovations.

Vice Chairman Branson requested an update regarding discussions on connectivity between the Jamestown Campus and Center for Advanced Manufacturing.

Sollosi confirmed they are working with a designer who is developing plans for an underpass and emergency egress.

Chairman Phillips clarified the request includes consolidation of savings from three (3) projects and transfer of those savings towards renovations at the newly titled Center for Advanced Manufacturing facility.

**Motion was made by Vice Chairman Alan Branson, seconded by Commissioner Justin Conrad, to approve amendments to Guilford Technical Community College capital project ordinances for the purpose of increasing funding for the Transportation & Welding Facilities project; approve renaming of the Transportation & Welding Facilities capital project to "Center for Advanced Manufacturing" to be effective upon adoption of the amendments to the Transportation & Welding Facilities project ordinance.**

**VOTE: Motion carried 9 - 0**

**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp**

**NOES: None**

**C. 2016-327 HIGH POINT PARKING DECK REPAIR PROJECT - PHASE II**

Award contract to Restocon Corporation of Tampa, Florida for the repair of the High Point Parking Deck in the amount of \$1,800,000; approve contract and authorize staff to perform any and all actions necessary to finalize the contract details.

[Legislation Text](#)

Robert McNiece, Property Management/Facilities/Parks Director, confirmed they have received bids for the Phase II repair of the High Point Parking Deck. He stated the request includes awarding the contract to Restocon Corporation for the bid amount of \$1.8 million, and noted the total project ordinance is approximately \$3 million. McNiece stated they spent \$250,000 on Phase 1 and \$120,000 on soft costs, and anticipated the entire to costs approximately \$2.2 million.

Commissioner Coleman questioned the MWBE goal percentage for the project.

McNiece stated the goal is 10% and confirmed the company is currently showing 10% MWBE participation.

Commissioner Coleman questioned if Restocon provided a breakdown of the minority businesses being used on the project.

McNiece stated Guilford County follows the state definition for MWBE.

Commissioner Coleman urged consideration of establishing goals for African-American contractor participation.

McNiece noted the County normally meets or exceeds its MWBE goals in construction projects, and reiterated they follow the state definition for MWBE contractors.

County Attorney Mark Payne clarified the request for staff to develop a process to ensure there is sufficient racial diversity within the County MWBE participation goals.

McNiece confirmed MWBE participation is documented for each construction project, and noted Restocon is a female-owned company that has provided a list of minority participation.

Commissioner Trapp questioned if there were options local preference when awarding County contracts to vendors.

Payne stated locality can be a consideration; however, locality must be translated into an advantage to awarding the contract to a local vendor, i.e. efficient delivery of resources. He stated the rationale behind the award decision must be based upon more than locality, and should be considered for each project.

Commissioner Trapp encouraged the Board to consider the benefits of local contract.

Payne cautioned the Board regarding the process of awarding contracts based solely upon locality.

Commissioner Coleman stated local preference does not ensure minority contracting goals are achieved. She requested the manager provide an actionable plan to encourage MWBE participation.

Lawing spoke to the need to work with the Purchasing and Legal departments to develop strategic and legal goals.

Commissioner Foster questioned if MWBE participation and MBE participation can be specified and identified when reviewing bids and vendors.

Payne confirmed these categories could be specified when reviewing bids.

McNiece stated his department requests those breakdowns and noted the second lowest bidder for the project, a vendor from Charlotte, NC, had no MWBE participation.

Chairman Phillips questioned the statutory requirements regarding awarding of contracts.

Payne advised the Board that consideration can be given to MWBE participation and benefits of locality; however, inflexible categories cannot be developed.

Chairman Phillips spoke to the need for additional flexibility when awarding contracts, and noted the need to evaluate vendors beyond bid amounts.

Payne reiterated the statutory requirement for a defensible rationale when not awarding contracts to the lowest responsive, responsible bidder.

Commissioner Coleman stated the County has the option to award points to vendors with strong MWBE participation.

Payne confirmed this consideration can be included when evaluating which vendor is awarded the contract.

Commissioner Coleman urged County staff to identify processes and commit to achieving MWBE participation goals.

**Motion was made by Commissioner Justin Conrad, seconded by Vice Chairman Alan Branson, to award contract to Restocon Corporation of Tampa, Florida for the repair of the High Point Parking Deck in the amount of \$1,800,000; approve contract and authorize staff to perform any and all actions necessary to finalize the contract details.**

**VOTE: Motion carried 9 – 0**

**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp**

**NOES: None**

**IX. APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS**

**A. 2016-294 REAPPOINTMENTS TO BOARDS & COMMISSIONS**

Review and approve the recommended reappointment to the listed Guilford County Board & Commission.

[Legislation Text](#)

[Planning Board Roster](#)

[EHairston Application](#)

[EHairston Professional Bio](#)

[HHS Roster](#)

Chairman Phillips read the list of appointments and reappointments to various advisory boards and commissions.

**Guilford County Planning Board**

Reappoint Al Leonard – District 3 Designee (term expiring September 5, 2019)

Reappoint Edwin Apple – District 4 Designee (term expiring September 30, 2019)

**Guilford County Health & Human Services Advisory Board**

Appoint Elma J. Hairston – District 1 Designee (term expiring September 1, 2018)

**Motion was made by Commissioner Alan Perdue, seconded by Vice Chairman Alan Branson, to approve the recommended appointments and reappointments to various Boards and Commissions.**

**VOTE: Motion carried 9 - 0**

**AYES: Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp**

**NOES: None**

**X. COMMENTS FROM COUNTY MANAGER**

Lawing reminded the Board of the scheduled work session for September 15, 2016 at 3:00PM to review Golden Leaf Foundation grant applications. He informed the Board of recent contact with seven or eight groups interested in submitting applications and noted the deadline for submission is Tuesday, September 6, 2016 at 5:00PM.

Chairman Phillips confirmed the grant award is up to \$1.5 million.

## **XI. COMMENTS FROM COMMISSIONERS**

Commissioner Foster shared she and Commissioner Trapp were featured in the High Point Enterprise for their attendance at the NCACC Annual Conference. She shared her recent attendance at an event held at Andrews High School, sponsored by US Congresswoman Alma Adams, to introduce military academy scholarships with an application deadline of October 1, 2016. She noted Congresswoman Adams encouraged students to develop a congressional application and participate in the congressional art contest.

Commissioner Cashion shared her attendance with several commissioners at the Greensboro Chamber of Commerce State of the Community meeting. She announced the initial meeting of the 2016 Citizens' Academy on Tuesday, September 6, 2016 from 6:00PM-9:00PM, and invited all Commissioners to attend and meet the participants.

Commissioner Phillips thanked Commissioner Cashion for her dedication in leading the Citizens' Academy. He shared his attendance at the recent "We the People" gala, sponsored by the Greater Greensboro Republican Women, and noted approximately 500 citizens attended the event. Phillips shared his attendance at the Filipino American Association of the Triad annual conference during the weekend. He announced the Guilford County Sheriff's office is offering a Concealed Carry permit holder course on September 24, 2016 from 8:00AM-5:00PM.

## **XII. HOLD CLOSED SESSION PURSUANT TO N.C.G.S. §143-318.11 (a) (1) (2) and (3) FOR THE PURPOSE OF CONSULTING WITH THE COUNTY ATTORNEY AND DISCUSS MATTERS RELATING TO THE LOCATION OR EXPANSION OF INDUSTRIES OR OTHER BUSINESSES IN THE COUNTY.**

Chairman Phillips stated that the item for discussion for closed session was pulled by staff and as result there would be reason to hold a closed session. The item was removed from the agenda by unanimous consent.

## **XIII. ADJOURN**

**Motion was made by Vice Chairman Alan Branson, seconded by Commissioner J. Carlvena Foster to adjourn the meeting.**

<b>VOTE:</b>	<b>Motion carried 9 - 0</b>
<b>AYES:</b>	<b>Jeff Phillips, Alan Branson, Hank Henning, Kay Cashion, Carolyn Q. Coleman, J. Carlvena Foster, Justin Conrad, Alan Perdue, Ray Trapp</b>
<b>NOES:</b>	<b>None</b>

There being no further business, the Board adjourned the meeting by unanimous consent at 7:10PM.

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Jeffrey M. Phillips  
Chairman

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Robin B. Keller  
Clerk to Board