



Dr. J. S. Randolph Harris, PASTOR  
Debbie Layman, ASSOCIATE PASTOR  
Courtney Stevens, ASSOCIATE PASTOR

Steve McCutchan, PASTOR EMERITUS  
Heather Ferguson, DIRECTOR OF CHRISTIAN EDUCATION

June 23, 2022

To: Matthew Burczyk, AICP  
Bicycle and Pedestrian Coordinator  
League Cycling Instructor #1546  
City of Winston-Salem Department of Transportation

Mr. Burczyk,

Please let me start by saying how grateful Highland is that The City, you, and your colleagues have help make it safer for Highland and for our neighbors and you have responded so quickly to the need.

Highland has agreed to the items listed below as was in your email dated May 23, 2022

The flashing light cost estimate is \$10,000 and the process for the agreement and reimbursement will look something like this, subject to minor changes.

1. City staff requests authorization from City Council to purchase and install equipment and enter into a reimbursement agreement with Highland Presbyterian Church
2. City and Highland Presbyterian Church will execute the reimbursement agreement
3. City will purchase and install equipment
4. Highland Presbyterian will reimburse the city for applicable expenses
5. City will maintain for the life of the equipment

Please put Highland and the flashing light project on the appropriate calendar to move forward.  
Thank you all again for helping us make our neighborhood safer.

Joy Hohmann  
Business Manager

cc: Kevin Mundy  
Aaron King  
Jeffrey Fansler  
Vernetta DeVane