

FINANCE COMMITTEE
Chaired by Council Member Moore
Committee Members: Moore, Peters, Holmes, and Andrew
May 30, 2024 – 4:00 P.M.
Council Chambers – Municipal Building
211 S. Hamilton Street

FINANCE COMMITTEE - Britt W. Moore, Chair

CALL TO ORDER

Chairman Moore called the meeting to order at 4:00 p.m. and stated all Committee Members were present.

Present: Chairman Britt W. Moore
Committee Member Tim Andrew
Committee Member Michael Holmes
Committee Member Monica Peters

PRESENTATION OF ITEMS

2024-201 Consideration of a Sole Source Purchase from Leica Microsystems Inc.

City Council is requested to consider a Sole Source Purchase from Leica Microsystems Inc. in the amount of \$83,810 for a Comparison Microscope and authorize the appropriate City Official(s) to execute all necessary documents.

Curtis Cheeks, Interim Police Chief, provided the staff report for this item. He explained this microscope is utilized by Firearm Examiners to make critical decision on whether two pieces of ballistic evidence can be associated and linked with each other. He noted it will be one of the most regularly used pieces of equipment within the Ballistics Office.

In response to Mayor Pro Tem Holmes, Chief Cheeks stated last year they confiscated approximately 500 fire arms and shell casings.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-201.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-213 Consideration of a Resolution Authorizing the Sale of Retired K-9 Lumin

City Council is requested to consider a resolution to retire Police K-9 Lumin and declare as surplus property and authorize the purchase of K-9 Lumin by Detective Josh Wolfe who will assume all liability and responsibility for the animal's care for the remainder of its life.

Curtis Cheeks, Interim Police Chief, provided the staff report for this item. He explained K-9 Lumin served as a single-purpose narcotic canine from February 2023 until May 2024. Lumin, who is a Labrador, has developed severe anxiety while attempting to execute her duties as a single-purpose narcotics canine. Detective Josh Wolfe, who is Lumin's handler, has agreed to purchase retired K-9 Lumin from the City of High Point for \$1.00 and upon accepting custody of the dog, will assume all liability and responsibility for the animal's care for the remainder of its life.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-213.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-207 Consideration of a Task Order with CDM Smith

City Council is requested to consider a Task Order for Professional Engineering Services with CDM Smith in the amount of \$115,000 and authorize appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, provided the staff report for this item. He stated the Ensley Creek sanitary sewer line was constructed in 1958. It is located on the south side of High Point and is one of three major sanitary sewer outfalls that discharge to the Westside Wastewater Treatment Plant. The length of the Ensley Creek Outfall is 28,000 linear feet and there are 17 aerial sections. Phase 1 of the alternative's evaluation will include the following:

- Visual and structural inspection of the aerial sewers and supports.*
- CCTV (closed-circuit television) inspection of the 17 aerials.*
- Determination of the appropriate replacement size for the Ensley Creek aerial sewers based on the current and future flow projections from the sanitary sewer hydraulic model.*
- Quality assurance (QA) and Quality Control (QC) of the model, results, and deliverables.*
- Final report of the alternative's evaluation and recommendations for project extents and sizing.*

Phase 2 is not included in this contract but would include a preliminary engineering report that would be based on the number and extent of the sewer lines to be upsized as determined by Phase 1.

In response to Chairman Moore, Mr. Stone stated this type of project has not been done in a while noting that the sewer lines last 60-80 years and his goal is to be more proactive regarding maintenance schedules.

In response to Committee Member Andrew, Mr. Stone stated the City has an agreement with the town of Trinity to receive their sewer.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-207.

Motion carried unanimously.

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-208 Consideration of Master Agreements for Professional Services

City Council is requested to authorize the execution of Master Agreements for SCADA Design and Integration Support Services with CITI, Revere Control Systems, Piedmont Automations, Lord and Company, and DSI Innovations and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, provided the staff report for this item. He stated submittals were received from eight consultants to provide Professional Services for Public Services facilities control systems such as wastewater and water treatment, Material Recovery Facility, and all remotely controlled located systems within the city departments when required. He noted funds are included in the budget and would be allocated when needed.

In response to Committee Member Andrew, Mr. Stone explained these consultants will submit a proposal for the needed repairs.

In response to Mayor Pro Tempore Holmes, Mr. Stone stated one company may have more expertise in a certain area, noting the need for multiple consultants.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-208.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-209 Consideration of a Sole Source Contract with Pavement Technology, Inc.

City Council is requested to consider a sole source contract to Pavement Technology, Inc in the amount of \$793,351.20 to apply Reclamite® Asphalt Rejuvenator to approximately 661,126 square yards of roadway at various locations within the City of High Point and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, provided the staff report for this item. He stated this project will consist of applying Reclamite® Asphalt Rejuvenator to approximately 661,126 square yards of roadway at various locations within the City of High Point.

Specific roads were selected for this application, targeting recently paved roads within the last 1-4 years.

In response to Chairman Moore, Mr. Stone stated a pavement study was conducted and a matrix will be provided on the effectiveness of the product in a couple of years.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-209.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-210 Consideration of a Task Order with Tetra Tech

City Council is requested to consider a Task Order with Tetra Tech for Professional Engineering Services in the amount of \$150,000 and authorize appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, provided the staff report for this item. He stated this Task Order will provide Professional Engineering Services to perform Phase 3 of the IWAF (Integrated Watershed Assessment Framework Implementation) for Water Supply Protection. Phase 3 will involve application and maintenance of the IWAF. Experts will apply the watershed, lake, stormwater, and flood assessment models as directed to support City planning and operations.

In response to Committee Member Andrew, Mr. Stone stated if the amount exceeds \$150,000, the item would come back to Council for approval.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda item 2024-210.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-211 Consideration of a Sole Source Purchase from Radian Research, Inc.

City Council is requested to consider a Sole Source Purchase from Radian Research, Inc. in the amount of \$102,653.20 for two three-phase Meter Site Analyzers and authorize the appropriate City Official(s) to execute all necessary documents.

Tyler Berrier, Electric Utilities Director, provided the staff report for this item. He stated this is procuring testing equipment in anticipation of the Electric 'post AMI' processes. He explained Electric Utilities will be performing QA/QC testing on installations and existing metering sites, and these units are sole source because they interface with the existing test boards in the metering lab.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-211.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-212 Consideration of a Purchase from Wesco, Inc.

City Council is requested to consider a purchase from Wesco, Inc. in the amount of \$1,066,334.12 for various pole mounted and pad mounted transformers for warehouse stock items not associated with a specific project and authorize the appropriate City Official(s) to execute all necessary documents.

Tyler Berrier, Electric Utilities Director, provided the staff report for this item. He stated this if for the purchase of various pole mounted and pad mounted transformers for warehouse stock items not associated with a specific project. He noted the Warehouse Division of the Finance Department is utilizing a Sourcewell contract and there are 67 total transformers being encumbered under this quote.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-212.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-222 Consideration of a Contract with Guy M. Turner, Inc.

City Council is requested to consider a contract with Guy M. Turner for emergency mobilization of cranes for after-hours work.

Tyler Berrier, Electric Utilities Director, provided the staff report for this item. He stated this contract will allow the city to quickly utilize crane services when needed and allow for emergency mobilization of cranes for after-hours work. He noted these prices will be locked in for three years with options for additional years of renewal if agreeable with vendor.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-212.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-215 Consideration of a Contract with Allegiant

City Council is requested to consider a contract with Allegiant in the amount of \$1,009,800.84 for meter installations services and authorize the appropriate City Official(s) to execute all necessary documents.

Jeremy Coble, Customer Service Director, provided the staff report for this item. He stated the city is currently making a strategic upgrade to its utility services through the implementation of Advanced Metering Infrastructure (AMI). This comprehensive initiative entails the systematic replacement of all electric meters within the city's electrical grid. To ensure the project's success and adherence to the projected timeline, Allegiant has been selected as the vendor of choice. Leveraging Allegiant's extensive experience in meter installations, the city is poised to efficiently complete the AMI deployment, enhancing service delivery and operational efficiency.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-215.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-216 Consideration of Tax Collection Orders for the Forsyth County Tax Administration

City Council is requested to consider the Tax Collection Orders as requested by the Forsyth County Tax Administration for collection of Fiscal Year 2024 Taxes and collection of 2023 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County, and to authorize the appropriate City Official(s) to execute the Tax Collection Orders.

Eric Olmedo, Assistant City Manager, provided the staff report for this item. He stated this resolution is required by the Forsyth County Tax Department for the administration and collection of property taxes for City of High Point parcels located in Forsyth County during the 2025 fiscal year.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda item 2024-216.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-218 Consideration of a Purchase from West Chatham Emergency Equipment

City Council is requested to consider a purchase from West Chatham Emergency Equipment in the amount of \$126,795 for emergency vehicle equipment and authorize the appropriate City Official(s) to execute all necessary documents.

Kevin Rogers, Fleet Director, provided the staff report for this item. He stated the Fleet Services Department worked with the Purchasing Division to solicit proposals for emergency vehicle equipment. He noted staff can perform the installation, but parts need to be ordered now for the new units that will be arriving in mid-2024.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-218.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-219 Consideration of a Budget Ordinance Amendment

City Council is requested to consider a Budget Ordinance Amendment in the amount of \$408,033 to appropriate federal grant dollars awarded for Transit which will be utilized for parking lot repairs and paratransit scheduling and dispatching software.

Stephen Hawryluk, Budget and Performance Director, provided the staff report for this item. He stated the High Point mass transit system is awarded state and federal grants on an annual basis. Last year, an additional \$408,033 in federal funds was awarded compared to the budget estimate. This budget amendment appropriates these funds, which will be utilized for parking lot repairs and paratransit scheduling and dispatching software. He noted the funds are all federal funds.

In response to Mayor Pro Tempore Holmes, Mr. Hawryluk explained there is flexibility regarding when the money must be spent.

In response to Committee Member Andrew, Mr. Hawryluk confirmed these are current year funds.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-219.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-220 Consideration of a License Agreement between the North Carolina Railroad (NCRR) and the City of High Point

City Council is requested to consider a License Agreement with NCRR which will provide the City use of the property to maintain the High Point Depot for Amtrak passenger rail service and authorize the appropriate City Official(s) to execute all necessary documents.

Greg Venable, Transportation Director, provided the staff report for this item. He stated the North Carolina Railroad (NCR) and the City of High Point have had an agreement since April 30, 1998, which provides the City use of the property to maintain the High Point Depot for Amtrak passenger rail service. There is currently a one-year extension in place of the original agreement that expired on April 30, 2023. This License shall continue in effect from the effective date until the City's rights are terminated by either party. The City will pay to NCR an annual fee of three thousand dollars (\$3,000.00). The annual fee will increase each year by three percent (3%). The City shall also pay a late payment charge of one percent (1%) or \$25.00 per month, whichever is greater, for each month the payment is late.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-220.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-232 *This item was added to the agenda during the Finance Committee. - Consideration of a Resolution Authorizing the Upset Bid Process for the Sale of City Properties Located at 516 White Oak St. High Point, NC*

City Council is requested to approve a resolution accepting the offer of \$11,000 from Sterling Real Estate Development of North Carolina, LLC for a city-owned vacant lot through the upset bid procedure of N.C.G.S. §160A-269 and direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. §160A-269.

Greg Ferguson, Deputy City Manager, provided the staff report for this item. He stated this property was originally part of a group of 10 properties offered for purchase by Sterling in November of 2023. The Finance Committee approved all 10 properties, however this lot was pulled prior to City Council action because of an existing lease for a community garden. That lease ends in June 2024, and the lot is eligible for purchase, as no garden was established. He noted this item would be on the consent agenda for Monday night. This item was for information only.

ADJOURNMENT

There being no further action to come before the City Council, the meeting adjourned at 4:20 p.m.

Respectfully Submitted,

Britt W. Moore, Chairman
Finance Committee

Attest:

Sandra Keeney, City Clerk

DRAFT