

## FINANCE COMMITTEE

*Chaired by Council Member Moore*

*Committee Members: Council Member Moore, Council Member Peters,  
Mayor Pro Tempore Holmes, and Council Member Andrew*

**May 2, 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**

**2024-119**     **Public Hearing and Consideration of an Ordinance Amending and Restating the Solid Waste Franchise of WI High Point Landfill, LLC (“WI High Point”). (First Reading)**

City Council is requested to approve adoption of this Ordinance Amending and Restating the Solid Waste Franchise of WI High Point Landfill, LLC and authorize appropriate city officials to execute all necessary documents.

*Robby Stone, Public Services Director, provided a staff report for this item and noted this item is for information only. He explained the first reading and Public Hearing will be held at the May 6, 2024, City Council Meeting with the second reading taking place at the May 20, 2024, City Council Meeting.*

#### **For Information Only**

**2024-148**     **Consideration of a Contract with American Process Group, LLC**

City Council is requested to consider a contract with American Process Group, LLC in the amount of \$885,773 and authorize appropriate City Official(s) to execute all necessary documents.

*Robby Stone, Public Services Director, provided the staff report for this item and noted a contractor will dredge and dewater the contents of the Ward Treatment Plant’s southern alum sludge lagoon. The material will be removed by the contractor, hauled to a regulatory approved designated disposal area, and properly disposed of per State Requirements. The estimated quantity to be removed is 1,400 dry tons.*

**A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-148.**

**Motion carried with the following vote:**

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

**2024-149 Consideration of a Task Order with Black and Veatch**

City Council is requested to consider a Task Order to Black and Veatch in the amount of \$576,065, to aid with phase 2 of the implementation plan to achieve compliance with the Federal Lead and Copper Rule Revisions and authorize the appropriate City Official(s) to execute all necessary documents.

*Robby Stone, Public Services Director, provided the staff report for this item.*

*In response to Chairman Moore, Mr. Stone explained the requirement to comply with the Federal Lead and Copper rule is coming for the Environmental Protection Agency and if the city is not in compliance there could be some significant fines and the City could lose the ability to convey water.*

**A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-149.**

**Motion carried with the following vote:**

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

**2024-150 Consideration of a Local Assistance for Stormwater Infrastructure Investments Grant**

City Council is requested to consider a Resolution designating applicant agents, approve the funding offer, and accept the grant award for the Local Assistance for Stormwater Infrastructure Investment Grant and authorize the appropriate City Official(s) to execute all necessary documents.

*Robby Stone, Public Services Director, provided the staff report for this item and stated this is an additional requirement for the grant, which is to approve a resolution to designate the applicant's agent(s) for signature authority and submit for funding offer and acceptance. He noted this would not have any impact on the budget.*

**Chairman Moore made a motion, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-150.**

**Motion carried with the following vote:**

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

**2024-151 Consideration a Purchase from Carolina Cat**

City Council is requested to consider purchasing a diesel generator and automatic transfer switches which were competitively bid from Carolina CAT through the Sourcewell cooperative purchasing contract for a total amount of \$1,086,710, to be installed at the Oak Hollow Raw Water Pump Station for backup emergency power and authorize the appropriate City Official(s) to execute all necessary documents.

*Robby Stone, Public Service Director, provided the staff report for this item noting with the upcoming dam replacement along with and recent change to water quality standards the purchase of the diesel generator and automatic transfer switches are a necessary improvement.*

*In response to Chairman Moore, Mr. Stone explained that the City is still in phase one for the design of the dam which will be followed by phase two. He noted phase one should be three more months and then a negotiation of phase two will be presented to Council for consideration.*

**Chairman Moore made a motion, seconded by Committee Member Andrew, to approve agenda item 2024-151.**

**Motion carried with the following vote:**

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

**2024-152 Consideration of a Task Order with Sturgill Engineering P.A.**

City Council is requested to consider a Task Order for Professional Engineering Services to Sturgill Engineering P.A. in the amount of \$107,900 and authorize appropriate City Official(s) to execute all necessary documents.

*Robby Stone, Public Service Director, provided the staff report on this item noting this item is related to the previous agenda item. He explained the Sturgill Engineering will perform the design of the backup emergency power system and assist with bidding. He stated the generator system will be procured under a separate contract.*

**A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-152.**

**Motion carried with the following vote:**

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

**2024-153 Consideration of a Sole Source Purchase from JWC Environmental Inc.**

City Council is requested to consider a sole source purchase from JWC Environmental, Inc. in the amount of \$522,000, for the purchase of two (2) fine bar screens and washer compactors at the Eastside Wastewater Treatment Plant and authorize the appropriate City Official(s) to execute all necessary documents.

*Robby Stone, Public Services Director, provided the staff report for this item and explained the Eastside Wastewater Treatment Plan has three mechanical bar screens at the plant influent that function as part of the preliminary treatment process. These bar screens are used to filter and remove large objects from the wastewater.*

**A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-153.**

**Motion carried with the following vote:**

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

**2024-154**     **Consideration of a Bid Award to Wesco, Inc.**

City Council is requested to award a bid to Wesco, Inc. in the amount of \$362,186.01 for the procurement of materials to build a 100kV Transmission line from Penny Substation to Deep River Substation and authorize the appropriate City Official(s) to execute all necessary documents.

*Tyler Berrier, Electric Utilities Director, provided the staff report for this item noting this item is to procure materials to build a 100kV transmission line from Penny Substation to Deep River Substation, which will be about 2.4 miles of line. He provided sample of the of the wiring.*

**A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-154.**

**Motion carried with the following vote:**

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

**2024-162**     **Consideration of a Change Order to Pike Electric**

City Council is requested to consider a Change Order to Pike Electric for \$711,300, due to increased labor rates, additional projects, and unforeseen equipment failures and authorize the appropriate City Official(s) to execute all necessary documents. This will bring the new contract amount to \$2,980,300.

*Tyler Berrier, Electric Utilities Director, provided the staff report for this item noting the Electric Department uses Pike Electric for labor & equipment to supplement internal forces. The intent of the contract is to bring in more staff as the workload fluctuates. He*

*explained that due to increase labor rates, additional projects, and unforeseen equipment failures, initiating a change order to the contract will be required.*

**A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-163.**

**Motion carried with the following vote:**

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

**2024-155 Public Hearing Date - 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Funding**

City Council is requested conduct a public hearing to receive public comments on funding, adopt a Resolution ratifying an Interlocal and Sub-recipient Agreements with Greensboro and Guilford County to accept the 2023 Byrne Justice Assistance Grant (JAG) and authorize the appropriate City Official(s) to execute all necessary documents.

*Interim Police Chief Curtis Cheeks provided the staff report for this item noting this grant is the primary provider of federal criminal justice funding to state and local jurisdictions.*

*Chairman Moore noted his appreciation to all the High Point Police Officers and offered condolences for those families in Charlotte regarding the recent events.*

**Information only.**

**2024-161 Consideration of a Sole Source Purchase from A Lot Media**

City Council is requested to consider a sole source purchase from A Lot Media in the amount of \$51,735 for updated digital rate boards to replace outdated rate and car count signage for three City owned parking decks and authorize the appropriate City Official(s) to execute all necessary documents.

*Greg Venable, Transportation Director, provided the staff report for this item noting the updated digital rate boards have multiple uses but are specifically designed for adding value to parking facilities. He stated the rate boards will be installed at all three City of High Point Parking decks.*

**Chairman Moore made a motion, seconded by Committee Member Peters, to approve agenda item 2024-161.**

**Motion carried with the following vote:**

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

**2024-157 Consideration of a Resolution Authorizing a Grant Agreement with the North Carolina Department of Transportation**

City Council is requested to consider a Resolution Authorizing a Grant Agreement with the North Carolina Department of Transportation to provide funding in the amount of \$1,700,000 for FY 2024 Furniture Market transportation services and authorize the appropriate City Official(s) to execute all necessary documents.

*Greg Venable, Transportation Director, provided the staff report for this item and noted the North Carolina Department of Transportation, Public Transportation Division annually provides financial assistance to assist with transportation services during each of the bi-annual Furniture Markets. He stated this item is a pass-through item and has a neutral impact on the City's FY 2024 budget.*

**A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-157.**

**Motion carried with the following vote:**

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

**2024-159**     **Consideration to Authorize the Write-off of Delinquent Utilities Accounts Receivables & Miscellaneous Accounts**

City Council is requested to authorize the Financial Services Director to write-off \$833,129 for original utilities billings and miscellaneous accounts through the fiscal year 2019-2020. (Recommended by the Finance Committee.)

*Bobby Fitzjohn, Financial Services Director, provided the staff report for this item noting the City's accounting staff continues to annually review and evaluate the collectability of all outstanding amounts and makes accounting adjustments to the balance sheet. Although these amounts are being written off the City's accounting records, the Customer Service Department continues to make efforts to collect these debts.*

**A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-159.**

**Motion carried with the following vote:**

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

**2024-165**     **Consideration of Master Agreements for Mechanical and Electrical Services**

City Council is requested to consider Master Agreements for Mechanical and Electrical Services with ClearWater, Dixie Electro Mechanical Services, Harper General Contractors, Jordan Innovative Fabrication, Randall Supply, Tencarva, Troubleshooters, and Via Electric and authorize the appropriate City Official(s) to execute all necessary documents.

*Bobby Fitzjohn, Financial Services Director, provided the staff report for this item. He stated a Master Agreement for Professional Services will be entered in to with the selected consultant(s) to supply services in the following areas of work: mechanical, electrical, and recycling equipment maintenance at the City of High Point's water treatment facility, wastewater treatment facilities, wastewater lift stations, material recovery facility, and any other facilities pertaining to Public Services or other City departments when required. Each time an engagement is needed, department personnel will have the opportunity to select from these consultants. Each time a consultant is engaged, the scope of work and fees will be negotiated, and a specific Task Order for Master Agreement for Professional Services will be executed.*

**A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-165.**

**Motion carried with the following vote:**

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

**2024-158**      **Consideration of a Budget Ordinance Amendment**

City Council is requested to consider a Budget Ordinance Amendment to appropriate funds from Guilford County for the acquisition of land at the former PERCO site.

*Stephen Hawryluk, Budget and Performance Director, provided the staff report for this item. He stated The Guilford County Board of Commissioners has appropriated \$350,000 per year beginning in FY 2021-22 to be used as an economic assistance grant to support new development in the defined Catalyst Influence Area because of the multi-use stadium and entertainment venue. The proposed budget ordinance amendment appropriates the FY 2022-23 allocation totaling \$350,000, as well as \$145,000 of the FY 2023-24 allocation, to assist in the land acquisition costs.*

**A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-158. Motion carried with the following vote:**

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

**2024-166**      **Consideration of a Change Order #1 to PDC, Inc.**

City Council is requested to consider Change Order #1 to PDC, Inc. in the amount of \$205,000.00 for unexpected infrastructure items in the Sensory Garden, approve the Capital Project Budget Ordinance, and authorize the appropriate City Official(s) to execute all necessary documents. This will increase the contract from \$759,758.00 to \$964,758.00.

*Mary Sizemore, Library Director, provided the staff report for this item and noted additional funds are needed to address several unexpected infrastructure items in the*

*Sensory Garden related to the installation of the primary water feature, as well as the live wall irrigation, addition of security cameras and lighting, creation of a construction entrance, and the addition of windscreens to protect library customers.*

*In response to Chairman Moore, Ms. Sizemore stated the front part of the construction should be completed in late June or July and the Sensory Garden grading should be completed in September.*

*Mayor Pro Tempore Holmes expressed his excitement regarding seeing all the activity at the library.*

**A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-166.**

**Motion carried with the following vote:**

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

**2024-160 Consideration of a Bid Award to Digger Enterprises, Inc.**

City Council is requested to award a bid to Digger Enterprises, Inc. in the amount of \$126,200 for cleanup and demolition costs for 208 N. Lindsay Street and authorize the appropriate City Official(s) to execute all necessary documents.

*Greg Ferguson, Deputy City Manager, provided the staff report for this item noting the City of High Point is constructing a parking lot on the site and obtained quotes for the demolition of the building. The contractor with the lowest quote identified several additional items for cleanup, including asbestos and barrels of liquid and a tank of fuel oil. After state review, the demolition and cleanup are underway to meet the time deadlines for the new parking lot.*

**A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-160.**

**Motion carried with the following vote:**

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

**ADJOURNMENT**

*There being no further business to come before the Finance Committee, the meeting adjourned at 4:33 p.m.*



Respectfully Submitted,

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Britt W. Moore, Chairman  
Finance Committee

Attest:

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Sandra Keeney, City Clerk

DRAFT