

FINANCE COMMITTEE
Chaired by Council Member Moore
Committee Members: Moore, Peters, Holmes, and Andrew
September 12, 2024 – 4:00 P.M.
Council Chambers – Municipal Building
211 S. Hamilton Street

FINANCE COMMITTEE - Britt W. Moore, Chair

CALL TO ORDER

Chair Moore called the Finance Committee Meeting to order at 4:00 p.m. and stated all members were present except for Council Member Andrew.

Present: Chair Britt Moore, Council Member Michael Holmes, and Council Member Monica Peters

Absent: Council Member Tim Andrew

PRESENTATION OF ITEMS

2024-359 Consideration of a Contract with Cigna Healthcare

City Council is requested to consider a contract with Cigna Healthcare for city employee healthcare coverage for 2025 and authorize the appropriate City Official(s) to execute all necessary documents.

Angela Kirkwood, Human Resources Director, provided an overview of healthcare coverage for employees that includes medical and dental care products. She explained the City will pay Cigna Healthcare approximately \$3.14 million to administer the plan and provide stop loss coverage. She introduced Mark Browder of Mark III Employee Benefits to provide information regarding the medical and dental plan renewal options.

Mr. Browder, provided an overview of the advantages of self-funding, noted there were no changes in active employee contributions for 2025 and stated the negotiated 2025 renewal with Cigna is a good one.

In response to Chairman Moore, Mr. Browder confirmed that the recommendation for Cigna is solid and good and that Cigna is the only health insurance company that was reviewed.

In response to Chairman Moore, Ms. Kirkwood stated open enrollment would be the first week in November.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-359. Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-338

Consideration of a Contract with Moetivations, Inc.

City Council is requested to consider a contract with Moetivations, Inc. for an amount not to exceed \$177,697.92 to provide temporary staffing for 911 Communications for a period of six months and authorize the appropriate City Official(s) to execute all necessary documents.

Adam Ward, IT Services Director, provided the staff report for this item. He stated the 911 Communications division has reached critical staffing levels. The department is working to fill vacancies, but new hires will not be eligible to perform call taking and radio dispatch duties until completing the agency's training program. The process takes six to nine months. He noted current staff is having to provide coverage for shift shortages so to ease the demand on staff it is being requested to obtain two temporary 911 Telecommunicators for a period of six months from Moetivations, Inc.

In response to Mayor Pro Tempore Holmes, Mr. Ward confirmed these employees would be supplemental until the full-time staff gets trained and provided recruitment information.

In response to Committee Member Peters, Mr. Ward confirmed there would be a total of two staff and noted these are retired Telecommunicators and there is not a local company with this kind of service. He also explained these jobs have been opened since COVID and reiterated the city's efforts to obtain personnel for these positions.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-338.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-339

Consideration of a Contract with Motorola Services, Inc.

City Council is requested to consider a contract with Motorola Services, Inc. in the amount of \$583,729.40 for the purchase of 95 portable radios and supporting materials and authorize the appropriate City Official(s) to execute all necessary documents.

Adam Ward, IT Services Director, provided the staff report for this item. He stated there is a need to purchase 95 portable radios and supporting materials which is a part of the annual radio replacement cycle. He explained these radios will replace units that are at the end of their supported life and noted the old radios would be evaluated and used for parts.

In response to Mayor Pro Tempore Holmes, Mr. Ward stated the prices of the radios have decreased compared to last year and the technology is better as cellular technology is being incorporated.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-339.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-340 Consideration of a Contract with Graybar, Inc.

City Council is requested to consider a contract with Graybar, Inc. in the amount of \$135,764.71 for a replacement UPS (Battery Backup) unit for the Primary Radio Tower Site and authorize the appropriate City Official(s) to execute all necessary documents.

Adam Ward, IT Services Director, provided the staff report for this item. He stated this agenda item is to request to purchase a replacement UPS unit for the Primary Radio Tower Site. He explained the current UPS unit has reached end of life and the contract would include the unit, required electrical materials, and installation services.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-340.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-356 Consideration of a Contract with Mimecast

City Council is requested to consider a contract with Mimecast in the amount of \$106,459.86 for annual renewal of subscription-based services and authorize the appropriate City Official(s) to execute all necessary documents.

Virginia Baskins, Assistant Director of Information Technology Services, provided the staff report for this item. She stated this request is to renew a subscription-based service provided by Mimecast which provides email security, archiving, and continuity services. She noted Mimecast provides protection from malicious URLs, weaponized attachments, phishing attacks, and impersonation attempts via Mimecast's cloud subscription services.

In response to Mayor Pro Tempore Holmes, Ms. Baskins explained some recent cyber-attacks against the City.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-356.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-341 Consideration of a Grant Agreement with North Carolina Department of Transportation (NCDOT)

City Council is requested to consider a grant agreement with NCDOT for the federal and state share of the FY25 Section 5303 Planning Grant and authorize the appropriate City Official(s) to execute all necessary documents.

Angela Wynes, Transit Manager, provided the staff report for this item. She stated this item is a request to execute an agreement with North Carolina Department of Transportation for the federal and state share of the fiscal year 2025 Section 5303 planning grant. She explained the City of High Point was awarded Section 5303 funds in the amount of \$81,378 to assist with transit planning activities. She noted this funding represents 90% of the projected costs and are used to cover staff time and expenses related to activities such as route and schedule planning, compliance with civil rights regulations, and developing projects for the Metropolitan and State Transportation Improvement Programs.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-341.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-343 Consideration of Ratification of the Purchase of Property at 2613 Willard Dairy Road

City Council is requested to ratify the purchase of property at 2613 Willard Dairy Road in the amount of \$70,000 for the future construction of the Penny Road Extension.

Greg Venable, Transportation Director, provided the staff report for this item. He stated this item is to ratify the purchase of a property at 2613 Willard Dairy Road for the future construction of the Penny Road Extension. He explained the property will serve as an additional north-south connection in northern High Point from NC 68 to National Service Road and noted the purchase price of \$70,000.

In response to Chairman Moore, Mr. Venable stated the property surrounding this area might be for development.

Chairman Moore made a motion, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-343.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-344 Consideration of a Contract with A&A Security

City Council is requested to consider a contract with A&A Security in the amount of \$126,921.60 for afterhours security guard services at the Municipal Operations Center and authorize the appropriate City Official(s) to execute all necessary documents.

Tyler Berrier, Electric Utilities Director, provided the staff report. He stated this is a private security firm for security guard services at the Municipal Operations Center (MOC). He explained this service benefits Electric, Warehouse, Safety & Health, Water/Sewer, Streets, and Stormwater Departments. He noted city houses equipment and materials at the MOC that require monitoring.

In response to Mayor Pro Tempore Holmes, Mr. Berrier, stated this is a one-year contract that has a performance clause.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-344.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-345 Consideration of a Sole Source Agreement with AiDash

City Council is requested to consider a sole source agreement with AiDash in the amount of \$61,000 per year for a total of \$183,000 over a 3-year period for a vegetation management system and authorize the appropriate City Official(s) to execute all necessary documents.

Tyler Berrier, Electric Utilities Director, provided the staff report. He stated this is a request for a Sole Source Agreement with AiDash to procure a vegetation management solution for better data to develop trim plans for tree trimming around power lines. He explained the Electric Utilities Department has been piloting a vegetation management program that utilizes AI and satellite imagery to identify and create a mitigation plan for areas at risk for vegetation or tree related outages. He noted this program provided assessments of the overhead distribution network, which is over 400 miles of overhead lines for vegetation encroachment and have a data driven multi-year vegetation management plan in place.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-345.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-346 Consideration of a Report of Surplus Equipment Disposal

City Council is requested to consider a report from Fleet Services outlining the disposal of surplus equipment.

Kevin Rogers, Fleet Director provided the staff report for this item. He stated the City of High Point Purchasing Policies and Procedures Manual requires that fleet vehicles and other equipment sold via online auction be reported to the City Council on an annual basis.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-346.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-347 **Consideration of a Purchase from Ascendum Machinery**

City Council is requested to consider a purchase from Ascendum Machinery in the amount of \$265,546.40 for one (1) Lee Boy 8515E Asphalt Paver.

Kevin Rogers, Fleet Director, provided the staff report for this item. He stated the Streets Division received funding in the 2024-2025 budget for an additional asphalt paver and Ascendum Machinery has the paver that will meet their needs. He noted estimated delivery would be less than two months.

In response to Chairman Moore, Mr. Rogers stated training for this machine would be a few hours.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-347.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-348 **Consideration of a Purchase from Deere & Company**

City Council is requested to consider a purchase from Deere & Company in the amount of \$245,148.62 for two (2) John Deere 6230 tractors and declaring the old tractors and mowing accessories as surplus and disposing through the online auction process.

Kevin Rogers, Fleet Director, provided the staff report for this item. He stated the Streets Maintenance Division is currently utilizing John Deere 6230 Tractors which are in need of replacement due to escalating repair costs. Two 2024 John Deere 5090M Utility Tractor with side real flair mower attachments are being recommended as well as declaring the old tractors and mowing accessories as surplus and disposing through the online auction process.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-348.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-349 Consideration of a Purchase from Piedmont Truck Center

City Council is requested to consider a purchase from Piedmont Truck Center in the amount of \$110,149.20 for one (1) Ford F750 truck and declare the current truck as surplus and disposing through the online auction process.

Kevin Rogers, Fleet Director, provided the staff report for this item. He stated the Water Mains Division is currently utilizing a Ford F750 truck that needs replacing due to age and overall condition. He explained a 2025 Ford 750 truck is being recommended as well as to declare the current truck as surplus and dispose through the online auction process.

A motion was made by Chairman Britt Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-349.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-350 Consideration of a Purchase from Piedmont Truck Center

City Council is requested to consider a purchase from Piedmont Truck Center in the amount of \$463,824 for two (2) Western Star 47X tandem dump trucks with Godwin Bodies and declaring the existing equipment as surplus and disposing of through the online disposal process.

Kevin Rogers, Fleet Director, provided the staff report for this item. He stated the Streets and Storm Water Divisions are currently utilizing a tandem dump truck that needs replacing based on age and overall condition and two Western Star 47X tandem dump trucks with Godwin Bodies are being recommended as well as declaring the existing equipment as surplus and disposing through the online disposal process.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-350.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-352 Consideration of a Sole Source Purchase from Serpentix Conveyor Corporation

City Council is requested to consider a sole source purchase from Serpentix Conveyor Corporation in the amount of \$36,970.80 for replacement of the solids conveyor belt tray at the Eastside Wastewater Treatment Plant and authorize the appropriate City Official(s) to execute all necessary documents.

The staff report for agenda item 2024-352 was given after agenda item 2024-350.

Robby Stone, Public Services Director, provided the staff report. He stated this request is to replace the incline belt tray for the Serpentix conveyor in the solids building at the Eastside Wastewater Treatment Plant. He explained the conveyer transfers dewatered solids from the centrifuges on the ground floor of the solids building up to the hopper for the Schwing pumps that then transfer the "cake" to either the incinerator or the truck loading station. He noted this is a sole source item as Serpentix components are proprietary and patented.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-352.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-351 Consideration of a Task Order with GEL Engineering of NC, Inc.

City Council is requested to consider a Task Order with GEL Engineering of NC, Inc. for Professional Engineering Services in the amount of \$131,435 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 is a request for a task order with GEL Engineering of NC Inc. for annual air permitting assistance at the Eastside Wastewater Treatment Plant in which the City has a Master Agreement for professional services. He explained the air permit includes numerous reporting requirements, annual compliance emissions testing of the fluidized bed incinerator, and quarterly compliance emissions testing of the Sorbent Polymenr Composite Adsorber as required by the EPA approved Alternate Monitoring Plan.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-351.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-353 Consideration of a Sole Source Contract with Precision Infrastructure Management

City Council is requested to consider a sole source contract with Precision Infrastructure Management in the amount of \$68,808 and authorize the appropriate City Official(s) to execute all necessary documents.

Melinda King, Assistant Public Services Director, provided the staff report for this item. She stated a study was completed to identify areas that have been impacted by ponding water on various roadways, curbs, and gutters. She explained Precision Infrastructure Management possesses a patented technology which consists of altering sections of the gutter pan and asphalt to allow water to flow after storm events. She noted there are 11 identified sites that can be repaired using this sole source repair method.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-353.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-354 Consideration of a Contract with Community Housing Solutions

City Council is requested to consider a contract with Community Housing Solutions in the amount of \$100,000 for materials and operational expenses associated with the Operation InAsMuch (OIAM) Fall 2024 event and authorize the appropriate City Official(s) to execute all necessary documents.

Nena Wilson, Community Development & Housing Director, provided the staff report for this item. She stated this is a request to contract with Community Housing Solutions to fund materials and operational expenses associated with Operation InAsMuch (OIAM) event for fall 2024. Volunteers are utilized to complete home repairs, painting, and needed yardwork. She noted to date, there have been approximately 1,700 volunteers who have donated their time and energy to assist 194 households.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-354.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-355 Consideration of Acceptance of a Grant Award and Approval of Budget Ordinance Amendment

City Council is requested to accept a grant award for HOME funds, approve the budget ordinance, and authorize the appropriate City Official(s) to execute all necessary documents.

Nena Wilson, Community Development & Housing Director, provided the staff report. She stated as a HOME Participating Jurisdiction the City of High Point receives an annual allocation of HOME funds through the U.S. Department of Housing and Urban Development and has been awarded \$1,988,359 in HOME-ARP Funding. She noted staff has submitted the required HOME-ARP Allocation Plan, and the grant agreement has been executed. She requested that the grant award be accepted, the budget ordinance be approved, and authorize the appropriate City Official(s) to execute all necessary documents.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-355.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-375 Consideration of Resolutions to Approve Piedmont Triad Regional Water Authority Financing

City Council is required to approve (1) the Resolution Authorizing and Approving Bond Anticipation Notes and the Amendment and Restatement of a Joint Governmental Agreement and (2) the Resolution Concerning the City's Obligations under its "Joint Governmental Agreement" among the City, Piedmont Triad Regional Water Authority and other Local Governments.

Damon Dequenne, Assistant City Manager, provided the staff for this item. He stated during a past Manager's Briefing staff briefed Elected Officials regarding treatment and expansion upgrades to the water treatment plant. He explained the Piedmont Triad Regional Water Authority will issue bonds to finance this expansion and treatment and in order for the bonds to be issued, each member has to authorize (1) the Resolution Authorizing and Approving Bond Anticipation Notes and the Amendment and Restatement of a Joint Governmental Agreement and (2) the Resolution Concerning the City's Obligations under its "Joint Governmental Agreement" among the City, Piedmont Triad Regional Water Authority and other Local Governments.

He noted the city's portion of advanced treatment costs are currently estimated at \$16,150,00.00. 30-year bond payments on this estimated amount are \$1,045,014.00 annually. To support this debt, staff is anticipating an approximate 2% rate increase will be required after the final bond sale numbers and expenses are compiled. This increase will be in addition to our annual rate recommendations.

Chairman Moore stated Elected Officials were briefed on this noting it is tough to accept, but these contaminants come with a price tag and the City has no other choice but to absorb.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-375.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-358 **Consideration of an Agreement with The Ferguson Group, LLC**

City Council is requested to consider an agreement with The Ferguson Group, LLC in an amount not to exceed \$93,200 for lobbyist services and authorize the appropriate City Official(s) to execute all necessary documents.

Eric Olmedo, Assistant City Manager, provided the staff report. He stated the Ferguson Group has served as the Washington Representative to the City of High Point for several years focusing on federal funds for the City's projects.

Committee Member Peters expressed her gratitude for the Ferguson Group noting they have done an amazing job for High Point.

A motion was made by Committee Member Peters, seconded by Mayor Pro Tempore Michael Holmes, to approve agenda item 2024-358.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-369 **Consideration of Nomination to the ElectriCities Board of Directors**

City Council is requested to support and endorse the election of Tasha Logan Ford to serve on the ElectriCities Board of Directors as a weighted voting member for a three-year term.

Eric Olmedo, Assistant City Manager, provided the staff report for this item. He stated this is a request to submit an application for City Manager Tasha Logan Ford to serve on the Board of Directors of the ElectriCities in a weighted voting seat. He explained former Deputy City Manager Randy McCaslin currently holds this position but is not eligible to serve another term as he has served two three-year terms. The term of office is three years, and a Board Member may not serve more than two consecutive terms.

Committee Member Peters expressed her gratitude to Randy McCaslin for his service.

Chairman Moore echoed Committee Member Peters gratitude for the service of Mr. McCaslin and noted the importance of local representation on that board.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-369.

Motion carried with the following vote:

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

Absent: Council Member Andrew

2024-360 Consideration of Funding for Outside Non-profit Organizations

City Council is requested to consider and finalize recommendations for funding outside non-profit organizations and authorize the appropriate City Official(s) to execute all necessary documents.

Stephen Hawryluk, Budget & Performance Director, provided the staff report for this item. He stated the Finance Committee is responsible for reviewing outside non-profit organization funding requests to make recommendations to the City Council regarding annual funding levels. Outside non-profit organizations submitted request in the amount of \$2,294,220 for FY 2024-25. The historic policy has been to allocate 1/3 of one penny of the tax rate to be distributed to the organizations, which is equal to \$454,155 for the current fiscal year.

Chairman Moore stated the City has been providing these funds sense the early 90's and it has been an investment to help non-profits in the City. It is never an easy task and the ask is always substantial.

He explained as part of its annual process, the City accepted applications from nonprofit organizations, requesting grants of City funds to be used for public purposes. This fiscal year, the City has allocated \$454,155 for this process. The City received 59 total applications, requesting a total of \$ \$2,294,220.

Over the past several weeks, the members of the Finance Committee have been independently reviewing these applications, considering how best to allocate City funds for permissible public purposes in the nonprofit community, and making recommendations.

*Chairman Moore stated "I have compiled those recommendations into the Finance Committee's recommended lists, and **I would like to make a motion to recommend approval of the Finance Committee's list for grants to nonprofit organizations for Fiscal Year 2024-25.**" Committee Member Peters seconded the motion.*

Mayor Pro Tempore Holmes stated the demand for funds always outweighs the funds available. We are not able to fund everyone. He requested the non-profit community to collaborate with each other so the funding cycle for next year could have a greater impact.

Motion carried with the following vote:

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

Absent: Council Member Andrew

ADJOURNMENT

Chairman Moore noted that Carolina Core are in town this weekend.

Tyler Hilton, 911 Center Telecommunicator, proved information for retention rates of 911 Telecommunicators from 2017-2024.

There being no further business to come before the Finance Committee, the meeting adjourned at 5:04 p.m.

Respectfully Submitted,

Britt Moore, Chair Finance Committee

Attest:

Sandra Keeney, City Clerk

