

City of High Point

*Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260*



Minutes - Final

Thursday, June 15, 2023

4:00 PM

3rd Floor Council Chambers

Finance Committee

Britt Moore, Chair

Committee Members:

Monica Peters

Michael Holmes

Victor Jones

Jay Wagner, Mayor (Alternate)

Wesley Hudson, Mayor Pro Tem (Alternate)

FINANCE COMMITTEE - Britt W. Moore, Chair**CALL TO ORDER**

Chairman Moore called the meeting to order at 4:00 p.m.

Present 4 - Chair Britt Moore, Council Member Monica Peters, Michael Holmes, and Victor Jones

PRESENTATION OF ITEMS**[2023-286](#)****Consideration of a Resolution of the High Point City Council Authorizing Upset Bid Process for Sale of City Property Located at 810. E. Russell Avenue High Point, NC**

City Council is requested to approve a resolution authorizing the upset bid process for sale of city property located at 810. E. Russell Avenue in the amount of \$7,500.00 in accordance with N.C.G.S. §160A-269.

Attachments: [Sale of Property 810 E. Russell Ave](#)

Kim Thore, Right of Way Coordinator, stated this is a sale of property at 810 E. Russell Avenue which is a vacant lot that is approximately 0.23 acre. American Property Services Co. has offered \$7,500 and staff recommends authorizing the sale through the upset bid procedure.

In response to Chairman Moore, Ms. Thore stated the city has conducted business with American Property Services Co. they are based out of Greensboro and build affordable housing.

Chairman Moore made a motion, seconded by Committee Member Holmes, to approve agenda item 2023-286.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-287](#)**Consideration of an Ordinance Amending the 2022-2023 Budget Ordinance of the City of High Point, North Carolina to Appropriate Interest Income Accumulated from American Rescue Plan Act (ARPA) Funds**

City Council is requested to approve the budget ordinance amendment for the use of interest income accumulated from the ARPA funds. Total interest accumulated is \$127,000 and will be utilized for the third-floor replacement at the High Point Public Library (\$77,000) and for general Parks and Recreation improvements (\$50,000).

Attachments: [American Rescue Plan Act \(ARPA\) Interest Income](#)

Bobby Fitzjohn, Finance Services Director, stated typically federal grants are awarded on a reimbursement bases which means the city spends the money

first and then a reimbursement is received. The ARPA funds received, were given to the city in advance and over time those funds have accrued \$127,00 in interest income. There are no restrictions regarding utilizing the interest income and staff is recommending to use the funds for one time capital expenditures which includes the third floor replacement at the High Point Public Library in the amount of \$77,000 and general parks and recreation improvements in the amount of (\$50,000).

In response to Committee Member Jones, Mr. Fitzjohn stated the funds for parks and recreation would be utilized for general equipment.

In response to Chairman Moore, Mr. Fitzjohn stated federal grants are awarded on a reimbursement bases and the city does not receive the money upfront so there is not interest accumulated on the grant funds. With the ARPA funds, the city did receive the funds and interest has accumulated and can be used for any governmental purpose as there is no requirement that interest needs to be returned to the federal government.

A motion was made by Chairman Moore, seconded by Committee Member Jones, to approve agenda item 2023-287.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-288](#)

Consideration of an Ordinance Amending the 2022-2023 Budget Ordinance of the City of High Point, North Carolina to allow proper accounting of the capital lease

City Council is requested to approve a budget ordinance amendment which is necessary to properly record the City's outstanding leases and subscription-based information technology arrangements (SBITAs).

Attachments: [Lease amendment FY23](#)

Bobby Fitzjohn, Finance Services Director, stated there are certain transactions that occur during the year that the city has to treat as a capital purchase. This year the Governmental Accounting Standards Board is requiring that the City include subscription-based information technology arrangements and treat them as if the city is purchasing a piece of equipment. This would be things like entering into agreements for software such as Microsoft Office 365, Rubicon software for tracking city service trucks etc. This ordinance will allow financial services to properly record leases that have previously been entered.

A motion was made by Chairman Moore, seconded by Committee Member Holmes, to approve agenda item 2023-288.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-289](#)**Consideration of an Ordinance Amending Title 11 Chapter 2 Section 11-2-44 of the High Point City Code Regarding Method of Determining Fare**

City Council is requested to approve an ordinance to update and increase taxicab fares.

Attachments: [Taxicab Fare Increase](#)

Eric Olmedo, Assistant City Manager, stated the taxi rates in High Point are set by the City Council. Representatives from both companies have requested that Council consider raising rates. Rates have not been raised since 2008 and based on current gas prices, insurance cost, as well as maintenance on the vehicles the company is asking the City to raise the rate to match Greensboro's rates. He noted the pick up fee would increase to \$3.80, fare per mile would increase to \$0.40, and waiting per hour would increase to \$24.00.

In response to Committee Member Holmes, Mr. Olmedo stated the clientele of those utilizing the taxi companies are older and they are generally taking trips to medical facilities and generally do not use credit cards, and have no desire to use public transportation. He noted that not having the taxi cab services in High Point would be more detrimental than raising the rates to keep up with cost.

In response to Committee Member Jones, Mr. Olmedo stated the rates are not to exceed to proposed rates, and the company could charge less if needed.

A motion was made by Chairman Moore, seconded by Committee Member Jones, to approve agenda item 2023-289.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-290](#)**Consideration of a Request to Approve an Extension of the Pass-Through Grant Agreement to the High Point Chamber Foundation for the THRIVE Minority Entrepreneurship Initiative**

City Council is requested to approve an extension of the Pass-Through Grant Agreement to the new completion date of July 1, 2026 and authorize appropriate City Officials to amend the Pass Through Agreement with the High Point Chamber Foundation.

Attachments: [THRIVE Grant Extension](#)

Eric Olmedo, Assistant City Manager, stated last year the City received a \$1.0 million grant from the State of North Carolina, and the city passed it through to the High Point Chamber Foundation for their THRIVE Minority Entrepreneurship Initiative. In the original documents the city asked that it be effective through June 2026, however, when it was finalized it was a one year grant. The city has received the funds, and has worked with the state to make sure the city can have an agreement with the High Point Chamber Foundation

to extend the Pass-Through Grant Agreement to July 1, 2026 and the state approved. The High Point Chamber Foundation have spent \$154,730.42 and has a remaining amount of \$845,269.58 to spend.

A motion was made by Chairman Moore, seconded by Committee Holmes, to approve agenda item 2023-291.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-291](#)

Consideration of a Contract with Solutions of America in the amount of \$96,025 for Security Services at the City of High Point Public Library

City Council is requested to award a contract for Security Services with Solutions of America in the amount of \$96,025 per year, for a three-year period beginning after July 1, 2023 and authorize the appropriate City Official(s) to execute the necessary documents.

Attachments: [Library Security Service Contract](#)

Mary Sizemore, Library Director, stated this item is a contract to provide unarmed guards for the Library during operating hours and for special after hour events. There were six bids received and Security Solutions of America was selected. This contract is for three years in the amount of \$96,025 beginning July 1, 2023 with the option to two additional one year periods. Ms. Sizemore noted that the Library budgeted \$99,000 for the fiscal year and the current amount is under budget.

In response to Chairman Moore, Ms. Sizemore stated the total amount is \$96,025 and there are generally two guards onsite with the exception of Friday-Sunday in which there is one guard.

A motion was made by Chairman Moore, seconded by Committee Member Holmes, to approve agenda item 2023-291.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-292](#)

Consideration of a Contract Extension with EZGO for the Golf Cart Lease Program for Oak Hollow and Blair Park Golf Courses

City Council is requested to authorize a 59-month contract extension with EZGO for the Golf Cart Lease Program in the amount of \$1,023,403.97 and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [EZGO Contract Extension](#)

Lee Tillery, Parks and Recreation Director, stated this is a lease contract extension proposal from EZGO for the golf carts and other utility vehicles and

both golf courses. The city has conducted business with EZGO for the past nine years, and for the past six years there has not been a price increase until now. This is a 59-month contract extension which will include 120 golf carts for both golf courses, two ranger carts, along with a range, beverage and shuttle carts. He noted a notable change is the move to lithium batteries for all 120 carts which utilizes 50% less electricity, last three times longer than previous batteries and come with a 5-year warranty with unlimited use. The company will also provide new charging stations at each location as noted the carts are much lighter than the current carts which will be less wear and tear on the golf courses. He stated the new lease payments will begin upon arrival of the new fleet in April or May of 2024. He noted with the increase of the cost of the golf carts there would be a need to increase rental fees for the 2024-2025 budget year and the annual cost of the contract for both golf courses will be \$208,149.96

In response to questions, Mr. Tiller spoke to current golf cart fees compared to other golf courses in the area as well as safety factors.

A motion was made by Chairman Moore, seconded by Committee Member Jones, to approve agenda item 2023-292.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

2023-293

Consideration of a Contract with HH Architecture in the amount of \$115,000 for Pre-Design Services for the New Center for Active Adults

City Council is requested to authorize the appropriate City Official to execute a scope of services task order with HH Architecture in the amount of \$115,000 and approve the Capital Project Budget Ordinance.

Attachments: [HH Architecture Pre-Design Ctr for Active Adults](#)

Lee Tillery, Parks and Recreation Director, stated this item is regarding a contract with HH Architecture which is on the city's master list of architects noting they have a lot of experience with senior centers. He explained this phase would involve reviewing the project and building concepts, programming requirements, design, and in the end the city will receive a cost estimate. He noted the company has a sub consultant which is Dewberry which will review all the site and civil issues such as location of building, parking, and anything dealing with the land and developmental restraints, storm water, and the outdoor amenities. He stated a Senior Center Consulting called Lifespan Design Studio will facilitate the design which would be the equivalent of a site master plan and meet with the community and the seniors at the center to get an idea of what they want.

He stated the company will present the city with three different options and will be able to provide a better cost estimate.

In response to Chairman Moore, Mr. Tillery stated this information should be provided to the city within six to seven weeks.

A motion was made by Chairman Moore, seconded by Committee Member Holmes, to approve agenda item 2023-293.

Motion carried with the following vote:

In response to Chairman Moore, Mr. Tillery provided an update regarding a recent meeting concerning the overlook and Eastchester.

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-294](#)

Consideration of a Municipal Agreement with North Carolina Department of Transportation (NCDOT) for Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Funding to Construct Improvements to Elm Street and Construct Phases 1-3 of the Southwest Heritage Greenway

City Council is requested to approve the Municipal Agreement with NCDOT for RAISE funding for improvements to Elm Street and Phases 1-3 of the Southwest Heritage Greenway for a total cost of \$28,489,089 in which the City will budget and get reimbursed as work is completed.

Attachments: [NCDOT RAISE Municipal Agreement](#)

Greg Venable, Director of Transportation, stated this is a Municipal Agreement with North Carolina Department of Transportation for Rebuilding American Infrastructure with Sustainability and Equity (RAISE) funding to construct improvements to Elm Street and Phases 1-3 of the Southwest Heritage Greenway. He stated High Point submitted this project for consideration along with NCDOT and Southwest Renewal Foundation and was awarded 2021 RAISE funding by the United States Department of Transportation (USDOT). Construction is anticipated to begin in the fall of 2024 with an estimated completion date of October 31, 2028. The total cost of project is \$28,489,089, the city will budget and get reimbursed as work is completed. Of this amount, USDOT is responsible for \$19,801,253, the city received \$1,500,00 in Community Project Funding/Congressionally Directed Spending from the US Department of Housing and Urban Development, and \$200,000 in Spot Safety Program funds from NCDOT. The city is responsible for the remaining cost of \$6,987,836. He stated the City Council approved FHWA's Three-Party Agreement in January 2023 to seek funding authorization and this Municipal Agreement is necessary to submit for reimbursement.

A motion was made by Chairman Moore, seconded by Committee Member Jones, to approve agenda item 2023-294.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-295](#)

Consideration of a Contract with Alta Engineering SE, PLLC (ALTA) in the amount of \$2,862,495.84 for Professional Engineering and Design Services for Improvements for High Point RISE along Elm Street and Phases 1-3 of the Southwest Heritage Greenway

City Council is requested to award a contract with ALTA for the proposed project, approve the budget ordinance for the RAISE Grant, and authorize the appropriate City Official(s) to execute the necessary documents.

Attachments: [RAISE PE Contract](#)

Greg Venable, Transportation Director, stated this is a contract with Ata Engineering this is for professional engineering and design services related to phases 1-3 of the Southwest Heritage Greenway and Elm Street. A request for qualifications were released in February 24, 2023 in which three responses were received an Alta was selected. He stated the design work associated with each phase can happen simultaneously with the understanding that Elm Street will be let for construction first. The award contract will be for 15 months. Alta will provide professional design services for a lump sum fee of \$2,862,495.84. A budget ordinance amendment appropriating the federal and state grant awards are included with this item. Mr. Venable noted the funds for the water and sewer and electric items for this project will be covered by existing capital appropriations and future Capital Improvements Program allocations.

A motion was made by Chairman Moore, seconded by Committee Member Holmes, to approve agenda item 2023-295.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

[2023-296](#)

Consideration of Waterview Pump Station Forcemain Extension Change Order No. 3 to Baker Underground Inc. in the Amount of \$165,610.39

City Council is requested to approve Change Order No. 3 to Baker Underground Inc. in the amount of \$165,610.39 and approve a 45-day extension to the contract end date, which will be July 21, 2023.

Attachments: [Waterview Pump Station Forcemain Extension Change Order No 3](#)

Derrick Boone, Public Service Assistant Director, stated the original contract for the Waterview Pump Station forcemain extension project was awarded to Banker Underground in May of 2022. The city is nearing the end of the project and there is a need for Change Order #3 which includes additional cost such as adding 45 days to the contract, stormwater drainage improvements and other additional cost. He noted this would be the last Change Order for this project and asked that Change Order No. 3 be approved in the amount of \$165,610.39, and a 45-day extension to the end of the contract date.

A motion was made by Chairman Moore, seconded by Committee Member Holmes, to approve agenda item 2023-296.

Motion carried with the following vote:

Aye: 3 - Chair Moore, Holmes, and Jones

Absent: 1 - Council Member Peters

ADJOURNMENT

There being no further business to come before the City Council, the meeting adjourned at 4:34 p.m.