

## FINANCE COMMITTEE

*Chaired by Council Member Moore*

*Committee Members: Moore, Peters, Holmes, and Andrew*

**November 12, 2024 – 4:00 P.M.**

**Council Chambers – Municipal Building  
211 S. Hamilton Street**

### **CALL TO ORDER**

*Mayor Pro Tempore Holmes called the Finance Committee Meeting to order at 4:00 p.m. and stated all members were present except for Council Member Moore.*

**Present:** Mayor Pro Tempore Michael Holmes, Council Member Tim Andrew, and Council Member Monica Peters

**Absent:** Council Member Britt Moore

### **PRESENTATION OF ITEMS**

#### **2024-427 Consideration of a Purchase from WESCO, Inc.**

City Council is requested to consider a purchase from WESCO, Inc. in the amount of \$161,824 for materials to be used on the Oak Hollow Raw Water Generator Installation and authorize the appropriate City Official(s) to execute all necessary documents.

*Tyler Berrier, Utilities Director, provided the staff report for this item and stated the Public Services Department is installing generators at the Oak Hollow Raw Water Pump Station to redo some water retention and dam work. For that project two pad mounted transformers need to be procured utilizing a Sourcewell contract.*

*In response to Mayor Pro Tempore Holmes, Mr. Berrier stated this type of material is not something that the City keeps in stock.*

**A motion was made by Mayor Pro Tempore Holmes, seconded by Council Member Andrew, to approve agenda item 2024-427.**

**Motion carried with the following vote:**

**Aye:** Mayor Pro Tempore Holmes, Council Member Andrew, and Council Member Peters

**Absent:** Council Member Moore

#### **2024-428 Consideration of a Sole Source Contract with North State Resurfacing**

City Council is requested to consider a sole source contract with North State Resurfacing in the amount of \$35,941 for outdoor court repair at Oak Hollow Tennis Center and authorize the appropriate City Official(s) to execute all necessary documents.

*Lee Tillery, Parks & Recreation Director, stated maintenance issues regarding expansion and cracking of the Oak Hollow Tennis Center causes the need to employ a method that addresses existing cracks by applying acrylic binders that create mechanical*

*reinforcement to prevent future cracks from forming. He noted that North State Resurfacing is being recommended as the sole source vendor.*

**A motion was made by Mayor Pro Tempore Holmes, seconded by Council Member Peters, to approve agenda item 2024-428.**

**Motion carried with the following vote:**

**Aye:** Mayor Pro Tempore Holmes, Council Member Andrew, and Council Member Peters

**Absent:** Council Member Moore

**2024-429**     **Consideration of a Contract with Triad Road Maintenance Company, Inc.**

City Council is requested to consider a contract with Triad Road Maintenance Company, Inc. in the amount of \$64,226 per year for a three-year total of \$192,678 for long line stripping and thermoplastic pavement marking on city-maintained streets and authorize the appropriate City Official(s) to execute all necessary documents.

*Greg Venable, Transportation Director, stated this item is regarding performing long line striping and thermoplastic pavement marking on High Point maintained city streets. He noted that Triad Road Maintenance Company, Inc. was the only contractor to submit a bid during the informal bid process and the contract would be for three years with two one-year extensions.*

*A discussion took place about price per linear feet and the location of the striping. Mr. Venable stated he would provide a list of streets noting staff will do small projects for City maintained streets.*

**A motion was made by Mayor Pro Tempore Holmes, seconded by Council Member Andrew, to approve agenda item 2024-429.**

**Motion carried with the following vote:**

**Aye:** Mayor Pro Tempore Holmes, Council Member Andrew, and Council Member Peters

**Absent:** Council Member Moore

**2024-409**     **Consideration of Sale of City Owned Property - 1800 Wade Place; 707 Brentwood Street; and 917/919 Randolph Street**

City Council is requested to adopt the resolutions accepting the three (3) offers and authorizing the sale of the following properties through the upset bid procedure of N.C.G.S. §160A-269.

*Meghan Maguire, City Attorney, introduced Mike Brooks, Real Estate Coordinator.*

*Mr. Brooks provided the staff report for this item and stated the city has received purchase offers for 1800 Wade Place, 707 Brentwood Street and 917 919 Randolph Street. He noted that the offer prices were at or above tax value.*

*A discussion ensued regarding how the public can obtain information regarding city owned property, why some properties may not be suitable for purchase, and the upset bid process.*

**A motion was made by Mayor Pro Tempore Holmes, seconded Council Member Andrew, to approve agenda item 2024-409.**

**Motion carried with the following vote:**

**Aye:** Mayor Pro Tempore Holmes, Council Member Andrew, and Council Member Peters

**Absent:** Council Member Moore

**2024-433 Information Regarding Proposed Changes to the Annual Non-Profit Organization Application and Funding Process**

Staff will present proposed changes to the annual non-profit organization application funding process.

*Stephen Hawryluk, Budget and Performance Director, provided information concerning the annual non-profit application process. He stated scoring will be on a scale of one to five with a maximum total score of 30. Each criterion of the six criteria would be weighted equally. He explained proposed changes to the annual non-profit organization application and funding process which include:*

- *Shorten the application window by one week*
- *Emphasize public purpose requirements - City Attorney will present technical workshops*
- *Budget and Evaluation staff will review whether applications meet the public purpose and send them back to organizations if needed.*
- *Requests cannot exceed 15% of the funding available (15% of 1/3 of a penny) and noted for FY 2025-26 would be \$68,123.*
- *Requests cannot exceed 25% of an organization's total budget and funding is limited to three years for a project/program.*

*He noted there will be no changes to the materials that are requested for processing the applications.*

*A discussion ensued regarding the application process, three-year funding limit, and providing the new guidelines to the non-profits.*

*Council Member Andrew thanked Staff and expressed his approval of the new guidelines.*

*Mayor Pro Tempore Holmes thanked Staff and expressed his approval of the new guidelines.*

*Council Member Peters thanked Staff and noted she would like the guidelines to be implemented as soon as possible.*

**ADJOURNMENT**

*There being no further business to come before the Finance Committee, the meeting adjourned at 4:32 p.m.*

Respectfully Submitted,

\_\_\_\_\_  
Michael Holmes, Acting Chair Finance  
Committee

Attest:

\_\_\_\_\_  
Sandra Keeney, City Clerk

DRAFT