

# **City of High Point**

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



## **Minutes**

**Thursday, February 14, 2019**

**3:00 PM**

**3rd Floor Conference Room**

## **Finance Committee**

**FINANCE COMMITTEE - Council Member Britt W. Moore, Chair**

**Present:** Chairman Britt Moore; Committee Member Jason Ewing, Committee Member Wesley Hudson, and Committee Member Victor Jones

**Also Present:** Committee Member Don Scarborough

**Staff Present:**

Randy McCaslin, Deputy City Manager; Terry Houk, Director of Public Services; Robby Stone, Assistant Director of Public Services; Nawfal Shujaa, Public Services Project Engineer; Eric Olmedo, Budget & Administrative Director; Laura Altizer, Roslyn McNeill, Budget Analyst; Keith Pugh, Director of Engineering Services; Kelly Latham, Interim Financial Services Director; Major Kenneth Steele, High Point Police Department; JoAnne Carlyle, City Attorney; and Lisa Vierling, City Clerk

*Chairman Moore called the meeting to order at 3:00 p.m.*

**Present** 4 - Moore, Council Member Wesley Hudson, Council Member Victor Jones, and Council Member Jason Ewing

**2019-38**

**Acknowledge Receipt of the City of High Point Comprehensive Annual Financial Report for 2017-2018**

City Council is requested to acknowledge receipt of the City of High Point Comprehensive Annual Financial Report (CAFR) for the Fiscal Year Ended June 30, 2018 and related required communications from the City's auditors, Cherry Bekaert LLP.

**Attachments:** [Council Memo Acknowledge Receipt of CAFR-2018](#)  
[Cherry Bekaert Final Presentation 2018 CAFR](#)

*Chairman Moore advised that Council would receive the documents for the City of High Point Comprehensive Annual Financial Report for FY 2017-2018 on Monday, February 18, 2019 during the High Point City Council Meeting at 5:30 p.m.*

**2019-39**

**Public Hearing - Purchase of Property for Catalyst Redevelopment Project**

Monday, February 18, 2019 at 5:30 pm is the date and time established to receive public comments regarding the purchase of properties located at 224 N. Lindsay Street (Lot B), 211 W. English Road, 207 W. English Road, 201 W. English Road; and adopt a resolution that authorizes the Mayor, City Attorney, City Manager, or his designee, to execute any and all documentation necessary in order to effectuate the City's acquisition of the properties identified above at a purchase price totaling \$1,168,340.

**Attachments:** [Purchase of Property Catalyst Redevelopment Project](#)  
[Resolution to Purchase Multiple Properties - Third Purchase - Signed](#)

[2019-41](#)

**Contract-Sole Source - WatchGuard - JAG Grant Funds**

City Council is requested to approve a sole source contract with WatchGuard for (9) in car cameras in the amount of \$55,125 using the Justice Assistance Grant funding (JAG).

**Attachments:** [JAG Funding-WatchGuard Cameras](#)

*Major Ken Steele reported that these cameras will replace nine outdated cameras. The Police Department will use \$42,423 in JAG grant funds and will use drug excise tax funds for the balance.*

Chairman Moore moved to forward this matter to the City Council for approval and place it on the Finance Committee Consent Agenda for the February 18, 2019 City Council Meeting. Committee Member Hudson made a second. The motion carried by a 4-0 unanimous vote as follows:

**Aye:** 4 - Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

[2019-42](#)

**Contract Extension - Univar USA-Sodium Hydroxide**

City Council is requested to approve a contract extension with Univar USA Inc. for the period of one year in the amount of \$202,824.00 to purchase Sodium Hydroxide for use at the city's water and waste water treatment facilities.

**Attachments:** [Sodium Hydroxide Chemical](#)

*Terry Houk, Director of Public Services, advised these chemicals are used at the water and wastewater treatment facilities. These were bid out in 2018 with a contract for an option to renew twice. Staff is recommending award of the original bid and to extend the contract with Univar USA.*

Chairman Moore moved to forward this matter to the City Council for approval and place it on the Finance Committee Consent Agenda for the February 18, 2019 City Council Meeting. Committee Member Jones made a second. The motion carried by a 4-0 unanimous vote as follows:

**Aye:** 4 - Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

[2019-43](#)

**Rain for Rent - Emergency Pump Bypass Extension - Riverdale Pump Station**

City Council is requested to approve an increase in the emergency purchase order with Rain for Rent from the previously approved amount of \$605,325.39 to \$1,261,794.64 for the Riverdale Road Pump Station emergency bypass pump. This is the City's largest pump station and was damaged during the Hurricane Florence.

**Attachments:** [Riverdale Bypass - Extension To Rain For Rent Contract](#)

*Terry Houk, Director of Public Services, reported that the emergency pump bypass for the Riverdale Pump Station that was damaged during Hurricane Florence is taking longer to build than originally anticipated. Staff is asking for approval of an increase in the emergency purchase order with Rain for Rent from the previously approved amount of \$605,325.39 to \$1,261,794.64 for the Riverdale Road Pump Station emergency bypass pump. Mr. Houk noted staff hopes to bring the pump station back on line in July/August.*

*Deputy City Manager Randy McCaslin advised that the city would be receiving reimbursement from FEMA for the repairs.*

**Chairman Moore moved to forward this matter to the City Council for approval and place it on the Finance Committee Consent Agenda for the February 18, 2019 City Council Meeting. Committee Member Ewing made a second. The motion carried by a 4-0 unanimous vote as follows:**

**Aye:** 4 - Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

## 2019-44

### **Contract - TA Loving Inc. - Kersey Valley Landfill - Leachate Pond and Tank Cleaning**

City Council is requested to award a contract to TA Loving Inc. for the closing and cleaning of the Kersey Valley Landfill leachate pond and tank cleaning in the amount of \$362,575.50.

**Attachments:** [Kersey Valley Landfill - Leachate Pond & Tank Cleaning -TA Loving](#)

*Robby Stone, Assistant Director of Public Services, explained this is for the closure of the leachate pond that is no longer being used. He noted that staff is being proactive in trying to close the pond due to the regulations and additional testing that would be required if the pond is left open. He explained that since they now use the pump station, the leachate pond is no longer needed, but could be used as a backup in case the pump station malfunctions. Three bids were received and staff is recommending the contract be awarded to TA Loving, Inc. for the closing and cleaning of the Kersey Valley Landfill leachate pond and tank cleaning in the amount of \$362,575.50.*

**Committee Member Ewing moved to forward this matter to the City Council for approval and place it on the Finance Committee Consent Agenda for the February 18, 2019 City Council Meeting. Committee Member Jones made a second. The motion carried by a 4-0 unanimous vote as follows:**

**Aye:** 4 - Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-45**Contract - Atlantic Contracting - Paratransit Operations Facility Renovations**

City Council is requested to approve a contract with Atlantic Contracting Company for Paratransit Operations facility renovations in the amount of \$307,811.00.

**Attachments:** [Paratransit Operations Facility Renovation - Atlantic](#)

*Keith Pugh, Director of Engineering Services, reported the purpose for this contract is to renovate existing office and warehouse space adjacent to High Point Transit's offices located on W. Martin Luther King, Jr. Drive. These renovations will provide much needed office space as well as a paratransit assessment area for new clients. Mr. Pugh advised that the work is being done through funding from NCDOT Transit with matching funds from the city.*

*Deputy City Manager Randy McCaslin pointed out a good percentage of this would come from federal dollars.*

*Staff is asking for approval of award of the contract to Atlantic Contracting Company for the Paratransit Operations facility renovations in the amount of \$307,811.00.*

**Chairman Moore moved to forward this matter to the City Council for approval and place it on the Finance Committee Consent Agenda for the February 18, 2019 City Council Meeting. Committee Member Hudson made a second. The motion carried by a 4-0 unanimous vote as follows:**

**Aye:** 4 - Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

2019-46**Contract - Truline, Inc. - NCDOT - HP Depot Platform Roof & Drainage Repair**

City Council is requested to approve a contract with Truline, Inc. for High Point Depot platform level roof and drainage repair in the amount of \$600,000.00. This work will minimize future water damage to the High Point Depot.

**Attachments:** [HP Depot Platform Roof and Drainage Repair](#)

*Keith Pugh, Director of Engineering Services, explained the design of the roof structure for the High Point Depot platform level leads itself to quite a bit of water damage. The purpose of this contract is to repair existing water damage to the depot platform level roof and modify the existing roof structure to minimize future water damage. Staff worked with a local architect, Mark Wright Architecture, to develop a plan to modify the roof structure. The architect's estimate for the work is \$754,500.00. The bid came in at \$600,000.00. Of that amount, there is a \$150,000.00 allowance for railroad flagging time. Approximately 38 trains come through daily and the contractors will have to work in*

*between the trains coming through. NCDOT Rail is providing \$280,000.00.*

*Staff recommends approval of award of the contract to Truline, Inc. for the High Point Depot platform level roof and drainage repair in the amount of \$600,000.00.*

**Chairman Moore moved to forward this matter to the City Council for approval and place it on the Finance Committee Consent Agenda for the February 18, 2019 City Council Meeting. Committee Member Jones made a second. The motion carried by a 4-0 unanimous vote as follows:**

**Aye:** 4 - Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

#### [2019-47](#)

#### **Budget Ordinance Amendment - High Point Depot Platform Level Roof and Drainage Repair**

City Council is requested to adopt an amendment to the City of High Point Budget Ordinance to appropriate funds received in the amount of \$208,320.00 for the High Point Depot platform level roof and drainage repair project.

**Attachments:** [11-Depot Roof amendment](#)

*Eric Olmedo, Managing Director, reported that funding in the amount of \$391,680.00 is available in the Special Grants Fund for this project. A budget amendment in the amount of \$208,320 is needed for the contract. The funds are recommended to be transferred from General Capital Projects to Pay As You Go project reserves.*

**Committee Member Jones moved to forward this matter to the City Council for approval and place it on the Finance Committee Consent Agenda for the February 18, 2019 City Council Meeting. Committee Member Ewing made a second. The motion carried by a 4-0 unanimous vote as follows:**

**Aye:** 4 - Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

#### [2019-48](#)

#### **Budget Ordinance Amendment - High Point Community Foundation**

City Council is requested to adopt an amendment to the City of High Point Budget Ordinance to appropriate funds in the amount of \$100,000.00 received from the High Point Community Foundation pass through grant for the Nido and Mariana Qubein Children's Board.

**Attachments:** [12 Community Foundation Pass Through Grant amendment](#)

*Eric Olmedo, Managing Director, advised this is the third pass-through grant from the Community Foundation for the Nido and Mariana Qubein Children's Board. He reported that the Nido and Mariana Qubein Children's Board still has not received its 501 (c)3 nonprofit status due to the government shutdown and these funds must come*

*through the city because the Community Foundation cannot give funds except to nonprofits.*

**Chairman Moore moved to forward this matter to the City Council for approval and place it on the Finance Committee Consent Agenda for the February 18, 2019 City Council Meeting. Committee Member Ewing made a second. The motion carried by a 4-0 unanimous vote as follows:**

**Aye:** 4 - Council Member Moore, Council Member Hudson, Council Member Jones, and Council Member Ewing

## **ADJOURNMENT**

There being no further business to come before the Finance Committee, the meeting adjourned at 3:16 p.m. upon motion duly made and seconded.

Respectfully submitted,

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Lisa B. Vierling, City Clerk

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Britt Moore, Chairman