

City of High Point

*Britt Moore, Chair
Jason, Ewing, Wesley Hudson
Victor Jones*



Minutes

Thursday, September 12, 2019

4:00 PM

3rd Floor Conference Room

Finance Committee

*Britt Moore, Chair
Jason, Ewing, Wesley Hudson
Victor Jones*

FINANCE COMMITTEE - Council Member Moore, Chair

FINANCE COMMITTEE

Chaired by Council Member Moore

Members: Moore, Hudson, Ewing, and Jones

September 12, 2019 - 4:00 p.m.

3rd Floor Lobby Conference Room

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

Staff Present:

Eric Olmedo, Managing Director; Laura Altizer, Budget and Performance Manager; Bobby Fitzjohn, Financial

Services Director; Gary Smith, Fleet Services Director; Derrick Boone, Public Services Assistant Director;

Robby Stone, Public Services Assistant Director; Garey Edwards, Electric Utilities Director; Terry Houk,

Public Services Director; Bobby Fitzjohn, Financial Services Director; Jamie Beck, Library IS Manager, Greg

Hall, W/S Mains Superintendent; Angela Kirkwood, Human Resources Director, Jeron Hollis,

Communications and Public Engagement Director; Roslyn McNeill, Budget Analyst; Lisa Vierling, City

Clerk; and Mary S. Brooks, Deputy City Clerk

Others Present:

Thad Juszcak-Citizen

Chairman Moore called the meeting to order at 4:01 p.m.

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

Absent 2 - Alternate Member Jay Wagner, and Alternate Member Christopher Williams

2019-388

Contract - Burton Substation Equipment & Transformers

Council is requested to award the following contracts to upgrade existing substations and increase the electric system’s capacity.

Schedule I - Substation Structure	Distran Packaged Systems	\$390,510.00
Schedule II - Circuit Switchers	R.W. Chapman & Co.	\$100,144.00
Schedule III - 15 kV Circuit Breakers	Siemens Industry, Inc.	\$230,761.00
Schedule IV - Relay & Control Panels	Birmingham Control Systems	\$99,995.00
Schedule V - Power Transformers	Virginia Transformer Corp.	\$2,030,067.00

Attachments: [1. Contract- Burton Street Substation Equipment](#)

Gary Edwards, Electric Utilities Director; reported the needed upgrade for the Burton Substation equipment, and transformers at the Fairfield and Jackson Lake substations; said the request involved five schedules awarded to five different vendors; and they were the lowest responsive bidders.

A motion was made by Chairman Moore, seconded by Committee Member Hudson, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-389](#)

Contract - Hammer Street Substation - Transmission Poles

City Council is requested to award a contract to ROHN Products, LLC in the amount of \$181,100.00 for the purchase of ten (10) steel transmission poles for the 100Kv connection serving the new Hammer Street substation.

Attachments: [2. Contract - Hammer Street Substation - Steel Poles](#)

Garey Edwards, Electric Utilities Director, reported the request was to purchase ten steel transmission poles for the Hammer Substation; and said they would replace the existing wooden poles.

A motion was made by Chairman Moore, seconded by Committee Member Jones, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-418](#)

Contract - Electric Distribution Crews - Pike Electric

City Council is requested to award a contract to Pike Electric in the amount of \$2,269,204.52 for contract labor and equipment to be utilized by the City Electric Department to level out the changing workloads and supplement increased project labor caused by changes in the economy and increased capital expenditures.

Attachments: [3. Contract - Electric Distribution Crews - Pike Electric](#)

Garey Edwards, Electric Utilities Director, reported the contract was to supplement the increased project labor caused by changes in the economy; said the initial contract was for 2 years; and the contract was extendable for 2 additional 2-year periods. Mr. Edwards spoke to the downtown area between Wrenn Street and Main Street with aged lines that needed to be replaced; and said the life span was 40 years for

underground lines.

A motion was made by Committee Member Ewing, seconded by Council Member Hudson, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-390](#)

Contract - May Heavy Equipment Company - Motor Grader

Council is requested to award a contract to May Heavy Equipment Company for the purchase of a 2014 John Deere 672G motor grader in the amount of \$176,280.00 for the Landfill Division of Public Services. Recommendation also includes declaring the old equipment as surplus and disposing through the online auction process.

Attachments: [3. Contract - Purchase of Motor Grader \(9-16-19\)](#)

Gary Smith, Fleet Services Director, reported the current Motor Grader was 22 year old; said it needed to be replaced based on age and overall condition; the replacement would be a 2014 John Deere 672G Motor Grader for \$176,203.80, and a new one would cost \$250,000; explained the usage of the Motor Grader at the landfill is roughly 60 to 80 hours a year; and originally they recommended that the old Motor Grader be declared surplus, but later realized after researching the sales, they would be fortunate to get \$2,500 for it so there is no reason for it to be declared surplus.

Chairman Moore asked if the 2014 Motor Grader came with a warranty. Mr. Smith replied no; and spoke to the routine service completed for the used one.

A motion was made by Chairman Moore, seconded by Council Member Hudson, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-391](#)

Sole Source Contract - Just Imports/Motorcycles of Charlotte - HPPD

Council is requested to award a sole source contract to Just Imports/Motorcycles of Charlotte for the purchase of two (2) BMW Police R1250RT-P motorcycles in the amount of \$55,441.00 for use by the High Point Police Department.

Attachments: [4. Sole Source Contract - Police Department Motorcycles](#)

Gary Smith, Fleet Services Director, reported the Police Department had

two motorcycles in need of replacement based on age and mileage; explained the different uses for the motorcycles; and said the motorcycle would be custom designed to accommodate the usage for police officers.

A motion was made by Chairman Moore, seconded by Council Member Jones, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

2019-392

Sole Source Contract - Siemens Industry, Inc - City Lake Raw Water Pump Upgrade

City Council is requested to award a sole source contract to Siemens Industry Inc. to perform the total cell refurbishment and panel upgrade on VFD # 3 at the City Lake Raw Water Pump Station in the amount of \$116,875.00.

Attachments: [5. Sole Source Contract - City Lake Raw Water Pump Refurbishment](#)

Terry Houk, Public Services Director, reported Siemens Industry Inc. would perform a total cell refurbishment and panel upgrade on the Variable Frequency Drive (VFD) for pump #3 at the City Lake Raw Water Pump Station; explained the refurbish and upgrade process; said this process would extend the life for about ten years; a replacement would cost around \$300 thousand with a ten to fifteen year life expectancy; and said this would be the first time the pump was rebuilt.

Chairman Moore inquired on the budget impact. Eric Olmedo, Managing Director, replied it would not have an impact on the budget.

A motion was made by Chairman Moore, seconded by Committee Member Hudson, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

2019-393

Agreement - Backflow Prevention Compliance - Brycer, LLC

City Council is requested to approve a three-year agreement with Brycer, LLC to assist the City in complying with Federal and State backflow prevention regulations and authorize the appropriate city official to execute all necessary documentation.

Attachments: [6. Agreement - Backflow Prevention Compliance - Brycer, LLC](#)

Terry Houk, Public Services Director, reported there were an estimated 2,400 backflow devices throughout the city; said there were state and federal regulations which required the city to implement a backflow prevention program to protect the potable water supply; said the city had to keep a database of all backflow devices, and test them annually to

assure they were kept in working order; spoke to lack of man power to monitor the testing process and address noncompliance issues as they arise; and explained how the backflow monitoring process would be conducted

A motion was made by Chairman Moore, seconded by Committee Member Hudson, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-394](#)

Agreement for Services - TLC Solutions Corporation/The Library Corporation (Sole Source)

City Council is requested to approve an Agreement for Service (sole source) to TLC Solutions Corporation/The Library Corporation for services to include the Library's integrated system (LS2) in the amount of \$209,890.00.

Attachments: [7. Agreement for Services -LS2 Contract](#)

Jamie Beck, Library IS Manager, reported the contract with TLC Solutions Corporation/The Library Corporation would be for five years; spoke to the discount of having a five-year contract versus a one-year contract with a savings of \$2,000 a year; and explained what services The Library Corporation covered that included the Library's integrated library system (LS2).

A motion was made by Committee Member Ewing, seconded by Committee Member Jones, that this matter be matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-395](#)

SprintCom, Inc. - Second Amendment to License Agreement

The City Attorney's Office is recommending that City Council approve the Second Amendment to License Agreement with SprintCom, Inc. and to authorize the city manager to execute the agreement.

Attachments: [8. SprintCom Second License Agreement](#)

Eric Olmedo, Managing Director, reported the amendment included extension of the term of the License by 8 additional renewal terms of 36 months each, with future escalations of 9% every three years; and the annual revenue impact would be \$32,400; and the amendment would begin on September 16, 2024.

A motion was made by Committee Member Ewing, seconded by Committee Member

Hudson, that this matter be forwarded to the City Council without recommendation and placed on the September 16 City Council Regular Agenda under the Finance Committee for further discussion. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-396](#)

Contract Renewal - CIGNA - Employee Health/Dental Care

City Council is requested to authorize the city manager to execute a twelve (12) month contract with CIGNA Healthcare for health and dental care coverage for city employees effective January 1, 2020 - December 31, 2020.

Attachments: [9. Cigna Contract Renewal 2020](#)

[Signed contract](#)

Angela Kirkwood; Human Resource Director; spoke to a Special Meeting held on August 19, 2019, with Mark Browder of Mark III Employee Benefits who presented the proposed 2020 health insurance renewal with CIGNA Healthcare; explained how the recommended increase of 5.72% was to build up the insurance reserve even though when the HSA was factored in it dropped to 5.21%.

A motion was made by Chairman Moore, seconded by Council Member Ewing, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-397](#)

Resolution - Guilford County School Administration/Fairview Elementary School - Furniture Donation

Council is requested to adopt a resolution to approve the donation of surplus office furniture to the Guilford County School Administration for use at Fairview Elementary School and authorize the appropriate city official to execute all necessary documents.

Attachments: [10. Donation of Office Furniture to Fairview Elementary School](#)

[Resolution Donation of chairs to Fairview \(Signed\)](#)

Eric Olmedo, Managing Director, reported the donation was for Fairview Elementary School for ten conference room chairs the city was no longer using; said the school needed them for their community conference room for parent teacher consultations and other meetings.

A motion was made by Chairman Moore, seconded by Committee Member Jones, that this matter be recommended for approval and placed on the September 16, 2019 City Council Consent Agenda. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

[2019-398](#)

Public Hearing - Resolution - 2018 Edward Byrne Memorial Justice Assistance Grant (JAG) Interlocal Agreement

Monday, September 16, 2019 at 5:30 p.m. is the date and time established to receive public comments on the adoption of a Resolution authorizing the execution of an Interlocal Agreement between the City of Greensboro, City of High Point and County of Guilford for shared use of the 2018 Edward Byrne Memorial Justice Assistance Grant Funds. The City of High Point will receive a total of \$46,236.80. The High Point Police Department will use the funding to purchase twenty-two (22) tactical vests with Level III rifles plates at a total cost of \$46,236.80.

Attachments: [11. PD 2018 JAG Public Hearing Resolution](#)
[RES 2018 JAG Interlocal Agreement \(Signed\)](#)

Eric Olmedo, Managing Director, reported the public hearing on this matter is scheduled for Monday, September 16, 2019 at 5:30 p.m. No further action is needed by the Finance Committee at this time as the public hearing has not been held.

This public hearing will appear on the Finance Committee portion of the September 16, 2019 City Council Agenda.

The public hearing on this matter is scheduled for Monday, September 16, 2019 at 5:30 p.m. No further action is needed by the Finance Committee at this time as the public hearing has not been held.

This public hearing will appear on the Finance Committee portion of the City Council Agenda.

2019-451

Outside Agency Funding Request

Staff is seeking the Finance Committee's consideration and approval of an outside agency funding request. Forward High Point has filed an application on behalf of the Washington Street Unity Festival for \$2,500 in funding for the Washington Street Unity Festival.

Eric Olmedo, Managing Director, advised that about a month ago, an additional request in the amount of \$2,500 for outside agency funding was received for the Washington Street Unity Festival for \$2,500. The application was filed by Forward High Point for the Washington Street Unity Festival.

A motion was made by Committee Member Ewing, seconded by Committee Member Jones, that this matter be approved. The motion carried by the following unanimous 4-0 vote:

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

Absent: 2 - Alternate Member Wagner, and Alternate Member Williams

PENDING ITEMS

[2018-169](#)

Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)

City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

Attachments: [7. Amendment to Lease Agreement - Crown Castle](#)

ADJOURNMENT

There being no further business to come before the Finance Committee, the meeting adjourned at 4:24 p.m. upon motion duly made and seconded.

Respectfully submitted,

Mary S. Brooks, Deputy City Clerk

Britt Moore, Chairman