

# City of High Point

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



## Minutes

**Thursday, February 27, 2020**

**4:00 PM**

**3rd Floor Conference Room**

## **Finance Committee**

***Britt Moore, Chair***

***Committee Members:***

***Michael Holmes***

***Monica Peters***

***Victor Jones***

***Jay Wagner, Mayor (Alternate)***  
***Christopher Williams, Mayor Pro Tem***  
***(Alternate)***

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

**FINANCE COMMITTEE**

*Chaired by Council Member Moore*

*Members: Moore, Holmes, Peters, and Jones*

**February 27, 2020 - 4:00 p.m.**

**3rd Floor Lobby Conference Room**

**Present (4):** Chairman Britt Moore, Committee Member Michael Holmes [arrived at 4:09 p.m.], Committee Member Victor Jones, and Committee Member Christopher Williams [sitting in due to the absence of Committee Member Peters]

**Absent (1):** Committee Member Monica Peters

**Staff Present:**

Randy McCaslin, Deputy City Manager; Greg Ferguson, Assistant City Manager, Eric Olmedo, Assistant City Manager; JoAnne Carlyle, City Attorney; Bobby Fitzjohn, Director of Financial Services; Terry Houk, Director of Public Services; Terry Kuneff, Interim Director- Engineering Services; Robby Stone, Assistant Director of Public Services; Alan Hicks, Engineering Services; Derrick Boone, Assistant Director of Engineering Services; Laura Altizer, Senior Budget Analyst; Mary S. Brooks, Deputy City Clerk; Lisa Vierling, City Clerk

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

**Present** 4 - Chair Britt Moore, Michael Holmes, Victor Jones, and Christopher Williams

**Absent** 1 - Monica Peters

**2020-83**

**Contract - Wharton-Smith Inc.-Ward Water Treatment Plant - Change Order #2**

City Council is requested to approve change order #2 for Wharton-Smith Inc. in the amount of \$209,817.00 for lead paint abatement and electrical building HVAC modification at the Ward Water Treatment Plant.

**Attachments:** [1. WARD Lead Paint Abatement HVAC modification REV2\\_FINAL](#)

Terry Houk, Director of Public Services, reported this is for the HVAC and electrical upgrades at the Ward Water Treatment Plant. This will be Change Order #2 to the Wharton-Smith, Inc. contract for performing the following work:

1. To abate/remove and safely dispose of the lead-based coating from the existing pipes, and equipment at the contractor working areas in accordance to the Ward WTP upgrades contract document, and to recoat the abated surfaces.
2. To change the type of packaged HVAC unit for the new electrical building into

a cooling unit and indoor wall mount heater for more efficient climate control that supports the requirements of the newly installed electrical equipment.

3. To relocate the non-potable waterline away the master control center #3 that is in violation of the electrical code.

Public Services is recommending approval.

**A motion was made by Chair Moore, seconded by Committee Member Williams, that this matter be forwarded to the City Council with a favorable recommendation and placed on the March 2, 2020 City Council Finance Committee Consent Agenda for approval. The motion carried by the following unanimous 3-0 vote:**

**Aye:** 3 - Chair Moore, Jones, and Williams

**Absent:** 2 - Holmes, and Peters

#### [2020-84](#)

#### **Contract - The Wooten Company - Riverdale Pump Station Expansion Design- Contract Amendment #2**

City Council is requested to approve Contract Amendment II with The Wooten Company in the amount of \$14,700 increasing the contract to \$264,700 to provide additional support and engineering design services for the expansion of the capacity of the Riverdale Lift Station while an emergency bypass is in place to repair the station from flooding that occurred during Hurricane Florence.

**Attachments:** [2. Wooten- Riverdale Pump Stations Expansion Design - Amendment II FIN](#)

Terry Houk, Director of Public Services, advised that the amendment to this contract will provide additional support and engineering design services for the expansion of the capacity of the Riverdale Lift Station while an emergency bypass is in place to repair the station from the flooding that occurred during Hurricane Florence. He further advised that as a result of the flooding/damages, the State had flagged the Riverdale Pump Station for being overcapacity. Staff recommends approval.

**A motion was made by Chair Moore, seconded by Committee Member Williams, that this matter be forwarded to the City Council with a favorable recommendation and placed on the March 2, 2020 City Council Finance Committee Consent Agenda for approval. The motion carried by the following unanimous 3-0 vote:**

**Aye:** 3 - Chair Moore, Jones, and Williams

**Absent:** 2 - Holmes, and Peters

#### [2020-85](#)

#### **Contract - Breece Enterprises Inc. - Water & Sewer Maintenance - Change Order #5**

City Council is requested to approve Change Order #5 to increase the purchase order for Breece Enterprises, Inc. an additional \$500,000 to cover the water and sewer maintenance

repairs and emergencies that might occur from now to the end of the fiscal year.

**Attachments:** [3. Water Sewer Maintenance Contract PO IncreaseFINAL](#)

Terry Houk, Director of Public Services, explained that this change order is needed to increase the purchase order for Breece Enterprises, Inc., for an additional \$500,000 to cover the water and sewer maintenance repairs and emergencies that might occur from now to the end of the fiscal year. He noted the contract for water and sewer maintenance repairs is generally bid out annually. The original contract amount was for \$606,300 and was awarded 6/17/2017. Deputy City Manager Randy McCaslin pointed out if this money is not used, it will go back into the Fund Balance for next year. Chairman Moore asked staff to provide an accounting of the money not used. Staff recommends approval.

**A motion was made by Chair Moore, seconded by Committee Member Jones, that this matter be forwarded to the City Council with a favorable recommendation and placed on the March 2, 2020 City Council Finance Committee Consent Agenda for approval. The motion carried by the following unanimous 4-0 vote:**

**Aye:** 4 - Chair Moore, Holmes, Jones, and Williams

**Absent:** 1 - Peters

### [2020-86](#)

#### **Budget Amendment - Bus Shelter Donation**

City Council is requested to approve a budget amendment in the amount of \$5,000 from the High Point Community Foundation to fund a bus shelter at Guilford Child Development.

**Attachments:** [4. Bus Shelter DonationFINAL](#)

Deputy City Manager Randy McCaslin reported that the Community Foundation contacted the city to let us know that an anonymous donor wanted to pay for a bus shelter to be installed in front of the Guilford Child Development Center on Brentwood Street. Hi tran is estimating that the project will cost \$5,000. The city has already received a \$5,000 check from the Community Foundation and the budget amendment will authorize the money to be placed in the budget and spent for the purpose in which it was given.

**A motion was made by Chair Moore, seconded by Committee Member Williams, that this matter be forwarded to the City Council with a favorable recommendation and placed on the March 2, 2020 City Council Finance Committee Consent Agenda for approval. The motion carried by the following unanimous 4-0 vote:**

**Aye:** 4 - Chair Moore, Holmes, Jones, and Williams

**Absent:** 1 - Peters

### [2020-87](#)

#### **Amendment - Interlocal Agreement- Tax Collection Services**

City Council is requested to approve an amendment to the existing Interlocal Agreement with Guilford County for Tax Collection Services.

**Attachments:** [Amendment to Interlocal Agreement](#)  
[HIGH POINT ILA Tax Addendum](#)

Deputy City Manager Randy McCaslin advised that the city currently has an Interlocal Agreement with Guilford County to list, advertise and collect the city's taxes. Section 14 of the agreement requires the city to bid on all foreclosures of property located within the city limits of High point and if the city is determined to be the highest bidder, the city must take ownership by paying all taxes on the foreclosed properties. After negotiations with Guilford County, it was determined to include a revision to the agreement that would allow the city to take ownership of the foreclosed property without paying the outstanding property taxes; however, if the city declares the property it has to be offered to the public for sale within 180 days. Staff recommends approval of the amendment to the Interlocal Agreement with Guilford County.

**A motion was made by Committee Member Williams, seconded by Committee Member Holmes, that this matter be forwarded to the City Council with a favorable recommendation and placed on the March 2, 2020 City Council Finance Committee Consent Agenda for approval. The motion carried by the following unanimous 4-0 vote:**

**Aye:** 4 - Chair Moore, Holmes, Jones, and Williams

**Absent:** 1 - Peters

## [2020-88](#)

### **Public Hearing - Issuance of Series 2020 Limited Obligation Bonds**

City Council is requested to approve the issuance of up to \$18.25 million Limited Obligation Bonds (LOBs) in April 2020, to fund the construction of the new Police Department Headquarters and Communications Center. City Council approved a construction services agreement with Samet Corporation in December 2019.

**Attachments:** [5. Public Hearing Issuance of Series 2020 LOBs FINAL](#)

Bobby Fitzjohn, Director of Financial Services, advised that the bond-related matters on the agenda cannot be placed on the Consent Agenda. He explained that the required public hearing must be held before any of the bond-related items are approved. The public hearing has been advertised and will be held on Monday, March 2, 2020 at 5:30 p.m. before the High Point City Council. He reported that both the Resolution for Installment Financing and the Resolution for the Issuance of Series 2020 General Obligation Refunding Bonds are being issued simultaneously for the purpose of bond efficiencies with bond counsel and financial advisors. Mr. Fitzjohn advised that staff has done an evaluation, and is recommending award of the contract to Pinnacle Bank.

As a matter of comparison, Chairman Moore advised that he would like for staff to put together a footprint of the High Point Police Department Headquarters and the Guilford County Sheriff's Department Annex that is being proposed.

**For Information Only**[2020-89](#)**Resolution - Installment Financing**

City Council is requested to adopt the Resolution approving an Installment Financing Contract and Providing for Certain Other Related Matters related to the High Point Police Department and Communications Center.

**Attachments:** [6. Installment Financing Contract FINAL](#)  
[Signed Resolution LOBs 2020](#)

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**A motion was made by Chair Moore, seconded by Committee Member Williams, that this matter be forwarded to the City Council with a favorable recommendation and placed on the March 2, 2020 City Council Finance Committee Regular Agenda for approval. The motion carried by the following unanimous 4-0 vote:**

**Aye:** 4 - Chair Moore, Holmes, Jones, and Williams

**Absent:** 1 - Peters

[2020-90](#)**Resolution - Issuance of Series 2020 General Obligation Refunding Bonds**

City Council is requested to approve the Resolution authorizing the Issuance of a General Obligation Refunding bond, Series 2020.

**Attachments:** [7. GO Refunding Bonds Issuance FINAL](#)  
[Signed Bond Resolution - High Point 2020 Refunding GO Bonds - private pl](#)

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**A motion was made by Chair Moore, seconded by Committee Member Williams, that this matter be forwarded to the City Council with a favorable recommendation and placed on the March 2, 2020 City Council Finance Committee Regular Agenda for approval. The motion carried by the following unanimous 4-0 vote:**

**Aye:** 4 - Chair Moore, Holmes, Jones, and Williams

**Absent:** 1 - Peters

**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 4:21 p.m. upon motion duly made and seconded.

Respectfully submitted,

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Britt W. Moore, Chair

Attest:

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Lisa B. Vierling, MMC  
City Clerk