

City of High Point

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



Minutes

Thursday, November 12, 2020

4:00 PM

3rd Floor Conference Room

Finance Committee

Britt Moore, Mayor Pro Tem, Chair

Committee Members:

Michael Holmes

Monica Peters

Victor Jones

Jay Wagner, Mayor (Alternate)

FINANCE COMMITTEE - Council Member Britt W. Moore, Chair

As part of the City of High Point's on-going COVID-19 Mitigation efforts, in-person attendance was not encouraged. Instead, the meeting was live-streamed and the public was provided an opportunity to listen to the meeting once the meeting was in session.

<http://www.highpointnc.gov/VirtualPublicMeeting>

CALL TO ORDER

Present (4): Chairman Britt Moore (physically present); Committee Member Holmes (remote); Committee Member Victor Jones (remote); Committee Member Monica Peters (remote)

Staff Present:

Randy McCaslin, Interim City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Jeron Hollis, Director of Communications & Public Engagement; Ryan Ferguson, Marketing Manager; Mary Brooks, Deputy City Clerk; and Lisa Vierling, City Clerk

Staff Participating

Remotely: Angela Wynes, Transit Manager; Sandy Dunbeck, Executive Vice President-High Point Economic Development Corporation; Travis Stroud, Interim Chief of Police; and Bobby Fitzjohn, Director of Financial Services

CALL TO ORDER

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

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

PRESENTATION OF ITEMS

[2020-447](#)

Resolution - Sale of City Owned Property - 2435 W. English Road

City Council is requested to adopt a resolution accepting the offer of \$95,101.00 and authorize the sale of city owned property located at 2435 W. English Road through the upset bid procedure and direct the City Clerk to publish public notice of the proposed sale.

Attachments: [2. 2435 W. English Road](#)

[Signed RES Upset Bid 2435 W English Rd](#)

Interim City Manager Randy McCaslin reported that he city received this property through the tax foreclosure process and that the city has approximately \$135,000

in the property. The city solicited bids through the upset bid procedure and received an offer of \$95,101 from the adjacent property owner and staff is recommending that this matter be forwarded to the full Council with a favorable recommendation for approval of acceptance of the bid and authorization to advertise it for upset bids.

A motion was made by Chairman Moore, seconded by Jones, to forward this matter to the full Council with a favorable recommendation for approval and placed on the November 16, 2020 City Council Finance Committee Consent Agenda. Following a roll call vote by Chairman Moore, the motion carried by the following 4-0 vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

2020-448

Transit - Public Transportation Agency Safety Plan

City Council is requested to approve the Public Transportation Agency Safety Plan (PTASP) as submitted and authorize the City Manager and City Attorney to certify in the Transit Awards and Management System (TrAMS) completion of a PTASP.

Attachments: [4. Transit PTASP public transp safety plan](#)
[Signed PTASP Certification.pdf](#)

Angela Wynes, Transit Manager, explained that there is a new federal requirement that requires each agency that receives funding from the US Department of Transportation and the Federal Transit Authority must have a plan that includes the four safety management system principles and must also define safety performance targets that are identified in the National Safety Plan. She referenced the 95-page document that was included in the agenda materials and asked if there were any questions on the document itself.

There being no questions, Ms. Wynes proceeded and explained a consultant assisted staff in preparing the assessment and one of the recommendations was the need for a Transit Safety Officer position, who would report directly to Ms. Wynes as the accountable executive for the plan. Ms. Wynes spoke to some of the responsibilities of this position which would include day-to-day implementation of the SMS principles portion of the plan, as well as assist with any training, particularly related to safety. The first year, the position would be covered 100% by CARES Act funding; and following the first year, the breakdown would be as follows:

40% Federal funding
17% State funding
17% fare box revenues
26% combination of general fund revenues, advertising revenue, concession revenue, and any sale of equipment that has exceeded its useful life

Chairman Moore asked which branch of the Federal Government is mandating this and if the city is required to create a new full-time position through the Plan. Ms. Wynes replied that it is the US Department of Transportation and the Federal

Transit Authority and explained that the city is required to have a Public Transportation Agency Safety Plan; is required to implement all the things within that plan; and with the current staffing situation due to COVID, another position is needed.

Committee Member Holmes stated that, hypothetically, depending on revenues from other sources, there would not be a significant amount coming from the city's general fund for this position. Chairman Moore pointed out since this is a federal requirement, there was really not an option. Ms. Wynes explained that the Plan itself is not an option and went on to say that she would like that the position not be an option as well because currently the staff has its hands full and to go through and fully implement SMS and all the associated components of the plan another person is needed. Chairman Moore inquired about reporting requirements to the federal government regarding this position. Ms. Wynes explained they have to report on safety targets annually, and there is another plan that has to be done annually for equipment/facilities that will also be reported on an annual basis, including this information. Additionally, she noted that the FTA does a triennial review and this plan, and any activities would also be subject to the FTA's inspection. Chairman Moore asked if there would be any penalties associated with non-compliance and Ms. Wynes advised that any non-compliance issues on an agency's part could result in the FTA withholding federal funds.

Chairman Moore posed a question to Assistant City Manager Eric Olmedo regarding the anticipated effect of this on the city's budget going forward. Mr. Olmedo spoke to how it would not have a tremendous impact on the General Fund while it is an unfunded mandate from the General Fund. He estimated about 20% of the total amount on an annual basis would come from the General Fund, which would be about \$15,000-\$20,000 in the first year.

A motion was made by Committee Member Jones, seconded by Committee Member Holmes, that this matter be forwarded to the full Council with a favorable recommendation for approval and placed on the November 16, 2020 City Council Finance Consent Agenda for approval. Following a roll call vote by Chairman Moore, the motion carried by the following 4-0 unanimous:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-452](#)

Ordinance - Budget Amendment - Transit Safety Officer Position

City Council is requested to adopt an ordinance to approve a budget amendment to appropriate federal grant revenue for the purpose of funding a new transit safety officer position.

Attachments: [4a. Budget Amendment Transit Safety Officer](#)
[Signed ORD Budg Amendment Transit Safety Officer](#)

Note: This matter was discussed with 2020-448 Public Transportation Agency Safety Plan. Please refer to matter 2020-448 above for discussion regarding this matter.

A motion was made by Chairman Moore, seconded by Committee Member Jones, to refer this matter to the full Council with a favorable recommendation and placed on the November 16, 2020 City Council Finance Committee Agenda with a favorable recommendation for approval. Following a roll call vote by Chairman Moore, the motion carried by the following 4-0 unanimous vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-449](#)

Resolution - Transit System Drug & Alcohol Policy Update

City Council is requested to adopt a resolution to revise the current Transit System Drug & Alcohol Policy.

Attachments: [5. Transit Drug Alcohol Policy](#)
[Signed RES Transit Drug and Alcohol Policy](#)

Angela Wynes, Transit Manager, advised this is a minor update to the Transit System Drug & Alcohol Policy due to some changes made by the US Department of Transportation and the FTA; they replaced the word "opiate" with "opioid" to cover a large spectrum of drugs so they can change them and not necessarily impact each agencies drug and alcohol policy every time they add or take away substances they are testing for. She further explained that there are also updates to other terms and definitions, and a change that the Transit System Drug & Alcohol Program Manager is now the Transit Manager instead of the city's Safety Director.

A motion was made by Chairman Moore, seconded by Committee Member Jones, that this matter be forwarded to the full Council with a favorable recommendation and placed on the November 16, 2020 City Council Finance Committee Agenda for approval. Following a roll call vote by Chairman Moore, the motion carried by the following 4-0 unanimous vote:

Aye: 4 - Chair Moore, Holmes, Peters, and Jones

[2020-461](#)

Sale of City Owned Property 105 & 107 Sunset Avenue - Peters Development, LLC

Council Packet pending from Legal

Chairman Moore advised that it has come to his attention that this matter will be removed from today's Finance Committee agenda and moved to the full Council's Regular Agenda.

removed

PUBLIC HEARING

[2020-450](#)

Public Hearing - Resolution - Interlocal Agreement - 2020 Edward Byrne Memorial Justice Assistance Grant Funds - JAG

City Council is requested to adopt 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 2020 Edward Byrne Memorial Justice Assistance Grant (JAG) Funds.

Attachments: [6. PD 2020 JAG Public Hearing Resolution](#)
[Signed RES 2020Edward Byrne JAG Grant](#)

Interim Police Chief Travis Stroud advised that receiving public comments for the 2020 Edward Byrne Memorial Justice Assistance Grant Funds (JAG funds) is a special condition of the grant as part of the approval process and would also allow execution of the required Interlocal Agreement designating the funds for use. He explained that the funds are split between the City of High Point, the City of Greensboro, and Guilford County. The 2020 JAG allotment for the City of High Point would be \$49,297.60 and the funding would be used for the Police Department's Watchguard body camera system. The grant cycle started back in 2019 and will run through 2022 and there is no required match for this funding.

Chairman Moore noted there would be no vote required on this matter because of the public hearing associated with it.

[2020-451](#)

Public Hearing - Resolution - Platinum Collection Furniture Inc.

City Council is requested to adopt a resolution to approve a matching grant for a State of North Carolina Building Reuse Grant in the amount of \$3,600 and authorize the City Manager to provide this local match upon the company being awarded the grant by the State of North Carolina after a request from the company and Randolph County.

Attachments: [7. Platinum Collection Furn Inc. Ariston Hospitality](#)
[Signed RES Ariston Hospitality](#)

Sandy Dunbeck, Executive Vice President- High Point Economic Development Corporation, advised this is a request by Platinum Collection Furniture to be known as Ariston Hospitality, Inc. here in High Point and they are proposing to operate out of buildings on Prospect Avenue in South High Point. Ms. Dunbeck explained the company has worked with the State of North Carolina and Randolph County on the ability to receive a building reuse grant. The proposed amount for the grant is \$90,000 from the State of North Carolina; however, there is a required 5% match from the local community. She pointed out this building on Prospect Avenue is located totally in the City of High Point; however 80% is in Guilford County and the remaining 20% is in Randolph County, and because of the wage qualification, it was preferable for Randolph County to be the applicant. They have agreed to do so and the City of High Point has proposed a split on the 5% match (the total match would be \$4,500 and the City of High Point's portion at 80% would be \$3,600). She advised that the company official will be present at Monday's Council Meeting. They do propose to spend over \$1.5 million and propose to create at least 15 new jobs within the first two years with an average wage of \$37,000.

There being no questions, Chairman Moore advised there would be no vote on

this matter as it will move forward to the City Council with a public hearing at the November 16, 2020 City Council Meeting.

ADJOURNMENT

Prior to adjournment, Chairman Moore thanked staff and the management team for all their hard work over the last couple of days with the flooding issues.

Chairman Moore asked if there was anyone opposed to adjourning the meeting. Hearing no objections, the meeting adjourned at 4:20 p.m.

Respectfully Submitted,

Lisa B. Vierling, City Clerk

Britt W. Moore, Chairman