

City of High Point

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



Minutes

Thursday, February 11, 2021

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)

As part of the city of High Point's on-going COVID-19 mitigation efforts, in-person attendance will not be allowed at this meeting. Instead, the meeting will be live-streamed and the public can listen to the meeting as it is being live-streamed by clicking on the following link www.HighPointNC.gov/VirtualPublicMeeting.

FINANCE COMMITTEE - Mayor Pro Tem Britt W. Moore, Chair

CALL TO ORDER

Note: Due to Chairman Moore's remote participation in this meeting, he asked Committee Member Jones to Chair the meeting.

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

Following a virtual roll call by Acting Chairman Jones, the following Committee Members were Present (4):

Chairman Britt Moore (remote participation)
Committee Member Victor Jones [Acting Chairman] (physically present)
Committee Member Michael Holmes (remote participation)
Committee Member Monica Peters (remote participation)

Staff Members Present:

Randy McCaslin, Interim City Manager; Greg Ferguson, Assistant City Manager; Kim Thore, Right-of-Way Coordinator; Mark McDonald, Director of Transportation; Brandon Cook, PIO Team; Mary Brooks, Deputy City Clerk; and Lisa Vierling, City Clerk

Staff Members Participating Remotely:

JoAnne Carlyle, City Attorney; Terry Houk, Director of Public Services; Trevor Spencer, Director of Engineering Services; Derrick Boone, Assistant Director of Public Services; Robby Stone, Deputy Director of Public Services; and Bobby Fitzjohn, Director of Financial Services.

Others Participating Remotely:

Charlie Hall; David Michaels; Rich Glover

Others Present:

Judy Stalder, TREBIC

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

PRESENTATION OF ITEMS

[2021-56](#)

Resolution - Sale of City Owned Property - 229 Near Fisher Avenue

City Council is requested to adopt a resolution accepting the offer of \$1,500.00 and

authorizing the sale of the City owned property at 229 Near Fisher Avenue through the upset bid procedure of N.C.G.S. 160A-269 and direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. 160A-269.

Attachments: [FINAL 229 Near Fisher Avenue](#)
[RES Upset Bid 229 Near Fisher Avenue](#)
[ad 30926549 229 Near Fisher Ave CC 2.15.21](#)
[Quit Claim Deed 229 Near Fisher Ave](#)

Kim Thore, Right-of-Way Coordinator, advised that the city owns property at 229 Near Fisher Avenue; the city has owned the property since 1968 and does not have any use for it. Staff is seeking permission to sell the property through the upset bid process. An adjoining property owner has submitted a bid for \$1,500 which is equal to the tax value for the property.

Acting Chairman Jones asked if there were any questions. Hearing none, he proceeded with the following motion.

A motion was made by Committee Member Holmes, seconded by Committee Member Peters, to forward this matter to the City Council with a favorable recommendation and place it on the February 15, 2021 City Council Finance Committee Consent Agenda for approval. Following a roll call vote by Acting Chairman Jones, the motion carried by the following 4-0 unanimous vote:

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

2021-57

Contract - Designa Southern Time - Parking Access & Revenue Control System - S. Main Parking Facility

City Council is requested to award a contract to Designa Southern Time in the amount of \$76,242.00 for the purchase and installation of a new PARC system for the Main Street garage and authorize the appropriate City official and/or employee to execute the necessary documents.

Attachments: [FINAL Parking Upgrades Main St Designa ST proposal](#)
[SIGNED Sole Source Request Form Designa Southern Time 020121](#)

Mark McDonald, Director of Transportation, spoke to this being a sole source contract for the purchase and installation of new parking equipment located at the hotel (Main Street Parking Deck); upgrades to the gating and ticketing equipment, revenue control equipment were performed in 2018 for the Plaza Deck and the Broad Street Deck; funding is in place and available to complete the Main Street facility as well; Designa Southern Time has done work for the city in the past for many, many years; they were the initial low bidder on the project and have updated their proposal since 2018 to provide compatible equipment at the Main Street Parking Deck.

Staff is recommending approval with the hopes to have the equipment installed and operational for the Furniture Market scheduled for June.

Acting Chairman Jones inquired about the agreement that was in place between the city and the hotel regarding the parking deck and asked if those parking revenues would come back to the city since the owners of the hotel have filed for bankruptcy. Mr. McDonald confirmed that the revenues would come back to the City of High Point and noted that if and when the hotel is fully operational again, a new agreement would be drafted for the operation of the parking deck and arrangement for the parking revenues.

Acting Chairman Jones asked about the possibility of the city recouping the investment for the parking deck improvements through any future arrangement that is put in place. Mr. McDonald replied that he certainly hopes to.

Acting Chairman Jones entertained any additional questions. Hearing none, he proceeded with the following motion.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the February 15, 2021 City Council Finance Committee Consent Agenda for approval. Chairman Moore made a second to the motion. Following a roll call vote by Acting Chairman Jones, the motion carried by the following 4-0 unanimous vote:

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

[2021-58](#)

Contract Amendment - Wooten Company - Riverdale Sewer Lift Station "West Force Main"

City Council is requested to approve Contract Amendment #1 with Wooten Company in the amount of \$120,000.00 to provide additional contract administration and construction observation services for the Riverdale Sewer Lift Station "West Force Main" project and that the appropriate City official and/or employee be authorized to execute the necessary documents.

Attachments: [FINAL Wooten- West Force Main Project - Amendment I2321](#)

Terry Houk, Director of Public Services, advised that Amendment #1 to the Wooten Company Contract is needed to provide additional contract administration and construction services for the new West Force Main which is now complete with a bid opening scheduled for February 18, 2021. The original contract with the Wooten Company provided bidding and construction services for a 150-day construction schedule; however, the requested increase in the amount of \$120,000 (for a total contract price of \$167,500) is needed to support a 300-day construction schedule and puts additional contract administration and part-time construction observation for the full ten months.

Chairman Moore asked staff for clarification that this would basically extend the original 150-day contract to 300 days to complete the extension of the West Force Main. Mr. Houk replied in the affirmative and advised that there is a rock quarry in the area which will require a lot of dynamite. He reminded the Committee that there are now two force mains (the old one and a new one) coming out of the

Riverdale Pump Station and in the case of one of the force mains failing, the other force main would ensure that the Riverdale Pump Station is kept online and operable.

Acting Chairman Moore asked if there were any additional questions. There being none, he proceeded with the following motion.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the February 15, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Peters made a second to the motion. Following a roll call vote by Acting Chairman Jones, the motion carried by the following 4-0 unanimous vote:

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

2021-59

Change Order #4 - Breece Enterprises, Inc. - Water & Sewer Emergency Repairs

City Council is requested to approve Change Order #4 with Breece Enterprises, Inc. in the amount of \$500,000.00 for the emergency repair of water and sanitary sewer utilities and that the appropriate City official and/or employee be authorized to execute the necessary documents.

Attachments: [FINAL Water Sewer Emergency Repairs Change Order](#)

Trevor Spencer, Director of Engineering Services, explained that this is an annual contract for water/sewer repairs. Staff is recommending approval of Change Order #4 to the Breece Enterprises contract in the amount of \$500,000 for emergency water/sewer repairs. The City Council awarded the original contract to Breece Enterprises in June of 2020 in the amount of \$650,725; however due to COVID impacts on the water/sewer maintenance division staff and a very high number of emergency repairs over the last several months, these additional funds are needed to extend the contract through the rest of the fiscal year.

Chairman Moore asked if the increase could mostly be attributed to changes that we have encountered due to COVID. Mr. Spender spoke to how the changes are two-fold; how more water main breaks are anticipated this time of year due to weather impacts, temperatures, low temperatures at night; and the difficulty it has been with staff having to quarantine at different levels over the past several months; and how this has put an additional need for contractors to help with the repairs during the normal scheduled business day.

Committee Member Peters asked if staff could determine how much of this is COVID related as there is a possibility that the city could get some assistance for funding through a COVID relief package. Mr. Spencer advised that staff could certainly look into what days during normal business hours we have had to use contractor forces in an effort to try to help separate those funds.

Acting Chairman Jones asked if there were any additional questions. Hearing none, he proceeded with the following motion.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the February 15, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Acting Chairman Jones, the motion carried by the following 4-0 unanimous vote:

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

PENDING ITEMS

2020-528

Resolution- Proposed System Development Fee

The required public hearing for this matter was held on Monday, December 21, 2020 at 5:30 p.m. At that time, action was taken to refer this matter to the Finance Committee for further discussion regarding adoption of a proposed System Development Fee assessed by the Water and Sewer Funds according to the provisions of GS 162A, "North Carolina Water and Sewer Authorities Act." The Resolution and Exhibit A have been modified to reflect Finance Committee recommendation.

Attachments: [TREBIC doc](#)

[Joel Gillison Public Comment SDF.pdf](#)

[Revised Final System Development Fees](#)

[Revised System Development Fee Exhibit A](#)

[Signed-RES System Development Fee](#)

Motion by Chairman Moore to move this matter from Pending and place it on today's agenda for consideration. Acting Chairman Jones made a second to the motion, which carried by a unanimous 4-0 vote.

Chairman Moore then made a motion to forward this to the City Council with a favorable recommendation to adopt the Resolution implementing System Development Fees based on the following amendments to the Resolution:

1. The numbers set forth and recommended by the Stantec Study would be reduced by 50%; and
2. The System Development Fees would become effective January 3, 2022; and
3. Another study would be performed by June 30, 2023 and the results of that study would be presented to City Council for consideration and possible action on or before October 1, 2023.

Committee Member Peters made a second to the motion. Following a roll call vote by Acting Chairman Jones, the motion carried by the following 4-0 unanimous vote:

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

Staff Directives

2021-80

Collaborative Efforts with Winston-Salem and Greensboro Regarding System Development Fees

Chairman Moore pointed out that High Point used to have a High Point Economic

Development Corporation and there was a Guilford County Economic Development Corporation and spoke to the merger of the two that occurred several years ago in an effort to create more synergy to send a cohesive message to the efforts of these committees. He hoped that staff would take that same attitude towards the recommendation regarding the system development fees in an effort to pattern that same type of framework for the system development fees and the future implementation of the system development fees as High Point and the region surrounding High Point continues to grow.

Chairman Moore made a motion requesting that the City Council direct the manager and staff to work with the Cities of Winston-Salem and Greensboro regarding system development fees and attempt to coordinate the timing/application of fees for the purpose of objectivity and efficiencies within the local and geographic area. Committee Member Peters made a second to the motion. Following a roll call vote, the motion carried by the following unanimous 4-0 vote:

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

2021-81

Review of Development Ordinance

Chairman Moore made a motion requesting that City Council direct the manager and staff to conduct a review of High Point's Development Ordinance and recommend revisions that would result in an ordinance that is as business-friendly as possible. Acting Chairman Jones made a second to the motion. Following a roll call vote, the motion carried by the following unanimous 4-0 vote.

ADJOURNMENT

There being nothing further to come before the Finance Committee, Acting Chairman Jones asked if there were any objections to adjourn the meeting. Hearing none, the meeting adjourned at 4:10 p.m.

Respectfully Submitted,

Victor Jones, Acting Chairman
Finance Committee

Attest:

Lisa B. Vierling, City Clerk