

City of High Point

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



Minutes

Thursday, April 29, 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 was not allowed at this meeting. Instead, the meeting was live-streamed and the public was provided a link to listen to the meeting.
www.HighPointNC.gov/VirtualPublicMeeting.

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

CALL TO ORDER

Following a virtual roll call by Acting Chairman Jones, the following Committee Members were Present (3):

Committee Member Monica Peters (remote participation)
Committee Member Michael Holmes (remote participation)
Committee Member Victor Jones (remote participation)

Absent:

Chairman Britt W. Moore

Staff Members **Remotely** Present:

Randy McCaslin, Interim City Manager; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Jeron Hollis, Managing Director; JoAnne Carlyle, City Attorney; Michael McNair, Community Development Director; Derrick Boone, Public Services Assistant Director; Stephen Hawryluk, Budget & Performance Manager; Terry Houk, Public Services Director; Tyler Berrier, Electric Utilities Assistant Director; Bobby Fitzjohn, Financial Services Director; Robby Stone, Public Services Deputy Director; Mary S. Brooks, Deputy City Clerk; and Lisa B. Vierling, City Clerk

Present 3 - Michael Holmes, Monica Peters, and Victor Jones

Absent 1 - Chair Britt Moore

PRESENTATION OF ITEMS

[2021-159](#)

Contract - Tetra Tech - Expansion of the Eastside WWTP

City Council is requested to award a contract to Tetra Tech in the amount of \$199,791.00 to provide professional monitoring and modeling services as part of the planning for the expansion of the Eastside wastewater treatment plant (WWTP).

Attachments: [1. Tetra Tech-EXPANSION OF EASTSIDE WWTP NPDES Support Servic](#)

Derrick Boone, Public Services Assistant Director reported that the Public

Services Department was currently evaluating a future expansion of the Eastside wastewater treatment plant. Tetra Tech would oversee monitoring and perform the necessary technical analyses to evaluate the planned expansion's impact on Randleman Lake such that the NCDENR-Division of Water Resources will have the necessary information to issue speculative limits to guide the facility expansion planning. Tetra Tech would perform the following tasks under the DWR approved monitoring plan. The Public Services Department is recommending approval for the contract for professional engineering services to Tetra Tech in the amount of \$199,791.

Terry Houk, Public Services Director noted that Tetra Tech was used for the expansion at the Westside wastewater treatment plant; and was very well experienced.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the May 3, 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 3-0 unanimous vote:

Aye (3): Acting Chairman Jones, Committee Member Peters, and Committee Member Holmes

Absent (1): Chairman Moore

A motion was made by Jones, seconded by Holmes, that this matter be recommended for approval, consent agenda. The motion carried by the following vote:

Aye: 3 - Holmes, Peters, and Jones

Absent: 1 - Chair Moore

2021-160

Contract - Brushy Mountain Builders - Eastside WWTP, PTF Effluent Control Gates

City Council is requested to award a contract to Brushy Mountain Builders in the amount of \$299,000 for replacement of existing primary sluice gates at the Eastside Wastewater Treatment Plant and to replace with stop logs that will allow the ability to control flow coming from the primary treatment facility (PTF).

Attachments: [2. EASTSIDE WWTP PTF EFFLUENT CONTROL GATES-Brushy Mountain SIGNED Recommendation Form - Council Approval - Eastside Stop Logs](#)

Terry Houk, Public Services Director reported that the Public Services Department had budgeted to demolish the existing primary sluice gates at the Eastside Wastewater Treatment Plant and to replace with stop logs that will allow the ability to control flow coming from the primary treatment facility (PTF). The existing primary sluice gates were installed in a previous upgrade and are no longer functional due to the deterioration of the stems, stem guides and stem

brackets for the gates. The scope of the project would be to demolish the existing gates and to install frame guides for the installation of stainless-steel stop logs. The stop logs would be stored on site and installed as needed to control flow. The Public Services Department recommends approval and asks for City Council to award the contract to Brushy Mountain Builders, in the amount of \$299,000.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the May 3, 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 3-0 unanimous vote:

Aye (3): Acting Chairman Jones, Committee Member Peters, and Committee Member Holmes

Absent (1): Chairman Moore

A motion was made by Jones, seconded by Peters, that this matter be recommended for approval, consent agenda. The motion carried by the following vote:

Aye: 3 - Holmes, Peters, and Jones

Absent: 1 - Chair Moore

[2021-161](#)

Contract - PO Increase - Waste Management - Biosolids Disposal

City Council is requested to approve an increase with Waste Management in the amount of \$88,250. for the additional cost of biosolids disposal while the incinerator is off-line due to routine maintenance.

Attachments: [3. DISPOSAL OF BIOSOLIDS WASTE MANAGEMENT Increase PO](#)

Terry Houk, Public Services Director reported that the request was to increase the amount of PO# 103343 with Waste Management from \$60,000 to \$148,520 to cover the additional cost of biosolids disposal while the incinerator was offline due to routine maintenance. The City of High Point disposes bio-solids from the wastewater system via incineration. The incinerator had been offline for the last month for routine maintenance. The requested increase of \$88,520 on PO #103343 was due to the additional cost of landfill disposal while the incinerator had been offline for maintenance. EPA required that the incinerator be emissions stack tested once a year. Results of the test determine operating parameters that was needed to follow to comply until tested again. This process took one month minimum and during this time we processed and disposed of solids to an approved disposal site. This time during the restart the main burner failed to ignite, and parts were ordered to repair the control system. If repairs fix the burner, it will take a minimum of two (2) weeks to bring the incinerator online to begin processing solids. Public Services is recommending that Council approve the request for the increase of blanket PO# 103343 with Waste Management to

the amount of \$148,520.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the May 3, 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 3-0 unanimous vote:

Aye (3): Acting Chairman Jones, Committee Member Peters, and Committee Member Holmes

Absent (1): Chairman Moore

A motion was made by Jones, seconded by Holmes, that this matter be recommended for approval, consent agenda. The motion carried by the following vote:

Aye: 3 - Holmes, Peters, and Jones

Absent: 1 - Chair Moore

[2021-162](#)

Contract - Fairfield Substation Equipment - Siemens Industry, Inc. - Siemens Energy - Electrical Power Products, Inc.

City council is requested to award (3) three contracts to purchase equipment to upgrade the existing Fairfield substation and increase the electric system's capacity.

Schedule I -	Metalclad Switchgear	Siemens Industry, Inc.	\$264,517.00
Schedule II -	Circuit Breakers	Siemens Energy	\$353,200.00
Schedule III -	Relay & Control Panels	Electrical Power Products, Inc.	\$55,448.00

Attachments: [4. FAIRFIELD SUBSTATION UPGRADE](#)

[SIGNED Recommendation Form - Bid # 14-041521 Fairfield Substation U](#)

Tyler Berrier, Electric Utilities Assistant Director reported that the purchase of the requested equipment would allow the City to upgrade existing Fairfield substation and increase the electric system's capacity. Currently the substation transformer at Fairfield is the oldest unit. The Substation Circuit Switchers, 121 kV Breakers and Relay/Control Panels are to be used at the Fairfield Substation for the substation upgrade. The city has previously purchased substation transformers for this substation, and they are already on site. Funds are included in the 2020-21 budget to cover this project.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the May 3, 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 3-0 unanimous vote:

Aye (3): Acting Chairman Jones, Committee Member Peters, and Committee Member Holmes

Absent (1): Chairman Moore

A motion was made by Jones, seconded by Peters, that this matter be recommended for approval, consent agenda. The motion carried by the following vote:

Aye: 3 - Holmes, Peters, and Jones

Absent: 1 - Chair Moore

[2021-163](#)

Ordinance - Budget Amendment - DRIVE High Point Foundation Grant

City Council is requested to approve a budget amendment to appropriate grant revenue in the amount of \$18,250. received from the DRIVE High Point Foundation for the exhibit rental fee and related costs for installing and promoting the exhibit at the High Point Museum.

Attachments: [5. HIGH POINT MUSEUM - Destination Development Grant - Budget Ordinance Budj Amend HP Museum](#)

Stephen Hawryluk, Budget and Performance Manager reported that the request was to appropriate \$18,250 in grant revenue received from the DRIVE High Point Foundation. The High Point Museum had been awarded a Destination Development Grant in the amount of \$18,250 from the DRIVE High Point Foundation. There was a local match of \$18,250, which would be included in the FY 2021-22 budget. The Financial Services Department is recommending approval of the budget amendment.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the May 3, 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 3-0 unanimous vote:

Aye (3): Acting Chairman Jones, Committee Member Peters, and Committee Member Holmes

Absent (1): Chairman Moore

A motion was made by Jones, seconded by Holmes, that this matter be recommended for approval, consent agenda. The motion carried by the following vote:

Aye: 3 - Holmes, Peters, and Jones

Absent: 1 - Chair Moore

[2021-165](#)

Resolution - Inducement Resolution for Wendover Heights

City Council is requested to adopt a resolution giving preliminary approval to issuance of multifamily housing revenue bonds estimated not to exceed \$20,000,000 to finance the acquisition, construction and equipping of Wendover Heights and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [7. INDUCEMENT RESOLUTION - Wendover Heights](#)
[Inducement Resolution Wendover Heights](#)

Michael McNair, Community Development Director reported that one of the projects proposed in the 2021-22 Annual Action Plan involved the use of multifamily housing revenue bonds. The developer, Wynnefield Forward, LLC, requested that the City assist in financing the acquisition, construction and equipping of a multifamily residential rental development to be known as Wendover Heights located at 5000 W. Wendover Avenue. The City was asked to assist the developer by preliminarily approving the issuance of the bonds subject to approval by the North Carolina Housing Finance Agency (NCHFA). If the development receives a bond allocation from the NCHFA, a public hearing known as a TEFRA (Tax Equity and Fiscal responsibility Act of 1982) would be required later (tentatively August 2020). The developer applied for a bond allocation in an amount of \$20,000,000 to provide all or part of the cost of the Development. There will be no obligation, financial or otherwise, placed upon the City Council of High Point to issue the bonds. The Community Development and Housing Department is recommending approval of the resolution giving preliminary approval to issuance of multifamily housing revenue bonds to finance the acquisition, construction and equipping of Wendover Heights and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Acting Chairman Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the May 3, 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 3-0 unanimous vote:

Aye (3): Acting Chairman Jones, Committee Member Peters, and Committee Member Holmes

Absent (1): Chairman Moore

A motion was made by Jones, seconded by Peters, that this matter be recommended for approval, consent agenda. The motion carried by the following vote:

Aye: 3 - Holmes, Peters, and Jones

Absent: 1 - Chair Moore

City Council is requested to approve an early construction package with Samet Corporation (CMAR) in the amount of \$6,376,513 to allow renovations to begin immediately with the City Lake Park Phase 1 Renovation project located at 602 W. Main St, Jamestown, NC.

Attachments: [7. PR CITY LAKE PARK Samet](#)

NOTE: No Discussion of this item in Finance Committee.

Interim City Manager Randy McCaslin advised there would be no action taken on this matter by the Finance Committee and reported that it would be discussed during the Special Meeting of City Council on Monday, May 3, 2021 at 3:00 p.m.

ADJOURNMENT

There being no further business to come before the Finance Committee, Acting Chairman Jones asked if there were any objections to adjourn the meeting. There being none, the meeting was adjourned at 4:18 p.m.

Respectfully Submitted,

Victor Jones, Acting
Chairman

Attest:

Mary S. Brooks, Deputy City Clerk