

City of High Point

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



Minutes

Thursday, July 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)

FINANCE COMMITTEE - Mayor Pro Tem Britt W. Moore, Chair**CALL TO ORDER**

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

Following roll call by Chairman Moore, the following Committee Members were **Present (3):**

Chairman Britt W. Moore

Committee Member Monica Peters

Committee Member Michael Holmes

Absent (1) Committee Member Victor Jones

Staff Members Present:

Tasha Long Ford, City Manager; Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Jeron Hollis, Managing Director; Stephen Hawryluk, Budget & Performance Manager; Bobby Fitzjohn, Financial Services Director; Travis Stroud, Chief of Police; Thomas Reid, Fire Chief; Terry Houk, Public Services Director; Derrick Boone, Public Services Assistant Director; Trevor Spencer, Engineering Services Director; Angela Wynes, Transit Manager; Mark McDonald, Transportation Director; Angela Kirkwood, Human Resources Director; Kevin Rogers, Fleet Services Director; Lisa B. Vierling, City Clerk; and Mary S. Brooks, Deputy City Clerk

PRESENTATION OF ITEMS

[2021-317](#)

Resolution - Interlocal Agreement - City of High Point - Guilford County - High Point Fire Department

City Council is requested to approve an interlocal agreement with Guilford County for the High Point Fire Department to provide services to the Deep River Fire District.

Attachments: [1. Interlocal Agreement - Guilford County - HPFD- Deep River Fire District](#)
[Resolution Interlocal Agreement Deep River Fire District](#)

Thomas Reid, Fire Chief reported that Guilford County in the effort improve the Public Protection Classification (PPC) to the Colfax and Deep River Fire District it provides to its residents has increased the tax rate from \$0.0941 to \$0.1241 with a projected revenue of \$361,650. This action required a new contract due to the increased service district the City of High Point would provide to this area. Additional requested funds from FY21-22 of \$114,880 will cover cost of requested manpower, with future years covered by increased intergovernmental revenues via

the Deep River Fire District and reduced overtime expenses. The Fire Department requested Council to approve the Deep River Fire District Interlocal Agreement between Guilford County and the City of High Point. The increased revenues will assist in funding three new fire positions with the High Point Fire Department to operate Tanker 12, which serves the area.

Chairman Moore inquired on the three new positions were created. Chief Reid replied that Stephen Hawryluk, Budget and Performance Manager, would discuss that in the next item; and said that the positions would be paid for by the Deep River District.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the August 2, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Jones

[2021-318](#)

Budget Ordinance - High Point Fire Department - Deep River District Positions

City Council is requested to approve a budget ordinance in the amount of \$114,880 for three new fire positions to operate Tanker 12 for the Deep River Fire District.

Attachments: [1a. Budget Ordinance - Guilford County - HPFD - Deep River Service District Ordinance Budget Amendment Fire Dept Positions](#)

Stephen Hawryluk, Budget and Performance Manager reported that in October 2020, to satisfy Insurance Services Office (ISO) rating requirements for the Deep River Fire District area, a water hauling tanker, which served this area via an interlocal agreement, was placed in service at Station 12, with one person assigned on each shift. The three positions had been covered by additional overtime expenses. The approved FY 2021-22 budget for Guilford County included an increased tax levy to \$12.41 cents (per \$100 of valuation) for the Deep River Fire District. This was the first of two planned increases with the increased revenues funding three new fire positions with the High Point Fire Department to operate Tanker 12. The total cost of these positions for FY 2021-22 is \$153,174. For these positions, the proposed amendment appropriated general fund reserves in the amount of \$114,880, with the remaining cost of the positions covered by a decrease in overtime expenses. The planned tax increase for Deep River Fire District in FY 2022-23 would help offset the costs

of these positions in future years. It was expected that the ISO rating for this area will be a class 1 effective September 2021. The FY 2021-22 budget impact was \$114,880, with future years covered by increased intergovernmental revenues via the Deep River Fire District and reduced overtime expenses. The Financial Services Department is recommending and asks the City Council to approve the budget amendment.

Committee Member Holmes inquired on historical over time used for said area. Chief Reid replied that the new positions would offset paid overtimes; and that the salaries for the three positions would cost \$180,000 a year.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the August 2, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Jones

2021-319

Contract - New Flyer Industries - Transit Bus Purchase

City Council is requested to award a contract to New Flyer Industries in the amount of \$499,993 for the purchase of (1) one 35 ft, low floor transit bus through a consortium bid for the purchase of buses through a (5) five-year contract with The Piedmont Authority for Regional Transportation (PART) as the lead agency.

Attachments: [2. Contract-New Flyer Industries - Transit Bus Purchase](#)
[Recommendation Form - New Flyer Industries Inc. 2021-07-21](#) SIGNED

Angela Wynes, Transit Manager reported that this request would result in the city's 16th bus replacement; said that parts for the smaller buses were no longer available; spoke to obtaining a \$500,000 grant to cover the cost of the bus; the City of High Point was a party to a consortium bid for the purchase of buses through a five-year contract. The Piedmont Authority for Regional Transportation (PART) served as the lead agency. The procurement was competitively bid seeking the lowest, responsive bid from a responsible party. Three bus manufacturers - New Flyer Industries, Inc., Creative Bus Sales, and Gillig Corporation - submitted bids. New Flyer Industries, Inc. was the lowest, responsive, responsible bidder meeting the specifications for the 35' bus. The bus was being purchased from year one of the contract. Staff is recommending awarding New Flyer Industries a contract for the purchase of 1 bus in the amount of \$499,993.00.

Committee Member Holmes asked if the city looked at the options of having electric buses. Ms. Wynes replied no; and spoke to the challenges with maintenance and the infrastructure costs of switching to electric buses.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the August 2, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Peters made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Jones

2021-320

Contract - James River Equipment - John Deere 624P Wheel Loader Purchase

City Council is requested to award a contract to James River Equipment in the amount of \$207,079.70 for the purchase of (1) one John Deere 624P Wheel Loader for the Ingleside Facility and declare the old loader as surplus and disposing through the online auction process.

Attachments: [3. Contract-John Deere- Wheel Loader](#)
[1002-johndeere624k_rec form](#) [SIGNED](#)

Kevin Rogers, Fleet Services Director reported that the Ingleside compost facility was currently using a 2013 John Deere 624K wheel loader with over 10,000+ hours. It was reaching the end of its useful life. James River Equipment had the John Deere 624P wheel loader which would continue to meet their needs. The price of \$207,079.70 was for the wheel loader, extended warranty, operator training, and delivery. Delivery was estimated at 120-150 days. The Fleet Services Department is recommending purchasing one (1) John Deere 624P wheel loader from James River Equipment. Recommendation also included declaring the old loader as surplus and disposing through the online auction process.

Committee Member Holmes inquired on the length of the extended warranty; and on the price the surplus would be. Mr. Rogers replied that the warranty would be for five years, and for 175 hours; and that the surplus would be around \$34,000.

Chairman Moore inquired if city buses could be considered surplus and sold. Mark McDonald, Transportation Director replied that city buses could be surplus, but anything over \$5,000 received would have to be returned back to the federal government.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the August 2, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Jones

2021-321

Contract - NC Sheriffs' Association Contract - Ilderton Chrysler Dodge - High Point Police Department Dodge Charger Purchase (10)

City Council is requested to award an NC Sheriffs' Association Contract# 21-07-0915 to Ilderton Chrysler Dodge in the amount of \$304,777.00 for the purchase of (10) ten Dodge Charger Police Pursuit Sedans for the High Point Police Department.

Attachments: [4. Contract - Ilderton Chrysler Dodge - HPPD Dodge Charger](#)
[10 Dodge Chargers Recommendation SIGNED](#)

Kevin Rogers, Fleet Services Director reported that the Fleet Services Department needed to place an order for ten (10) police package Dodge Chargers. Using the NC Sheriffs' Association Contract# 21-07-0915, the current production 2021 Dodge Chargers were being recommended for City Council Approval. The Police Department was currently using Dodge Charger Police Pursuit Sedans that needed replacement due to age and or condition. The new Dodge Charger Police Pursuit Sedans were similar to other sedans in the Police Department and would meet their needs. The price of \$29,590.00 was for the vehicle and equipment package with DMV fees of \$887.70. Total cost for ten (10) was \$304,777.00. The estimated delivery would be between 90-120 days. The Fleet Services Department is recommending purchasing the ten (10) Dodge Chargers from Ilderton Chrysler Dodge in the amount of \$304,777.00.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the August 2, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Peters made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Jones

2021-322

Sole Source Contract - United Rentals - Thompson 32 GPM Hydraulic Power Unit

City Council is requested to award a sole source contract to United Rentals in the amount of \$41,946.00 for the purchase of a Thompson 32 GPM Hydraulic Power Unit to allow Public Services W/S Mains Division to utilize the additional pump head for emergency bypassing of sanitary sewer flows and to serve as a backup to the unit at the Riverdale Pump Station.

Attachments: [5. Sole Source Contract - United Rentals- Thompson Hydraulic Power Unit](#)
[Sole Source Request Form- United Rental- Thompson Pump](#) **SIGNED**

Derrick Boone, Public Services Assistant Director reported that the Water and Sewer Mains Division had an existing Thompson 32 GPM Hydraulic Power Unit and two pump heads. The hydraulic power unit and one of the pump heads had now been permanently installed at the Riverdale Pump Station for flood mitigation. The purchase of an additional Thompson 32 GPM Hydraulic Power Unit will allow the W/S Mains Division to utilize the additional pump head for the emergency bypassing of sanitary sewer flows and to serve as a backup to the unit at the Riverdale Pump Station. The Public Services Department was purchasing the Thompson 32 GPM Hydraulic Power Unit as a sole source to standardize with the existing Thompson 32 GPM Hydraulic Power Unit and pumping heads. United Rentals was the exclusive sales and service representative for Thompson Pumps. Staff is requesting to approve a sole source purchase of \$41,946.00 to United Rentals.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the August 2, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Jones

2021-323

Contract - Breece Enterprises, Inc. - Water/Sewer Maintenance-Emergency Repairs

City Council is asked to award a contract to Breece Enterprises, Inc. in the amount of \$904,725.00

to perform maintenance work and emergency repairs on the existing water and sewer system and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [6. 2021-22 Water and Sewer Maintenance - Breece Enterprises](#)
[Recommendation Form - Breece Enterprises - Water and Sewer Maintenance](#)

Trevor Spencer, Engineering Services Director reported that the contract required that the contractor be on site of an emergency repair within 2 hours of receiving notification from the City. Since the start date of the contract, July 1, 2021, North State Water and Sewer was contacted to perform repairs on five separate

emergency water main breaks. Of those five emergencies, the contractor did not respond within the 2-hour time period on four occurrences and was nonresponsive on one occurrence. The City's Engineering Services and Public Services Departments met with the contractor on July 20, 2021 to discuss response time and performance concerns. Acknowledging their inability to respond and perform the work according to the contract requirements, North State Water and Sewer submitted a letter on July 20, 2021 requesting cancellation of their contract with the City (attached). Breece Enterprises, Inc. was the second lowest bidder for this contract at the March 4, 2021 bid opening and had been contracted for maintenance and emergency repairs in previous years with successful and acceptable performance. Breece Enterprises had submitted documentation (attached) confirming their willingness to honor their March 4 bid submittal to perform the Water and Sewer Maintenance contract, pending Council approval. Additionally, Breece Enterprises had confirmed willingness to provide emergency response until a contract was formally executed. The Engineering Services Department and the Public Services Department is recommending approval of the contract and that the appropriate City official and/or employee be authorized to execute all necessary documents to award the contract to Breece Enterprises, Inc. in the amount of \$904,725.00.

Committee Member Peters inquired on the status of the project on Rockford Road. Mr. Spencer replied that the proposed sewer line had to be moved to an existing location; and that the project should be completed in 2 to 3 weeks.

Committee Member Holmes inquired on the reasoning for choosing a new vendor for emergency repairs. Mr. Spencer replied that the previous vendor was a qualified vendor; however, the vendor was not prepared to respond to emergency situations; they performed work in controlled environments; and that an agreement was made to end the contract to salvage their reputation with the city for future projects.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the August 2, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Jones

[2021-324](#)

Resolution - ARPA Funds

City Council is requested to adopt a resolution to accept the American Rescue Plan Act

Funds and authorize the appropriate City officials to apply for, receive, and administer the CSLRF funds in accordance with all applicable federal and state laws, regulations, and guidance.

Attachments: [7. Resolution - Acceptance of ARPA Funds](#)
[Resolution ARPA Funds Executed 8.2.21](#)
[Resolution ARPA Funds](#)

Bobby Fitzjohn, Financial Services Director reported that this was interim. The City's estimated funding from the Coronavirus State and Local Fiscal Recover Funds (CSLRF) within the American Rescue Plan Act (ARPA) currently totals \$22,699,511. The City had received its first tranche of \$11,349,755.50 and would receive the second tranche within 12 months. On March 11, 2021, the American Rescue Plan was signed into law. Included in this bill was direct financial assistance to local governments that had faced revenue losses and added safety expenses in dealing with the COVID-19 pandemic. The City Council was required by General Statute 160A-17.1 to vote to authorize the receipt of the funds and delegate the appropriate city officials to execute any necessary agreements on behalf of the Council. The Financial Services Department is recommending that City Council vote to accept the American Rescue Plan Act Funds and authorize the appropriate city officials to apply for, receive, and administer the CSLRF funds in accordance with all applicable federal and state laws, regulations, and guidance.

Committee Member Holmes inquired if the approval was for the total amount of funds. Mr. Fitzjohn replied yes; it would be a singular award for the total amount of funds.

Chairman Moore asked if it was required to open a new banking account for the funds. Mr. Fitzjohn replied that a new account was not required; and that the city's financial system was set up to track interest earnings.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the August 2, 2021 City Council Finance Committee Consent Agenda for approval. Committee Member Holmes made a second to the motion. Following a roll call vote by Chairman Moore, the motion carried by the following 3-0 unanimous vote:

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

Absent (1): Committee Member Jones

ADJOURNMENT

There being no further business to come before the Finance Committee, Chairman Moore asked if there were any objections to adjourn the meeting. There being none, the meeting was adjourned at 4:28 p.m.

Respectfully Submitted,

Britt Moore, Chairman _____

Attest:

Mary S. Brooks, CMC
Deputy City Clerk