

# City of High Point

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



## Minutes

**Wednesday, November 10, 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)***

**NOTICE:**

**Face Coverings (Face Masks) are now required inside all public places/buildings in Guilford County.**

**The Guilford County Board of County Commissioners in their capacity as the Guilford County Board of Health Re-Instated a Mandatory Mask Policy which will be effective on Friday, August 13th at 5:00 p.m.**

**The mandate requires that:**

**(1) Individuals must wear Face Coverings when indoors in all businesses, establishments, and public places.**

**(2) All businesses, establishments, and public places must require that all persons wear Face Coverings when indoors on their premises.**

**For additional information on the Guilford County Mask Mandate, please visit: [www.guilfordcountync.gov](http://www.guilfordcountync.gov)**

**Present** 3 - Chair Britt Moore, Victor Jones, and Jay Wagner

**Absent** 2 - Michael Holmes, and Monica Peters

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

Chairman Moore called the meeting to order at 4:07 p.m.

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

Chairman Britt W. Moore  
Committee Member Victor Jones  
Mayor Jay Wagner-Alternate

**Absent (2)** Committee Member Monica Peters  
Committee Member Michael Holmes

**Staff Members Present:**

Randy McCaslin, Deputy City Manager; JoAnne Carlyle, City Attorney; Eric Olmedo, Assistant City Manager; Greg Ferguson, Assistant City Manager; Jeron Hollis, Managing Director; Bobby Fitzjohn, Financial Services Director; Lee Tillery, Parks and Recreation Director; Terry Houk, Public Services Director; Kevin Rogers, Fleet Director; Tyler Berrier, Electric Utilities Assistant Director; Angela Wynes, Transit Manager; Mark McDonald, Transportation Director; Roslyn McNeill, Budget Analyst; and Mary S. Brooks, Deputy City Clerk

## **PRESENTATION OF ITEMS**

[2021-492](#)

### **Report of Surplus Equipment Disposal FY 19/20 & 20/21**

City Council is requested to acknowledge receipt of the report of sale of surplus equipment for FY 2019/2020 & FY 2020-2021.

**Attachments:**    [2. Fleet Report - GovDeals Sales Yrs 20-21 & 19-20\(VER2\)](#)

Kevin Rogers, Fleet Director reported the receipt of the report for the sale of surplus equipment in fiscal year (FY) 2019-2020 and 2020-2021 as required by the City of High Point Purchasing Policies and Procedures Manual. The FY 2019-2020 was not submitted before due to staffing changes. The City of High Point Purchasing Policies and Procedures Manual required that fleet vehicles and other equipment sold at online auction be reported to City Council on an annual basis. A listing of items sold with descriptions and sale amount was included with this item. The sale of this equipment generated \$704,918.66 (FY 2019-2020) \$1,011,881.07 (FY 2020-2021) in proceeds for the City of High Point. Staff is requesting acknowledgement of receipt of the report of sale of surplus equipment for FY 2019/2020 and FY 2020/2021.

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

Aye (3):     Chairman Moore, Mayor Wagner (Alternate), and Committee Member Jones

Absent (2):     Committee Member Peters, and Committee Member Holmes

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

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

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

[2021-493](#)

### **Contract - Black & Veatch International Company - Engineering Services - Rich Fork Diversion Pump Station**

City Council is requested to award a contract in the amount of \$163,000 to Black & Veatch International Company for professional engineering services to evaluate the necessary capacity and site selection of a new sanitary sewer pump station that would divert flow from the Riverdale Pump Station.

**Attachments:** [3. Black and Veatch International Co - Professional Engineering Services - R](#)

Terry Houk, Public Services Director reported to contract with the Black and Veatch International Company to evaluate the necessary capacity and site selection of a new sanitary sewer pump station that would divert flow from the Riverdale Pump Station. The intent would be to divert additional flow from the Riverdale Pump Station to avoid a future expansion of the pump station, and instead upgrade the existing pumps, VFDs, electrical components, and controls within the existing footprint of the station. Staff is recommending approval for a contract for professional engineering services to Black and Veatch International Company in the amount of \$163,000.00.

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

**Aye (3):** Chairman Moore, Mayor Wagner (Alternate), and Committee Member Jones

**Absent (2):** Committee Member Peters, and Committee Member Holmes

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

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

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

#### [2021-494](#)

#### **Contract - Change Order - Johnson Controls - High Point Police Department**

City Council is requested to approve a contract increase in the amount of \$113,614.68 with Johnson Controls for the new High Point Police Department located at 1730 Westchester Dr. High Point, NC.

**Attachments:** [4. Contract Change Order - Johnson Control HPPD](#)

Eric Olmedo, Assistant City Manager reported that City Council awarded a contract to Johnson Controls on January 6, 2020 for Access Control and Security Management Software for the new Police Department project. The original contract amount was \$291,962.06. As the Police Department project had progressed, there have been a number of additional items needed to ensure a safe, secure and efficient building. These additions included additional areas of bullet proof glass, cabling and access panels at multiple secure parts of the building, card readers, automatic door releases and intercom system enhancements. These were items that were not considered in the original scope of the contract, and that weren't known until the final layout and function of the building was known. Staff is recommending to approve an increase to the contract amount to Johnson Controls Inc. in the amount of \$113,614.68.

Chairman Moore inquired if this request would be the final adjustment. Mr. Olmedo replied yes; and explained the transition process regrading staff to the new police department.

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

Aye (3): Chairman Moore, Mayor Wagner (Alternate), and Committee Member Jones

Absent (2): Committee Member Peters, and Committee Member Holmes

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

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

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

#### [2021-495](#)

#### **Contract - ElectriCities Joint Purchasing Agreement**

City Council is requested to approve a three-year Joint Purchasing Agreement with ElectriCities.

**Attachments:** [5. ElectriCities Joint Purchasing Agreement](#)

Tyler Berrier, Electric Utilities Assistant Director reported that ElectriCities Joint Purchasing Agreement was a program that had allowed Cities to bid as a large quantity, usually resulting in lower pricing and allowed it's member cities to group together so that they could purchase stock items and services for economy of scale; and that staff is recommending approval for the ElectriCities Joint Purchasing Agreement for a period of three years.

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

Aye (3): Chairman Moore, Mayor Wagner (Alternate), and Committee Member Jones

Absent (2): Committee Member Peters, and Committee Member Holmes

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

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

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

#### [2021-496](#)

#### **Contract - WESCO Distribution - Montlieu Avenue - Underground Cable**

City Council is requested to award a contract to WESCO Distribution in the amount of

\$739,407.75 for the purchase of underground cable for the overhead to underground electric conversion on Montlieu Avenue.

**Attachments:** [6. Contract - WESCO Distribution - Underground Cable - Montlieu Project](#)

Tyler Berrier, Electric Utilities Assistant Director reported that bids were received in November for underground cable for the overhead to underground electric conversion on Montlieu Avenue; staff had reviewed the bid submittal and evaluated the bids; and said that there would be long delivery times due to supply line and material issues that the industry was currently facing. Staff is recommending the contract award to WESCO Distribution in the amount of \$739,407.75.

Chairman Moore inquired on the timeframe for the project. Greg Ferguson, Assistant City Manager replied that the project's timeframe would be around 210 days.

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

Aye (3): Chairman Moore, Mayor Wagner (Alternate), and Committee Member Jones

Absent (2): Committee Member Peters, and Committee Member Holmes

**A motion was made by Chair Moore, seconded by Wagner, that this matter be recommended for approval, consent agenda. The motion carried by the following vote:**

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

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

## [2021-497](#)

### **Resolution - Authorize Issuance of Series 2021A and Series 2021B CES Revenue Refunding Bonds**

City Council is requested to adopt a resolution authorizing the issuance of up to \$21 million Series 2021A Taxable Combined Enterprise System (CES) Refunding Bonds and up to \$32 million Series 2021B Taxable CES Refunding Bonds.

**Attachments:** [7. Issuance of Series 2021A & Series 2021B CES Revenue Refunding Bond; Resolution Revenue Refunding Bonds](#)

Bobby Fitzjohn, Financial Services Director reported that The Financial Services Department is recommending that the City Council take the first steps to authorize the issuance of up to \$21 million Series 2021A Taxable Combined Enterprise System (CES) Refunding Bonds and up to \$32 million Series 2021B Taxable CES Refunding Bonds. The bond market was currently favorable for refunding the City's outstanding Series 2012A CES Revenue Refunding Bonds and the 2014 CES Revenue Bonds. The proposed resolution, prepared by the City's bond attorneys, provided staff the authorization to request approval from the Local Government Commission and certain related matters. The proposed refunding would allow the City to take advantage of

current market rates by utilizing direct bank loans rather than waiting until the bonds are callable. The bonds' taxable rates would be converted to the tax-exempt rates upon the call date of the original issuance. Staff is recommending the approval of the attached "Resolution of the City Council of the City of High Point, North Carolina, Directing the Application to the Local Government Commission for Approval of Combined Enterprise System Revenue Refunding Bonds, Requesting Local Government Commission Approval and Certain Related Matters".

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

Aye (3): Chairman Moore, Mayor Wagner (Alternate), and Committee Member Jones

Absent (2): Committee Member Peters, and Committee Member Holmes

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

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

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

#### 2021-498

#### **Resolution - NCDOT Section 5303 Planning Grant Agreement**

City Council is requested to adopt a resolution approving an agreement with North Carolina Department of Transportation (NCDOT) for the federal and state share of the FY22 Section 5303 planning grant and authorize the City Manager to execute the required agreement with NCDOT to receive reimbursement funds for the project.

**Attachments:** [8. Resolution - FY22 NCDOT Section 5303 Grant Agreement](#)  
[Resolution NCDOT Agreement](#)

Angela Wynes, Transit Manager reported that the City of High Point was awarded Section 5303 funds in the amount of \$65,763 to assist with transit planning activities and would need to execute an agreement with NCDOT for the federal and state share of the FY22 Section 5303 planning grant. This funding would represent 90% of the projected costs; and would be used to cover staff time and expenses related to activities such as route and schedule planning, compliance with civil rights regulations, and developing projects for the Metropolitan and State Transportation Improvement Programs. Staff is recommending authorizing the City Manager to execute the required agreement with NCDOT to receive reimbursement funds for the project.

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

Aye (3): Chairman Moore, Mayor Wagner (Alternate), and Committee Member Jones

Absent (2): Committee Member Peters, and Committee Member Holmes

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

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

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

### 2021-505

#### **Agreement - Equipment Rental - City of Kannapolis - Train Engine**

City Council is requested to ratify an Equipment Rental Agreement with the City of Kannapolis for the use of a 2018 C.P. Huntington Engine for upcoming holiday events and that the City Manager and/or designee be authorized to execute all necessary documents.

**Attachments:** [Equipment Rental Agreement](#) [City of Kannapolis](#)

Lee Tiller, Parks and Recreation Director reported that the City of Kannapolis approached the High Point Parks and Recreation Department regarding using High Point's train engine for their upcoming holiday events. The City of Kannapolis had a train, however it's unavailable to run through the end of the year. High Point and Kannapolis' trains are similar C.P. Huntington engines that ran on like tracks. The City would not be needing the use of its train during the time period which Kannapolis has requested. Kannapolis would pay High Point a rental fee of \$6,000. Staff is recommending Council ratify the Equipment Rental Agreement between the City of High Point and the City of Kannapolis, as executed by the City Manager or designee.

Chairman Moore asked would this agreement be sufficed. JoAnne Carlyle, City Attorney replied yes.

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

**Aye (3):** Chairman Moore, Mayor Wagner (Alternate), and Committee Member Jones

**Absent (2):** Committee Member Peters, and Committee Member Holmes

Chairman Moore extended appreciation and thanks for those who sacrificed and served in the military; and wished everyone a Happy Veterans Day.

**A motion was made by Chair Moore, seconded by Wagner, that this matter be recommended for approval, consent agenda. The motion carried by the following vote:**

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

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



**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 4:24 p.m.

Respectfully Submitted,

\_\_\_\_\_  
Britt Moore, Chairman

Attest:

\_\_\_\_\_  
Mary S. Brooks, CMC  
Deputy City Clerk