

City of High Point

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



Minutes

Thursday, December 30, 2021

4:00 PM

3rd Floor Conference Room

Finance Committee

Britt Moore, Chair

Committee Members:

Michael Holmes

Monica Peters, Mayor Pro Tem

Victor Jones

Jay Wagner, Mayor (Alternate)

FINANCE COMMITTEE - Council Member 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 Victor Jones

Committee Member Monica Peters

Absent (1)

Committee Member Michael Holmes

Staff Members Present:

Randy McCaslin, Deputy City Manager; Jeron Hollis, Managing Director; Angela Wynes, Transit Manager; Bobby Fitzjohn, Financial Services Director; Kim Thore, ROW Coordinator; Travis Stroud, Chief of Police; Derrick Boone, Public Services Assistant Director; Angela Wynes, Transit Manager; Stephen Hawryluk, Budget Manager; Lee Tillery, Parks and Recreation Director; Erik Conti, Purchasing Manager; Lisa Vierling, City Clerk; and Mary S. Brooks, Deputy City Clerk

Present 3 - Chair Britt Moore, Monica Peters, and Victor Jones

Absent 1 - Michael Holmes

PRESENTATION OF ITEMS**[2021-569](#)****Establish Public Hearing - 2021 Edward Byrne Memorial Justice Assistance Grant Funding - JAG**

City Council is requested to establish a public hearing date of Monday, January 18th at 5:30 p.m. for the purpose of receiving public comments on the funding for the 2021 Edward Byrne Memorial Justice Assistance Grant Funding (JAG).

Attachments: [1. Establish Public Hearing January 18, 2022](#) [2021 Edward Byrne Mem](#)

Travis Stroud, Chief of Police, High Point Police Department reported that the City of High Point was proposing to use the 2020 Edward Byrne Memorial Justice Assistance Grant (JAG) as pledged for a portion of the City's current Municipal Lease agreement of WatchGuard 4RE/VISTA In-car camera / body-worn camera systems with Motorola Solutions. The Municipal Lease Agreement was approved by City Council on June 1, 2020. Funding would be presented to City Council in the form of public hearing and comment on Tuesday, January 18, 2022. The grant allotment of \$295,667 was a multi-agency award distributed between the City of Greensboro, High Point, and Guilford County. The City of Greensboro would serve as the lead and fiscal agent to administer the funding. The City of Greensboro would receive funding totaling \$164,088; The Guilford County Sheriff's Department would receive funding in the amount of

\$73,713.40; and the City of High Point would receive funding in the amount of \$57,865.60. These cameras are beneficial for not only capturing evidence of criminal acts, but also used for addressing citizen complaints. Chief Stroud noted that this was for information only and requested to establish a public hearing date of Tuesday, January 18, 2022 at 5:30 p.m. for the purpose of receiving public comments on the High Point Police Department's use of funding awarded under the 2021 Edward Byrne Memorial Justice Assistance Grant.

2021-570**Contract - Change Order #1 - Breece Enterprises, Inc. - East State Avenue Water & Sewer Phase 2-Replace Manhole**

City Council is requested to approve Change Order #1 with Breece Enterprises, Inc. in the amount of \$79,400.00 for replacement of the manhole, associated sanitary sewer connections, and asphalt resurfacing of the intersection after utility construction is complete and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [1a. Contract Change Order #1-Breece Enterprises Inc. - East State Avenue](#)

Derrick Boone, Public Services Assistant Director reported this change order included all pay items to perform the work to replace an extra depth manhole and associated sanitary sewer connections in the intersection of East State Avenue and Johnson Street. The existing manhole condition was found to be very poor and deteriorated, which was originally installed in 1926. On Tuesday, June 1, 2021 the City of High Point fully executed Contract ENG-2021-002 to Breece Enterprises, Inc. in the amount of \$674,055.00. A change order proposal in the amount of \$79,400.00 was received from Breece Enterprises, Inc. for replacement of the manhole, associated sanitary sewer connections, and asphalt resurfacing of the intersection after utility construction is complete. Staff is recommending approval of the change order and that the appropriate City official and/or employee be authorized to execute all necessary documents to approve the change order in the amount of \$79,400.00 and increase the contract, ENG2021-002, amount to \$753,455.00.

Chairman Moore inquired on the timeframe for the project; and on a discrepancy for the change order amount noted on the agenda item compared to the report presented. Mr. Boone replied that the project was anticipated to be complete in February; and duly noted that there was a discrepancy for the change order amount which should be \$79,400.00.

Committee Member Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the January 4, 2022 City Council Finance Committee Consent Agenda for approval. Chairman Moore 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 Jones

Absent (1): Committee Member Holmes

recommended for approval, consent agenda

Aye: 3 - Chair Moore, Peters, and Jones

Absent: 1 - Holmes

[2021-571](#)

Contract - Furniture Market Transportation Grant Agreement - North Carolina Department of Transportation (NCDOT) - Public Transportation Division

City Council is requested to approve a grant agreement with the North Carolina Department of Transportation (NCDOT), Public Transportation Division to annually provides financial assistance to assist with transportation services during each of the bi-annual Furniture Markets and that the City Manager be authorized to enter into a contract with the Department of Transportation and execute all agreements and contracts with the North Carolina Department of Transportation (NCDOT), Public Transportation Division.

Attachments: [2. North Carolina Department of Transportation \(NCDOT\), Public Transporta](#)

Angela Wynes, Transit Manager reported that the North Carolina Department of Transportation, Public Transportation Division, annually provided financial assistance to assist with transportation services during each of the bi-annual Furniture Markets. This item is a pass-through item and had a neutral impact on the City's budget. Staff is recommending the City Manager be authorized to enter into a contract with the Department of Transportation and execute all agreements and contracts with the North Carolina Department of Transportation, Public Transportation Division.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 4, 2022 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 Jones

Absent (1): Committee Member Holmes

recommended for approval, consent agenda

Aye: 3 - Chair Moore, Peters, and Jones

Absent: 1 - Holmes

[2021-572](#)

Contract-Alfa Laval - Westside Wastewater Treatment Plant - Sludge Dewatering Equipment Procurement

City Council is requested to award a contract to Alfa Laval in the amount of \$693,168.00 for the pre-purchase of sludge dewatering equipment that will be installed under a future contract that will be put out for bid for the Westside WWTP Sludge Dewatering System Improvements project.

Attachments: [3. Contract - Alfa Laval Westside Wastewater Treatment Plant WWTP S](#)

Angela Wynes, Transit Manager reported that the North Carolina Department of Transportation, Public Transportation Division, annually provided financial assistance to assist with transportation services during each of the bi-annual Furniture Markets. This item is a pass-through item and had a neutral impact on the City's budget. Staff is recommending the City Manager be authorized to enter into a contract with the Department of Transportation and execute all agreements and contracts with the North Carolina Department of Transportation, Public Transportation Division.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 4, 2022 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 Jones

Absent (1): Committee Member Holmes

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

Aye: 3 - Chair Moore, Peters, and Jones

Absent: 1 - Holmes

[2021-573](#)

Contract-Ruston Paving Co.--Oak Hollow Park Paving-Tennis Center/Maintenance Facility/Campground

City Council is requested to award a contract to Ruston Paving Co. in the amount of \$374,845.00 for the paving of the entrance to the Campground from Centennial Street, all areas surrounding the indoor Tennis Center and the Maintenance facility and Section "C" of the campground.

Attachments: [4. Contract Ruston Paving Co. Oak Hollow Park Paving-Tennis Center-Mai](#)

Lee Tillery, Parks and Recreation Director reported that the Parks and Recreation Department began the process of identifying areas with infrastructure that were in need of resurfacing and/or paving just over five years ago. This project focused on paving areas in need of repair at Oak Hollow that included the entrance to the Campground from Centennial, all areas surrounding the indoor Tennis Center and Maintenance facility and Section "C" of the campground. These areas were showing signs of deterioration, while still being areas of high use with vehicular traffic, public usage and maintenance equipment. Bid 8016-120821 was attached and lowest, responsible bidder was Ruston Paving Co, Inc. at a price of \$374,845.00. Base bid amount of \$374,845.00. Funding from the PAYGO Capital Improvement Plan. Staff is recommending approval for the contract with Ruston Paving Co, Inc. in the amount of

\$374, 845.00.

Chairman Moore inquired on the timeframe for the project. Mr. Tillery replied that six weeks was planned for the project; and the anticipated time of completion would be at the end of March.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 4, 2022 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 Jones

Absent (1): Committee Member Holmes

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

Aye: 3 - Chair Moore, Peters, and Jones

Absent: 1 - Holmes

[2021-574](#)

Resolution Sale of City Owned Property - 302 & 309 Park Street

City Council is requested to adopt a resolution accepting the offer of \$10,000.00 authorizing the sale of 302 & 309 Park Street 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: [5. 302 & 309 Park Street Sale of City Owned Property](#)
[RES 302 309 Park Street](#)

Kim Thore, Right of Way Coordinator reported that American Property Services, Co. had offered a bid of \$10,000.00 for two City owned vacant lots (1) located at 302 Park Street, Parcel No. 175322, consisting of approximately 8,712 square feet (0.20 acre) in size, and (2) located at 309 Park Street, Parcel No. 175349, consisting of approximately 9,147 feet (0.21 acre) in size. The properties were received by the City in 2021 from a tax foreclosure. Staff is recommending adopting a resolution accepting the offer of \$10,000.00 and authorizing the sale of the properties 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.

Committee Member Peters inquired if the city provided information on city owned property that was for sale. Ms. Thore replied that the website was not completed yet; and explained the process of notification to the public. Randy McCaslin, Deputy City Manager replied that the city's website would be providing that information on the website by the end of January.

Chairman Moore moved to forward this matter to the City Council with a

favorable recommendation and place it on the January 4, 2022 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 3-0 unanimous vote:

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

Absent (1): 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, Peters, and Jones

Absent: 1 - Holmes

[2021-575](#)

Resolution Sale of City Owned Property - 1220 Carter Street

Council is requested to adopt a resolution accepting the offer of \$7,000.00 and authorizing the sale of 1220 Carter Street 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: [6. 1220 Carter Street Sale of City Owned Property](#)
[RES 1220 Carter Street](#)

Kim Thore, Right of Way Coordinator reported that William Dockery has offered a bid of \$7,000.00 for a City owned vacant lot located at 1220 Carter Street, Parcel No. 175164. The property is approximately 8,712 square feet (0.20 acre) in size. The property was received by the City in 2020 from a tax foreclosure. Staff is recommending adopting a resolution accepting the offer of \$7,000.00 and authorizing the sale of the property 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.

Chairman Moore extended holiday greetings to everyone.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 4, 2022 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 3-0 unanimous vote:

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

Absent (1): 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, Peters, and Jones

Absent: 1 - Holmes

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