

# City of High Point

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



## Minutes

**Thursday, January 13, 2022**

**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**

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

**Absent** 1 - Michael Holmes

**CALL TO ORDER**

Chairman Moore called the meeting to order at 4:05 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:**

Tasha Logan Ford, City Manager; JoAnne Carlyle, City Attorney; Greg Ferguson, Deputy City Manager; Randy McCaslin, Deputy City Manager; Eric Olmedo, Assistant City Manager; Jeron Hollis, Managing Director; Bobby Fitzjohn, Financial Services Director; Sandy Dunbeck, Economic Development Director (participated remotely); Kim Thore, ROW Coordinator; Tommy Reid, High Point Fire Chief; Travis Stroud, Chief of Police; Derrick Boone, Public Services Assistant Director; Stephen Hawryluk, Budget Manager; Lee Tillery, Parks and Recreation Director; Trevor Spencer, Engineering Services Director; Robby Stone, Public Services Deputy Director; Ryan Ferguson, Marketing Manager; Angela Kirkwood, Human Resources Director; Lisa Vierling, City Clerk; and Mary S. Brooks, Deputy City Clerk

**Others Present:**

Judy Stalder, TREBIC

**PRESENTATION OF ITEMS****[2022-7](#)****Contract - Pearl Pool Plastering, LLC - Washington Terrace Park Pool Repairs**

City Council is requested to award a contract to Pearl Pool Plastering, LLC in the amount of \$125,613.70 for improvements and renovations at the Washington Terrace Park Pool.

**Attachments:** [1. Contract-Pearl Pool Plastering, LLC - Washington Terrace Park Pool Rep](#)

Lee Tillery, Parks and Recreation Director reported that the Washington Terrace Pool experienced numerous maintenance and operational issues in the past year and was running a little behind schedule due to several factors/supply chain issues of delivery of material. This amounted to 8 days in late July and early August where the pool had to remain closed due to these mechanical issues. Pearl Pool Plastering, LLC was

identified as the low bidder at a cost of \$125,613.70. The timeframe for the repairs was expected to take 90 days to complete in time for the pool opening in May. Funds would be appropriated with a budget ordinance amendment, utilizing general fund reserves to cover the cost of the project. Staff is recommending approval of a contract with Pearl Pool Plastering, LLC in the amount of \$125,613.70.

Chairman Moore asked for an update regarding the City Park Project. Mr. Tillery replied and spoke to the bi-weekly virtual meetings with Samet Corporation discussing regarding the project's schedule; said that the project was making progress; and that everything was going well with the sub-contractors as well regarding the cost for the project.

Chairman Moore congratulated Samet Corporation on their recognition as one of 50 fastest growing companies in the state.

**Chairman Moore moved to place this matter on the Regular Agenda for discussion at the January 18, 2022 City Council meeting. 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

## [2022-8](#)

### **Ordinance - Budget Amendment-Washington Terrace Park Pool Repair & Renovation**

City Council is requested to approve a budget ordinance in the amount of \$125,620 for repairs and renovations at Washington Terrace Park Pool.

**Attachments:** [1a. Ordinance Budget Amendment--Washington Terrace Park Pool Repair](#)  
[ORD Budget Washington Terrace Park Pool](#)

Stephen Hawryluk, Budget and Performance Manager reported to appropriate \$125,620 in general fund reserves for maintenance and repairs at Washington Terrace Park Pool as presented by Lee Tillery, Parks and Recreation Director, the Washington Terrace Park Pool experienced numerous maintenance and operational issues in the past year. It has been determined that a great deal of these complications are infrastructure concerns centered around the pool shell, specifically, the shell cracks and deterioration of expansion joints in the pool. Staff is recommending approval for a budget ordinance in the amount of \$125,620.00.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 18, 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

[2022-9](#)**Contract - Breece Enterprises-Change Order #3-Water Sewer Maintenance**

City Council is requested to approve change order #3 with Breece Enterprises, Inc. to increase the contract in the amount of \$900,000 for the water and sewer emergency repairs to cover routine maintenance and emergency repairs through the end of the current fiscal year.

**Attachments:** [2. Contract-Breece Enterprises Change Order #3 Water Sewer Maintenance](#)

Trevor Spencer, Engineering Services Director, reported that the City annually awards a contract to assist the Water and Sewer Mains Division with routine maintenance and emergency repairs of water and sanitary sewer utilities. This contract was funded by the Public Services Department and administered by the Engineering Services Department; a contract was awarded to Breece Enterprises, Inc for \$904,725.00 by City Council on July 21, 2021; contract funds had been exhausted due to Water and Sewer Mains Division staffing impacts and a high volume of maintenance repair needs; a change order approval for an additional \$900,000.00 was requested to increase the purchase order for the water and sewer emergency repairs contract to cover routine maintenance and emergency repairs through the end of the current fiscal year; for reference, the same Water and Sewer Maintenance Contract from FY20-21 required two change orders that ultimately resulted in a final contract amount of \$1,650,725.00; the proposed \$900,000.00 change order to the current contract was expected to be sufficient funding for the remainder of the fiscal year, including the additional costs incurred by the contract for performing all asphalt patching of street cuts for water and sewer utilities; funds for this contract are available in the FY 2021-2022 budget. Staff is recommending that Council approve the change order for \$900,000.00 to increase the contract amount for Breece Enterprises, Inc. from \$904,725.00 to the amount of \$1,804,725.00.

Committee Member Peters asked if the change order amount was additional from the original amount of the contract. Mr. Spencer replied "yes"; explained the bidding process that was put out annually; and said that the cost markup had been gradual.

Tasha Logan Ford, City Manager spoke to being better prepared on what was asked on the front end; said that the contract with Breece Enterprises was based on work and call services provided that were being used more often; did not want anyone to walk away with the idea that Breece Enterprises was underbidding; and spoke to the three

different budget amendments previous that increased the cost with Breece Enterprises.

**Committee Member Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the January 18, 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

**A motion was made by Jones, seconded by Chair Moore, 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

## [2022-10](#)

### **Contract - Tantalus Systems, Inc.-Advanced Metering Infrastructure Equipment-Master Services Agreement**

City Council is requested to award a contract to Tantalus Systems, Inc. in the amount of \$6,191,886.11 with annual costs of \$55,937.58 to install advanced metering infrastructure equipment and authorize the appropriate City official to execute all necessary documents.

**Attachments:** [3. Tantalus Systems Inc.-Master Services Agreement Infrastructure Equip](#)

Eric Olmedo, Assistant City Manager reported that the City of High Point had selected Tantalus Systems, Inc. to install advanced metering infrastructure equipment to collect water/sewer and electric usage data for bill generation. An advanced metering infrastructure (AMI) system included communications hardware, software, data management software and associated systems that creates a two-way network between advanced meters, meter modules, and utility business systems. The system would allow staff to accurately respond to outages and water leaks, allowed for remote disconnect and reconnect of services, offers a much more robust customer information portal, and allows for pre-payment of utility services. The project would start with a 500-site initial deployment area, and upon successful implementation of the initial area, would be followed up by a managed roll out citywide. The entire process was expected to be complete within 24 months. In addition to the current agreement, additional contracts for project management and acquisition of a meter data management system will be brought to City Council for approval in the near future. Request for Proposals were received from eight vendors, and five were selected to present to a staff team made up of members of the Customer Service, Electric, Public Services, IT and Finance Departments and City Manager's Office. Three firms were asked back for final presentations, and Tantalus was selected. The City Council was briefed on AMI and Tantalus at its September 20, 2021 Special Meeting and gave staff approval to negotiate final terms with Tantalus. Final pricing is upfront costs of

\$6,191,886.11 and annual costs of \$55,937.58. Funds are available in the Electric Capital Fund for the upfront costs. The annual costs will be budgeted in the appropriate department operating budgets. Staff is recommending the approval for the master services agreement with Tantalus Systems, Inc. and authorize the appropriate city official to execute all necessary documents in the amount of \$6,191,886.11.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 18, 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

## [2022-11](#)

### **Economic Development--Downtown Incentive Policy and a modification to the Office and Industrial Incentive Policy**

City Council is requested to adopt a targeted Downtown Incentive Policy and a modification to the Office and Industrial Incentive Policy to include building upfit incentives.

**Attachments:** [4. Economic Development--Downtown Incentive Policy and a modification to](#)

Sandy Dunbeck, Economic Development Director, participated remotely, and reported that this request was to consider adopting a targeted Downtown Incentive Policy and a modification to the Office and Industrial Incentive Policy; the Job Creation Policy was enacted in 2011 with the re-adoption of the Office Industrial Downtown Incentive enacted; said the Policy would begin upon adoption until June 30, 2023; outlined the incentives for the new Policy that included changes for upfit, rental assistance (assistance for up to four years with the first year up to 45% cash grant), and post-performance which would now apply to the entire city and not just associated with the targeted downtown; said that there would be a public notice and a public hearing; Staff is requesting that the High Point City Council adopt a new targeted Downtown Incentive Policy and a modification to the Office and Industrial Incentive Policy. The source of funding to support these policies would be the City's Economic Development Incentive Fund, which was funded by general and electric revenues.

Chairman Moore asked how often staff reviewed the Policy. Ms. Dunbeck replied and

spoke to the history of the Office and Industrial Policy, and Targeted Downtown Policy in 2011; said that the reimplementation to the Targeted Downtown Policy was modified within the past two years; spoke to opportunities for upfit assistance in more distressed areas, and office buildings; and that staff would be present at tonight's meeting of council for further discussion, and to answer any questions

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 18, 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

Following the committee's recommendation on this matter, Chairman Moore asked, due to the importance of the matter, if this item could be presented separately to council at tonight's meeting for further discussion. Eric Olmedo, Assistant City Manager replied, yes.

**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

## [2022-12](#)

### **Resolution-Sterling Real Estate Development-Sale of City Owned Property-Morgan Place, Gordon Street, Boundary Avenue, Putnam Street**

Council is requested to adopt a resolution accepting the offer of \$44,000.00 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.

**Attachments:** [5. Resolution-Sterling Real Estate Development Sale of City Owned Property Resolution Upset Bid](#)  
[Quitclaim Deed \(Sterling Real Estate Development\) 2022.pdf](#)  
[ad 70276650](#)

Kim Thore, Right of Way Coordinator reported that staff recommending approval to adopt a resolution accepting the offer of \$44,000.00 for city owned property at Morgan Place, Gordon Street, Boundary Avenue, and Putnam Street; and to authorize the sale of the properties through the upset bid procedure.

**Committee Member Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the January 18, 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

A motion was made by Jones, seconded by Chair Moore, 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

## [2022-13](#)

### **Budget Ordinance - High Point Fire Department - Underwater Remote Operated Vehicle (ROV) Grant**

City Council is requested to accept and appropriate grant funds (\$120,000) from the Homeland Security Grant Program (HSGP), through the North Carolina Department of Emergency Management, for an underwater remote operated vehicle (ROV) for the High Point Fire Department.

**Attachments:** [7. Budget Ordinance---High Point Fire Depart - Underwater Remote Operate](#)  
[ORD Budget Funds Homeland Security Grant Program](#)

Stephen Hawryluk, Budget and Performance Manager reported this request was to accept and appropriate grant funds (\$120,000) from the Homeland Security Grant Program (HSGP), through the North Carolina Department of Emergency Management, for an underwater remote operated vehicle (ROV) for the High Point Fire Department. The Homeland Security Grant Program (HSGP), through the North Carolina Department of Emergency Management had awarded the High Point Fire Department a \$120,000 grant for an Underwater Remote Operated Vehicle (ROV). This ROV would allow the dive team and other agencies a much safer avenue for underwater searches, limiting the amount of time an actual diver is in the water. It also can speed up the recovery process. The proposed amendment appropriates \$120,000 in grant funds for the purchase of an Underwater Remote Operated Vehicle (ROV). The program is covered 100% by federal funds. There is no local match requirement. Staff is recommending approval to this grant and to approve the budget amendment.

Tommy Reid, High Point Fire Chief, said that the state presented the Fire Department with the recommendation for the ROV in 2019; and explained how the ROV operated; and spoke to the benefits of the vehicle; and that the city was one out of three entities approved for the grant.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 18, 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

## **PUBLIC HEARING**

[2022-14](#)

### **Public Hearing - Resolution-Interlocal Agreement--2021 Edward Byrne Memorial Justice Assistance Grant (JAG)**

City Council is requested to adopt a resolution authorizing the execution of an Interlocal Agreement between the City of Greensboro, City of High Point and County of Guilford for shared use of the 2021 Edward Byrne Memorial Justice Assistance Grant (JAG) Funds.

**Attachments:** [6. Public Hearing Resolution Interlocal Agreement - 2021 Edward Byrne I Resolution JAG Grant](#)  
[ad 70257000 Affidavit of Publication 2021 JAG Public Hearing](#)

Travis Stroud, Police Chief, High Point Police Department reported that this request was to conduct a public hearing and adopt a Resolution ratifying an Interlocal Agreement with Greensboro and Guilford County to receive the 2021 Byrne Justice Assistance Grant (JAG) funding. The Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. 3751(a)) was the primary provider of federal criminal justice funding to state and local jurisdictions. The High Point Police Department, the Greensboro Police Department, and the Guilford County Sheriff's Office had received this grant annually since 2005. Under this year's award, High Point would receive a total of \$57,865.60. The HPPD would use the funding to pay a portion of the annual Municipal Lease agreement with Motorola Solutions for WatchGuard 4RE/VISTA In-car camera / body-worn camera systems to be utilized by first responders, for \$1,380,436. A Memorandum of Understanding (MOU) was required for the application process, which identified which jurisdiction would serve as the applicant or fiscal agent for joint funds must be completed and signed by the "Authorized Representative" for each participating jurisdiction. A Sub-recipient Agreement was being executed to provide the City of Greensboro with a mechanism to reimburse the City of High Point for allowable grant expenditures. This document also outlined monitoring practices and audit requirements. The City of High Point entered into the lease agreement on 6-26-2020 with the first least payment not coming due until the fiscal year 2021-22 and would be paid on an annual basis through 7-1-2024. The purchase was being made off the NC State Contract 680D. The Police Department pledged Justice Assistance Grant (JAG) Awards toward the annual lease payment. Staff is recommending the adoption of a Resolution authorizing the execution of an Interlocal Agreement between the City of Greensboro, City of High Point, and County of Guilford for shared use of the 2021 Edward Byrne Memorial Justice Assistance Grant Funds.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the January 18, 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

CLOSING REMARKS

Chairman Moore informed everyone that the Martin Luther King Jr. Parade was postponed until January 23rd.

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 4:31 p.m.

Respectfully Submitted,

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

Attest:

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