

# City of High Point

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



## Minutes

**Thursday, March 3, 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)***

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**FINANCE COMMITTEE - 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 (4)**:

Chairman Britt W. Moore  
Committee Member Monica Peters [Arrived at 4:07 p.m.]  
Committee Member Michael Holmes  
Committee Member Victor Jones

**Staff Members Present:**

Tasha Logan Ford, City Manager; Greg Ferguson, Deputy City Manager; Eric Olmedo, Assistant City Manager; Jeron Hollis, Managing Director; Megan Maguire, Assistant City Attorney; Bobby Fitzjohn, Financial Services Director; Mark McDonald, Transportation Director; Sandy Dunbeck, Economic Development Director; Kevin Rogers, Fleet Services Director; Robby Stone, Interim Public Services Director; Tracy Pegram, Parks & Recreation Assistant Director; Stephen Hawryluk, Budget and Performance Manager; Lisa B.Vierling, City Clerk; and Mary S. Brooks, Deputy City Clerk

**PRESENTATION OF ITEMS****[2022-91](#)****Contract - NC Sheriff's Association Procurement Contract-Amick Equipment Company - International Truck -New Way Rear Loading Refuse Body**

City Council is requested to award a contract using the NC Sheriffs' Association Procurement Contract #22-06-0426 (Specification #3815 ) to Amick Equipment Company in the amount of \$205,700.84 for the purchase of a 2022 International truck with New Way Rear Loading Refuse body.

**Attachments:** [1. Contract – NC Sheriff's Association Procurement Contract-Amick Equipme](#)  
[SIGNED \\_Rearloader 2022 International Recommendation](#)

Kevin Rogers, Fleet Director, reported that the Environmental Services Division was using a 2007 Sterling truck with a Heil brand rear loading body that was involved in an accident and was a total loss; said that the truck would be replaced; the price of \$205,700.84 is for one truck, refuse body installation, training, and delivery; and the unit is in stock, and the delivery time would be immediate. Staff is recommending approval for a contract using the NC Sheriffs' Association Procurement Contract in the amount of \$205,700.84.

Chairman Moore inquired on the insurance coverage proceeds for the truck. Eric Olmedo, Assistant City Manager replied that the vehicle was self-insured; and that there would not be any insurance proceeds.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 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 Holmes, and Committee Member Jones

Absent (1): Committee Member Peters [Arrived at 4:07 p.m.]

### [2022-92](#)

#### **Ordinance - Budget Amendment - Contract - NC Sheriff's Association Procurement Contract-Amick Equipment Company - International Truck -New Way Rear Loading Refuse Body**

City Council is requested to approve a budget amendment to appropriate \$205,701 in Solid Waste Fund reserves and transfer the funds to Fleet Services for the replacement of a rear loader that was totaled in September 2021.

**Attachments:** [1a. Ordinance - Fleet Services - Rear Loader Replacement - Budget Ordinance](#)  
[Ordinance Budget Amend NC Sheriff Association Rear Loading Body](#)

Stephen Hawryluk, Budget and Performance Manager, said that staff is recommending that an approval to appropriate funds in the Solid Waste Fund reserves and transfer the funds to Fleet Services for the replacement of a rear loader that was totaled in September 2021 in the amount of \$205,701.00.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 2022, 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 Holmes, and Committee Member Jones

Absent (1): Committee Member Peters [Arrived at 4:07 p.m.]

### [2022-93](#)

#### **Contract - NC Sheriff's Association Procurement Contract-ATMAX Equipment Company - MowerMax Boom Mower**

City Council is requested to award a contract using the NC Sheriffs' Association Procurement Contract #22-06-0426 to ATMAX Equipment Company in the amount of \$192,697 for the purchase of a 2022 MowerMax boom mower.

**Attachments:** [2. Contract – NC Sheriff's Association Procurement Contract-ATMAX Equipment](#)  
[SIGNED Boom Mower Recommendation](#)

Kevin Roger, Fleet Services Director, said that the Streets Division of Public Services was in need of an additional boom mower to be used in roadway maintenance; the boom mower was deferred as part of the FY 2021-22 budget in order to balance the budget; at the February 7, 2022 Special Meeting of the City Council, a list of critical items that were deferred as part of the budget, including this boom mower, was approved by the city council to be funded with American Rescue Plan funds; and the estimated delivery would be between 60-90 days. Staff is recommending approval for the purchase of a 2022 MowerMax boom mower from ATMAX in the amount of \$192,697.00.

Chairman Moore asked if the mower was still operable or would it be replaced. Mr. Rogers replied that the new mower would be an addition; and that there were currently two mowers in inventory being used.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 2022, 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 Holmes, and Committee Member Jones

Absent (1): Committee Member Peters [Arrived at 4:07 p.m.]

## [2022-94](#)

### **Contract - High Point City Lake Park - Meeting & Event Center - Interior Elements, LLC. - Furniture Purchase**

City Council is requested to award a contract to Interior Elements, LLC in the amount of \$126,279.56 for furniture for the High Point City Lake Meeting and Event Center.

**Attachments:** [3. High Point City Lake Park – Meeting & Event Center – Interior Elements, L](#)  
[SIGNED Recommendation Form - Parks Recreation Furniture.pdf CLP Fe](#)

Tracy Pegram, Parks and Recreation Assistant Director, reported that the purchase of furniture and office equipment was needed for the renovated High Point City Lake Meeting and Event Center; provided a brief history of the project; said that lead time for deliveries were now longer than expected, so placing this order now should give more opportunity to receive the furniture near the end of the construction phase. Staff is recommending approval for a contract with Interior Elements, LLC in the amount of \$126,279.56.

Chairman Moore voiced appreciation for using local manufacturers for this purchase.

**Committee Member Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 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 Holmes, and Committee Member Jones

Absent (1): Committee Member Peters [Arrived at 4:07 p.m.]

[2022-95](#)

**Contract - Sole Source GEA Westfalia - Westside Wastewater Treatment Plant (WWTP) - Centrifuge Rebuild**

City Council is requested to award a sole source contract to GEA Westfalia in the amount of \$107,338.56 for the repair/rebuild of the Westside Wastewater Treatment Plant (WWTP) centrifuge.

**Attachments:** [4. Contract – Sole Source GEA Westfalia – Westside Wastewater Treatment SIGNED 31488 Sole Source](#)

Robby Stone, Interim Public Services Director, reported that on January 4, 2022, city council approved the pre-purchase of sludge dewatering equipment that would be installed under a future contract that would be put out for bid for the Westside WWTP Sludge Dewatering System Improvements project; sludge is currently being hauled to the Eastside WWTP at a cost of \$3,000 per day; and that the new sludge dewatering equipment would be delivered in January 2023 with an estimated project completion of September 2023. Staff is recommending approval for the award of a sole source contract with GEA Westfalia in the amount of \$107,338.56.

Chairman Moore asked was the \$3000 per day cost contracted out. Committee Member Holmes inquired on the reason for the repair/rebuild. Mr. Stone replied “yes”, that the \$3,000 per day cost was contracted out; and that the repair/rebuild was due to age.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 2022, 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 4-0 unanimous vote:**

Aye (4): Chairman Moore, Committee Member Peters, Committee Member Holmes, and Committee Member Jones

[2022-96](#)

**Resolution - Furniture Market Transportation Grant Agreement Amendment**

City Council is requested to authorize the City Manager to execute a grant amendment for an additional \$500,000 approved by the North Carolina Board of Transportation (NCDOT) for Furniture Market transportation services with the City of High Point Department of Transportation.

**Attachments:** [5. Resolution – Furniture Market Transportation Grant Agreement Amendme Resolution NCDOT Agreement](#)

Mark McDonald, Transportation Director, said that the original grant agreement provided \$1,200,000.00 in funding to assist with the Furniture Market transportation services; the North Carolina Board of Transportation had approved an additional

\$500,000.00 in funding; and that the NCDOT, Public Transportation Division annually provided financial assistance to assist with transportation services during each of the bi-annual Furniture Markets. Staff is recommending approval to authorize the city manager to execute a grant amendment for an additional \$500,000.00.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 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 4-0 unanimous vote:**

Aye (4): Chairman Moore, Committee Member Peters, Committee Member Holmes, and Committee Member Jones

[2022-97](#)

**Ordinance - Furniture Market Transportation Grant Agreement Amendment - Budget Amendment**

City Council is requested to accept and appropriate an additional \$500,000 from the North Carolina Department of Transportation (NCDOT) for Furniture Market transportation services.

**Attachments:** [5a. Ordinance – Furniture Market Transportation Grant Agreement Amendm](#)  
[Ordinance Budget Amend Furniture Market Grant Funds](#)

Stephen Hawryluk, Budget and Performance Manager, said that a budget amendment was needed to accept and appropriate an additional \$500,000 from the North Carolina Department of Transportation for the Furniture Market transportation services; the proposed amendment accepts the grant and appropriated the additional funds in pass-through grant funds. Staff is recommending approval to accept this grant and approve the budget amendment.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 2022, 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 4-0 unanimous vote:**

Aye (4): Chairman Moore, Committee Member Peters, Committee Member Holmes, and Committee Member Jones

[2022-98](#)

**Contract - NC State Contract-Seon Systems Sales, Inc. Division of Safe Fleet - Upgrade Surveillance System - Transit**

City Council is requested to award a NC State Contract to Seon Systems Sales, Inc. in the amount of \$120,542.00 for equipment and services to upgrade the surveillance equipment in Transit buses.

**Attachments:** [6. Contract - Seon Systems Sales- Surveillance System - Transit](#)  
[SIGNED Seon Systems Sales Inc Recommendation Form mvm 0225202](#)

Mark McDonald, Transportation Director, said that when the city buses were delivered in 2016, each bus was equipped with a surveillance system; in 2021, Seon notified the Transportation Department that the system had been discontinued, and we would no longer be able to purchase replacement parts for repairs; this purchase would upgrade the entire system on each bus to one of the newest systems to include replacing the existing cameras with HD Cameras to allow for clearer views (in multiple angles) and the ability to zoom in for more detail. Staff is recommending approval for a contract with Seon Systems Sales, Inc. in the amount of 120,542.00.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 2022, 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 4-0 unanimous vote:**

Aye (4): Chairman Moore, Committee Member Peters, Committee Member Holmes, and Committee Member Jones

## [2022-99](#)

### **Memorandum of Understanding (MOU) - Guilford County Board of Education (GCS)**

City Council is requested to approve a Memorandum of Understanding with the Guilford County Board of Education (GCS) which memorializes High Point allowing GCS students access to the City's regular bus transportation service for the School Year 2021-2022.

**Attachments:** [7. Memorandum of Understanding \(MOU\) – Guilford County Board of Education MOU GCS Bus Rider](#)

Meghan Maguire, Assistant City Attorney, said that the Memorandum of Understanding (MOU) with the Guilford County Board of Education (GCS) which memorializes High Point allowing GCS students access to the city's regular bus transportation services; the students would be issued a "One Card" to ride the buses and GCS would pay High Point for those services on a monthly basis; that the term of the MOU was for the School Year 2021-2022, and would be adjusted as needed based on academic calendars. Staff is recommending approval of the Memorandum of Understanding with the Guilford County Board of Education.

Chairman Moore asked if the bus services for students would end in June. Ms. Maguire replied "yes"; and that this request may come back in the fall if the need should arise.

Eric Olmedo, Assistant City Manager noted that the average ridership for these services averaged 200 a day.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 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 4-0 unanimous vote:**

Aye (4): Chairman Moore, Committee Member Peters, Committee Member Holmes,  
and Committee Member Jones

[2022-100](#)**Budget Ordinance - Elm Street Plaza & Appling Way Streetscape - Elliott Sidewalk Communities of High Point**

City Council is requested to approve a budget ordinance to appropriate \$350,000 in revenue from Guilford County and \$344,693 in General Fund reserves for the Elm Street Plaza and Appling Way streetscape project.

**Attachments:** [8. Budget Ordinance – Elm Street Plaza & Appling Way Streetscape – Elliott Ordinance Budget Amend Streetscape Project](#)

Stephen Hawryluk, Budget and Performance Manager, reported that this request was to appropriate \$350,000 in revenue from Guilford County and \$344,693 in General Fund reserves for the Elm Street Plaza and Appling Way streetscape project; on February 7, 2022, the city council approved a resolution authorizing a reimbursement agreement with Elliott Sidewalk Communities for the design and construction of the Plaza and Appling Way streetscape in an amount not to exceed \$1,099,739. Staff is recommending approval for this budget amendment.

Committee Member Peters asked when would the Elm Street Plaza open up for business. Eric Olmedo, Assistant City Manager replied that the Plaza was scheduled to open before opening day-baseball season; and was considered public space for the community.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 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 4-0 unanimous vote:**

Aye (4): Chairman Moore, Committee Member Peters, Committee Member Holmes,  
and Committee Member Jones

[2022-101](#)**Budget Ordinance - Pay Plan Adjustments**

City Council is requested to approve a budget ordinance to appropriate \$1,215,000 in fund balance to cover the cost of the \$1,000 bonus for General Fund department employees.

**Attachments:** [9. Budget Ordinance - Pay Plan Adjustments 2022 Ordinance Pay Plan Adjustments](#)

Stephen Hawryluk, Budget and Performance Manager, reported on February 7, 2022, the city council approved several pay adjustments for the city; and that the proposed amendment appropriated \$1,215,000 in fund balance to cover the cost of the \$1,000 bonuses for general fund department employees. Staff is recommending approval for this budget amendment.



Committee Member Peters thanked staff for the bonuses given to employees; and noted that the city's job fair was a success for attracting new employees.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the March 7, 2022, 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 4-0 unanimous vote:**

Aye (4): Chairman Moore, Committee Member Peters, Committee Member Holmes, and Committee Member Jones

[2022-102](#)

**Resolution - General Obligation Refunding Bonds - Authorize Issuance Series 2022D**

1. City Council is requested to approve the attached "A Resolution of the City Council of the City of High Point, North Carolina Making Certain Statements of Fact Concerning Proposed Bond Issue".
2. City Council is requested to introduce and adopt the attached "Bond Order Authorizing the Issuance of Not to Exceed \$20,000,000 General Obligation Refunding Bonds of the City of High Point, North Carolina".

**Attachments:** [10. Resolution – General Obligation Refunding Bonds – Authorize Issuance Series 2022D](#)  
[Resolution General Obligation Refunding Bonds](#)

Note: This item is for informational purposes only; and will be presented to the mayor and city council at the March 7, 2022 meeting of Council.

Bobby Fitzjohn, Financial Services Director, reported that the Financial Services Department is recommending that city council take the first steps to authorize the issuance of up to \$20,000,000 Series 2022D General Obligation Refunding Bonds; actions requested included making certain statements of fact concerning the proposed bond issue, introduce a preliminary order to issue bonds at a not-to-exceed amount of \$20,000,000, and establishing a public hearing as required by state law.

[2022-103](#)

**Resolution - Revenue Bonds - Application To The Local Government Commission For Approval Of Combined Enterprise System Revenue Bonds**

City Council is requested to approve 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 Bonds, Requesting Local Government Commission Approval And Certain Related Matters."

**Attachments:** [11. Resolution – Revenue Bonds - Application To The Local Government Commission For Approval Of Combined Enterprise System Revenue Bonds](#)  
[Resolution Revenue Bonds Application Local Gov for Approval Combined Enterprise System Revenue Bonds](#)

Note: This item is for informational purposes only; and will be presented to the mayor and city council at the March 7, 2022 meeting of Council.

Bobby Fitzjohn, Financial Services Director, reported that this item is to authorize the issuance and sale of up to \$40 million Combined Enterprise System (water and sewer) Revenue Bonds in 2022 to fund water and sewer projects approved by City Council and that have recently been completed or are currently under contract; the bonds would be issued subject to city council authorizing application to the Local Government Commission to issue the bonds and their approval thereof.

## **Public Hearing**

### **2022-104**

#### **Public Hearing - Bond Order - General Obligation Parks & Recreation Bonds - Authorize Issuance Series 2022A**

1. City Council is requested to hold a public hearing on March 7, 2022 at 5:30pm as required by state law on the issuance of the referenced 2/3 bonds.
2. City Council is requested to adopt the previously introduced “Bond Order Authorizing the Issuance of Not to Exceed \$5,300,000 General Obligation Parks and Recreation Bonds of the City of High Point, North Carolina”

**Attachments:** [12. Bond Order – General Obligation Parks & Recreation Bonds – Authorize ad 70300267 \\_ Public Hearing Bond Order GO Parks & Rec Bonds 2.24.22](#)  
[Bond Order Previously introduced](#)  
[Resolution Bonds Statements of Fact](#)  
[Affidavit of Publication #1 P&R](#)  
[Affidavit of Publication #2 P&R](#)

Note: This item is for informational purposes only; and will be presented to the mayor and city council at the March 7, 2022 meeting of Council.

Bobby Fitzjohn, Financial Services Director, reported that the Financial Services Department recommended that the city council take the first steps to authorize the issuance of up to \$5,300,000 Series 2022A General Obligation Parks and Recreation Bonds; actions requested included making certain statements of fact concerning the proposed bond issue, adopting a preliminary order to issue bonds at a not-to-exceed amount of \$5,300,000, and establishing a public hearing as required by state law that will take place on March 7, 2022 at 5:30 p.m.

### **2022-105**

#### **Public Hearing - Cone Health Allergy & Asthma - EDC Performance Based Incentives**

City Council is requested to authorize performance-based incentives for the project at 400 North Elm Street in the amount of \$75,000 and authorize the City Manager to execute a performance agreement with the company containing benchmarks for the company to achieve and a schedule for the payment of such financial incentives.

**Attachments:** [13. Public Hearing – Cone Health Allergy & Asthma – EDC Performance Bas ad 70302473](#) [400 N. Elm Public Hearing](#)

Note: This item is for informational purposes only; and will be presented to the mayor and city council at the March 7, 2022 meeting of Council.

Sandy Dunbeck, Economic Development Director reported that there would be a public hearing for items 2022-105 and 2022-106 on March 7, 2022 at 5:30 p.m.; said that officials would be present for said items to give their presentations; and provided a brief description for the Cone Health Allergy & Asthma, and DNA Beverage dba Nomad Wine Works request for performance-based incentives.

## 2022-106

### **Public Hearing - DNA Beverage dba Nomad Wine Works - EDC Performance Based**

#### **Incentives**

City Council is requested to authorize performance-based incentives for the project of up to \$102,518 and authorize the City Manager to execute a performance agreement with the company containing benchmarks for the company to achieve; and a schedule for the repayment of such financial incentives.

**Attachments:** [14. Public Hearing – DNA Beverage dba Nomad Wine Works – EDC Perform ad 70302470](#) [432 N. Wrenn Public Hearing](#)

Note: This item is for informational purposes only; and will be presented to the mayor and city council at the March 7, 2022 meeting of Council.

Please refer to item 2022-105.

## **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 4:25 p.m.

Respectfully Submitted,

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Britt Moore, Chairman

Attest:

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