

# City of High Point

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



## Minutes

**Thursday, April 14, 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 - Britt W. Moore, Chair****CALL TO ORDER****CALL TO ORDER**

Chairman Moore called the meeting to order at 4:04 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:**

Committee Member Victor Jones

**Staff Members Present:**

Tasha Logan Ford, City Manager; Greg Ferguson, Deputy City Manager; Eric Olmedo, Assistant City Manager; Megan Maguire, Assistant City Attorney; Tyler Berrier, Electric Utilities Assistant Director; Bobby Fitzjohn, Financial Services Director; Stephen Hawryluk, Budget Manager; Kevin Rogers, Fleet Services Director; and Mary S. Brooks, Deputy City Clerk

**Present** 3 - Chair Britt Moore, Michael Holmes, and Monica Peters

**Absent** 1 - Victor Jones

**PRESENTATION OF ITEMS****[2022-153](#)****Contract - Jackson Lake Substation Upgrade - Substation Enterprises, Inc., R.W. Chapman & Co., Myers Controlled Power, Birmingham Control Systems, Virginia Transformer Corp.**

City Council is requested to award contracts for five (5) schedules for materials to perform maintenance, upgrade and increase the electric system's capacity at the Jackson Lake Substation.

<b>Schedule I - Substation Structure</b>	Substation Enterprises, Inc.
\$921,718.00	
<b>Schedule II - Circuit Switchers</b>	R.W. Chapman & Co.
\$142,825.40	
<b>Schedule III - 15 kV Circuit Breakers</b>	Myers Controlled Power
\$205,186.00	
<b>Schedule IV - Relay &amp; Control Panels</b>	Birmingham Control Systems

\$185,995.00

**Schedule V - Power Transformers**

Virginia Transformer Corp.

\$2,250,300.00

**Attachments:** [1. Contract – Jackson Lake Substation Upgrade – Substation Enterprises, Inc](#)  
[Recommendation Form - Council Approval \(Formal Bids\) - Schedule 1 - Sub](#)  
[Recommendation Form - Council Approval \(Formal Bids\) - Schedule 2 - Circ](#)  
[Recommendation Form - Council Approval \(Formal Bids\) - Schedule 3 - 15kV](#)  
[Recommendation Form - Council Approval \(Formal Bids\) - Schedule 4 - Rela](#)  
[Recommendation Form - Council Approval \(Formal Bids\) - Schedule 5 - Pow](#)

Tyler Berrier, Electric Utilities Assistant Director, reported that staff is requesting equipment for the Jackson Lake Substation; provided a brief history regarding the city's substations; said that funds are available in the FY 22-23 Budget; that purchasing this equipment would allow the city to upgrade the existing substation and increase the electric system's capacity; the Purchasing Department solicited bids for the substation structure, circuit switchers, 15 kV Breakers, Relay/Control Panels and Power Transformers to be used at our Jackson Lake Substation; and that staff is recommending that the bid for the five (5) schedules in the amount provided for each; and a contract be awarded to Substation Enterprises, Inc., R. W. Chapman & Co., Myers Controlled Power, Birmingham Control Systems, Virginia Transformer Corp. Chairman Moore Britt inquired on the bid tabulation information regarding the pricing that was provided by vendors; and inquired if the electrical system (transformer) had any backup in case of a catastrophe. Mr. Berrier explained the bidding process; the reasoning behind the different pricings given by vendors; and said that the city had a spare transformer as a back of plan.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the April 18, 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 Peters, and Committee Member Holmes

Absent (1): Committee Member Jones

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

**Aye:** 3 - Chair Moore, Holmes, and Peters

**Absent:** 1 - Jones

**2022-154**

**Contract - Carolina Industrial Equipment, LLC - Bed & Boom Purchase for a 2019 Freightliner M2-10 Leaf Truck**

City Council is requested to award a contract to Carolina Industrial Equipment, LLC in the amount of \$55,811.41 for the replacement of the bed and boom of a 2019 Freightliner

M2-10 Leaf Truck due to an accident with the Streets Division.

**Attachments:** [2. Contract – Carolina Industrial Equipment, LLC – Bed & Boom Purchase fo](#)

Kevin Rogers, Fleet Services Director, reported that the Streets Division had an accident with a 2019 Freightliner M2-10 Leaf Truck that resulted with damage to the bed and boom; said that the bed and boom would need to be replaced due to extensive damage; the damaged parts are ODB brand and the only dealer in North Carolina was Carolina Industrial Equipment, LLC; the price of \$55,811.41 is for the parts, labor, and freight; the estimated delivery was 90-120 days; and that funds are available in 2021-22 budget. Staff is recommending the approval of a contract with Carolina Industrial Equipment, LLC. In the amount of \$55,811.41.

Committee Member Holmes asked if the suppliers' locations were limited due to the specialty equipment requested. Mr. Rogers replied, "yes".

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the April 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 Holmes

Absent (1): Committee Member Jones

**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, Holmes, and Peters

**Absent:** 1 - Jones

## 2022-155

**Contract - Construction Support Services- Contract Administration (CA) and Resident Project Representative (RPR) services provided by Davis-Martin-Powell (DMP) - U-5896 US 29/US 70/Business 85 and South Main Street (SR 1009)**

City Council is requested to approve a proposal from Davis-Martin-Powell (DMP) for Contract Administration (CA) and Resident Project Representative (RPR) for the upcoming NCDOT interchange improvement project at US 29/ US 70/ Business 85 and South Main Street (SR 1009) and that the appropriate City official and/or employee be authorized to execute all necessary documents to finalize the agreement with DMP and for an estimated total of \$97,800.

**Attachments:** [3. Contract – Construction Support Services- Contract Administration-Davis-I](#)

Robby Stone, Public Services Director, reported that the Public Services Department is requesting that City Council approve a proposal from Davis-Martin-Powell (DMP) for Contract Administration (CA) and Resident Project Representative (RPR) for the upcoming NCDOT interchange improvement project at US 29/ US 70/ Business 85 and South Main Street (SR 1009); said that the project would require substantial water and

sewer improvements which would be accomplished in conjunction with this NCDOT project; the anticipated timeframe would be a 30-month duration of the project with an estimated cost of \$97,800.00; this NCDOT construction project was recently awarded to Boggs Contracting Inc. and construction was anticipated to begin mid-April 2022; and that the funds for this project are available in the FY 2021/2022 budget. Staff is recommending approval of the Contract Administration (CA) and Resident Project Representative (RPR) services provided by Davis-Martin-Powell (DMP) and that the appropriate City official and/or employee be authorized to execute all necessary documents to finalize the agreement with DMP in the amount of \$97, 800.00.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the April 18, 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 Peters, and Committee Member Holmes

Absent (1): Committee Member Jones

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

**Aye:** 3 - Chair Moore, Holmes, and Peters

**Absent:** 1 - Jones

#### 2022-156

#### **Contract - City of High Point Streets Resurfacing - Sharpe Brothers, A Division of Vecellio & Grogan, Inc.**

City Council is requested to award a contract to Sharpe Brothers, A Division of Vecellio & Grogan, Inc. in the amount of \$495,963.58 for the resurfacing and paving of specific City of High Point maintained streets and that the appropriate City official and/or employee be authorized to execute all necessary documents.

**Attachments:** [4. Contract – City of High Point Streets Resurfacing – Sharpe Brothers, A Div Recommendation Form](#)

Robby Stone, Public Services Director, reported that the annual bids for the street resurfacing project were higher than estimated; worked with management to look at other resources; decided to scale back and hold funds until next year; the City budgets on an annual basis for the resurfacing and paving of City of High Point maintained streets; based on needs, specific streets had been identified to be resurfaced; this resurfacing takes place because deficiencies on a section of roadway are beyond repair of routine maintenance; the list of roads to be resurfaced was generated from a pavement condition survey which was performed every three years that assesses the City's road/pavement ratings; there was a total of four (4) bidders for the advertised project; all original bids were significantly higher than expected due to an increase in pricing of raw materials, fuel/oil, and labor; staff negotiated with the low bidder, Sharpe Brothers, to re-establish pricing for the revised resurfacing list; and that funds for this

project are available in the FY 2021-2022. Staff is recommending approval of the contract to Sharpe Brothers, A Division of Vecellio & Grogan, Inc. in the amount of \$495,963.

Committee Member Peters spoke to the price increase challenges for the liquid asphalt; and asked if the city could save money if they deferred projects. Mr. Berrier said that the cost for equipment and labor played a big part in cost compared to liquid asphalt; and that he did not anticipate reduced prices anytime soon.

Committee Member Peters spoke to complaints voiced from the Swan Lake Community; said that their section of the road was being used to park equipment which caused road deterioration; said that she contacted the community's HOA to discuss the concern; and voiced the need for street repairs located on Westminster Dr. that was not on the list of streets to be resurfaced this year. Mr. Berrier replied that Westminster Dr. was pushed out to be resurfaced in 2023; and explained the decision-making process regarding street resurfacing.

Chairman Moore spoke to the funding challenges faced with other municipalities.

Committee Member Holmes asked if the city ever purchased inventory (liquid asphalt) in bulk while the prices were reduced. Mr. Berrier said that liquid asphalt prices were distributed by the NCDOT monthly; and that staff will continue to monitor prices until they are stabilized.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the April 18, 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 Peters, and Committee Member Holmes

Absent (1): Committee Member Jones

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

**Aye:** 3 - Chair Moore, Holmes, and Peters

**Absent:** 1 - Jones

## [2022-157](#)

### **Resolution - Grant Application - American Rescue Plan Act (ARPA) - Various Projects - Water-Wastewater-Storm Water Infrastructure**

City Council is requested to adopt a resolution to allow for Public Services to submit applications for grant funding through the Federal American Rescue Plan Act (ARPA) and State Revolving Fund (SRF) for water, wastewater, and stormwater infrastructure.

**Attachments:** [5. Resolution – Grant Application – American Rescue Plan Act \(ARPA\) - Vari](#)  
[Resolution- Grant Application ARPA Projects \(water and wastewater\).pdf](#)

Robby Stone, Public Services Director, reported that the Public Services would be competing for grant funding for various projects; submission for the grant funding would require the adoption of a resolution; the first round of submittals are due on May 2, 2022, which must contain a copy of the adopted resolution to be considered for funding; the funding opportunities would be through the Federal American Rescue Plan Act (ARPA) and State Revolving Fund (SRF) which is a separate allocation from the ARPA funding previously awarded to the City; explained that application process; said that applications were received twice a year, in the Spring and the Fall; that it was anticipated that a majority of NCDWI's remaining ARPA funds for water and wastewater projects would be distributed as part of the Spring 2022 cycle; the NCDWI's ARPA funds associated with stormwater projects was expected to be distributed in the Fall 2022 cycle; and that there would be no budget impacts anticipated from this resolution. Staff is recommending the adoption of this resolution to allow complete application submittal for various funding opportunities.

Committee Member Peters asked if the grant funding could be used for the city's street resurfacing projects. Mr. Stone replied that he would ask the consultant.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the April 18, 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 Peters, and Committee Member Holmes

Absent (1): Committee Member Jones

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

**Aye:** 3 - Chair Moore, Holmes, and Peters

**Absent:** 1 - Jones

## [2022-158](#)

### **Contract-Change Order #10 - Samet Corp - High Point Police Department (HPPD)**

City Council is requested to approve Change Order #10 for Samet Corporation in the amount of \$65,675 for additional electrical work, detention area benches, landscaping enhancements and plumbing repairs that were not included in the original scope of the project.

**Attachments:** [6. Contract-Change Order #10 – Samet Corp – High Point Police Department](#)

Eric Olmedo, Assistant City Manager, reported that this request was to approve the change order with Samet Corporation for the Police Headquarters project; said that Samet Corporation was approved as the Construction Manager at Risk for the Police Headquarters project on March 18, 2019; that a preconstruction agreement for \$132,345 was approved by on June 17, 2019; an early construction package for \$5,017,482 was approved on October 7, 2019; an additional contract change order on

December 16, 2019 for \$14,149,734, for a Guaranteed Maximum Price with Samet Corporation of \$19,299,561; staff approved a change order which increased the contract in the amount of \$70,947.51 on May 27, 2021 for various items that were not included in the original scope of the contract; funds are available in the Police Department capital project; and that the additional \$65,675 to be requested to the existing contract amount, for a total contract of \$19,436,183.51. Staff is recommending approval for this change order with Samet Corporation in the amount of \$65,675.00.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the April 18, 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 Peters, and Committee Member Holmes

Absent (1): Committee Member Jones

**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, Holmes, and Peters

**Absent:** 1 - Jones

## [2022-159](#)

### **Contract - Kone, Inc. - High Point Police Department (HPPD) Headquarters - Elevator Modernization**

City Council is requested to award a contract to Kone, Inc. in the amount of \$282,780.18 to modernize two existing elevators at the High Point Police Department (HPPD) Headquarters building at 1730 Westchester Drive.

**Attachments:** [7. Contract – Kone, Inc. – High Point Police Department \(HPPD\) Headquarters Recommendation Form - Kone HPPD \(002\)](#)

Eric Olmedo, Assistant City Manager, reported that this request was to modernize the two existing elevators at the HPPD Headquarters building at 1730 Westchester Drive; said that the two elevators were original to the building, which was constructed in 1980; minor upgrades were done to the existing elevators as part of the renovation project, but there was not a full-scale modernization of the mechanical systems; as the units received more use after completion of the renovation, there were numerous maintenance issues; Kone, Inc. had determined that a complete modernization of the units was needed to increase the reliability and safety of the units; some of the upgrades would include replacement of all the existing wiring, conduit and duct from the machine room, new door panels and operating systems, light curtains, guide shoes and power units. Staff is recommending approval of a contract with Kone, Inc. in the amount of \$282,780.18.

Committee Member Peters mentioned that the HPPD building was beautiful; and



recommended adding plants to buffer the echo sound throughout the building. Mr. Olmedo noted that staff would look into that recommendation.

**Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the April 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 Holmes

Absent (1): Committee Member Jones

**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, Holmes, and Peters

**Absent:** 1 - Jones

#### [2022-160](#)

#### **Resolution - Dedicated Medical Center-ChenMed - Building Reuse Grant - 131 Greensboro Road**

City Council is requested to approve a resolution of support for Dedicated Medical Center receiving a \$300,000 Building Reuse Grant from the State of North Carolina.

**Attachments:** [8. Resolution – Dedicated Medical Center-ChenMed – Building Reuse Grant Resolution Grant Medical Center](#)

Chairman Moore noted that this item was for informational purposes only.

Eric Olmedo, Assistant City Manager, noted that Sandy Dunbeck, Economic Development Director, was not present today and would be presenting this item at the April 18, 2022 meeting of council; said the this was request was for a resolution of support for a Dedicated Medical Center receiving a \$300,000 Building Reuse Grant from the State of North Carolina the Medical Center, a subsidiary of ChenMed, had leased 131 Greensboro Rd. with plans to locate a primary medical care center servicing senior-citizen patients with Medicare Advantage insurance; in doing so, the company would invest \$1.7M in upfits and create 30 jobs within the first two years of operation with an average annual salary of \$90,339.00.

**For Information Only**

#### [2022-161](#)

#### **Resolution - Authorize the Issuance of Series 2022C General Obligation Refunding Bond**

City Council is requested to approve the “Resolution of The City Council of The City of High Point, North Carolina Authorizing the Issuance of a General Obligation Refunding Bond, Series 2022C”.

**Attachments:** [11. Resolution - Authorize the Issuance of Series 2022C General Obligation I Resolution General Obligation Refunding Bond Series 2022C](#)

Bobby Fitzjohn, Financial Services Director, noted that this item was for informational purposes only, and would be presented at the April 18, 2022 meeting of council; reported that the proposed resolution, prepared by the City's bond attorneys, provided staff the authorization to issue up to \$7,152,000 for refunding the Series 2012 General Obligation Bonds and Series 2012C Refunding General Obligation Bonds; the cash flow savings are in excess of \$196,000 over the next 10 years, however the bond can be refinanced anytime in the future without penalty; the final maturity dates would remain the same; said that these were the necessary legal proceedings for the issuance of refunding bonds; that the interest rate refunding savings would be built into the debt service budgets for the General Debt Service Fund and the Stormwater Fund in the 2022-2023 annual budget and successive years; that City Council would be requested to approve the "Resolution of The City Council of The City of High Point, North Carolina Authorizing the Issuance of a General Obligation Refunding Bond, Series 2022C" at the April 18, 2022 meeting of council.

**For Information Only**

**2022-162**

**Presentation - Fuel Budget Update**

Staff will present information on the current year's fuel budget, provide comparisons in the price paid for fuel throughout the year, and outline next steps. No action is requested, informational purposes only.

**Attachments:** [10. Presentation Fuel Budget Update - Information Item](#)

Stephen Hawryluk, Budget and Performance Manager, noted that this presentation was for informational purposes only; said that the City of High Point, in addition to consumers locally and nationwide, was experiencing effects of the increased costs of fuel; the effects on prices due to supply chain issues, staffing shortages, and geo-political crises could not be predicted; since the beginning of the fiscal year, fuel costs had steadily risen, placing unanticipated strain on the fuel budgets for many city departments; staff would present information on the current year's fuel budget, provide comparisons in the price paid for fuel throughout the year, and outline next steps; a budget amendment to cover additional costs for fuel would be forthcoming later this year; and stated that there is no action requested at this time..

**COMMITTEE MEMBER COMMENTS**

Committee Member Peters encouraged everyone to attend the Blooming Board ribbon cutting for their grand opening today at 5:30 p.m.

Chairman Moore wished everyone a blessed and safe Easter Holiday.

**For Information Only**

**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 4:38 p.m.

Respectfully Submitted,

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

Attest:

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