

City of High Point

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



Minutes - Final

Thursday, June 16, 2022

4:00 PM

3rd Floor Council Chambers

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 4:00 p.m.

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

Chairman Britt W. Moore
Committee Member Michael Holmes
Committee Member Victor Jones

Absent:

Committee Member Monica Peters

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; Sandy Dunbeck, Economic Development Director; Derrick Boone, Public Services Assistant 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 Victor Jones

Absent 1 - Mayor Pro Tem Monica Peters

PRESENTATION OF ITEMS**[2022-291](#)****Contract - WESCO Distribution, Inc. - Residential Style Transformers**

City Council is requested to award a contract to WESCO Distribution, Inc. in the amount of \$1,049,540 based on pressing need for the purchase of 100 transformers (50 - 50kVA, 20 - 75kVA and 30 - 100kVA) to be installed around the city electric footprint on various projects.

Attachments: [1. Contract – WESCO Distribution, Inc. – Residential Style Transformers](#)

Tyler Berrier, Electric Utilities Assistant Director; reported that this request was to purchase 100 transformers (50 - 50kVA, 20 - 75kVA and 30 - 100kVA) to be installed around the city electric footprint on various projects; the department was contacted by a vendor, WESCO, that had procured some production slots for a vendor regularly utilized by the Electric department, General Electric (GE); these units are currently being bid with 35-50-week lead times; the purchasing division had been unable to obtain large quantity quotes other than this purchase; and that staff is recommending that the City Council approve the department be given the ability to procure these

surplus units based on pressing need. The department recommends awarding rewarding this contract to WESCO Distribution, Inc. for \$1,049,540.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 21, 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

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, Holmes, and Jones

Absent: 1 - Mayor Pro Tem Peters

[2022-292](#)

Contract-Change Order #4 - Garney Companies, Inc. - Richland Creek Sewer Outfall - Aerial Sewer Pipe Replacement Project

City Council is requested to approve Change Order No. 4 with Garney Companies Inc. in the amount of \$123,421.99 for additional diesel driven pumps with related piping, fuel, labor, equipment, and overhead outside of the scope of the original contract for the Richland Creek Sewer Outfall Aerial Pipe Replacement Project.

Attachments: [2. Contract-Change Order #4 – Garney Companies, Inc. – Richland Creek Sewer Outfall - Aerial Sewer Pipe Replacement Project](#)

Derrick Boone, Public Services Assistant Director reported the request was for approval for a Change Order No. 4 to Garney Companies Inc. for additional diesel driven pumps with related piping, fuel, labor, equipment, and overhead outside of the scope of the original contract for the Richland Creek Sewer Outfall Aerial Pipe Replacement Project; City Council approved the contract for the Richland Creek Sewer Outfall Aerial Sewer Pipe Replacement Project to Garney Companies Inc. on August 16, 2021; the current amount of the contract was \$16,530,470.04; the landfill leachate originates from the Kersey Valley Landfill (old and current); Public Services is recommending that Council approve Change Order No. 4 to Garney Companies Inc. in the amount of \$123,421.99.

Chairman Moore inquired on the timeframe for the project. Mr. Boone replied that the completion date for the project was set for August 2023.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 21, 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

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 Jones

Absent: 1 - Mayor Pro Tem Peters

[2022-293](#)

Contract - Capital Project Ordinance - Dewberry Engineers, Inc. - Whites Mill Lift Station Upgrade

City Council is requested to award a contract to Dewberry Engineers, Inc. in the amount of \$442,700 for professional engineering services to design the upgrade improvements to the Whites Mill lift station, force main, and La Salle Drive Siphon.

Attachments: [3. Contract – Capital Project Ordinance - Dewberry Engineers, Inc. – Whites](#)

Derrick Boone, Public Services Assistant Director advised that there were two separate actions that needed to be taken as followed:

1. Approval to award
2. Financial recommend approve capital project for lift station.

This is a request to hire Dewberry to design the upgrade improvements to the Whites Mill lift station, force main, and La Salle Drive Siphon; the Whites Mill lift station was a duplex sanitary sewer lift station that was upgraded circa 2006; the lift station service area consists primarily of residential properties as well as three schools; the lift station is near full capacity; gave an overview of the scope of the project; and that funds for the Whites Mill Upgrade design work are available in the 2022-2023 Budget. The Public Services Department recommends approval and asks for the Council to award the professional engineering services to Dewberry in the amount of \$442,700.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 21, 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

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, Holmes, and Jones

Absent: 1 - Mayor Pro Tem Peters

[2022-294](#)

Contract - SumTotal Workforce Management System (WFM)- Three Year Renewal

City Council is requested to approve a three (3) year contract renewal in the amount of \$420,000 between the City of High Point and SumTotal Workforce Management application, (referred to as SumTotal) as the third-party administrator for the City's time & attendance software vendor and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: [4. Contract – SumTotal Workforce Management System \(WFM\)- Three Year](#)

Angela Kirkwood, Human Resources Director reported that the HR Department was recommending a contract renewal between the City of High Point and SumTotal Workforce Management Systems, (referred to as SumTotal) as the third-party administrator for their Time & Attendance software vendor; the city is currently under contract with SumTotal to provide third party Time & Attendance software with an annual fee of \$104,879.00 from July 1, 2021 to June 30, 2022; the IT Department staff successfully negotiated a renewal with SumTotal for a three year period for an all-inclusive annual fee of \$140,000; this reduced the original out-of-pocket expense for the first year by 49.2% at a savings of \$135, 629 as compared to upgrading the software in separate and distinct agreements; over the three-year period, the cost savings is \$224,387 for the City; the upgrade is necessary and would cover the city for the specific timeframe as HR sought an ERP/HCM system; the proposal included a three-year contract with a flat annual fee to cover all WFM maintenance, Licenses and Clock Maintenance, system upgrades and all custom maintenance. The SumTotal cost for a three year contract is \$420,000. Contract effective date would be July 1, 2022 to June 30, 2024. The Human Resources Department is recommending approval of the Sumtotal contract and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 21, 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

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 Jones

Absent: 1 - Mayor Pro Tem Peters

2022-295

Total Quality Logistics, LLC - One NC Grant - Pass Through

City Council is requested to authorize a pass through of \$39,500 in performance-based incentives from the State of North Carolina in One NC grant funds to Total Quality Logistics LLC.

Attachments: [5. Total Quality Logistics, LLC – One NC Grant – Pass Through](#)

Sandy Dunbeck, Economic Development Director reported this was to authorize a pass through of \$39,500 in performance-based incentives from the State of North Carolina in One NC grant funds to Total Quality Logistics LLC; the State of North Carolina had shared a One NC Grant payment of \$39,500 for Total Quality Logistics LLC, and their project at 4135 Mendenhall Oaks Pkwy Suite 101, High Point; and that the High Point EDC staff asks that High Point City Council authorize staff to pay Total Quality Logistics, LLC the pass-through grant of \$39,500 in One North Carolina Incentive Funds.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 21, 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

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, Holmes, and Jones

Absent: 1 - Mayor Pro Tem Peters

[2022-296](#)**Establish Public Hearing - 2019 Edward Byrne Memorial Justice Assistance Grant Funding - JAG**

City Council is requested to establish a public hearing date of Monday, July 18th at 5:30 p.m. for the purpose of receiving public comments on the funding for the 2019 Edward Byrne Memorial Justice Assistance Grant Funding.

Attachments: [6. Establish Public Hearing - 2019 Edward Byrne Memorial Justice Assistanc](#)

Travis Stroud, Chief of Police reported that this request was to establish a public hearing date of Monday, July 18th 2022 at 5:30 p.m. to receive public comments on the 2019 Edward Byrne Memorial Justice Assistance Grant (JAG) funding; the 2019 JAG Grant award was initially distributed between the City of Greensboro (as the lead/fiscal agent) with Guilford County and the City of High Point as sub-recipients; the City of Greensboro subsequently declined its allocation of the award totaling \$138,075.00; federally approved award modifications would allow the grant projects to move forward, with Guilford County serving as the awardee and the City of High Point as the sole sub-recipient; the High Point Police Department proposed using the 2019 JAG funding to purchase a BrassTraxHD3D Cartridge Case Acquisition Station with a triage scope.

Committee Member Jones inquired on the timeframe when the Case Acquisition Station would be operable. Chief Stroud replied that at the moment there was not set date yet; and explained the process regarding working with the ATF.

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 Jones

Absent: 1 - Mayor Pro Tem Peters

[2022-302](#)**Incentive Payment - Elliott Sidewalk Communities - 275 N. Elm Street**

City Council is requested to approve an incentive payment to Elliott Sidewalk Communities in the amount of \$108,000 for 275 N. Elm Street.

Attachments: [7. Incentive Payment – Elliott Sidewalk Communities – 275 N. Elm Street](#)

Greg Ferguson, Deputy City Manager advised that this request was for an incentive payment to Elliott Sidewalk Communities for completion of building at 275 N. Elm; the City of High Point entered into an incentive agreement with Elliott Sidewalk Communities on October 19, 2017; the incentive agreement required payment of \$2.00 per square foot for office and retail development; the 54,000 square foot building at 275 N. Elm Street had been completed and received its certificate of occupancy; Elliott Sidewalk Communities was due payment of \$108,000 per the agreement; and that funds are available to pay the incentive in the FY 2021-22 Budget. City Staff recommends and asks the City Council to approve payment of the incentive.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the June 21, 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

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, Holmes, and Jones

Absent: 1 - Mayor Pro Tem 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 4:18 p.m.

Respectfully Submitted,

Britt Moore, Chairman

Attest:

Mary S. Brooks, CMC
Deputy City Clerk