City of High Point

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

Minutes

Thursday, December 3, 2020

4:00 PM

Council Chambers

<u>Finance Committee</u>

Britt Moore, Mayor Pro Tem, Chair
Committee Members:
Michael Holmes
Monica Peters
Victor Jones

Jay Wagner, Mayor (Alternate)

FINANCE COMMITTEE - Council Member Britt W. Moore, Chair

As part of the City of High Point's on-going COVID-19 Mitigation efforts, in-person attendance was not encouraged. Instead, the meeting was live-streamed and the public was provided an opportunity to listen to the meeting once the meeting was in session.

http://www.highpointnc.gov/VirtualPublicMeeting

CALL TO ORDER

Present 4 - Chair Britt Moore, Michael Holmes, Monica Peters, and Victor Jones

PRESENTATION OF ITEMS

2020-473 **Comprehensive Annual Financial Report (CAFR) 2019-2020**

City Council is requested to acknowledge receipt of the City of High Point Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2020 and related required communications from the City's auditors, Cherry Bekaert LLP.

Attachments: Council Memo Acknowledge Receipt of CAFR-2020.pdf

Chairman Moore noted that the Comprehensive Annual Financial Report (CAFR) 2019 - 2020 would be discussed at the December 7, 2020 meeting of council; and that the audit firm, Cherry Bekaert, LLP, would present a presentation; and be available to answer questions.

Bobby Fitzjohn, Financial Services Director reported that council approved the contract with Cherry Bekaert LLP for the financial and compliance audit of the City of High Point for the Fiscal Year July 1, 2019 to June 30, 2020 at its meeting of November 19, 2018. The CAFR was prepared by the City's Financial Services Department and was delivered to the Local Government Commission on October 30, 2020; and stated that council would need to take a vote on acknowledging the receipt of the CAFR and related required communications from the city's auditors, Cherry Bekaert, LLP at the December 7, 2020 meeting of council.

2020-474 **Contract - NC State Purchasing Contract 725G - Motorola Radio Purchase**

City council is requested to award a contract to Motorola Solutions, Inc. using NC State Purchasing Contract 725G in the amount of $420,000.60 to purchase sixty (60) portable radios and forty (40) mobile radios as part of the annual eight (8) year radio replacement cycle and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: Motorola Radio Purchase.pdf

SIGNED___Recommendation Form - Council Approval_Motorola Radio Con:

Eric Xavier, IT Services Assistant Director reported that the IT Department was recommending the purchase of sixty (60) portable radios and forty (40) mobile radios as part of the annual eight (8) year radio replacement cycle. The radios purchased would be replacing radios in the Fire and Public Services Departments; and funds would be reimbursed by the State of North Carolina 911 Board. The total cost of the radios was $420,000.

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: 4 - Chair Moore, Holmes, Peters, and Jones

2020-475 **Contract - H-GAC (TX) purchasing contract EC07-20 - Xybix Solutions, Inc - 911 Communication Center Console Workstations - High Point Police Department Headquarters**

City Council is requested to award a contract to Xybix Solutions, Inc. in the amount of $356,421.23 using funds provided by the state of North Carolina 911 Board to purchase 911 Communication Center console workstations via H-GAC (TX) purchasing contract EC07-20 and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: 911 Console Workstation Purchase.pdf
SIGNED___Recommendation Form - Council Approval (Formal Bids) 911 Cc

Eric Xavier, IT Services Assistant Director reported that the IT Department was recommending the purchase of new console workstations from Xybix Systems, Inc. to update the City's current (backup) 911 Communications Center located in City Hall, and outfit its new (primary) 911 Communications Center located at 1730 Westchester Drive. The Department of IT Services evaluated other console systems and selected a product line that best meets the requirements of both the City's primary- and backup 911 Communications Centers. Funds would be reimbursed by the State of North Carolina 911 Board to purchase the console workstations from Xybix Solutions, Inc, via H-GAC (TX) purchasing contract EC07-20. The total cost of the console workstations is $356,421.23.

Committee Member Holmes asked if Xybix Solutions, Inc. was a local company. Mr. Xavier replied that he did not have the information from the origin of the furniture; and that the reseller was local.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 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 unanimous 4-0 vote:

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

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: 4 - Chair Moore, Holmes, Peters, and Jones

2020-476 **Contract - Motorola Solutions Inc. - 911 Communication Equipment - High Point Police Department Headquarters**

City Council is requested to approve a contract with Motorola Solutions Inc. for the purchase of sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1730 Westchester Avenue in the amount of $1,317,080.85 utilizing NC911 board funding.

Attachments: Motorola Radio Console Purchase Agenda Item.pdf

SIGNED___Recommendation Form - Council Approval_Motorola Radio Con:

Eric Xavier, IT Services Assistant Director reported that the IT Department was recommending the purchase of sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1920 Westchester Avenue. Funds would be reimbursed by the State of North Carolina 911 Board to purchase the radio consoles from Motorola Solutions, Inc, under NC State purchasing contract 725G. The total cost of the radio consoles was $1,317,080.85.

Chairman Moore asked would the reimbursement for funding go into the general fund budget. Eric Olmedo, Assistant City Manager replied that the funds would go into the grant fund budget.

Committee Member Jones moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 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 unanimous 4-0 vote:

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

2020-477 **Ordinance - 911 Communication Equipment - High Point Police Department**

Headquarters

City Council is requested to approve a budget ordinance appropriating $1,673,503 to purchase sixteen (16) Motorola radio consoles to outfit the new 911 Communications Center located at 1730 Westchester Avenue utilizing NC 911 Board funding.

Attachments: 911 PD HQ Funding.pdf

ORD Budget 911 Comm Equipment

Bobby Fitzjohn, Financial Services Director reported that staff was requesting council to approve a budget ordinance to appropriate $1,673,503 of NC 911 Board funding to complete purchase of 911 communication equipment.

Chairman Moore inquired on the status of the new High Point Police Department. Steve Lingerfelt, IT Services Director replied that he had met with the contractor; and that the opening date had been delayed.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 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 unanimous 4-0 vote:

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

2020-478 **Establish Public Hearing - System Development Fee (SDF)**

City Council is requested to establish the date of December 21st, 2020 at 5:30 p.m. as the date and time to receive public comments regarding the System Development Fee (SDF) for calculating usage fees for water and sewer as recommended by Public Services.

Attachments: Establish Public Hearing for System Development Fee (SDF).pdf

Terry Houk, Public Services Director reported that council was requested to establish a public hearing date of Monday, December 21, 2020 at 5:30 p.m. to receive public comments regarding the System Development Fee (SDF) for calculating usage fees for water and sewer as recommended by Public Services. Currently Public Services uses frontage fees and acreage fees as charges to connect to our water and sewer systems. The System Development Fee (SDF) would replace this process and the SDF fees would be based on an Equivalent Residential Unit (ERU)for both water and sewer. System Development Fees had become the standard for most of North Carolina and any revenue collected from SDF can only be used to pay for expansion. SDF had the *developer pay for expansion of services and should help relieve the current water and sewer users from paying for new development and service. The SDF study document had a 45-day comment period. Only one comment was received, and their concerns were addressed. There should be no impact on the budget for FY20-21, depending on the effective date. However, in the future budget years, the amount of funds raised by SDF, could ultimately have a direct impact on the monthly water and sewer rates paid by our citizens.*

Chairman Moore asked was the public hearing establishment to open the public comment period. Mr. Houk replied yes.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 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 unanimous 4-0 vote:

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

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: 4 - Chair Moore, Holmes, Peters, and Jones

2020-479 **Contract - Change Order - Sharpe Brothers - Lindsay Street Parking Lot Paving**

City Council is requested to approve a change order in the amount of $12,585.02 for adjustment to the contract for the paving of the Lindsay Street parking lot and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: Lindsay Street Parking Lot.pdf

Greg Ferguson, Assistant City Manager reported that the City had committed to temporarily paving the Lindsay Street parking lot to provide approximately 130 parking spaces to include ADA parking. The original contract was awarded to Sharpe Brothers for the paving of a portion of the Lindsay Street parking gravel lot in the amount of $83,057.61. Project had proceeded. Staff is recommending approval of the change order in the amount of $12,585.02.

Chairman Moore assured that the committee was familiar with the interim parking lot on Lindsey Street.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 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 unanimous 4-0 vote:

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

2020-480 **Rescind Resolution - Sale of 1409 Furlough Avenue**

City Council is requested to rescind the action taken on July 20, 2020 where an opening bid for the purchase of 1409 Furlough Avenue was accepted and to halt the process for sale of the Property.

Attachments: 1409 Furlough Rescind Upset Bid.pdf

Kim Thore, Right of Way Coordinator, noted that the city did not have a good title to said property, and reduced the selling price accordingly; reported that on July 20th, the Council adopted a resolution to begin the upset bid process of sale for the property located at 1409 Furlough Avenue by accepting an opening bid for the purchase (Legislative Item No. 2020-251). Since that time, the JIV, LLC had withdrawn the opening bid, requesting that the property be given free of charge. Since the city was unable to give the property free of charge and therefore it was necessary to discontinue the sale process at this time. By rescinding this action JIV, LLC's bid was withdrawn, and the resolution is annulled. Staff recommends rescinding the previous action taken regarding the property; and to halt the process for the sale of the property at 1409 Furlough Avenue.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 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 unanimous 4-0 vote:

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

2020-481 **Resolution - Donation of Property - 1500 Johnson, 1502 Johnson, 1500 R1 Johnson**

City Council is requested to adopt a resolution to accept the donation of real property (3 vacant lots) located at 1500 Johnson Street, 1502 Johnson Street and 1500 R1 Johnson Street contingent upon the City confirming ownership and obtain proper title insurance on the properties.

Attachments: Donation of Property to City 1500 Johnson St.pdf
RES Donation Property Johnson Street

Kim Thore, Right of Way Coordinator reported that staff was recommending adoption of a Resolution to accept the donation of real property located at 1500 Johnson Street, 1502 Johnson Street, and 1500 R1 Johnson Street from Cheryl Harrison, contingent upon the City being able to confirm ownership and obtain proper title insurance on the properties.

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 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 unanimous 4-0 vote:

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

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: 4 - Chair Moore, Holmes, Peters, and Jones

2020-482 **Resolution - Sale of City Owned Property - 105 & 107 Sunset**

City Council is requested to adopt a resolution accepting the offer of $40,000.00 and authorizing the sale of the property through the upset bid procedure and direct the City Clerk to publish a public notice of the proposed sale in accordance with N.C.G.S. 160A-269.

Attachments: Sale of City Owned Property 105 & 107 Sunset.pdf
RES Upset Bid Sunset Drive

Greg Ferguson, Assistant City Manager reported that Peters Development, LLC had offered a bid of $40,000.00 to purchase City owned properties located at 105 and 107 Sunset Drive, Parcel Nos. 188299 and 188307. The properties consisted of two small, unimproved and irregularly shaped parcels. Together, the parcels consisted of approximately 24,829 square feet (0.57 acre) in size and are not buildable. Staff was recommending council adopt a resolution accepting the offer of $40,000.00 and authorize the sale of the property through the upset bid procedure of N.C.G.S. 160A-269; and that Council would further direct the City Clerk to publish a public notice of *the proposed sale in accordance with N.C.G.S. 160A-269.*

Chairman Moore moved to forward this matter to the City Council with a favorable recommendation and place it on the December 7, 2020 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 unanimous 4-0 vote:

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

ADJOURNMENT

There being nothing further to come before the Finance Committee, the meeting adjourned at 4:26 p.m. upon motion duly made and seconded.

Respectfully Submitted,

Britt W. Moore, Chair

Attest:

Mary S. Brooks, Deputy City Clerk