



City of High Point

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

Meeting Agenda

City Council

Cyril Jefferson, Mayor

Michael Holmes, Mayor Pro Tempore (Ward 6),

Britt W. Moore (At Large), Amanda Cook (At Large), Vickie M.

McKiver (Ward 1), Tyrone Johnson (Ward 2), Monica L. Peters

(Ward 3), Dr. Patrick Harman (Ward 4), and Tim Andrew (Ward 5)

Monday, June 3, 2024

5:30 PM

Council Chambers

ROLL CALL, MOMENT OF SILENCE, AND PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

RECOGNITIONS AND PRESENTATIONS

[2024-221](#)

Recognition - High Point 911 Telecommunicators
High Point 911 Telecommunicators (Baker Team) was awarded the 2024 Communications Team of the Year award at the North Carolina Association of Public-Safety Officials (APCO) conference.

Attachments: [Recognition Telecommunicators - NC APCO 2024](#)

PUBLIC COMMENT PERIOD

2024-235

Public Comment Period

A Public Comment Period will be held on the first Monday of the regular City Council meeting schedule at 5:30 p.m. or as soon thereafter as reasonably possible following recognitions, awards, and presentations. Our policy states persons may speak on any item not on the agenda.

- * Persons who have signed the register to speak shall be taken in the order in which they are listed. Others who wish to speak and have not signed in will be taken after those who have registered.
- * Persons addressing City Council are asked to limit their comments to 3 minutes.
- * Citizens will be asked to come to the podium, state their name and address and the subject(s) on which they will comment.
- * If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group while a designated speaker covers the various points. This helps to avoid repetition while giving an opportunity for people present with the same concerns to be recognized.

Thanks to everyone in the audience for respecting the meeting by

refraining from speaking from the audience, applauding speakers, or other actions that distract the meeting.

CONSENT AGENDA ITEMS

- C-1.** [2024-201](#) Consideration of a Sole Source Purchase from Leica Microsystems Inc. City Council is requested to consider a Sole Source Purchase from Leica Microsystems Inc. in the amount of \$83,810 for a Comparison Microscope and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)
Attachments: [Leica Microsystems Comparison Microscope Sole](#)
- C-2.** [2024-213](#) Consideration of a Resolution Authorizing the Sale of Retired K-9 Lumin City Council is requested to consider a resolution to retire Police K-9 Lumin and declare as surplus property and authorize the purchase of K-9 Lumin by Detective Josh Wolfe who will assume all liability and responsibility for the animal's care for the remainder of its life. (Recommended by the Finance Committee.)
Attachments: [PD K-9 Retirement- Lumin May 2024](#)
- C-3.** [2024-207](#) Consideration of a Task Order with CDM Smith City Council is requested to consider a Task Order for Professional Engineering Services with CDM Smith in the amount of \$115,000 and authorize appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)
Attachments: [Task Order - CDM Smith](#)
- C-4.** [2024-208](#) Consideration of Master Agreements for Professional Services City Council is requested to authorize the execution of Master Agreements for SCADA Design and Integration Support Services with CITI, Revere Control Systems, Piedmont Automations, Lord and Company, and DSI Innovations and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)
Attachments: [Professional Services- SCADA Design and Integration Support](#)
- C-5.** [2024-209](#) Consideration of a Sole Source Contract with Pavement Technology, Inc. City Council is requested to consider a sole source contract to Pavement Technology, Inc in the amount of \$793,351.20 to apply Reclamite® Asphalt Rejuvenator to approximately 661,126 square yards of roadway at various locations within the City of High Point and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)
Attachments: [Sole Source Contract - Reclamite](#)
- C-6.** [2024-210](#) Consideration of a Task Order with Tetra Tech City Council is requested to consider a Task Order with Tetra Tech for Professional Engineering Services in the amount of \$150,000 and

authorize appropriate City Official(s) to execute all necessary documents.
(Recommended by the Finance Committee.)

Attachments: [Task Order-TetraTech-Phase 3 Water Supply Protection](#)

- C-7.** [2024-211](#) Consideration of a Sole Source Purchase from Radian Research, Inc.
City Council is requested to consider a Sole Source Purchase from Radian Research, Inc. in the amount of \$102,653.20 for two three-phase Meter Site Analyzers and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)
Attachments: [Sole Source - Radian - Three Phase Meter Site Analyzer](#)
- C-8.** [2024-212](#) Consideration of a Purchase from Wesco, Inc.
City Council is requested to consider a purchase from Wesco, Inc. in the amount of \$1,066,334.12 for various pole mounted and pad mounted transformers for warehouse stock items not associated with a specific project and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)
Attachments: [Wesco - Transformers for Warehouse Stock](#)
- C-9.** [2024-222](#) Consideration of a Contract with Guy M. Turner, Inc.
City Council is requested to consider a contract with Guy M. Turner for emergency mobilization of cranes for after hours work. (Recommended by the Finance Committee.)
Attachments: [Crane and Rigging Services](#)
- C-10.** [2024-215](#) Consideration of a Contract with Allegiant
City Council is requested to consider a contract with Allegiant in the amount of \$1,009,800.84 for meter installations services and authorize the appropriate City Official(s) to execute all necessary documents.
(Recommended by the Finance Committee.)
Attachments: [Allegiant Contract](#)
- C-11.** [2024-216](#) Consideration of Tax Collection Orders for the Forsyth County Tax Administration
City Council is requested to consider the Tax Collection Orders as requested by the Forsyth County Tax Administration for collection of Fiscal Year 2024 Taxes and collection of 2023 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County, and to authorize the appropriate City Official(s) to execute the Tax Collection Orders. (Recommended by the Finance Committee.)
Attachments: [Forsyth County Orders to Collect Taxes](#)
- C-12.** [2024-218](#) Consideration of a Purchase from West Chatham Emergency Equipment
City Council is requested to consider a purchase from West Chatham Emergency Equipment in the amount of \$126,795 for emergency vehicle equipment and authorize the appropriate City Official(s) to execute all

necessary documents. (Recommended by the Finance Committee.)

Attachments: [Police Emergency Equipment](#)

C-13. [2024-219](#)

Consideration of a Budget Ordinance Amendment

City Council is requested to consider a Budget Ordinance Amendment in the amount of \$408,033 to appropriate federal grant dollars awarded for Transit which will be utilized for parking lot repairs and paratransit scheduling and dispatching software. (Recommended by the Finance Committee.)

Attachments: [Transit Grants - Budget Ordinance Amendment](#)

C-14. [2024-220](#)

Consideration of a License Agreement between the North Carolina Railroad (NCRR) and the City of High Point

City Council is requested to consider a License Agreement with NCRR which will provide the City use of the property to maintain the High Point Depot for Amtrak passenger rail service and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Attachments: [NCRR License Agreement](#)

C-15. [2024-232](#)

Consideration of a Resolution Authorizing the Upset Bid Process for the Sale of City Properties Located at 516 White Oak St. High Point, NC
City Council is requested to approve a resolution accepting the offer of \$11,000 from Sterling Real Estate Development of North Carolina, LLC for a city-owned vacant lot 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. (This item was originally approved at the November 2, 2023 Finance Committee.)

Attachments: [Sale of 516 White Oak 2024](#)

[Original Finance Committee Agenda Item](#)

C-16. [2024-225](#)

Consideration of Approval of Minutes

City Council is requested to approve the following minutes:

Finance Committee Minutes - May 2, 2024, at 4:00 p.m.

Special Meeting of the High Point City Council Minutes - May 6, 2024, at 4:00 p.m.

Regular Meeting of the High Point City Council Minutes - May 6, 2024, at 5:30 p.m.

Community Development Committee Minutes - May 7, 2024, at 4:00 p.m.

Prosperity, Livability & Safety Committee Minutes - May 9, 2024, at 9:00 a.m.

Transparency, Engagement & Communication Committee Minutes - May 15, 2024, at 9:00 a.m.

Special Meeting of the High Point City Council Minutes - May 15, 2024, at 4:00 p.m.

Attachments: [Agenda Memo Approval of Minutes](#)

[Finance Committee Meeting Minutes - May 2, 2024](#)

[Special Meeting Minutes - May 6, 2024](#)

[Regular Meeting Minutes - May 6, 2024](#)

[Community Development Committee Minutes - May 7, 2024](#)

[Prosperity, Livability & Safety Committee Minutes - May 9, 2024](#)

[Transparency, Engagement, and Communication Committee Meeting Minutes -
Special Meeting Minutes - May 15, 2024](#)

GENERAL BUSINESS AGENDA

- G-1.** [2024-202](#) Consideration of an Oakwood Memorial Park Cemetery Historic Marker
City Council is requested to consider a request by the High Point
Preservation Society for approval of a historic marker to recognize
Oakwood Memorial Park Cemetery on the south side of Qubein Avenue
near the cemetery entrance.

 Attachments: [Oakwood Memorial Park Cemetery Historic Marker
Presentation - Oakwood Memorial Park Cemetery Historic Marker](#)
- G-3.** [2024-229](#) Consideration of the FY 2024-2025 Annual Budget Ordinance for Forward
High Point, Inc.
City Council is requested to consider the adoption of the City of High
Point's FY 2024-2025 Annual Budget Ordinance for Forward High Point,
Inc.

 Attachments: [Approval of FY 2024-25 Budget Ordinance - Forward High Point, Inc.](#)
- G-4.** [2024-230](#) Consideration of the 2024-2025 High Point International Home Furnishings
Market Authority Corporation Budget
City Council is requested to consider the adoption of the FY 2024-2025
High Point International Home Furnishings Market Authority Corporation
(High Point Market Authority) budget and the FY 2024-2025 Annual Budget
Ordinance for the High Point International Home Furnishings Market
Authority Corporation (High Point Market Authority).

 Attachments: [Approval of FY 2024-25 High Point International Home Furnishings Market Auth](#)
- G-5.** [2024-231](#) Consideration of FY 2024-2025 High Point Convention and Visitors
Bureau, Inc. (Visit High Point) Budget
City Council is requested to consider the approval of the FY 2024-2025
High Point Convention and Visitors Bureau, Inc. (Visit High Point) budget
and adopt the FY 2024-2025 Annual Budget Ordinance for High Point
Convention and Visitors Bureau, Inc. (Visit High Point).

 Attachments: [Approval of FY 2024-25 High Point Convention and Visitors Bureau, Inc. Budget](#)
- G-6.** [2024-228](#) Consideration of the City of High Point's FY 2024-2025 Annual Budget
Ordinance
City Council is requested to consider the adoption of the City of High

Point's FY 2024-2025 Annual Budget Ordinance for the City of High Point, including proposed changes to the fee schedule.

Attachments: [Approval of FY 2024-25 Budget Ordinance](#)

G-7. [2024-226](#)

Closed Session- Personnel

City Council is requested to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(6) for Personnel.

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Approval of a License Agreement between the North Carolina Railroad (NCRR) and the City of High Point	
FROM: Greg Venable, Transportation Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: License Agreement	

PURPOSE: To approve a License agreement between the North Carolina Railroad (NCRR) and the City of High Point.

BACKGROUND: The NCRR and the City have had an agreement since April 30, 1998, which provides the City use of the property to maintain the High Point Depot for Amtrak passenger rail service. There is currently a one-year extension in place of the original agreement that expired on April 30, 2023. This License shall continue in effect from the Effective Date until the City's rights are terminated by either party upon three hundred sixty-five (365) days written notice to the other party, except that NCRR may terminate this License immediately upon a determination that the City's activities are an immediate hazard to railroad operations in the rail corridor, or upon breach of this License unless cured within fifteen (15) days of written notification. The City will pay to NCRR an annual fee of three thousand dollars (\$3,000.00), payable annually. The annual fee will increase each year by three percent (3%). The City shall also pay a late payment charge of one percent (1%) or \$25.00 per month, whichever is greater, for each month the payment is late.

BUDGET IMPACT: There is a budget impact of \$3000 for the first year that is accounted for in the Transportation Departments FY23/24 budget. The increase of 3% each year will be accounted for in the Transportation Departments future yearly budgets.

RECOMMENDATION / ACTION REQUESTED: Staff recommends City Council approve the License Agreement between the NCRR and the City and allow appropriate city staff to sign all necessary documents.



<i>Railroad Use Only</i> NS Activity No.: 1321133 NCRR File No.: n_gu-009.B AC: t0005666

LICENSE AGREEMENT

This License Agreement (“License”) is made by and between North Carolina Railroad Company, a North Carolina business corporation (“NCRR”) the City of High Point, a North Carolina municipal corporation (“Licensee”) and is effective as of the date set forth at Section 14 (“Effective Date”). Norfolk Southern Railway Company, the Operating Railroad (as defined below), is a consenting party to this License Agreement as shown on the signature page.

W I T N E S S E T H:

The parties to this License, for and in consideration of the mutual covenants set forth below, agree as follows:

- 1) Preliminary Matters.
 - a) Operating Railroad as Intended Third-Party Beneficiary. The parties agree that any railroad entity operating on or near the Premises (as defined below) pursuant to a valid agreement with NCRR (an “Operating Railroad”) is an intended third-party beneficiary of this License, including but not limited to any railroad entity identified on the signature page of this License. Any Operating Railroad is entitled to enforce the rights of NCRR under this License and the protections of this License extend not only to NCRR but also to any Operating Railroad and any parents, subsidiaries, affiliates, directors, officers, managers, members, partners, principals, employees and agents of NCRR and any Operating Railroad.
 - b) License Not to Affect Existing Interests. This License does not confer upon Licensee any greater, lesser or other title, interest, or estate in the Premises than it possessed, if any, prior to the entry of this License, and similarly does not confer upon NCRR any greater, less or other title, interest, or estate in the Premises than it possessed, if any, prior to the entry of this License.
- 2) Grant of License. NCRR, insofar as its right, title, and interest enable it so to do, without warranty, hereby grants to Licensee a non-exclusive license to use and occupy the area described in Exhibit A (“Premises”), solely for the purposes described below. NCRR reserves unto itself, its Operating Railroad, and their permittees, the right to construct, maintain or operate on the Premises any existing or future trackage or pipe or electric or telecommunication line or any other facilities of like character. Licensee agrees that its occupation and use of the Premises is subject to any or all such rights and uses and to such rights as others may have to use any road or highway which may be located upon or traverse

the Premises. LICENSEE ACKNOWLEDGES THAT THE PREMISES IS WITHIN AN ACTIVE OPERATING RAILROAD CORRIDOR, AND LICENSEE AGREES THAT NO ENTRY ON THE TRACKS OR STONE BALLAST IS ALLOWED. Licensee agrees to observe and be bound by the rules of NCRR and the Operating Railroad with respect to the rules on clearances.

- 3) Scope of License. Licensee will use the Premises solely for the purpose of accessing, using, occupying, maintaining and repairing the existing brick train depot building and associated utilities; passenger platform and associated fixtures; an outside covered waiting area and associated fixtures; associated pavers, sidewalks, fencing, and ancillary fixtures; landscaping consistent with the Planting Standards Supplement as set forth on Exhibit B attached hereto and for no other purpose. Improvements located on the Premises as of the Effective Date include the existing brick train depot; passenger platform and associated fixtures; outside covered waiting areas and associated fixtures; associated paving, pavers and sidewalks; fencing. Licensee will not change or expand the use or purpose of the Premises, nor change, alter or modify the Premises, including any change in grade, and specifically shall not install additional trees, shrubs, or other plantings except grass, or construct or install upon the Premises any buildings, structures, utilities or improvements, without the prior written consent of NCRR. Licensee shall be solely responsible for obtaining and maintaining all permits and governmental approvals currently required or necessitated by alterations, modifications or improvements to the Premises and Licensee's operations on the Premises. No portion of the Premises may be used by Licensee to satisfy a governmental zoning or other land use requirement.
- 4) Mechanics and Other Liens. Licensee shall keep the Premises free and clear of all mechanic's and materialman's liens and any other liens or claims on account of work done, materials or supplies furnished, or operations conducted, by or to Licensee or persons claiming under or through Licensee. To the extent permitted by applicable law, Licensee hereby indemnifies and holds NCRR harmless from and against any and all liability, loss, damage, costs or expenses, including attorney's fees, on account of claims or liens of laborers or materialmen or others for work performed for, or materials or supplies furnished to Licensee or persons claiming under Licensee in connection with the Premises.
- 5) Taxes and Other Impositions. Beginning on the Commencement Date and continuing during the term of this License, Licensee shall pay, satisfy and discharge as the same becomes due and payable, with penalties and interest levied as applicable, all real estate taxes, ad valorem taxes of any kind, all assessments (ordinary and extraordinary) and any other governmental or public taxes, charges or impositions which shall be imposed, assessed, charged or levied upon the Premises (collectively "Impositions" or singly "Imposition"). Concerning any Imposition, Licensee shall provide NCRR with a receipt showing payment no later than ten (10) days prior to the date on which the Imposition would otherwise become delinquent.
- 6) Utilities. During the term of this License, the Licensee shall pay for all electricity, gas, water, heat, air conditioning, sewerage, janitorial services, garbage disposal and all other

utilities or services of any kind or nature whatsoever relating to the operation, use and/or occupancy of the Premises.

- 7) Licensee is Financially Responsible for Alterations or Improvements. Licensee shall be solely responsible for payment of the costs of any alterations, modifications or improvements to the Premises and Licensee's operations on the Premises and all taxes or assessments thereon. Licensee shall promptly satisfy and discharge any claim, judgment or lien arising from same. Licensee shall, at its expense, maintain the Premises in good condition and repair and in accordance with all applicable requirements of governmental authorities, NCRR and the Operating Railroad.
- 8) Care of Premises During Term of and Upon Expiration of License. In its use and occupancy of the Premises, Licensee shall maintain the Premises in a neat and sanitary condition.

Licensee will comply, at its own expense, with the requirements of all federal, state, and local safety, health, environmental, and sanitation laws, governmental regulations, and ordinances. Without limiting the foregoing, Licensee shall comply, at its own expense, with any and all applicable laws, ordinances, rules, regulations and requirements respecting solid waste, hazardous waste, air, water, pollution or otherwise relating to the environment or health and safety. Licensee shall not install any underground tanks or associated underground piping for the storage of any product on the Premises without the prior written consent of NCRR. Licensee shall not store or dispose of any wastes of any kind, whether hazardous or not, on the Premises, and Licensee shall not conduct any activity on the Premises which may or does require a hazardous waste treatment, storage, or disposal facility permit for any federal, state, or local agency or regulatory authority.

Upon termination of this License for any reason, Licensee will vacate the Premises and remove all personal property and improvements owned by or placed thereon by Licensee (unless NCRR consents otherwise in advance in writing). Furthermore, Licensee shall restore the Premises, including the subsurface, to the same condition that existed prior to the use and occupation by Licensee or the Effective Date, whichever is earlier. If Licensee fails to remove and/or restore as provided above, NCRR may, at its option, elect: i) to become the owner of any or all personal property and improvements without payment to Licensee, or ii) to remove any or all of such property and improvements and/or restore the Premises at Licensee's sole cost and expense.

- 9) Indemnity and Subrogation. Only in the manner and to the extent provided by North Carolina law, Licensee agrees to defend, indemnify, and hold NCRR and its Operating Railroad harmless from any and all liability (including reasonable attorneys' fees) emanating from Licensee's exercise of its rights under this License, except for any liability attributed to the gross negligence, or intentional acts of NCRR or its Operating Railroad. Furthermore, Licensee hereby waives and releases all rights of recovery which it might otherwise have against NCRR or its Operating Railroad, their agents and employees, for loss or damage to Licensee's improvements, furniture, furnishings, fixtures or other property to the extent that the same are covered by Licensee's insurance, notwithstanding

that such loss or damage may result from the negligence of NCRR or its Operating Railroad. The provisions of this section shall survive the termination of this License.

- 10) Term of License. This License shall continue in effect from the Effective Date until Licensee's rights are terminated by either party upon three hundred sixty-five (365) days written notice to the other party, except that NCRR may terminate this License immediately upon a determination that Licensee's activities are an immediate hazard to railroad operations in the rail corridor, or upon breach of this License unless cured within fifteen (15) days of written notification.
- 11) Limitation on Assignment. This License may not be assigned in whole or in part. No sublicensing of any kind is permitted.
- 12) NCRR's Right of Entry. NCRR reserves for itself, its Operating Railroad, and their permittees the right to enter upon the Premises at any time for inspection, operation, maintenance, reconstruction, repair, or relocation pertaining to railroad purposes.
- 13) Notices. Any notice required or permitted to be delivered hereunder shall be deemed to be delivered, when deposited in the United States Postal Service, postage prepaid, registered or certified mail, return receipt requested, addressed to NCRR or Licensee, as the case may be, at the address set forth below. The parties agree that in the case of emergency or in the event where registered or certified mail is not feasible, email shall serve as sufficient notice.

NCRR:

North Carolina Railroad Company
2809 Highwoods Blvd.
Raleigh, North Carolina 27604
Attn: Real Estate Department
Email: realestate@ncrr.com

Licensee:

The City of High Point
P.O. Box 230
High Point, North Carolina 27261
Attn: Greg Venable
Email: greg.venable@highpointnc.gov

- 14) Effective Date. The Effective Date of this License is January 1, 2024.
- 15) License Fee. Licensee will pay to NCRR an annual fee of THREE THOUSAND DOLLARS (\$3,000.00), payable annually in advance, beginning as of the Effective Date. The amount of such annual fee shall increase each year by three percent (3%). Licensee shall also pay a late payment charge of one percent (1%) for each month (or portion thereof) the payment is late.
- 16) Insurance. Licensee and any contractor or subcontractor of Licensee shall provide to NCRR and the Operating Railroad annual certificates of insurance documenting the following insurance coverage which is to be maintained during their entire occupancy of the Premises:

(a) Throughout the term of this License, Licensee, at its sole cost and expense, shall keep insured for the mutual benefit of Licensee and NCRR and NCRR's designees as co-insureds, the Premises and all existing improvements now or hereafter located thereon, or appurtenant thereto, against loss or damage by fire and such other risks as are now or hereafter included in extended coverage endorsements, including vandalism, explosion and malicious mischief coverage. The amount of such insurance coverage shall be sufficient to prevent either NCRR or Licensee from becoming a co-insurer under the provisions of the policies, but in no event shall the amount be less than one hundred percent (100%) of the full replacement cost of the Premises and all improvements thereto without deduction for depreciation (hereinafter referred to as the "Full Insurable Value").

Insurance shall be carried by a company licensed to do business in the State of North Carolina subject to NCRR's reasonable approval. NCRR shall not carry any insurance insuring any insurable interest of Licensee in the Premises. If any dispute as to whether the amount of insurance complies with the above cannot be resolved by agreement between NCRR and Licensee, NCRR may, not more often than every two (2) years during the term of this License, request at NCRR's cost, either the carrier of the insurance then in force or a mutually acceptable insurance consultant to determine the Full Insurable Value, and the resulting determination shall be conclusive between the parties for the purpose of this Paragraph.

(b) NCRR and any other party with an interest shall, at Licensee's sole cost and expense, cooperate with Licensee to obtain the largest possible recovery in the event of loss or other casualty. Proceeds from all policies of fire and extended coverage insurance required by this Paragraph shall, in an event of loss or other casualty, be held in trust by the Licensee for the benefit of the parties with an interest. In the event that the Premises is repaired or reconstructed in accordance with the terms and conditions of this License, proceeds shall be disbursed in the same manner as if they were proceeds of a standard construction loan from a reputable institutional lender, and Licensee shall pay all charges and fees in connection therewith. In the event that the Premises is not repaired or reconstructed, then proceeds shall be first paid for the purpose of restoring the land of the Premises, including without limitation, demolition of the damaged Premises, improvements thereto and any other required remedial measures, so as to render the land buildable.

(c) Throughout the term of this License, Licensee, at its sole cost and expense, shall keep or cause to be kept in force, for the mutual benefit of NCRR and Licensee, comprehensive broad form general public liability insurance against claims and liability for personal injury, death or property damage arising from the use, occupancy or condition of the Premises, the improvements located thereon, made or to be made, and adjoining areas or ways providing, at the date hereof, protection of at least Five Million Dollars (\$5,000,000.00) combined single limit coverage for bodily injury or property damage, together with worker's compensation insurance in an amount satisfactory to NCRR, which amounts of insurance coverage may be increased at NCRR's reasonable request from time to time during the term hereof. The amount of such insurance coverage shall not limit the liability of Licensee hereunder.

(d) Licensee may, in lieu of original policies of insurance, deliver to NCRR certificates of insurance policies or endorsements duly authenticated by the issuing company. All insurance policies (except for worker's compensation coverage) shall name as insured or as co-insureds, as the case may be, NCRR, any NCRR designees or Licensee, as their interests may appear. All such policies shall be nonassessable and shall contain language to the effect that (i) any loss shall be payable notwithstanding any act or negligence of NCRR or Licensee that might otherwise result in a forfeiture of the insurance, (ii) the policies are primary and noncontributing with any insurance that may be carried by NCRR, and (iii) the policies cannot be canceled or materially changed except after thirty (30) days notice by the insurance carrier to NCRR or other NCRR designee.

- 17) Miscellaneous. This License contains the complete agreement of the parties regarding the terms and conditions of the License of the Premises, and there are no oral or written conditions, terms, understandings or other agreements pertaining thereto which have not been incorporated herein. Nothing herein shall in any way be construed to impose upon either party hereto any obligations or restrictions not herein expressly set forth. The laws of the State of North Carolina shall govern the validity, interpretation, performance and enforcement of this License. Entry of this License Agreement is not to be construed against either party as a waiver of its existing property rights. Any legal suit, action, or proceeding arising out of or related to this License shall be instituted exclusively in the courts of North Carolina located in Guilford County, and each party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, or proceeding.

(Signatures on the following page)

IN WITNESS WHEREOF, the parties hereto have executed this License:

NCRR:

NORTH CAROLINA RAILROAD COMPANY

By: _____

Printed Name: _____

Title: _____

Date: _____

LICENSEE:

THE CITY OF HIGH POINT

By: _____

Printed Name: Greg Venable

Title: _____

Date: _____

CONSENTED TO BY:

NORFOLK SOUTHERN RAILWAY COMPANY

By: _____

Printed Name: _____

Title: _____

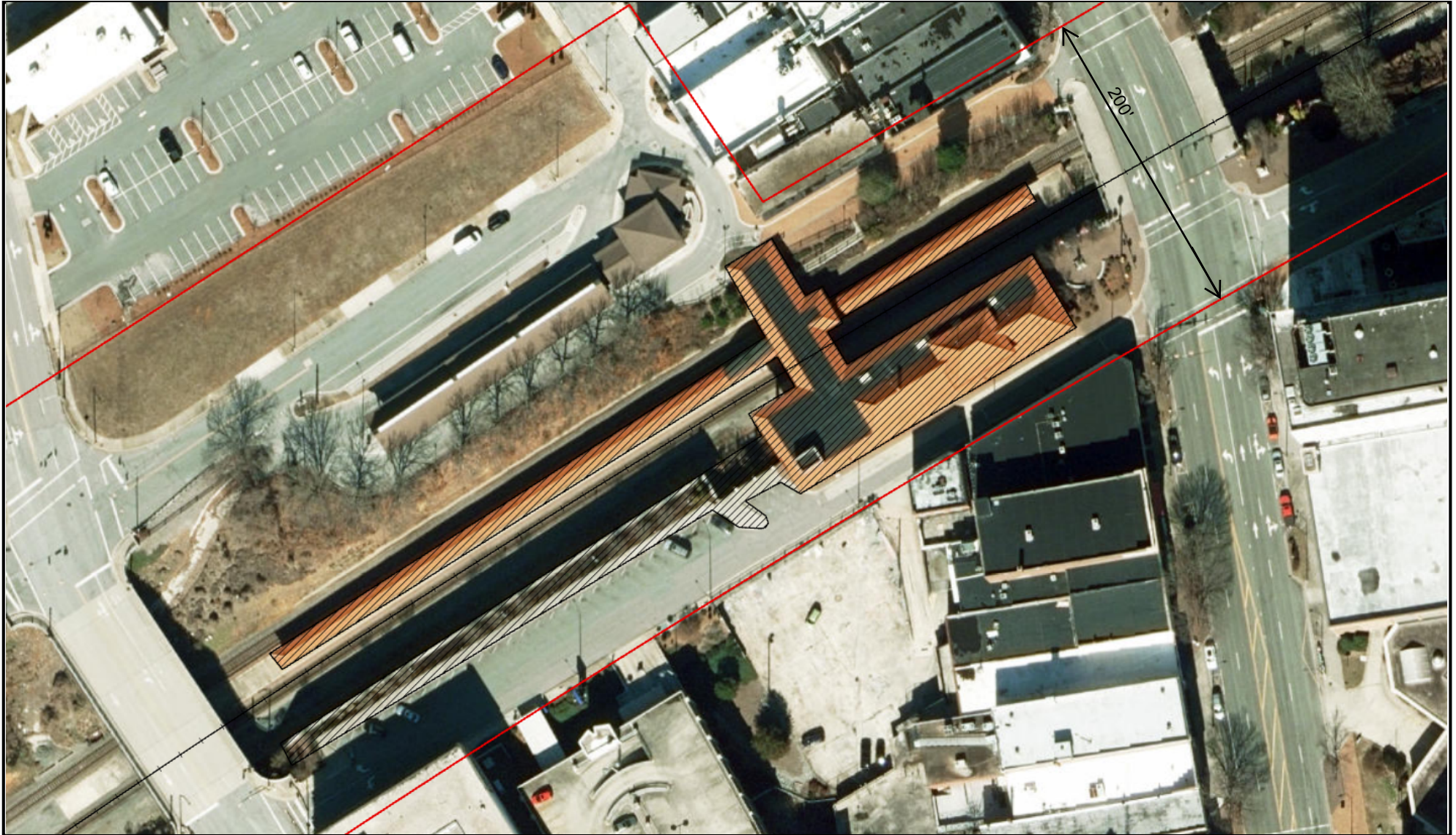
Date: _____

Operating Railroad and Certificates of Insurance

Name: Norfolk Southern Corporation, Subsidiaries and Affiliates
Address: Attn. Risk Management
650 West Peachtree Street NW - Box 46
Atlanta, GA 30308

EXHIBIT A

n_gu-009.B
High Point, Guilford County, NC



Area Licensed by North Carolina Railroad to The City of High Point
(+/- 31,276 Sq. Ft.)

Exhibit B

Planting Standards Supplement

Limitations on Plants and Materials. Licensee shall maintain plants on the Premises according to the following procedures, using the following materials:

- 1) There shall be no plantings of any nature except grass within the portion of the Premises that is located at any public or private road crossing within fifty (50) feet measured perpendicular in either direction of the centerline of the closest track and three hundred (300) feet measured parallel of the track in either direction of the closest edge of the roadway, and then tapering from that 50/300 foot point in each quadrant to a point that is twenty-seven (27) feet measured perpendicular from the center line of the closest track and five hundred (500) feet measured parallel to the closest edge of the roadway.
- 2) Subject to item 1) above, no planting material, excluding grass, or any type or kind of structure shall be placed [1] within fourteen (14) feet on each side of the center line of a NCRRT main track or [2] within twelve (12) feet on each side of the center line of a NCRRT track that is not a main track. Grass may be placed up to the ballast section but in no case shall it be placed closer than four (4) feet to the field side (outside) of the closest rail. If the Licensee shall perform any work between four (4) feet to the field side (outside) of the closest rail and [1] fourteen (14) feet on each side of the center line of a NCRRT main track or [2] twelve (12) feet on each side of the center line of a NCRRT track that is not a main track, then such Licensee shall be required to station a watchperson to warn any landscape maintainer of an on-coming train. However, any work within four (4) feet to the field side (outside) of the closest rail is prohibited.
- 3) Trees shall be planted or permitted to grow on the Premises only with NCRRT's prior written approval of a landscaping plan showing the location and types of trees to be planted and maintained.
- 4) All plant material shall be maintained, cut and trimmed in a safe and orderly manner, and at no time shall the plant material obstruct the view of [1] pedestrians or motorists of oncoming trains, or [2] train crews of pedestrians or motorists at roadway crossings.
- 5) Shrubbery shall not exceed thirty-six (36) inches in height.
- 6) At all times, Licensee shall keep the Premises free of waste and debris.
- 7) At all times, Licensee shall maintain grass and other vegetation except as prohibited herein and in the manner set forth herein.
- 8) At no time, shall Licensee damage, interfere or alter NCRRT's drainage facilities. If installation of drainage facilities is necessary in connection with the Licensee's permitted activities, such facilities must be approved in writing by the NCRRT in advance. As a

minimum design standard, all drainage must be constructed and maintained so as to cause surface water to drain away from NCRR's railroad facilities.

- 9) At all times, Licensee shall conduct and maintain its permitted activities on the Premises in compliance with Federal, State and local laws and regulations.

**HIGH POINT CITY COUNCIL
SPECIAL MEETING
May 6, 2024 – 4:00 P.M.
3rd Floor Conference Room – Municipal Building**

CALL TO ORDER, ROLL CALL

Mayor Jefferson called the Special Meeting to order at 4:00 p.m.

Present: Mayor Cyril Jefferson; Mayor Pro Tem Michael Holmes, Ward 6 (arrived at 4:06 p.m.); Council Member Britt W. Moore, At Large (arrived at 4:20 p.m.); Council Member Amanda Cook, At Large; Council Member Vickie M. McKiver, Ward 1; Council Member Tyrone E. Johnson, Ward 2 (arrived at 4:03 p.m.); Council Member Monica L. Peters, Ward 3; Council Member Patrick H. Harman, Ward 4; and Council Member Tim Andrew, Ward 5

ADOPTION OF AGENDA

A motion was made by Council Member Harman, seconded by Council Member Cook, to adopt the agenda.

Motion carried with the following vote:

Aye: Mayor Jefferson, Council Member Cook, Council Member McKiver, Council Member Peters, Council Member Harman, and Council Member Andrew

Absent: Council Member Holmes, Council Member Moore, and Council Member Johnson

PRESENTATION OF ITEMS

2024-175 Presentation of the Proposed City of High Point Fiscal Year 2024-2025 Budget

Staff will present the Proposed City of High Point Fiscal Year 2024-2025 Budget.

Stephen Hawryluk, Budget and Performance Director, presented the FY 2024-25 Proposed Budget. He stated the budget is balanced in accordance with the North Carolina General Statutes and filed with the City Clerk, is available on the City's website, and a copy will be provided at the High Point Public Library.

Mr. Hawryluk provided an overview of the budget noting the total budget is \$518.7 million dollars. He spoke to challenges and realities of the budget, noting rising prices and salaries. He reviewed the City's revenue sources and noted the proposed budget raises the property tax rate by 3¢ to 64.75¢ per \$100 of the valuation and noted the budget has increased just over 8.4%. There is no proposed increase for solid waste fees or stormwater fees, but the proposed budget does include a proposed 5% increase in water/sewer rates. He explained there will not be an increase to electric rates but there are changes such as the base facilities charge is revenue neutral as well as the Consolidate of Time of Use, Coincident Peak, and Commercial Non-demand. There is also a renewal energy portfolio standard which is a charge that is required by statute that

is passed on to the power agency and there is a new fee for electrical vehicle charging. Other fee schedule changes include: Parks & Recreation fees, Theatre auditorium rates, and others such as hydrant meter deposits, non-leased parking spaces (decks), and reduction of minimum deposit on transit user cards.

Mr. Hawryluk spoke to revenues regarding property tax and sales tax and explained that 91% of the tax base is Guilford County and noted how those revenues are divided between the General Fund and Debt Service. He spoke to the sales tax noting the current year end is above FY 2022-23 and grew about 9%. He provided information regarding how other government entities handle their taxes affect the revenues for the city.

In response to Council Member Harman, Mr. Hawryluk noted the county decides how the tax distribution is made.

Tasha Logan Ford, City Manager, provided a history of the tax rates of other jurisdictions in comparison with the City of High Point and how those rates affect the budget.

A discussion took place regarding past tax rates for different jurisdictions.

Mr. Hawryluk explained expenditures noting personnel services is about 33% of the budget; operating cost is 36% which includes wholesale power cost, he reviewed personnel services, proposed salary changes, new position costs, operating cost, capital & capital outlay as well as capital projects.

He spoke to the general fund revenues such as property tax, sales and use tax, license and permits, and charges for services, as well as explained expenditures such as salary increases, health care cost and three new full-time positions. He reviewed debt services, enterprise funds, and capital improvements.

Mayor Jefferson thanked Mr. Hawryluk for the presentation.

2024-174

Water Quality and Environmental Protection Agency Update

Staff will provide information on a recent announcement by the Environmental Protection Agency regarding water quality limits and contaminants

Damon Dequenne, Assistant City Manager, provided a presentation regarding the Safe Drinking Water Act (SDWA). He explained that the SDWA defines what water contaminants are such as physical particles, biological, radiological and chemical. He noted that the U.S. Environmental Protection Agency (EPA) sets limits on contaminants. In 2021 the EPA started a process for regulating two contaminants which are perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS) and in April of 2024 the EPA issued new standards which include proposed maximum contaminant levels of these chemicals. Because of the new standards the city will continue to sample raw and finished water by evaluating how and where these chemicals enter our source water; adjust the city's primary source of water to Oak Hollow Lake, continue to seek

compensation from manufactures of these chemicals and continue to identify most appropriate treatment technologies.

A discussion took place regarding cost, changing water sources, timelines, and 1.4 dioxane.

Mayor Jefferson thanked Mr. Dequenne for the presentation.

2024-173 Transportation Departmental Overview

Staff will provide an overview of the Transportation Department.

Greg Venable, Transportation Director, provided a departmental overview for the Transportation Department. He provided the mission statement and priorities and explained the roles within the different divisions, parking fees, and transit.

A discussion took place regarding parking fees compared to other cities, micro hub, and micro transit.

2024-176 Closed Session-Economic Development

Council is requested to go into Closed Session pursuant to N.C.G.S. §143-318.11(a)(4) for Economic Development.

Mayor Pro Tempore Holmes made a motion, seconded by Council Member Andrew, to go into closed session pursuant to N.C.G.S. §143-318.11(a)(4) for Economic Development.

Motion carried with the following vote:

Aye: Mayor Jefferson, Council Member Holmes, Council Member Moore, Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

Closed Session began at 5:18 p.m.

A motion was made by Mayor Pro Tempore Holmes, seconded by Council Member Johnson, to end Closed Session and return to Regular Session.

Motion carried with the following vote:

Aye: Mayor Jefferson, Council Member Holmes, Council Member Moore, Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

Regular Session resumed at 5:24 p.m.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 5:25 p.m.

Respectfully Submitted,

Cyril Jefferson, Mayor

Attest:

Sandra Keeney, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Sole Source Purchase- Leica Microsystems Inc.-Comparison Microscope	
FROM: C. H. Cheeks, III, Interim Chief of Police	MEETING DATE: June 3, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Quote Sole Source Form & Letter	

PURPOSE: To request approval to procure a Comparison Microscope for the Police Department's Firearms & Toolmark Examiner from Leica Microsystems Inc.

BACKGROUND: In June 2023, the Firearms & Ballistics Examiner position was filled to further our mission as an agency as we work to combat crime. This position was needed and created due to the work of our patrol officers, crime scene technicians, intel analysts, property room clerks, and detectives. A significant spike in gun-related crime over the past 3 years is a substantial reason for adding this role.

A Firearms & Ballistic Examiner examines and identifies firearms, weapons, cartridges, bullets, and similar evidence in criminal investigations; collects physical evidence at crime scenes; testifies in court concerning the results of examinations; provides testimony on general firearms capability and examination methodology and completes other related work. The employee in this role is assigned to a specialized position responsible for examining and classifying, analyzing, examining, and identifying firearms, cartridge casings, and ammunition in the Police Department's Investigation Division. The Firearms & Ballistic Examiner is on-call to respond to gun crimes, assaults, homicides, officer-involved shootings, or any scene that may require shooting reconstruction.

A comparison microscope is utilized by Firearms Examiners to make critical decisions on whether two pieces of ballistic evidence can be associated and linked with each other. It will be one of the most regularly used pieces of equipment within the Ballistics Office.

Leica Microsystems Inc. is a manufacturer of microscopes and accessories including the Leica FS C Comparison Microscope. This product is only supplied directly from Leica Microsystems.

BUDGET IMPACT: Funds have been identified within the Police Department's FY 2023-2024 budget.

RECOMMENDATION/ACTION REQUESTED: The Police Department is recommending that the Council authorize a purchase with Leica Microsystems Inc. for a Comparison Microscope in the amount of \$83,810 using General Budget Funds.



CITY OF HIGH POINT
AGENDA ITEM



From Eye to Insight



Quote #: QU-0759538-A

Date 4/23/2024

Valid Until 4/27/2024

High Point Police Dept.

Forensics

Fire Arms

1730 Westchester Drive

High Point

North Carolina

USA

27262

Samantha Edmonds

samantha.hadley@highpointnc.gov

(336) 887 6777

QUOTATION

Sales Contact

Andrew Swindler

andrew.swindler@leica-microsystems.com

Customer Service Contact

Ms Princess Todd

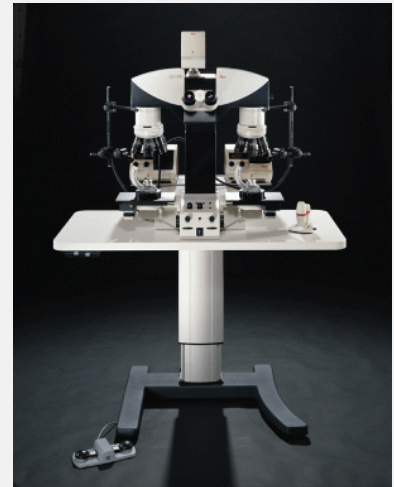
Phone: (224)7270399

Fax: 847-236-3009

princess.todd@leica-microsystems.com

FS C (Ammunition and Toolmarks)

Leica FSC comparison macroscope basic stand with height-adjustable motorized column (Z-range 255 mm), incl. motorized comparison bridge with four push button operated comparison modes with integrated +/- 4 % zoom adaptation , integrated tilting ergo-binocular viewing port (5 - 35 degree, FOV = 22 mm, upright & non-reversed image), microphoto & video documentation port, motorized magnification changer with factor = 1x and 1,5x, two macro carrier with macro tube lens, filter slots and coded 6-fold objective turret with M 32x0.75 thread, two motorized X-Y stages (160 x 220 mm with glas insert 80 x 80 mm and travel range = 50x50 mm), integrated operating panel for the control of the bridge functions, motorized focussing, motorized X-Y movement of the stages, remote control of two cold light sources (KL 2500), two 4-axes oblique light carrier for the 4.5 mm fiber optics light guide or cold light bar.



FSC Comparison Unit				
#	Items	Quantity	List Price	Net Price
10	Leica FSC stand with comparison bridge 11581105 Leica FSC comparison microscope basic stand with height-adjustable motorized column (Z-range 255 mm), including motorized comparison bridge with four push button operated comparison modes with integrated +/- 4 % zoom adaptation, integrated tilting ergo-binocular viewing port (5 - 35 degree, FOV = 22 mm, upright & non-reversed image), microphoto & video documentation port, motorized magnification changer with factor = 1x and 1,5x, two macro carrier with macro tube lens, filter slots and coded 6-fold objective turret with M 32x0.75 thread, two motorized X-Y stages (160 x 220 mm with glas insert 80 x 80 mm and travel range = 50x50 mm), integrated operating panel for the control of the bridge functions, motorized focussing, motorized X-Y movement of the stages, remote control of two cold light sources	1	51,296.00	51,296.00
20	Dust cover for Leica FSC 11581083 Dust cover for Janus, red dustcover with white Leica Logo.	1	181.00	181.00
30	Smart Move black for Leica FS C 11581142	1	1,081.00	1,081.00
40	Eyepiece HC PLAN s 10x/22 Br. M 11507820 Eyepiece HC PLAN s 10x/22 Br. M Eyepieces with 10x magnification and 22mm field of view. Ideal for fatigue-proof screening. Useable with or without glasses. Dioptric adjustment. A reticule can be added.	2	358.00	716.00
Section Net Subtotal			USD 53,274.00	

Motorized Workbench				
#	Items	Quantity	List Price	Net Price
50	CSI Workbench 11581137 CSI Workbench - Width 1200mm - Depth 650mm / 850mm - Height 620mm - 920mm (stepless motorized height adjustment)	1	4,397.00	4,397.00

#	Items	Quantity	List Price	Net Price
60	PC mount 11581136	1	338.00	338.00
	PC mount - Width 170mm / 237,5mm - Height 430mm - Depth 450mm for adaptation onto CSI workbench (on right or left side feet)			
Section Net Subtotal			USD 4,735.00	

Objectives

#	Items	Quantity	List Price	Net Price
70	Obj.PL APO MACRO 0.4x/0.014-0.003-/ 62.0 11581046	2	1,959.00	3,918.00
	Apochromatic corrected macro objective 0.4x, nummerical aperture = 0.014 - 0.003, 5-step arresting aperture diaphragm for optimal contrast & depth of field setting, FWD = 60mm			
80	Obj. M PL APO MACRO 1x/0.035-0.006-/62.0 11581047	2	1,802.00	3,604.00
	Apochromatic corrected macro objective 1x, telecentric optics, nummerical aperture = 0.035 - 0.006, 5-step arresting aperture diaphragm for optimal contrast & depth of field setting, FWD = 60mm			
90	Obj. M PL APO MACRO 2x/0.07-0.01-/ 62.0 11581048	2	1,802.00	3,604.00
	Apochromatic corrected macro objective 2x, telecentric optics, nummerical aperture = 0.07 - 0.01, 5-step arresting aperture diaphragm for optimal contrast & depth of field setting, FWD = 60mm			
100	Obj. M PL APO MACRO 4x/0.14-0.03 -/ 11581049	2	1,802.00	3,604.00
	Apochromatic corrected macro objective 4x, telecentric optics, nummerical aperture = 0.14 - 0.03, 5-step arresting aperture diaphragm for optimal contrast & depth of field setting, FWD = 60mm			
Section Net Subtotal			USD 14,730.00	

Illumination System				
#	Items	Quantity	List Price	Net Price
110	Platform, rotatable w. articulating arm 11581088	2	1,478.00	2,956.00
	Platform, rotatable with short articulating arm for universal holder or 75mm ball-joint table.			
120	LED Coldlight source CLS350 LED 11581140	1	2,230.00	2,230.00
	LED Coldlight source Leica CLS350 LED, with cable for intensity remote control via the FSC front operating knobs			
130	Tray for two cold light sources 11581086	1	310.00	310.00
	Stainless steel carrier plate for two cold light sources, attachable to the Leica FSC basic stand			
140	Flex light guide 2-arm 5/1000 30150222	1	354.00	354.00
150	Holder for focussing lens a. filter 30161101	2	40.00	80.00
160	Cold light illumination bar 11581089	2	459.00	918.00
	Cold light illumination bar for broad homogeneous illumination, active area = 3.2 x 1.2 inch, housing size = lengths: 5.5 inch, width: 2 inch, height: 1 inch, light current = 225 lm with KL2500 LCD at pos. 6E in combination with 9mm light guide			
170	MV LED Spot illuminator 6500K 33000076	2	354.00	708.00
	MV LED Spot Illuminator Requires either MV CoolControl Standard or Requires either MV CoolControl Advanced Controller The housing to a has a M6 threaded hole for mounting to optional adapters. Housing is also threaded for additional filters. Outside Diameter: 25mm Light angle from lens, 10° Power: 3.5 Watt Color temperature: 6500 K (daylight)			
180	MV CoolControl Advanced 3-Channel 33000074	1	981.00	981.00
	Micro Vision CoolControl Advanced 2-Channel, with power supply and USB cable Dimmable			

#	Items	Quantity	List Price	Net Price
	Segmentation and rotation for ringlight Software optional erhältlich (for strobe and other features)			
190	Diffusor attachment 11532730	2	114.00	228.00
200	Joint arm w. holder f. fibre-optic light 11581003 Articulated arm with catch device for mounting the flexible fibre-optic guides.	2	455.00	910.00
Section Net Subtotal			USD 9,675.00	

Sample holders				
#	Items	Quantity	List Price	Net Price
210	Tilting stage 75mm, attachable, single 11581031 Tiltable stage diameter 75 mm, with grooved profile and tilting fixture up to 45°, clamping device for stage inclination setting .	2	849.00	1,698.00
220	Object clamp Pol 11553408 Object clamp for pol rotating stage	4	38.00	152.00
230	Universal adjustable holder 11581056 Universal adjustable holder with rotating disc To mount various push in mounts, inclinable in segmental guides, scale divisions for reproducible rotation and inclination settings, dovetail guide for lateral displacement of the segmental guides, reflection-minimizing black surface.	2	1,497.00	2,994.00
240	Attachm. for mounting and fixing bullets 11520220 Attachment for mounting and fixing bullets of various sizes.	2	641.00	1,282.00
250	Spring loaded centering device f.bullets 11520221 Centring Device mounts to Bullet Holder(11520220)	2	96.00	192.00
260	Rubber armored pressure plate f. bullets 11520222	2	110.00	220.00

#	Items	Quantity	List Price	Net Price
	Pressure plate mounts to Universal Bullet/Cartridge Manipulator, Use with the Bullet holder (11520220) and Centering device (11520221)			
270	Cementing stages dia. 20 mm, pair 11520276 Pair of cementing stages dia. 20 mm for mounting bullets and objects of various sizes.	1	151.00	151.00
280	Pair of spring mounts f.hunt.cartr.cases 11520686 Pair of spring mounts for hunting cartridge cases.	1	290.00	290.00
290	Pair of articulated holder 11520328 Pair of articulated holder with ball joint and tiring screw for tilting and rotating cartridge cases.	1	785.00	785.00
300	Pair of receptacle f. caliber 0.22 11520223 Pair of receptacle, both for cartridge cases, caliber 0.22	1	181.00	181.00
310	Pair of receptacle f. caliber 6.35 11520224 Pair of receptacle, both for cartridge cases, caliber 6.35	1	181.00	181.00
320	Pair of receptacle f. caliber 7.65 11520225 Pair of receptacle, both for cartridge cases, caliber 7.65	1	181.00	181.00
330	Pair of receptacle f. caliber 7.63 M 11520226 Pair of receptacle, both for cartridge cases, caliber 7.63 M.	1	181.00	181.00
340	Pair of receptacle f. caliber 9 11520227 Pair of receptacle, both for cartridge cases, caliber 9	1	181.00	181.00
350	Pair of receptacle f. caliber 0.45 11520228 Pair of receptacle, both for cartridge cases, caliber 0.45	1	181.00	181.00

#	Items	Quantity	List Price	Net Price
360	Pair of pin mounts for caliber 10 11581085	1	161.00	161.00
370	Miniature vise, 75x25x25 mm 11581124	2	317.00	634.00
380	FSC adapter for bench vise 11581126	2	30.00	60.00
390	Accessorie case - Leica FSC 11581084	1	255.00	255.00
400	Brushes for cartidge cases 11581111 Set of Brushes (3 pairs) for Cal. 0.22 - 0.45	1	228.00	228.00
Section Net Subtotal			USD 10,188.00	

Calibration Standards

#	Items	Quantity	List Price	Net Price
410	Micrometer f. FS C/FS M (10mm =100 div.) 11519963 White micrometer for FS C/FS M (10 mm = 100 divisions)	2	406.00	812.00
Section Net Subtotal			USD 812.00	

FS C (Ammunition and Toolmarks)

Product Net Subtotal USD 93,414.00

Cameras for LAS X

[See Online](#)

Camera				
#	Items	Quantity	List Price	Net Price
420	Leica K3C 11547114	1	3,577.00	3,577.00
	Leica K3C A 6.3 MP color camera that delivers a well-balanced feature set with high frame rates, good dynamic range and true color reproduction for life science and industry applications. It's ideal for imaging samples like tissue and cells as well as cleanliness, metal alloys, especially steel and forensics. - color CMOS sensor - Pixel size 2.4 µm x 2.4 µm - Color filter RGB (Bayer) - Color depth 3x12 bits - Exposure time 1 ms - 1 s - Dynamic range >72 dB - Fast live image 3072 x 2048 pixel with up to 15 frames per sec (software-triggered and depending on the bit depth, exposure time and PC performance) - Gain 1x - 251x - Supported operating systems Win10 Recommended c-mount adapters: Stereo Microscope: 0.50x No 10450528 Compound Microscope: 0.55x No: 11541544 Interface: USB3 The K3C camera kit includes camera head, USB3 cable with screw-lock connectors, DVD with instruction for use, and a quick start guide.			
430	C-Mount HC 0.55x 11541544	1	818.00	818.00
	C-mount adapter 0.55x HC, for 1/2" and 0.55" cameras			
Section Net Subtotal			USD 4,395.00	
Cameras for LAS X				
Product Net Subtotal			USD 4,395.00	

Software

[See Online](#)

#	Items	Quantity	List Price	Net Price
440	Dongle for LAS X optional modules 11640879 Dongle is required to add additional modules to the LAS X Core module.	1	399.00	399.00
450	LAS X Industry Core 11640620	1	3.00	3.00
460	LAS X Extended 2D Annotations 11640564 LAS X "LAS X Extended 2D Annotations" provides comprehensive facilities for annotating live or stored images with freely drawn text, lines, arrows, circles, rectangles and distance measurements. All actions can be reversed by means of Undo. The annotation may be merged into the image for a permanent record and copied to another image.	1	1,372.00	1,372.00
470	LAS X Measurements 11640559 Measurements is a LAS X software module designed to simplify the manual tasks involved in generating measurement parameters such as length, distance, area, perimeter, diameter and angles. All measurements are displayed in an interactive table and can be exported to excel or used to generate reports.	1	1,774.00	1,774.00
480	W1 Workstation 11640711 W1 Workstation; Small Form Factor PC with compact design - restrictions for usage of PCIe boards apply specifications: - Win10 OS, optimized for performance in conjunction with Leica LAS X - Core i5-12600K Processor (3,7GHz, 10 cores) - For LAS X ID relevant CPU mark value as of www.cpubenchmark.net: 27786 - 16GB RAM DDR5 4800 - NVidia Quadro T400 (4 GB) - 512GB SSD - Fast Main Drive for OS, executable programs and temporary data handling - 2TB HDD - Large secondary drive for storage of comprehensive data sets; Others;; HP 5/5/5 Warranty – provided by HP manufacturer for the PC and its hardware components	1	2,814.00	2,814.00
490	Keyboard US ;USB Hub 11600220 Keyboard US USB Hub	1	92.00	92.00

#	Items	Quantity	List Price	Net Price
500	HP E27k G5 27" UHD 11533663	1	499.00	499.00
Section Net Subtotal			USD 6,953.00	

Software				
Product Net Subtotal			USD 6,953.00	

Quotation Totals				
Sub Total			USD 104,762.00	
Q1 Promo			(20.00%) -20,952.40	
Grand Total Excluding Taxes			USD 83,809.60	

Total open market list price 104,762.00

Total overall discount 20.00%

Terms and Conditions

Currency: USD

Payment Terms: 30 days from date of invoice

Shipping Terms: Destination - Free Freight

Lead Time: 86 Working Days

Valid Until: 4/27/2024

Sales Contact

Andrew Swindler

andrew.swindler@leica-microsystems.com

Customer Service Contact

Ms Princess Todd

Phone: (224)7270399

Fax: 847-236-3009

princess.todd@leica-microsystems.com

FINANCING OPTIONS:

LEICA MICROSYSTEMS NOW OFFERS FLEXIBLE CAPITAL AND OPERATING FINANCING OPTIONS AT COMPETITIVE RATES THAT CAN BE TAILORED TO YOUR SPECIFIC CASH FLOW NEEDS. PLEASE CONTACT CHRISTOPHER SCHMELZ (CHRISTOPHER.SCHMELZ@FINANCESVCS.COM | (585) 299-4370) TO LEARN MORE.

PLEASE REFERENCE THIS QUOTATION NUMBER WHEN PLACING YOUR ORDER.

Please fax your order to 847-236-3017 or email: LMS-CustomerService@Leica-Microsystems.com.

Unless a contract between the parties is referenced above, Leica's "USA - Sales Terms and Conditions," available at <https://www.leica-microsystems.com/company/sales-service-terms-and-conditions/>, exclusively apply to this order and any other terms and conditions are null and void.

This Quotation is Acknowledged and Agreed:

Signature of Authorization Buyer Representative:		Date:	
Print Name:		Title:	



MICROSYSTEMS



LEARN | SHARE | CONTRIBUTE

www.leica-microsystems.com/science-lab

Leica Microsystems Inc
10 Parkway North, Suite 300
Deerfield, IL 60015

Phone: 800-248-0123 Ext. 2
Fax: 847-236-3017

Leica Biosystems and Leica Microsystems are part of Leica Microsystems Inc.



From Eye to Insight



Courtney Hemphill
City of High Point
1730 Westchester Dr
High Point, NC 27262

Re: Leica Microsystems, Inc. Sole Source Letter-Leica FSC Quote# QU-0759538-A

Dear Courtney,

Leica Microsystems Inc. is a manufacturer of microscopes and accessories including the Leica FS C Comparison Microscope. This product is only supplied directly from Leica Microsystems. Support, installation and training is only authorized to be completed by Leica trained service and sales.

Should you have any questions, please do not hesitate to contact me direct at 470.305.9386 or email: matt.wingler@leica-microsystems.com.

Matt Wingler

Business Development Manager

matt.wingler@leica-microsystems.com

M + 1.470.305.9386

Leica Microsystems

10 Parkway North Blvd, Suite 300 Deerfield, IL 60015

SOLE SOURCE JUSTIFICATION FORM

(For Items Costing **\$10,000.00 or More**)

Statutory Reference N.C.G.S. 143-129(e)6

Requisition # **37939**

Vendor: **Leica Microsystems, Inc.**

Item(s): **Leica FS C Comparison Microscope**

Justification:

Leica Microsystems Inc. is a manufacturer of microscopes and accessories including the Leica FS C Comparison Microscope. This product is only supplied directly from Leica Microsystems. Support, installation and training is only authorized to be completed by Leica trained service and sales.

Estimated expenditure for the above item(s): **83,809.60**

Accounting Unit and Account(s): **101312-533101**

**CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT
DOCUMENTATION.**

1. ☐ Performance or price competition for a product are not available.
2. ☒ A needed product is available from only one source of supply.
3. ☐ Standardization or compatibility is the overriding consideration.
4. ☐ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel

Curtis H Cheeks III

Digitally signed by Curtis H Cheeks III
Date: 2024.04.25 13:00:45 -04'00'

Department/Division

Police

Date

25 April 2024

APPROVAL PROCESS

Purchasing Manager

Financial Services Director

City Council (\$30,000 – Up)

City of High Point | P.O. BOX 230, High Point, NC 27261 | 336.883.3219



CITY OF HIGH POINT

AGENDA ITEM

TITLE: Reclamite® Pavement Preservation Project – 2024-2025	
FROM: Public Services Department	MEETING DATE: June 3, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Sole Source Request Form Contract Appendices with Sole Source Letters, Product Info and Maps	

PURPOSE: The purpose of this Sole Source Request for Pavement Technology, Inc, will consist of applying Reclamite® Asphalt Rejuvenator to approximately 661,126 square yards of roadway at various locations within the City of High Point during the Fiscal Year 2024-2025 timeframe.

BACKGROUND: Pavement Technology, Inc. is the sole source applicator and supplier of Reclamite® Asphalt Rejuvenator in the State of North Carolina. Reclamite® is a maltene-based cationic petroleum emulsion formulated to maximize and maintain high road ratings and extend the service life of asphalt pavement.

Specific roads were selected for this application, targeting recently paved roads within the last 1-4 years. Reclamite® Asphalt Rejuvenator penetrates, rejuvenates, and seals the surface of the asphalt. It prevents asphalt roadway raveling, counter-acts compaction issues, reduces permeability, and prevents moisture intrusion into the road subgrade.

BUDGET IMPACT: Funds for this project are available in the FY 2023-2024 budget.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends approval of this Sole Source request and that the appropriate City official and/or employee be authorized to execute all necessary documents to award the project to Pavement Technology, Inc. in the amount of \$793,351.20.



Pictures above illustrate Reclamite® being installed on Bethel Drive in High Point, NC (November 13, 2023).

SOLE SOURCE JUSTIFICATION FORM

(For Items Costing **\$10,000.00 or More**)

Statutory Reference N.C.G.S. 143-129(e)6

Requisition #

Vendor:

Item(s):

Justification:

Pavement Technology, Inc. is the sole source applicator and supplier of Reclamite® Asphalt Rejuvenator in the State of North Carolina.
Reclamite® is a maltene-based cationic petroleum emulsion formulated to maximize and maintain high road ratings and extend the service life of asphalt pavement.

Estimated expenditure for the above item(s):

Accounting Unit and Account(s):

**CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT
DOCUMENTATION.**

1. ☒ Performance or price competition for a product are not available.
2. ☒ A needed product is available from only one source of supply.
3. ☐ Standardization or compatibility is the overriding consideration.
4. ☐ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel Digitally signed by Robby Stone
Date: 2024.05.20 13:36:46 -04'00'

Department/Division Date

APPROVAL PROCESS

Purchasing Manager

Financial Services Director

City Council (\$30,000 – Up)

APPENDIXES

Appendixes

- | | |
|--|----------|
| 1. D&D Emulsions Sole Source Letter | 1 pg. |
| 2. TRICOR Refining LLC Sole Source Applicator and Supplier | 1 pg. |
| 3. Pavement Technology Inc. Cost Proposal | 1 pg. |
| 4. Pavement Technology Inc. Certificate of Insurance | 1 pg. |
| 5. Product Informational Brochures | 3 pgs. |
| 6. Plans: Overview Map, Quantities, and Enlarged Street Maps | 23 Shts. |



270 PARK AVENUE EAST
P. O. BOX 1706
MANSFIELD, OH 44901
ddemulsionsinc@outlook.com
Phone: 419-522-9440 fax: 419-522-8606

April 1, 2024

TO WHOM IT MAY CONCERN,

This is to inform you that Pavement Technology Inc. is our only licensed RECLAMITE® Application Contractor in the state of Ohio, Tennessee, North Carolina, South Carolina, Georgia, Florida, Maryland, Michigan, Pennsylvania, Virginia, and West Virginia. They have served the Florida area since 1972.

They are authorized only as material applicators and are not authorized to re-sell the material to others.

D & D Emulsions, Inc. is a licensed manufacturer of RECLAMITE® for the Golden Bear Oil Company, now **Tricor Refining, LLC** serving the Eastern United States.

A handwritten signature in black ink that reads 'Charles Dawson' followed by 'V.P.' to the right.

Charles Dawson
Vice President



TRICOR REFINING, LLC

Producers of GOLDEN BEAR PRESERVATION PRODUCTS

1134 Manor St. • Oildale, CA 93308 / P.O. Box 5877 • Bakersfield, CA 93388

Phone 661.337.9979 – Email: brettt@tricorrefining.com

March 27, 2024

C Allan Hicks

City of High Point

P O Box 230

High Point, NC 27261

This letter will confirm that Pavement Technology, Inc. with business address location at 24144 Detroit Road, Westlake, Ohio 44145 is the approved sole source applicator and supplier of Reclamite® asphalt rejuvenator and CRF Emulsion in the State of North Carolina. D&D Emulsions, Inc., Mansfield, Ohio is the approved and authorized manufacturer of Reclamite® by Tricor Refining, LLC servicing your market area. Through D&D Emulsions, Inc. Tricor Refining, LLC supplies finished emulsion for application by Pavement Technology, Inc. There is not another source for Reclamite® or CRF to be supplied into North Carolina.

Tricor Refining, LLC maintains an authorized manufacturing network in North America and through this we supply our approved product applicators. The reason for this is to control the emulsion quality and correct product application in each region. Pavement Technology, Inc. maintains and operates several crews which only apply Reclamite® asphalt rejuvenator.

Please let me know if you need further information or have other questions.

Respectfully,

Brett Towns

Tricor Refining, LLC

Specialty Products Sales

Manager

Cell: 530-491-8251

brettt@tricorrefining.com

Pavement Technology, Inc.

24144 Detroit Rd.
Westlake, Ohio 44145

Phone: 800-333-6309 440-892-1895
Fax: 440-892-0953

April 25, 2024

Mr. Allan Hicks
Public Services Department
City of High Point
816 E Green Drive
High Point, NC 27260

Dear Mr. Hicks:

We are pleased to offer our proposal to apply Reclamite® asphalt rejuvenator to various streets located in the City of High Point, NC.

<u>Estimated Square Yards</u>	<u>Amount</u>
661,126	\$793,351.20

Our unit price of \$1.20 per square yard is inclusive of traffic control, notification of residents and all labor and material necessary to complete the work.

Actual field measurements will determine final quantities.

Limit not to exceed \$793,351.20.

Thank you for your continued interest in pavement preservation with Reclamite®.

Sincerely,



Ken Holton
kholtan@pavetechinc.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/25/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McGowan & Company, Inc. 20595 Lorain Rd Fairview Park OH 44126	CONTACT NAME: Frances Lyons PHONE (A/C, No, Ext): 440.895.4359 E-MAIL ADDRESS: flyons@mcgowaninsurance.com FAX (A/C, No): 440-333-3214
INSURED Pavement Technology, Inc 24144 Detroit Rd Westlake OH 44145	INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Property Casualty Co of America INSURER B: Phoenix Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 36161 25623

COVERAGES**CERTIFICATE NUMBER:** 1325597420**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	Y		DTCO324N6425	3/1/2024	3/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	Y		8108L678293	3/1/2024	3/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000	Y		CUP2J391570	3/1/2024	3/1/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB0K349145	3/1/2024	3/1/2025	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: 2024 Rejuvenation

Certificate holder is included as an additional insured as required by written contract with respects to the General Liability. 10 day notice of cancellation for non-payment of premium, 30 day notice for all other reasons applies.

CERTIFICATE HOLDER**CANCELLATION**City of High Point
816 E Green Drive
High Point NC 27260

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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P.O. Box 5877
Bakersfield, CA 9338

661.393.7110

RECLAMITE®

Asphalt Pavement Rejuvenator

Reclamite® Benefits:

- Delays the aging process
- Reverses aging
- Stops premature aging - reverses oxidation
- Waterproofs and seals
- Restores the components of asphalt
- Less than 1/3 to 1/2 the cost of other wear course seals.

Reclamite® is a maltene-based cationic petroleum emulsion formulated to maximize and maintain high road ratings and extend the service life of your asphalt pavement, while conserving your maintenance budget.

Reclamite® restores maltenes, the components of asphalt lost in the aging process, and improves the durability of the pavement near the surface where deterioration begins. Pavements in good profile, but exhibiting signs of aging—hairline cracking, raveling and pitting—will benefit from a Reclamite® application, as will pavements with segregation issues.

Reclamite® assists in adjusting the rheology of asphalt binder by increasing penetration values and decreasing viscosity and corresponding DSR (Dynamic Shear Rheometer) values.

Formulated from a single sourced naphthenic crude base, Reclamite® has a high natural solvency ability, co-mingling and fluxing with the asphalt binder to restore the asphalt/aggregate bond. It is a 100% petroleum rejuvenator base containing 0% asphalt.

Reclamite® has a proven 50-year history of use with national and international distribution. When used in pavement maintenance programs, application is usually on a 4 to 6 year basis. Product cost is generally 1/3 to 1/2 of conventional wear course treatments.

Reclamite® is used to extend pavement life at the top of the maintenance curve, pushing that curve as long as possible before more expensive wear course seals such as scrub seal, chip seal, slurry and cape seals are required.

Please contact your Tricor distributor for more information or visit tricorrefining.com to learn more about our products.



Reclamite® Petroleum Maltene-Based Rejuvenating Agent

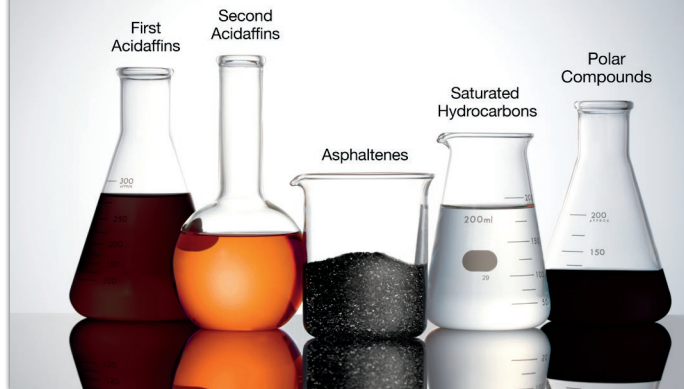
► What is Reclamite?

According to the National Center for Pavement Preservation “a true asphalt rejuvenator is a maltene-based petroleum product which has the ability to absorb or penetrate into an asphaltic concrete pavement and restore those reactive components (maltenes) that have been lost from the asphalt cement binder due to the natural process of oxidation.”

Reclamite comprises the same maltene fractions as the asphalt binder. Reclamite is refined from a naphthenic (wax free) base that seals and preserves the surface “in-depth”.



Components of Asphalt.



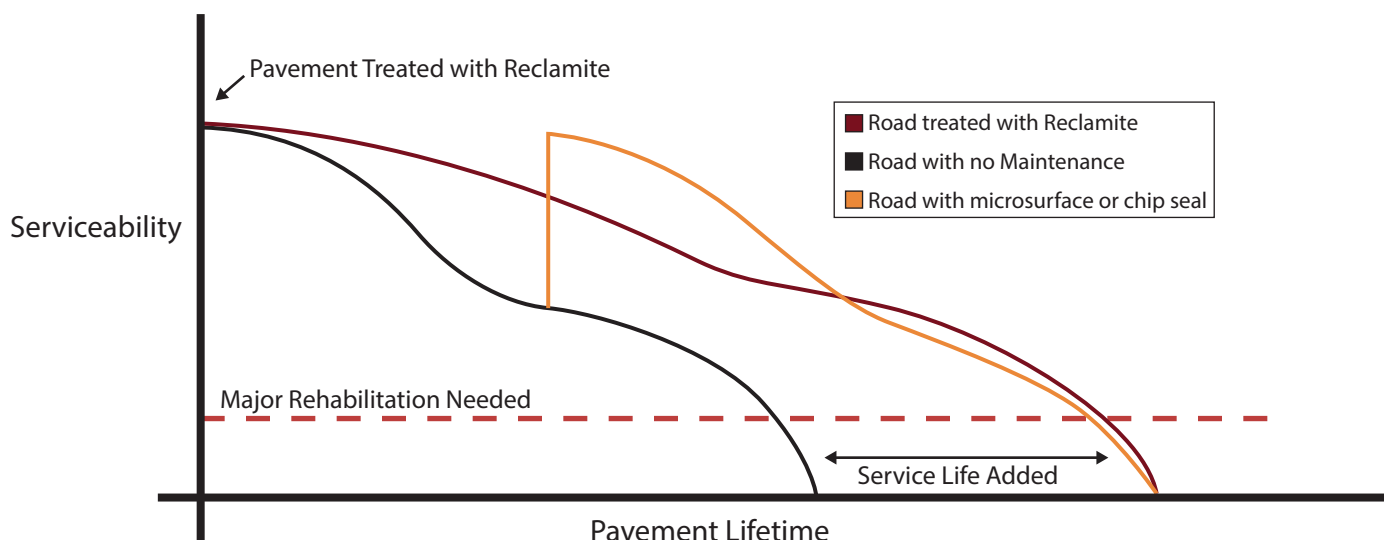
► When should Reclamite be used?

Reclamite is a “top-of-the-curve” application. Apply to newer pavement (less than six years old in northern climates, less than ten years old in southern climates) that shows minimal signs of surface deterioration.

► How does it work?

Reclamite has been used for more than 50 years and is proven to add 5-7 years service life to pavements. It penetrates, rejuvenates and seals the surface by replenishing the lost maltene fraction in the asphalt binder. Maltene is necessary to make the surface durable and flexible. Reclamite fluxes with the asphalt binder, restoring the aggregate/asphalt bond.

Reclamite prevents raveling and stripping and, by densifying the pavement’s surface, it helps address compaction issues, reduces surface permeability, and prevents air and moisture intrusion. It adjusts viscosity and penetration values. It does not contain degreasers, solvents or creosotes.



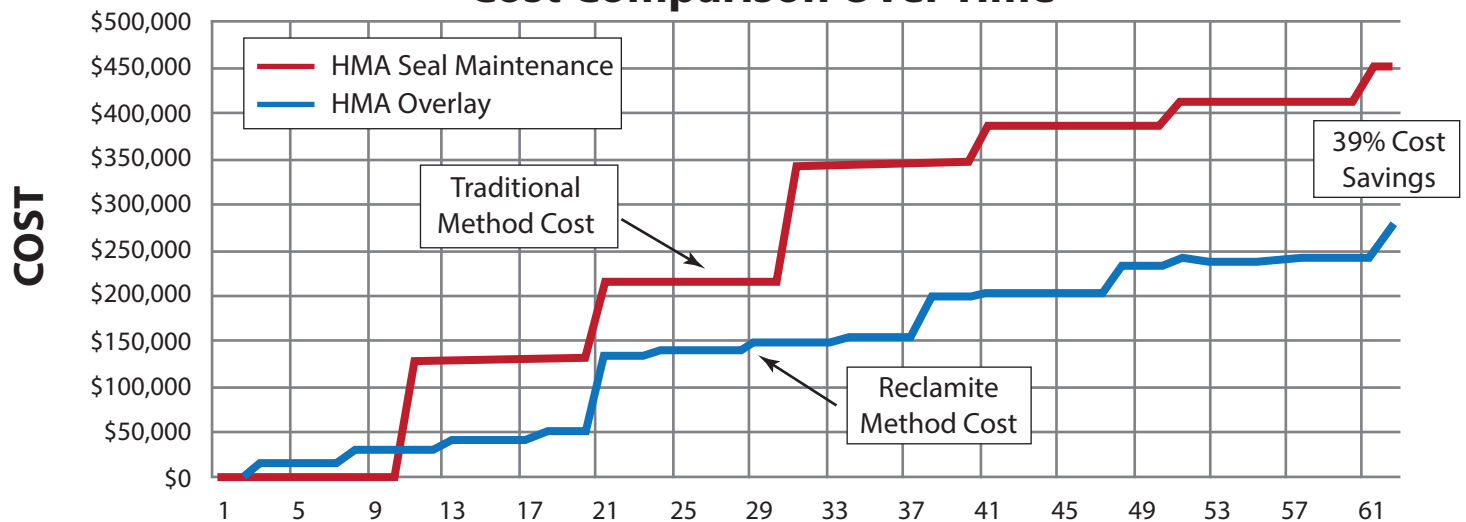
► How is Reclamite applied?

Reclamite is sprayed like a fog seal. The emulsion is diluted with water to 60 percent Reclamite. Application rates average between .05-.08 gallons per square yard. It is applied in one pass, has a 20-45 minute cure time and leaves no surface coating. Then a light coating of sand or limestone screenings is applied (1-2 pounds per square yard). The screenings are swept between 1-2 days after application. Striping is not compromised and remains visible throughout the application process.



Application of Reclamite

Cost Comparison Over Time



Source: Town of Avon, Indiana Preservation Study. Schneider Engineering Case Study
Presented at Purdue University www.youtube.com/watch?v=dYIDAA2Ey4k

AVON PASER AVG. 1999-2013

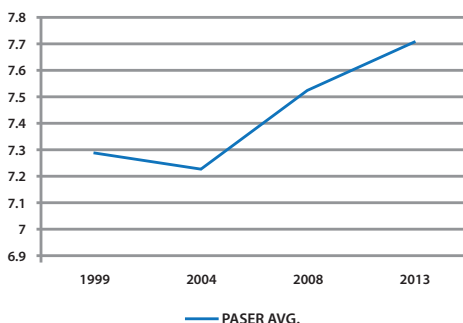
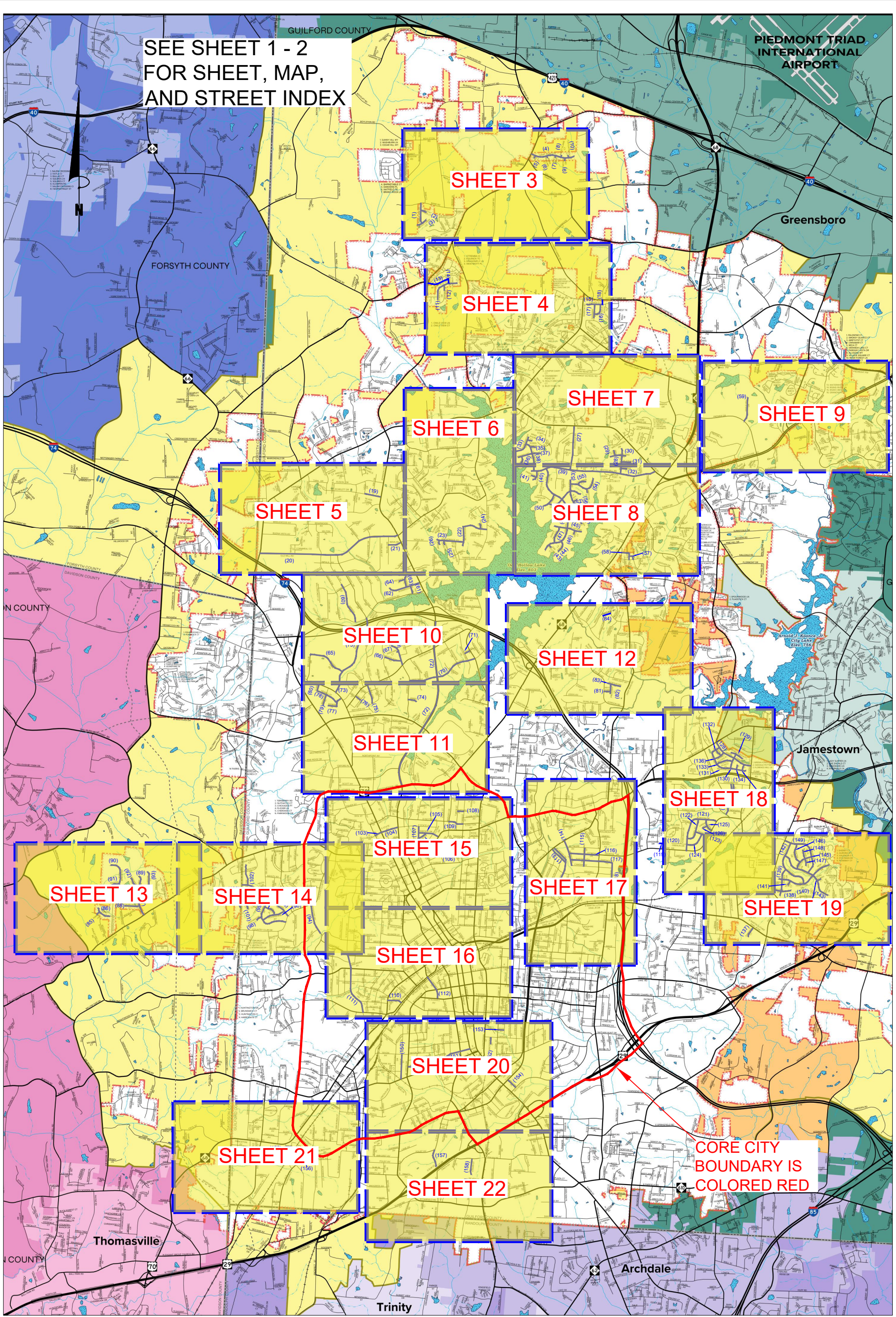


Chart shows average Paser ratings increasing after Reclamite program was initiated



Photo taken in November 2015



	CITY OF HIGH POINT PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118	PLAN DRAWINGS FOR RECLAMITE® PROJECTS - 2024-2025 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT - GUILFORD COUNTY - N.C.
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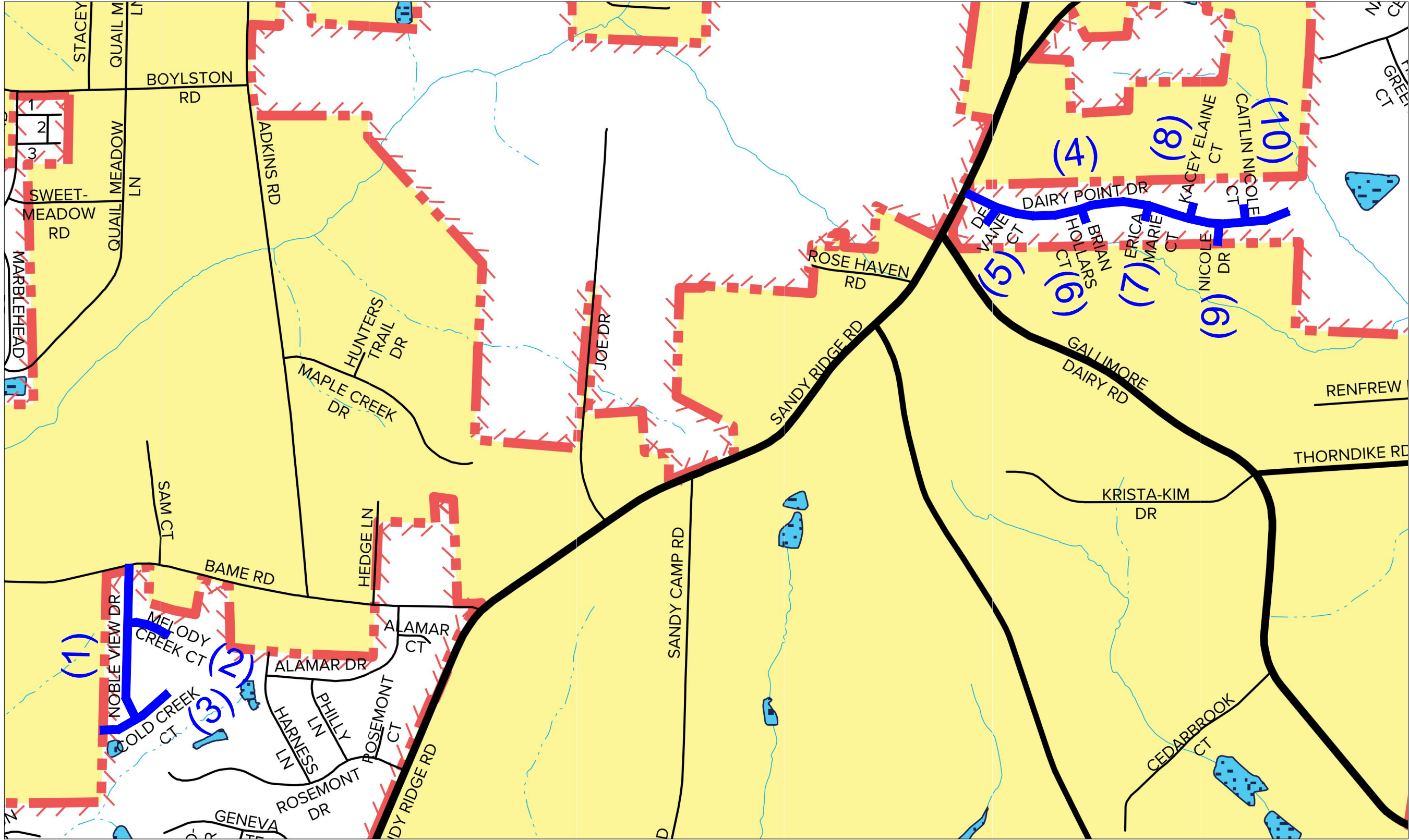
PLAN SHEET	MAP #	STREET	FROM	TO	CAD AREA (SY)	SPEED LIMIT	COMMENTS	GARBAGE COLLECTION DAY
3	1	Noble View Dr.	Bame Rd.	Cold Creek Ct.	2,784	35	2021 Accepted Streets, Deerfield Crossing S/D	Wed
3	2	Melody Creek Ct.	Noble View Dr.	Cul-de-sac	1,152	35	2022 Accepted Streets, Deerfield Crossing S/D	Wed
3	3	Cold Creek Ct.	Turn-around	Cul-de-sac	1,860	35	2023 Accepted Streets, Deerfield Crossing S/D	Wed
3	4	Dairy Point Dr.	Sandy Ridge Rd.	Cul-de-sac	7,461	25	2021 Contract Resurfacing	Thur
3	5	Devane Ct.	Dairy Point Dr.	Cul-de-sac	829	35	2021 Contract Resurfacing	Thur
3	6	Brian Hollars Ct.	Dairy Point Dr.	Cul-de-sac	732	35	2021 Contract Resurfacing	Thur
3	7	Erica Marie Ct.	Dairy Point Dr.	Cul-de-sac	732	35	2021 Contract Resurfacing	Thur
3	8	Kacey Elaine Ct.	Dairy Point Dr.	Cul-de-sac	743	35	2021 Contract Resurfacing	Thur
3	9	Nicole Dr.	Dairy Point Dr.	Dead End	384	35	2021 Contract Resurfacing	Thur
3	10	Caitlin Nicole Ct.	Dairy Point Dr.	Cul-de-sac	747	35	2021 Contract Resurfacing	Thur
4	11	Starfall Dr.	Cul-de-sac	+/-100' S of Owls View Ln.	4,364	35	2022 Accepted Streets, Westmoreland Ph1 S/D	Wed/Thur
4	12	Skyview Tr.	Starfall Dr.	+/-280' S of Starfall Dr.	550	35	2022 Accepted Streets, Westmoreland Ph1 S/D	Wed/Thur
4	13	Bloomfield Tr.	Johnson St.	Dead End	3,338	35	2022 Accepted Streets, Westmoreland Ph1 S/D	Wed/Thur
4	14	Stream Edge Pl.	Bloomfield Tr.	Starfall Dr.	722	35	2022 Accepted Streets, Westmoreland Ph1 S/D	Wed/Thur
4	15	Copper Ct.	Blackberry Ridge Dr.	Cul-de-sac	2,642	35	2021 Accepted Streets, Cottesmore Ph 3 S/D	Thur
4	16	Fallowood Te.	Copper Ct.	Gunnersbury Ln.	1,896	35	2021 Accepted Streets, Cottesmore Ph 3 S/D	Thur
4	17	Gunnersbury Ln.	Copper Ct.	Phase III line	1,913	35	2021 Accepted Streets, Cottesmore Ph 3 S/D	Thur
4	18	Blackberry Ridge Dr.	Copper Ct.	Clinard Farm Rd.	544	35	2021 Accepted Streets, Cottesmore Ph 3 S/D	Thur
5	19	Scarlett Dr.	Johnson St.	Heidi Dr.	1,975	25	2022 City Resurfacing	Wed
5	20	Old Mill Rd.	Johnson St.	Skeet Club Rd.	18,602	40	2021 Contract Resurfacing	Wed
5	21	Nova Av.	Johnson St.	Malibu Dr.	1,385	35	2023 City Resurfacing	Wed
6	22	Wesseck Dr.	Waterview Rd.	Cul-de-sac	8,059	35	2021 Contract Resurfacing	Wed
6	23	Anchorage Av.	Wesseck Dr.	Cul-de-sac	5,038	35	2021 Contract Resurfacing	Wed
6	24	Viceroy Ct.	Wesseck Dr.	Cul-de-sac	1,220	35	2021 Contract Resurfacing	Wed
6	25	Hidden Cove Pt.	Anchorage Av.	Cul-de-sac	996	35	2021 Contract Resurfacing	Wed
6	26	La Port Ct.	Anchorage Av.	Cul-de-sac	991	35	2021 Contract Resurfacing	Wed
7	27	Braddock Rd.	Whites Mill Rd.	Skeet Club Rd.	6,357	35	2023 Contract Resurfacing	Thur
7	28	Banoak St.	Whites Mill Rd.	Cul-de-sac	4,023	25	2023 Contract Resurfacing	Thur
7	29	Red Oak Ct.	Lakeland Pt.	Cul-de-sac	1,213	35	2023 Contract Resurfacing	Thur
7	30	Lakeland Pt.	Dead End	Cul-de-sac	2,605	25	2023 Contract Resurfacing	Thur
7	31	Plateau Ct.	Banoak St.	Cul-de-sac	1,591	35	2023 Contract Resurfacing	Thur
7	32	Banoak Ct.	Banoak St.	Cul-de-sac	1,118	35	2023 Contract Resurfacing	Thur
7	33	Quarterstaff Dr.	Cul-de-sac	Dead End	2,999	35	2023 Contract Resurfacing	Thur
7	34	Windshore Ct.	Quarterstaff Dr.	Cul-de-sac	1,020	35	2023 Contract Resurfacing	Thur
7	35	Robinwood Ct.	Tecumseh St.	Cul-de-sac	1,111	35	2023 Contract Resurfacing	Thur
7	36	Tesa Ct.	Havasu Wy.	Cul-de-sac	1,435	35	2023 Contract Resurfacing	Thur
7	37	Havasu Wy.	Cul-de-sac	Cul-de-sac	3,813	35	2023 Contract Resurfacing	Thur
7	38	Tecumseh St.	Whites Mill Rd.	Quarterstaff Dr.	4,067	25	2023 Contract Resurfacing	Thur
8	39	Whites Mill Rd.	Skeet Club Rd.	Cul-de-sac	20,650	40	2023 Contract Resurfacing	Thur
8	40	Baywater Pt.	Whites Mill Rd.	Cul-de-sac	1,894	35	2023 Contract Resurfacing	Thur
8	41	Pinnacle Ct.	Baywater Pt.	Cul-de-sac	1,084	35	2023 Contract Resurfacing	Thur
8	42	Oak Hollow Dr.	Whites Mill Rd.	Cul-de-sac	18,824	30	2021 Contract Resurfacing	Thur
8	43	Oak Hollow Ct.	Oak Hollow Dr.	Cul-de-sac	928	35	2021 Contract Resurfacing	Thur
8	44	La Salle Dr.	Oak Hollow Dr.	Cul-de-sac	2,420	35	2021 Contract Resurfacing	Thur
8	45	La Vista Dr.	Cul-de-sac	Cul-de-sac	5,526	35	2021 Contract Resurfacing	Thur
8	46	La Vista Ct.	La Vista Dr.	Cul-de-sac	1,240	35	2021 Contract Resurfacing	Thur
8	47	Ponce De Leon Dr.	Oak Hollow Dr.	La Vista Dr.	2,845	35	2021 Contract Resurfacing	Thur
8	48	La Dora Ct.	La Dora Dr.	Cul-de-sac	1,310	35	2023 Contract Resurfacing	Thur
8	49	La Dora Dr.	Oak Hollow Dr.	Oak Hollow Dr.	9,183	25	2023 Contract Resurfacing	Thur
8	50	La Vera St.	Oak Hollow Dr.	Cul-de-sac	3,214	35	2023 Contract Resurfacing	Thur
8	51	San Fernando Dr.	La Vera St.	Cul-de-sac	7,048	35	2023 Contract Resurfacing	Thur
8	52	La Joy Ct.	Talavera Dr.	Cul-de-sac	1,294	35	2023 Contract Resurfacing	Thur
8	53	Talavera Dr.	La Dora Dr.	Cul-de-sac	5,439	35	2023 Contract Resurfacing	Thur
8	54	Setliff Dr.	Talavera Dr.	Dead End	5,122	35	2023 Contract Resurfacing	Thur
8	55	Calabria Ct.	Setliff Dr.	Cul-de-sac	1,817	35	2023 Contract Resurfacing	Thur
8	56	Preston Pt.	Setliff Dr.	Cul-de-sac	1,143	35	2023 Contract Resurfacing	Thur
8	57	Pebblestone Ln.	Timbergate Ln.	Marble Dr.	980	35	2020 Accepted Streets, Whitestone Ph IV S/D	Thur
8	58	Timbergate Ln.	White Fence Ln.	Marble Dr.	1,964	35	2020 Accepted Streets, Whitestone Ph IV S/D	Thur
9	59	Eagle Hill Dr.	Premier Dr.	Cul-de-sac	5,729	35	2023 Contract Resurfacing	N/A
10	60	Imperial Dr.	Aberdeen Rd.	180' N of Domino Pl.	5,016	30	2021 City Resurfacing	Wed
10	61	Ivey Ln.	Aberdeen Rd.	Shamrock Rd.	954	35	2021 City Resurfacing	Wed
10	62	Shamrock Rd.	Johnson St.	Cul-de-sac	3,404	35	2021 City Resurfacing	Wed
10	63	Norman Pl.	Shamrock Rd.	Cul-de-sac	1,739	35	2021 City Resurfacing	Wed
10	64	Fieldale Pl.	Norman Pl.	Dead End	694	35	2021 City Resurfacing	Wed
10	65	School Park Rd.	Shadybrook Rd.	Bellevue Dr.	10,832	35	2023 Contract Resurfacing	Wed
10	66	Woodlawn Rd.	James Rd.	Rolling Rd.	1,738	25	2021 City Resurfacing	Wed
10	67	Andover Ct.	James Rd.	Cul-de-sac	455	35	2023 Contract Resurfacing	Wed
10	68	Bayford Ct.	James Rd.	Cul-de-sac	641	35	2023 Contract Resurfacing	Wed
10	69	James Rd.	Oakview Rd.	Cul-de-sac	4,511	35	2023 Contract Resurfacing, 2021 City Resurfacing	Wed
10	70	Lakecrest Av.	N Centennial St.	James Rd.	15,201	25	2023 Contract Resurfacing	Wed
10	71	McGhee Av.	N. Centennial St.	Wellingford Dr.	487	35	2023 City Resurfacing	Wed
10/11	72	Johnson St.	I-74	Eastchester Dr.	64,535	45	2023 Contract Resurfacing	Wed
10/11	73	Shadybrook Rd.	Aberdeen Rd.	Old Winston Rd.	20,409	35	2023 Contract Resurfacing	Wed
11	74	James Ct.	James Rd.	Cul-de-sac	1,911	35	2023 Contract Resurfacing	Wed
11	75	Roseland St.	Oakview Rd.	Pine Valley Rd.	1,875	35	2021 City Resurfacing	Wed
11	76	First St.	Oakview Rd.	Monnell Dr.	462	35	2021 City Resurfacing	Wed
11	77	Rankin Pl.	Old Winston Rd.	Dead End	1,906	25	2021 City Resurfacing	Wed
11	78	Newell St.	Clark Pl.	Rankin Pl.	2,583	35	2021 City Resurfacing	Wed
11	79	Brinkley Pl.	Newell St.	Dead End	1,178	35	2021 City Resurfacing	Wed
11	80	Clark Pl.	Newell St.	Old Winston Rd.	825	35	2021 City Resurfacing	Wed

SHEET NO.

1

OF22

PLAN SHEET	MAP #	STREET	FROM	TO	CAD AREA (SY)	SPEED LIMIT	COMMENTS	GARBAGE COLLECTION DAY
13	85	Fernley Ln.	Richard Byerly Rd.	Fernley Ct.	586	35	2023 Accepted Streets, Swans Landing Ph 2 S/D	Wed
13	86	Fernley Ct.	Cul-de-sac	180' W of Bennington Wy.	2,518	35	2023 Accepted Streets, Swans Landing Ph 2 S/D	Wed
13	87	Swansgate Ln.	W Lexington Av.	Swan Lake Dr.	4,540	25	2022 Contract Resurfacing	Wed
13	88	Churchill Ct.	Swansgate Ln.	Cul-de-sac	2,815	35	2021 Contract Resurfacing	Wed
13	89	Swan Lake Dr.	Cul-de-sac	Cul-de-sac	10,126	25	2022/2021 Contract Resurfacing	Wed
13	90	Rock Bridge Rd.	Swan Lake Dr.	Cul-de-sac	6,396	25	2021 Contract Resurfacing	Wed
13	91	Maggie Ct.	Rock Bridge Rd.	Cul-de-sac	1,689	35	2021 Contract Resurfacing	Wed
13	92	Brennen Ln.	Cul-de-sac	Lupton Ct.	4,143	25	2021 Contract Resurfacing	Wed
13	93	Lupton Ct.	Cul-de-sac	Cul-de-sac	4,255	35	2021 Contract Resurfacing	Wed
14	94	Rockford Rd.	Country Club Dr.	115' NW of Westwood Av.	4,957	35	2021 W/S Replacements	Tue
14	95	Yorkshire Dr.	Country Club Dr.	Westminster Dr.	4,634	35	2023 Contract Resurfacing	Tue
14	96	Devonshire Av.	Westminster Dr.	Yorkshire Dr.	4,000	35	2023 Contract Resurfacing	Tue
14	97	Lancaster Pl.	Devonshire Av.	Westminster Dr.	2,320	35	2023 Contract Resurfacing	Tue
14	98	Westminster Ct.	Westminster Dr.	Cul-de-sac	1,300	35	2023 Contract Resurfacing	Tue
14	99	Westminster Dr.	Country Club Dr.	Cul-de-sac	13,602	35	2023 Contract Resurfacing	Tue
14	100	Sturbridge Av.	Westminster Dr.	Cul-de-sac	5,339	35	2023 Contract Resurfacing	Tue
14	101	Devlin Ct.	Sturbridge Av.	Cul-de-sac	1,455	35	2023 Contract Resurfacing	Tue
14	102	Overland Dr.	Westminster Dr.	Cul-de-sac	4,424	35	2023 Contract Resurfacing	Tue
15	103	W. State Av.	N. Main St.	Long St	963	35	2023 Contract Resurfacing	Tue
15	104	E. State Av.	N. Main St.	Johnson St.	2,960	35	2021 W/S Replacements	Tue
15	105	Parkside Dr.	Blain St.	E. Lexington Av.	3,837	35	2021 Contract Resurfacing	Tue
15	106	Avalon Pl.	Blain St.	Parkside Dr.	1,595	35	2021 Contract Resurfacing	Tue
15	107	Blain St.	E. Lexington Av.	E. State Av.	5,086	35	2021 Contract Resurfacing	Tue
15	108	Shepard Pl.	Tabor St.	Forrest St.	584	35	2022 City Resurfacing	Tue
15	109	E. Dayton Av.	Bridges Dr.	Forrest St.	1,463	35	2022 City Resurfacing	Tue
16	110	Briggs Pl.	W. MLK Jr. Dr.	W. English Rd	2,100	35	2021 W/S Replacements	Tue
16	111	N. Rotary Dr.	Phillips Av.	Ferndale Bv.	15,762	25/35	2021 Contract Resurfacing	Tue
16	112	S. Lindsay St.	R/R Track bridge	W Russell Av.	4,707	35	2021 Contract Resurfacing	Tue
17	113	Ellwood Dr.	Montlieu Av.	Boundary Av.	10,257	25	2023 Contract Resurfacing	Mon
17	114	Arlington St.	Montlieu Av.	Camden Av.	4,800	35	2022 Contract Resurfacing	Mon
17	115	Fairmont St.	Camden Av.	Biltmore Av.	1,978	35	2021 City Resurfacing	Mon
17	116	Cedrow Dr.	Arlington St.	Gordon St.	4,190	35	2023 Contract Resurfacing	Mon
17	117	Dartmouth Av.	Arlington St.	Anaheim St.	7,104	25	2023 Contract Resurfacing	Mon
17	118	Anaheim St.	Brockett Av.	Dartmouth Av.	7,085	25	2023 Contract Resurfacing	Mon
18	119	Kingsway Dr.	Cul-de-sac	310' W of Cul-de-sac	982	25	2021 Accepted Streets, Cedrow S/D	Mon
18	120	Rolling Green Dr.	Cul-de-sac	185' N of Cul-de-sac	609	35	2021 Accepted Streets, Cedrow S/D	Mon
18	121	Runyon Dr.	Cedrow Dr.	Cedrow Dr.	9,557	35	2021 Contract Resurfacing	Mon
18	122	Oneil St.	Runyon Dr.	Runyon Dr.	4,294	35	2021 Contract Resurfacing	Mon
18	123	Twain Av.	Oneil St.	Cedrow Dr.	2,146	35	2021 Contract Resurfacing	Mon
18	124	Oberlin Dr.	Runyon Dr.	Twain Av.	3,940	35	2021 Contract Resurfacing	Mon
18	125	Lardner Pl.	Runyon Dr.	Cedrow Dr.	2,020	35	2021 Contract Resurfacing	Mon
18	126	Lardner Ct.	Lardner Pl.	Cul-de-sac	1,040	35	2021 Contract Resurfacing	Mon
18	127	Valley Dr.	Manor Dr.	Edgeview Rd.	5,283	35	2021 City Resurfacing	Mon
18	128	Wrenn Farm Dr.	Greensboro Rd.	N Scientific St.	7,764	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
18	129	Gardner Parson Pt.	Cul-de-sac	Cul-de-sac	2,430	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
18	130	Wrenn Forest St.	Vickrey Meadow Dr.	Gardner Parson Pt.	1,812	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
18	131	Vickrey Meadow Dr.	Wrenn Farm Dr.	Cul-de-sac	7,433	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
18	132	Wrenn Miller St.	Vickrey Meadow Dr.	Vickrey Woods Pl.	1,070	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
18	133	Hodson Pickett Tr.	Vickrey Meadow Dr.	Wrenn Forest St.	2,182	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
18	134	Oakdale Potter Co.	Vickrey Meadow Dr.	Cul-de-sac	963	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
18	135	Florence Mill Ln.	Vickrey Meadow Dr.	Wrenn Farm Dr.	846	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
18	136	Vickrey Woods Pl.	Vickrey Meadow Dr.	Wrenn Farm Dr.	1,411	35	2023 Accepted Streets, Wrenn Farm S/D	Mon
19	137	Packrite Ct.	E. MLK Jr Dr.	End of City Maintenance	1,977	35	2021 Contract Resurfacing	Mon
19	138	Wilton Wy.	Dillon Rd.	Cul-de-sac	3,064	35	2022 City Resurfacing	Mon
19	139	Sussex Dr.	Colony Wy.	Cul-de-sac	4,953	35	2021 Contract Resurfacing/2022 City Resurfacing	Mon
19	140	New Hampshire Dr.	Dead End	Chatfield Dr.	11,030	35	2021 Contract Resurfacing	Mon
19	141	Bauldwin Ct.	New Hampshire Dr.	Cul-de-sac	1,421	35	2021 Contract Resurfacing	Mon
19	142	Colony Dr.	New Hampshire Dr.	Pineburr Rd.	9,103	25	2021 Contract Resurfacing	Mon
19	143	Edinburgh Dr.	Colony Dr.	Cul-de-sac	12,216	25	2023 Contract Resurfacing	Mon
19	144	Edinburgh Ct.	Edinburgh Dr.	Cul-de-sac	902	35	2023 Contract Resurfacing	Mon
19	145	Manchester Dr.	Edinburgh Dr.	Pineburr Rd.	3,437	35	2023 Contract Resurfacing	Mon
19	146	Waterford Dr.	Pineburr Rd.	Manchester Dr.	3,414	25	2023 Contract Resurfacing	Mon
19	147	Manchester Ct.	Manchester Dr.	Cul-de-sac	1,547	35	2023 Contract Resurfacing	Mon
19	148	Buckingham Ct.	Manchester Dr.	Cul-de-sac	1,774	35	2023 Contract Resurfacing	Mon
19	149	Pineburr Rd.	Dillon Rd.	Edinburgh Dr.	10,419	25/30	2023 Contract Resurfacing	Mon
20	150	Ennis St.	W Ward Av.	Tryon Av.	2,785	35	2022 City Resurfacing	Tue
20	151	W. Willis Av.	S. Main St.	W. Green Dr.	12,095	35	2021 Contract Resurfacing	Tue
20	152	Macedonia Ct.	Lake Av.	Dead end	741	35	2021 City Resurfacing	Mon
20	153	Clay Av.	Park St.	Sharon St.	633	35	2021 City Resurfacing	Tue
20	154	Fixture Pl.	S. University Pw.	Nathan Hunt Dr.	1,303	35	2021 City Resurfacing	Mon
21	155	Malta Pl.	Cornell Dr.	Cornell Dr.	730	35	2022 City Resurfacing	Tue
21	156	Eastview Pl.	Northview St.	Old Thomasville Rd.	908	35	2023 City Resurfacing	Tue
22	157	S. Elm St.	Foust Av.	End of City Maintenance	2,086	35	2022 City Resurfacing	Tue
22	158	Logan St.	Finch Av.	Cul-de-sac	3,208	25	2021 City Resurfacing	Tue
22	159	Silver Ct.	Surrett Dr.	Dead end	2,502	35	2021 City Resurfacing	Tue
					1.5% Contingency (SY)	9,770		
					TOTAL (SY)	661,126	4/5/2024	
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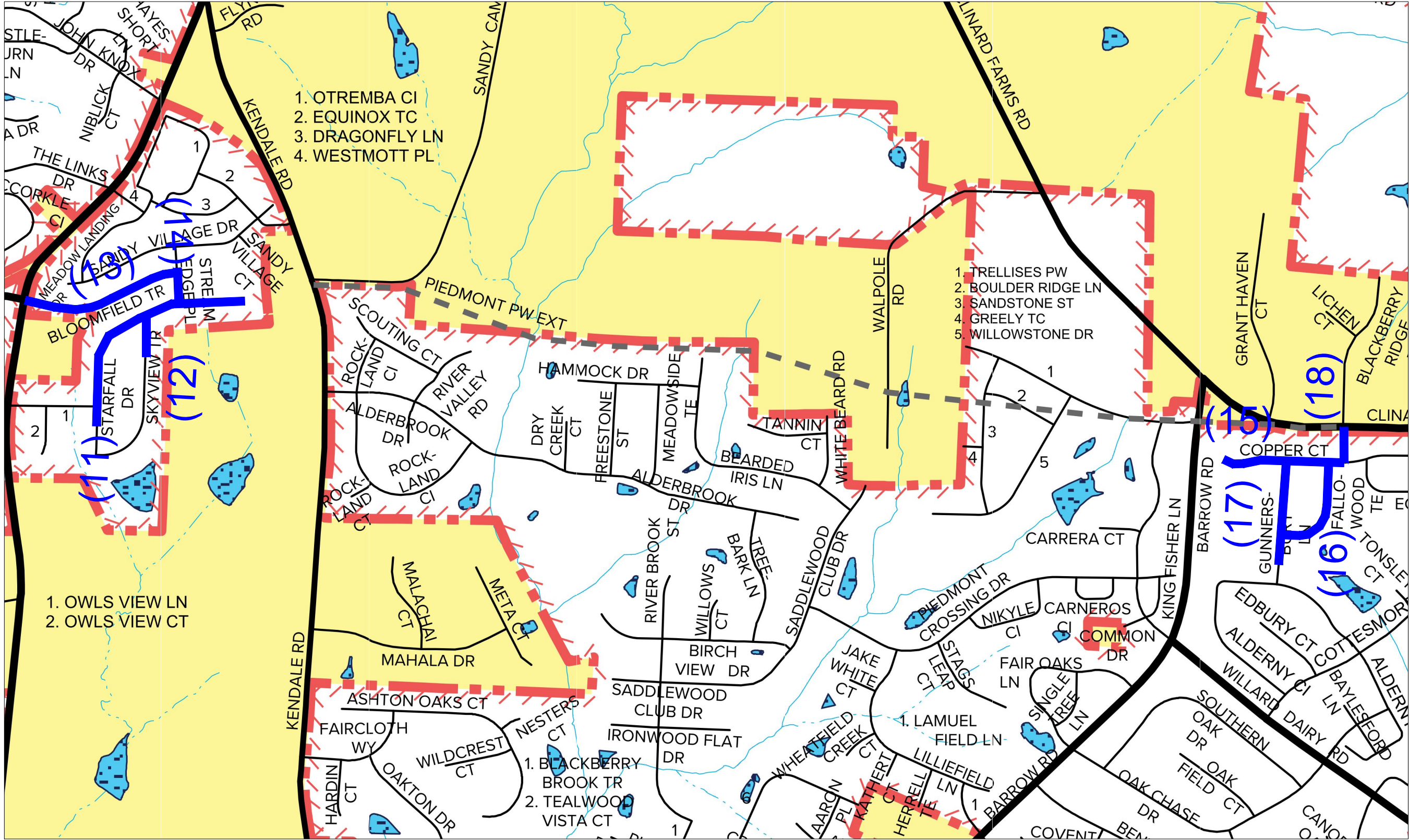


PUBLIC SERVICES
DEPARTMENT
211 S. HAMILTON STREET
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FAX (336) 883-4118

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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

SHEET NO.
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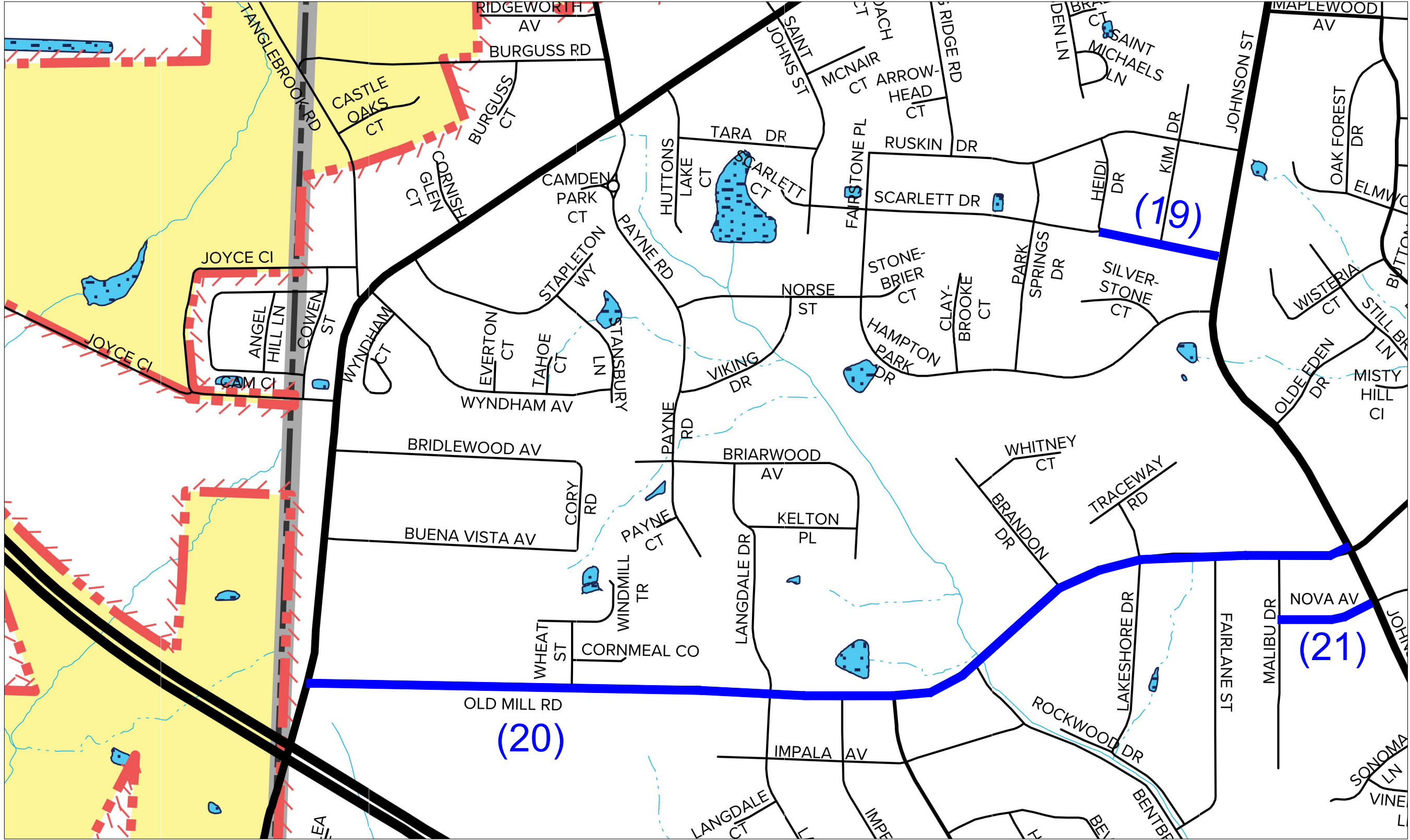


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RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT – GUILFORD COUNTY – N.C.

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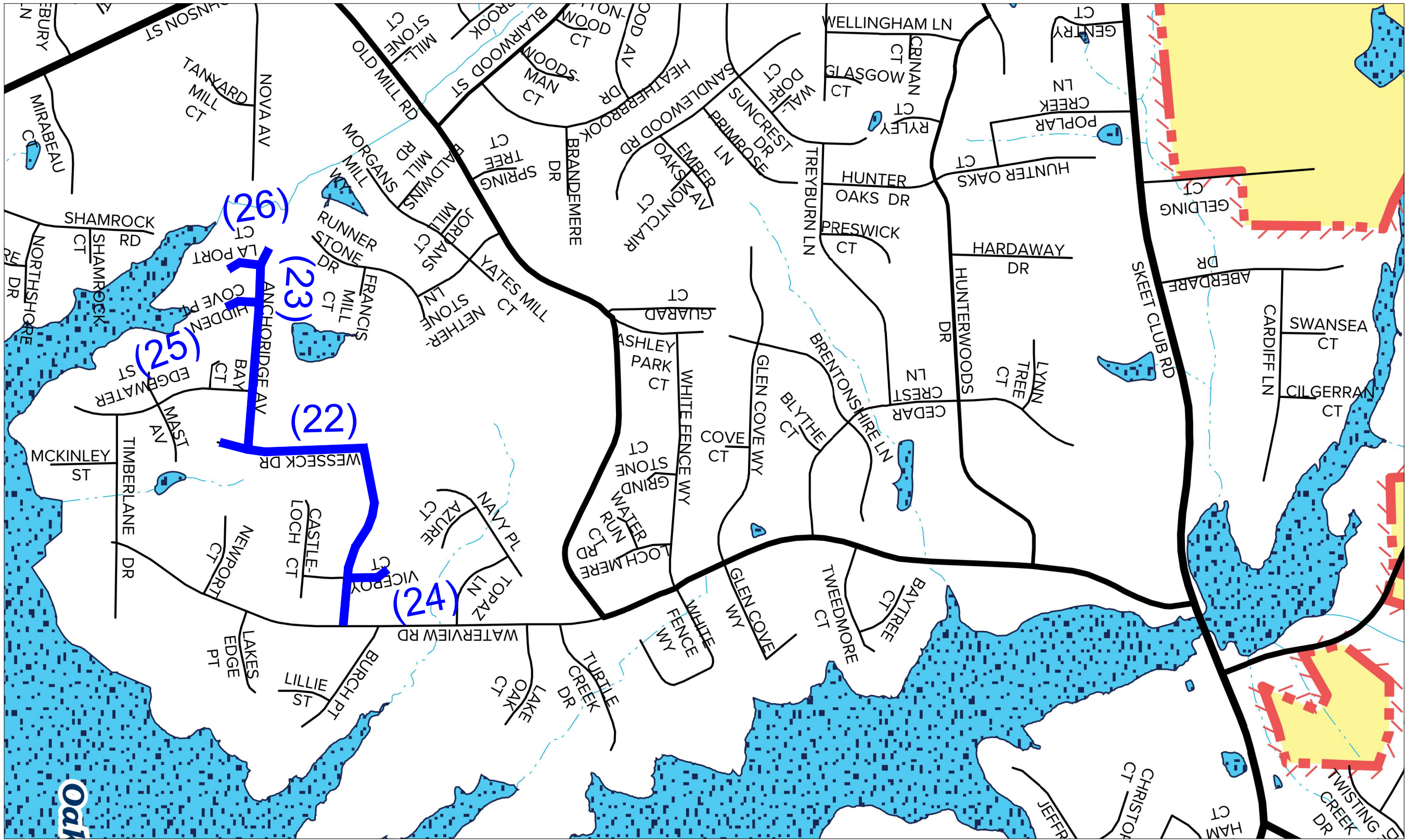
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RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
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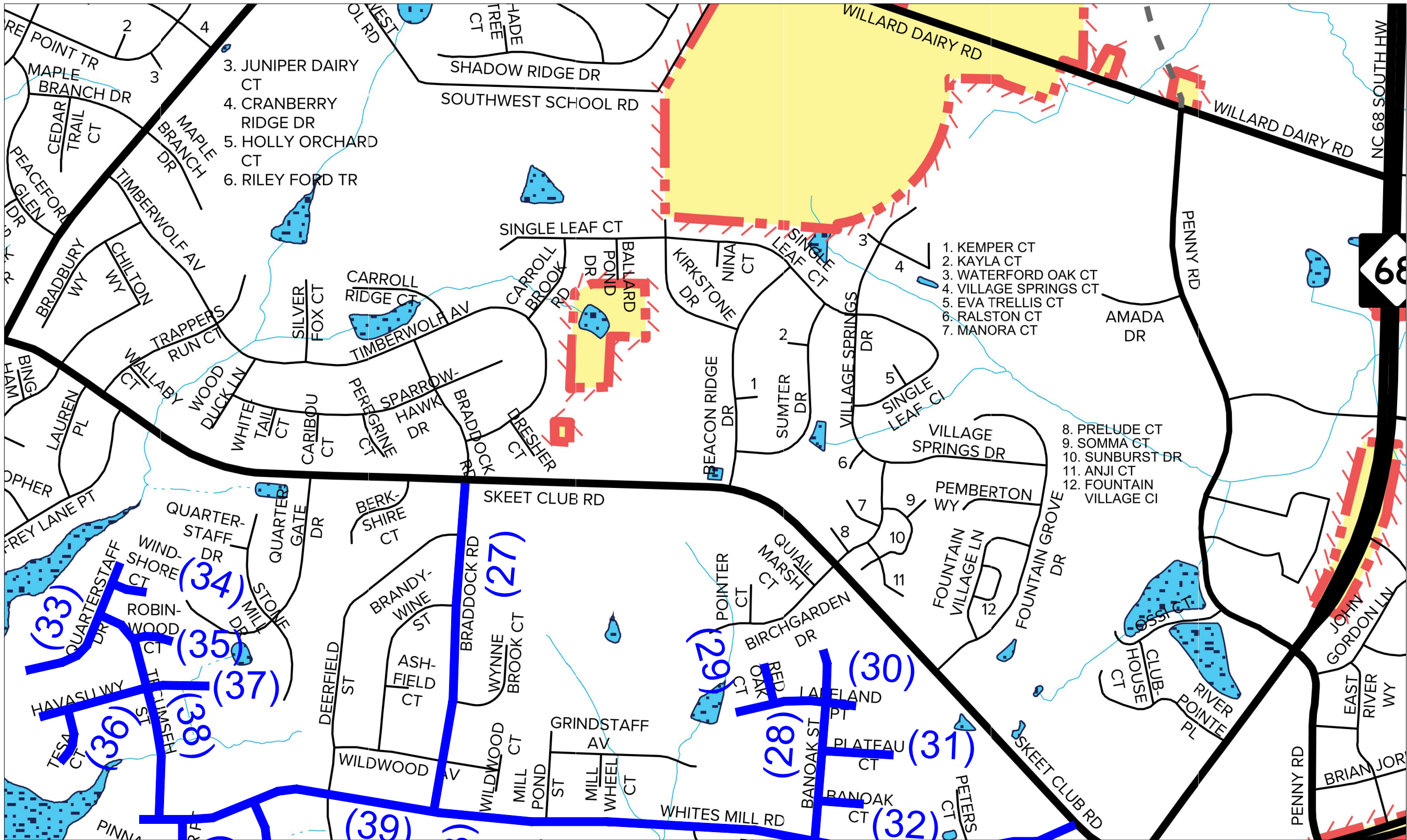
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT – GUILFORD COUNTY – N.C.

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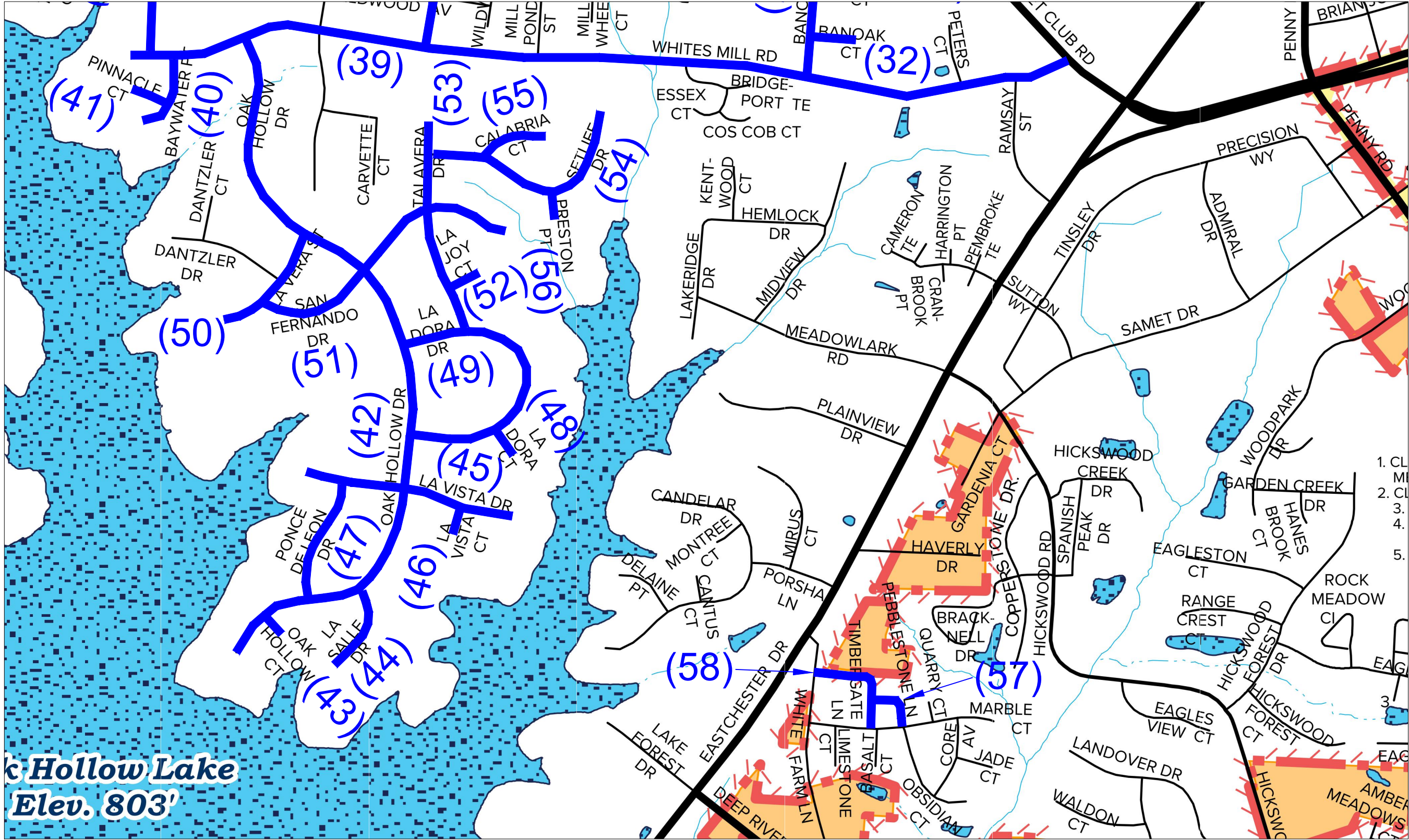


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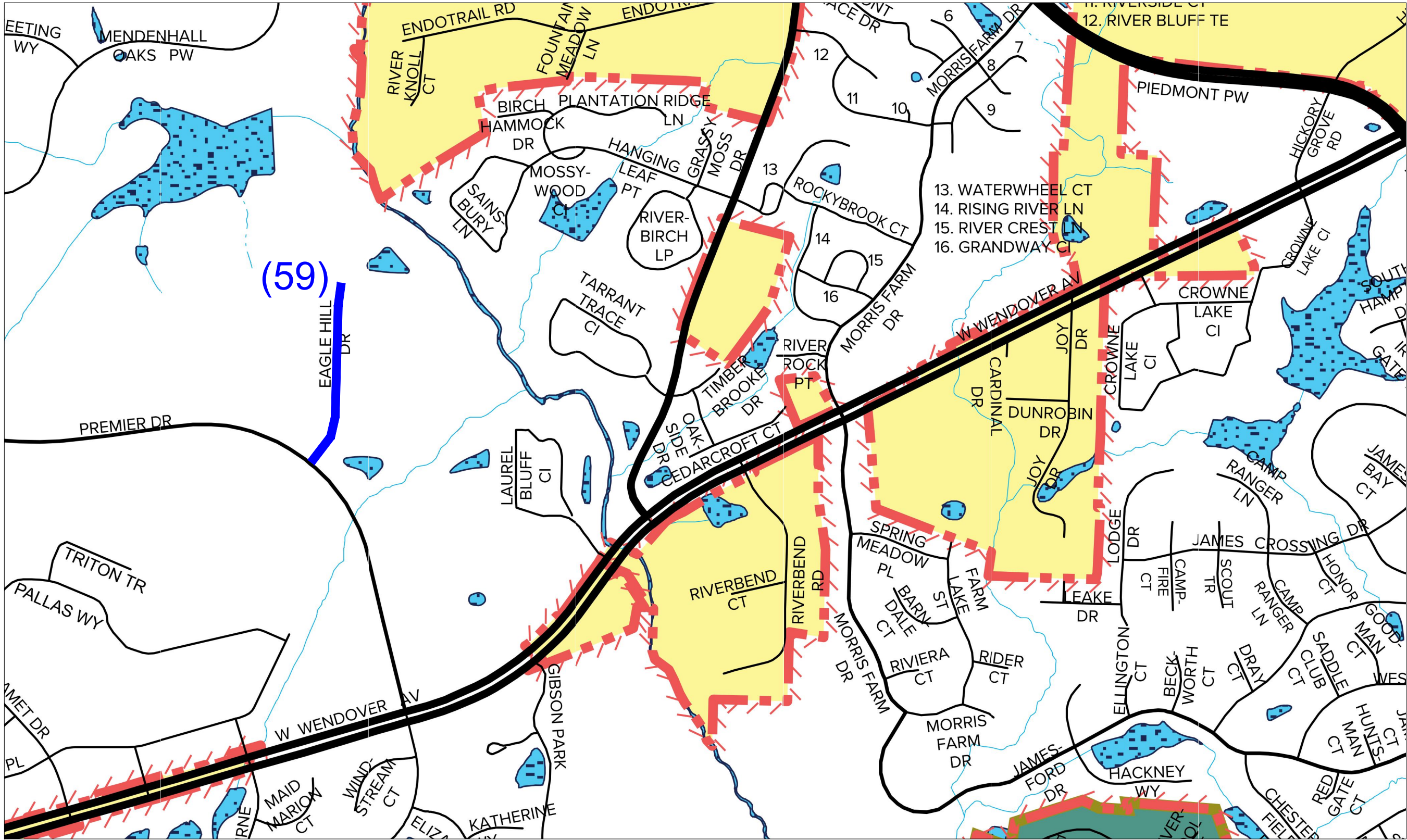
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT – GUILFORD COUNTY – N.C.

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CITY OF high point. PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118					JOB NO:	N/A	PLAN DRAWINGS FOR RECLAMITE® PROJECTS - 2024-2025 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT - GUILFORD COUNTY - N.C.	SHEET NO. 8 OF 22
					DATE	MAR. 2024		
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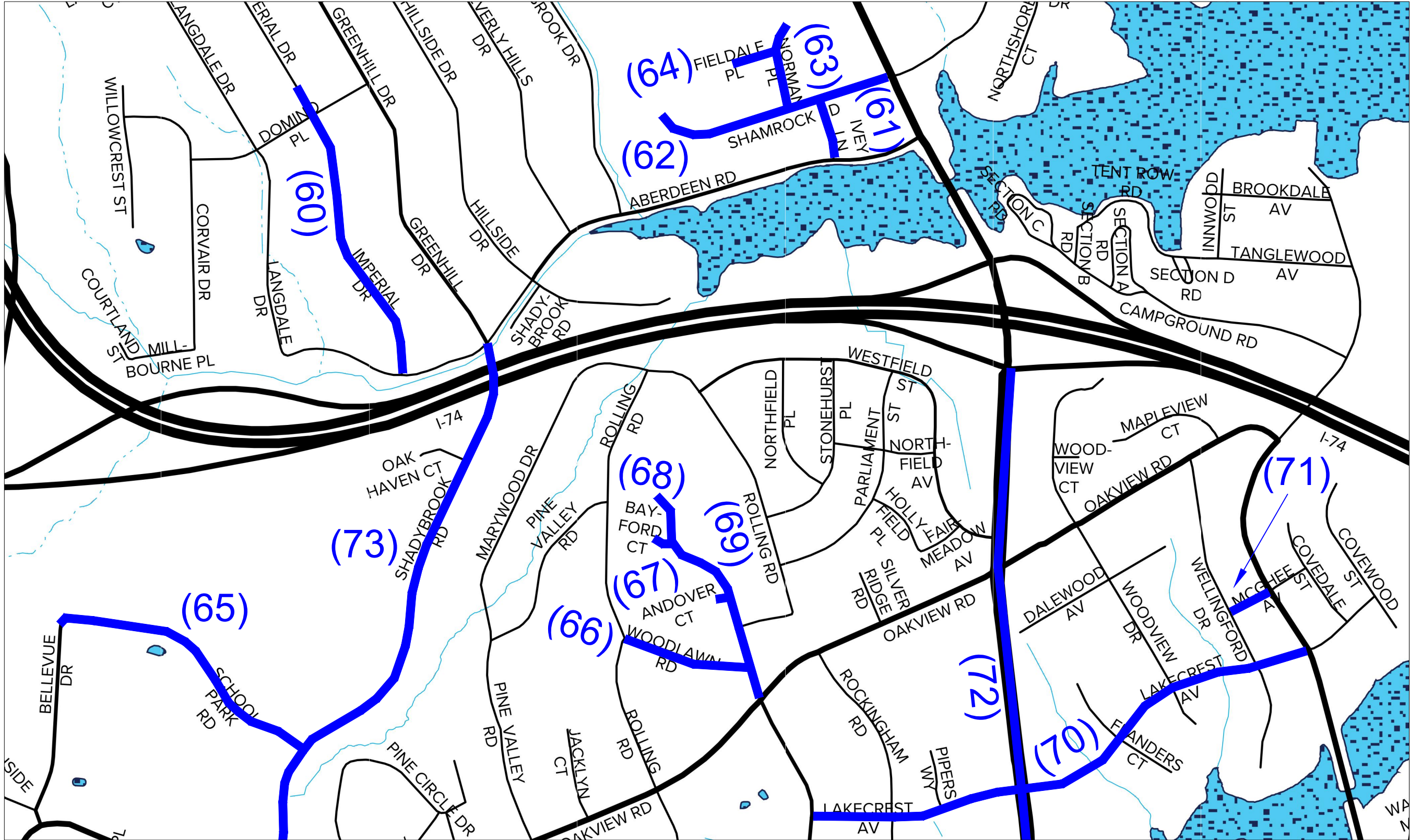
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

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OF 22

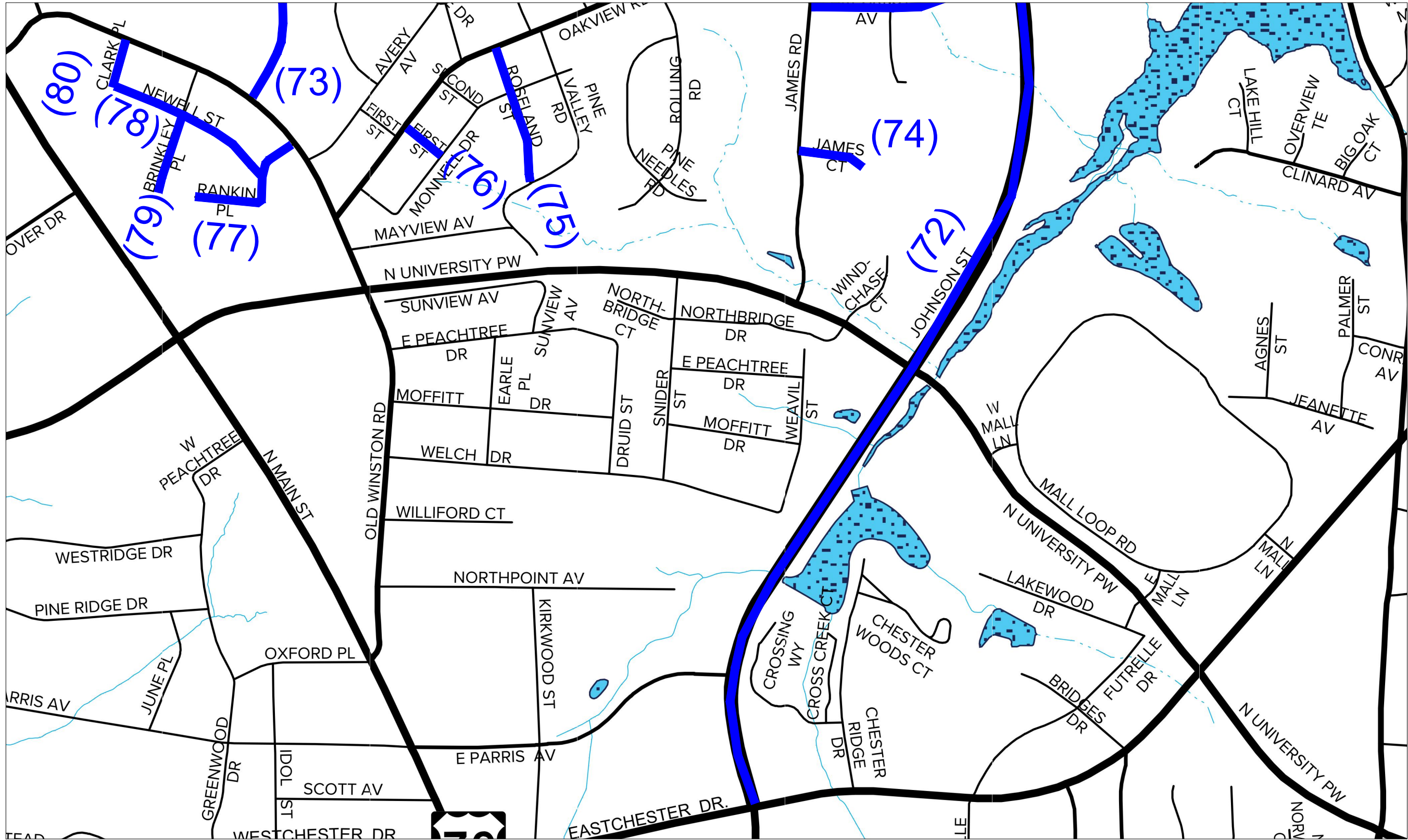


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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
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HIGH POINT - GUILFORD COUNTY - N.C.

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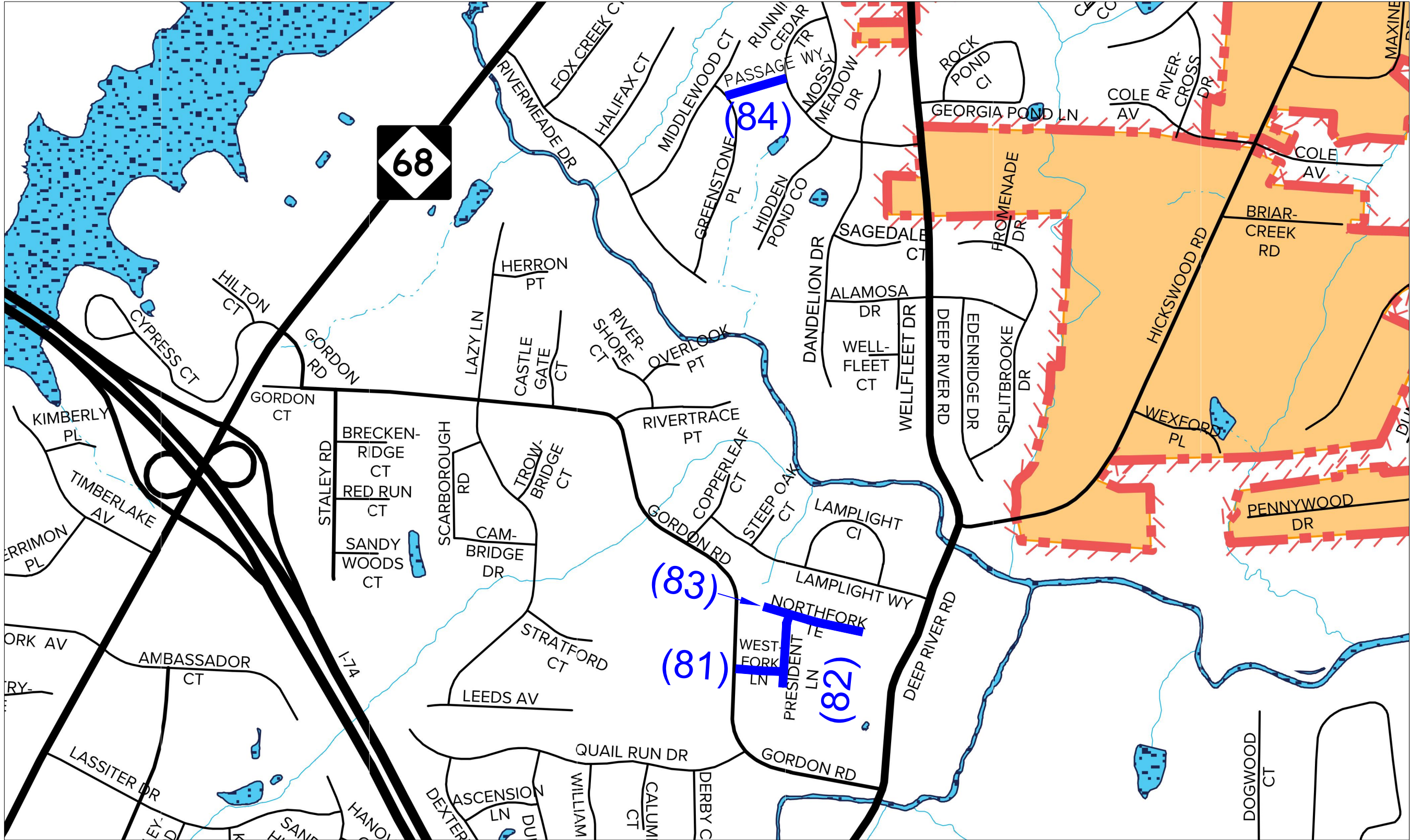
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

SHEET NO.

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211 S. HAMILTON STREET
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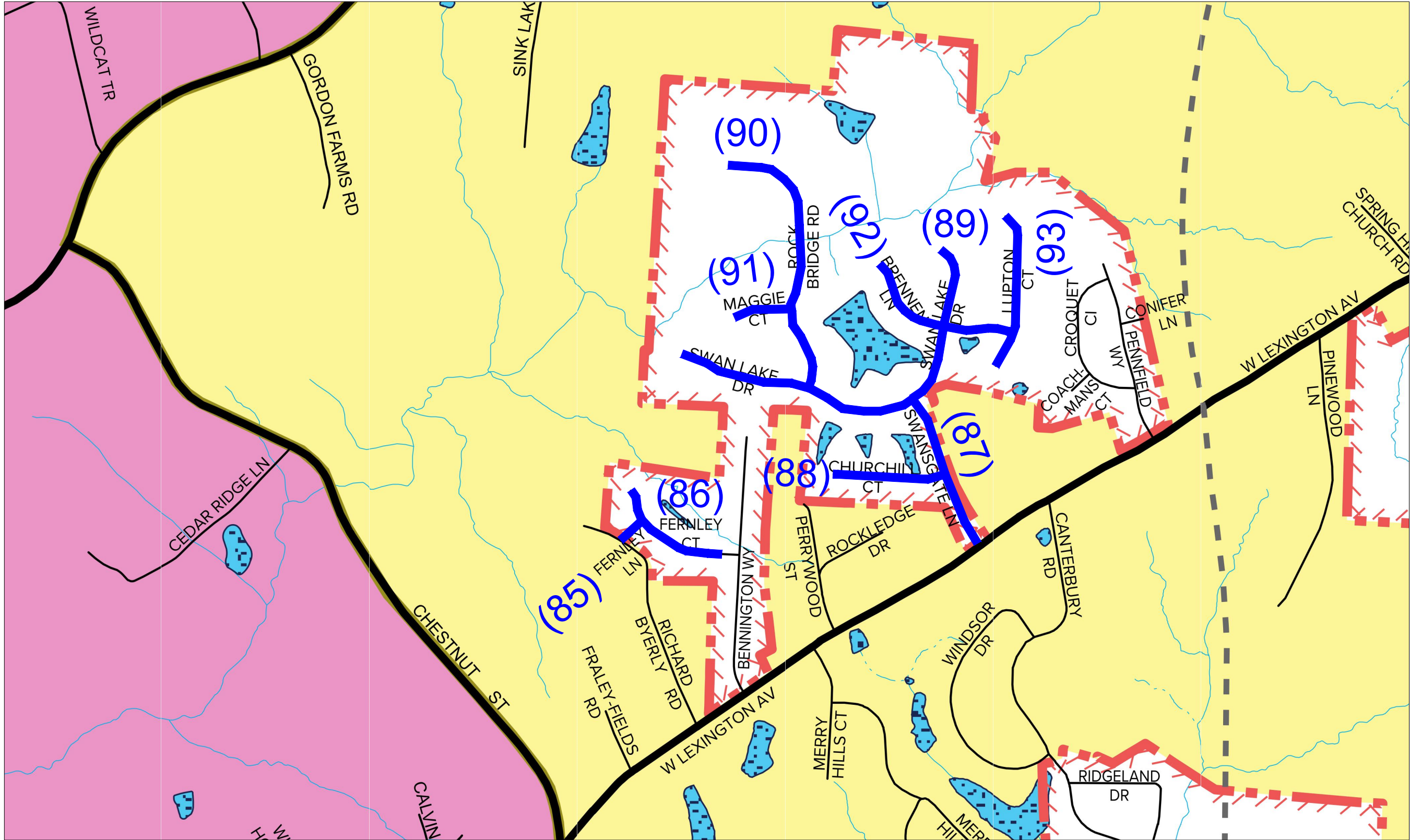
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

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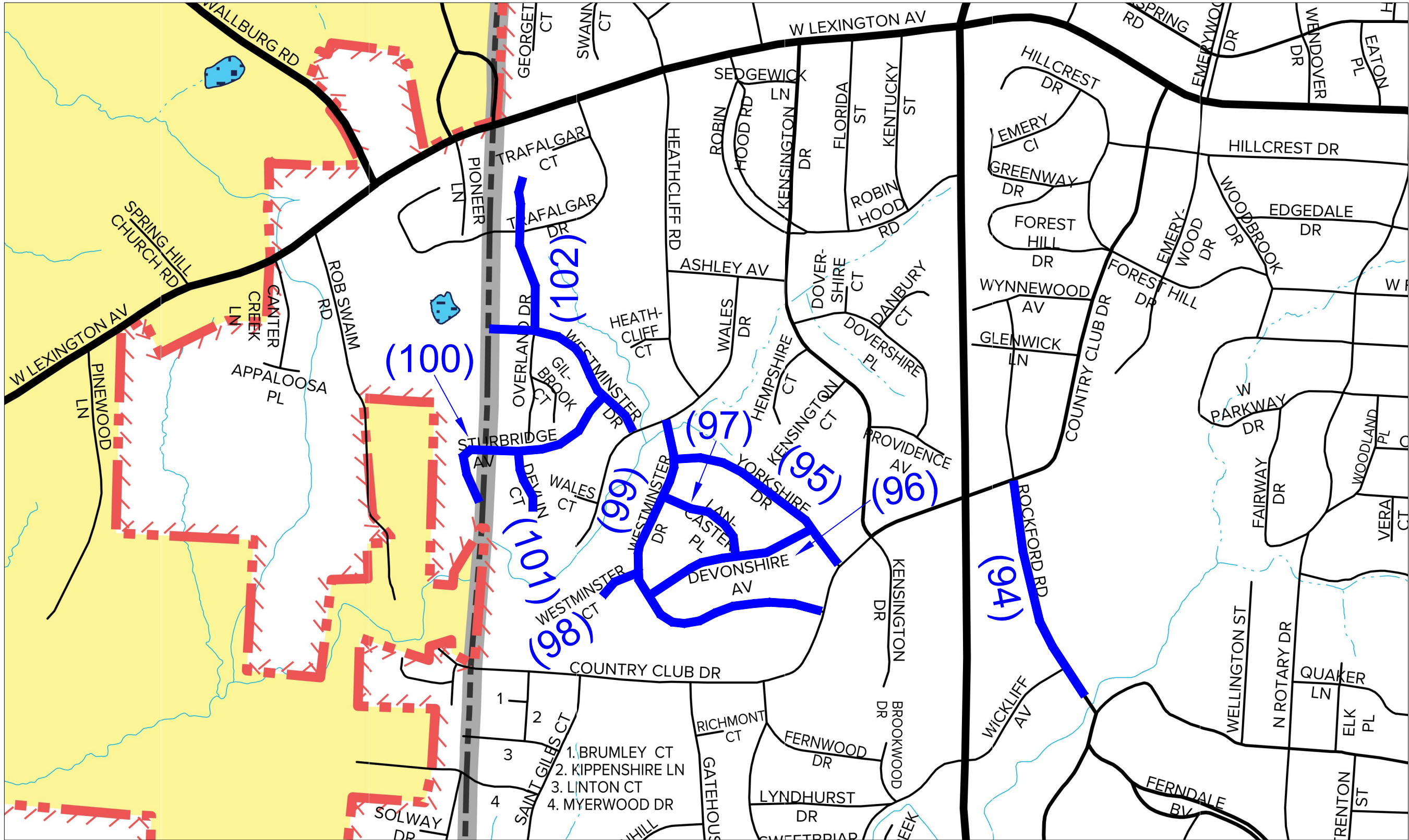
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

SHEET NO.

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OF 22

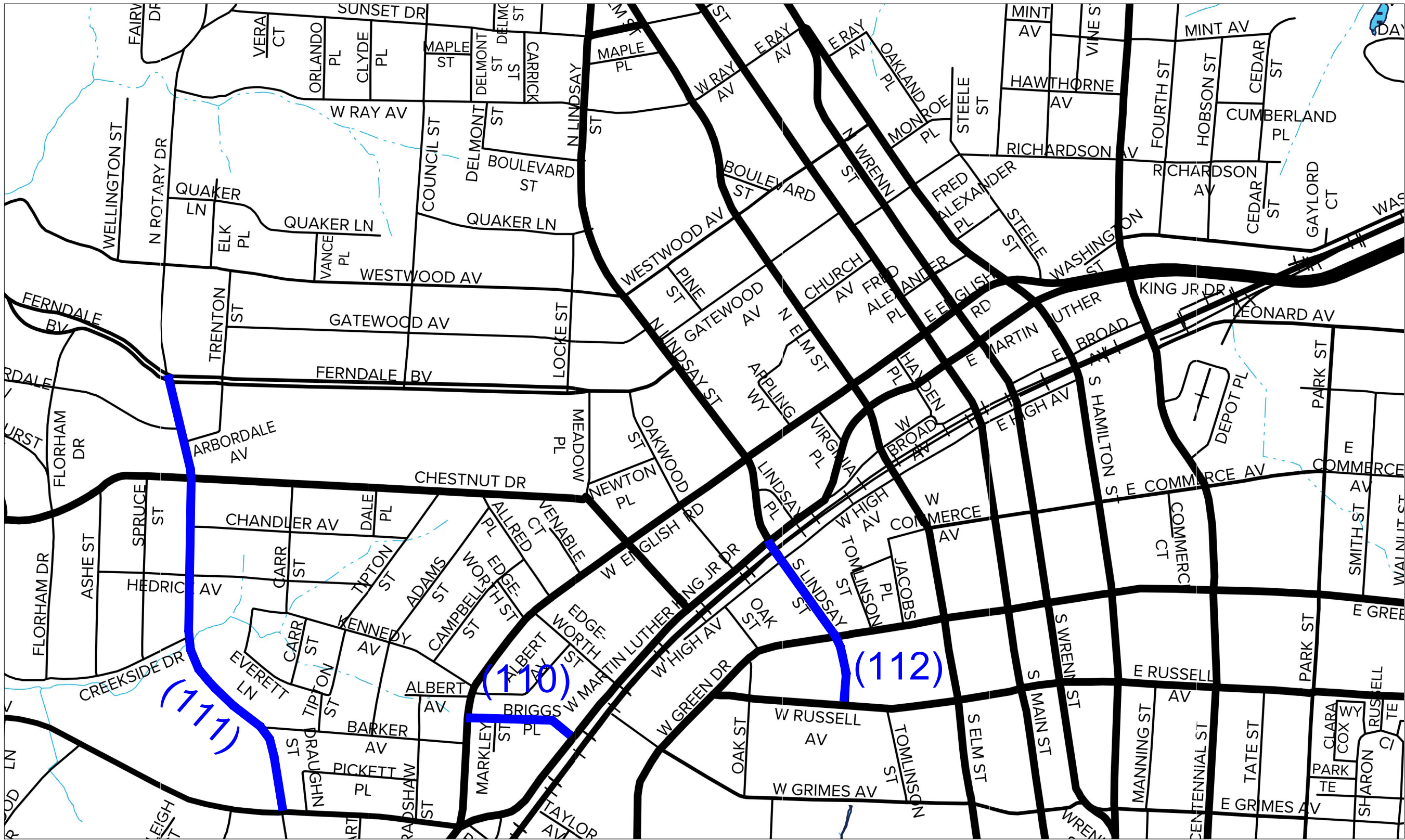


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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

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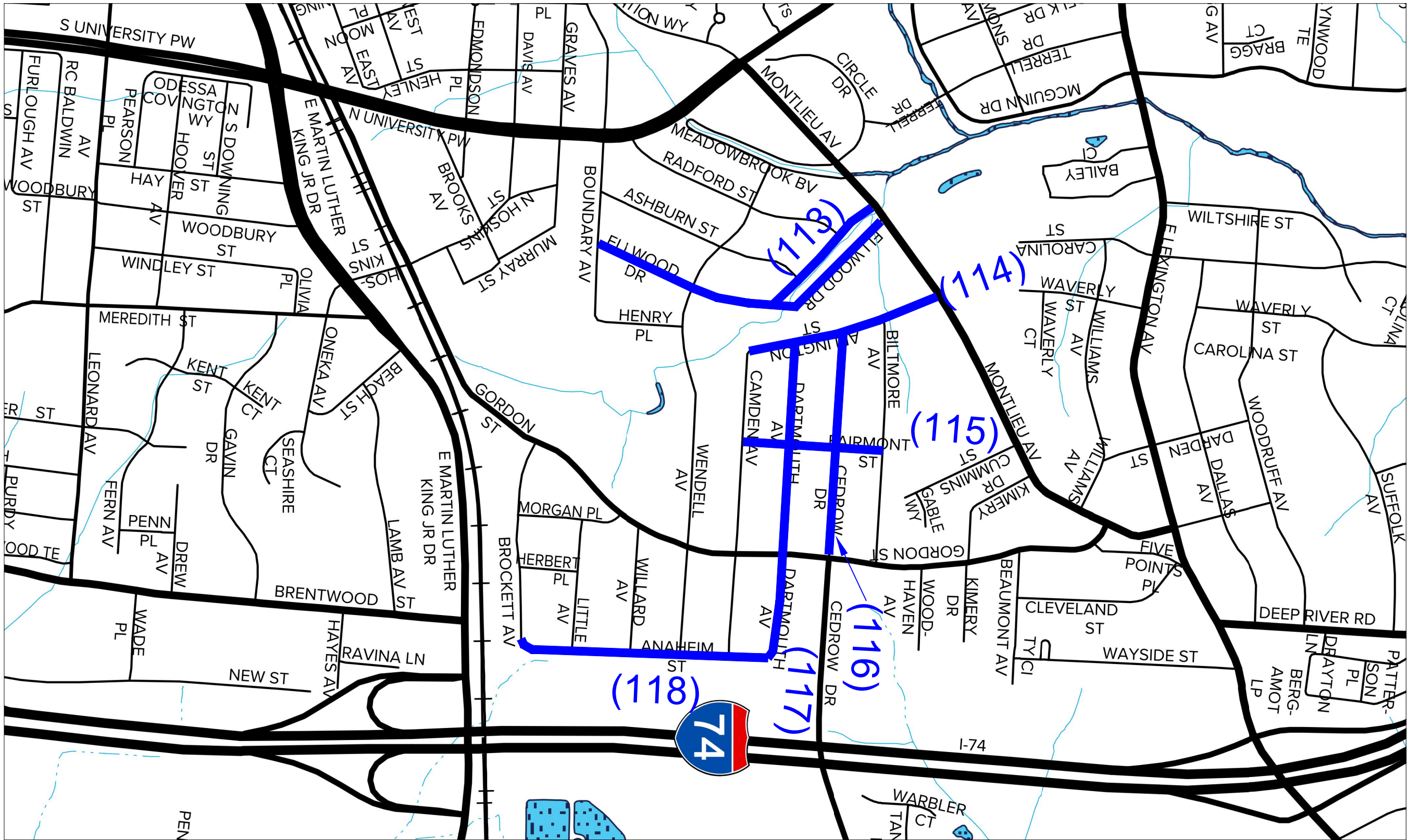
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
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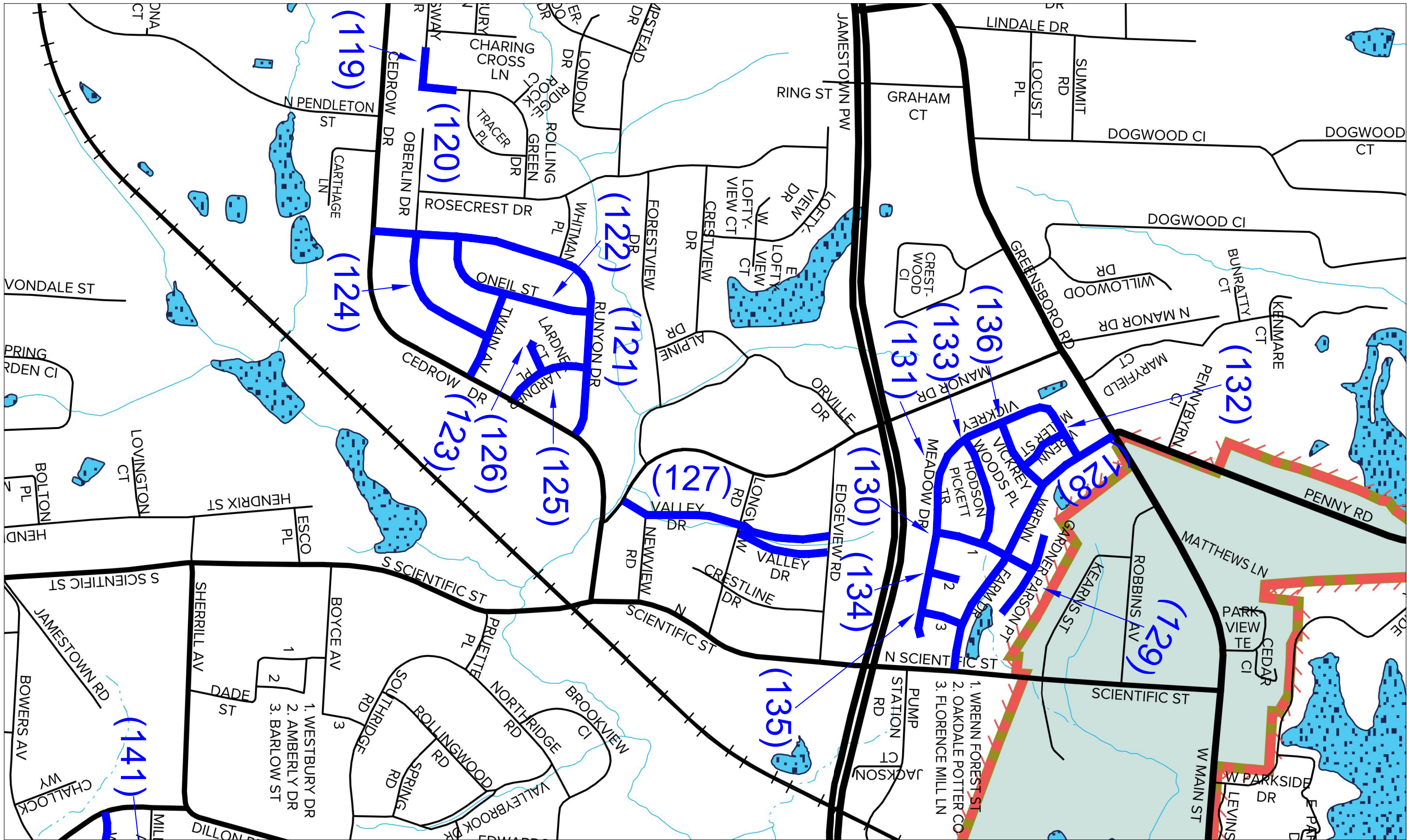
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT – GUILFORD COUNTY – N.C.

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211 S. HAMILTON STREET
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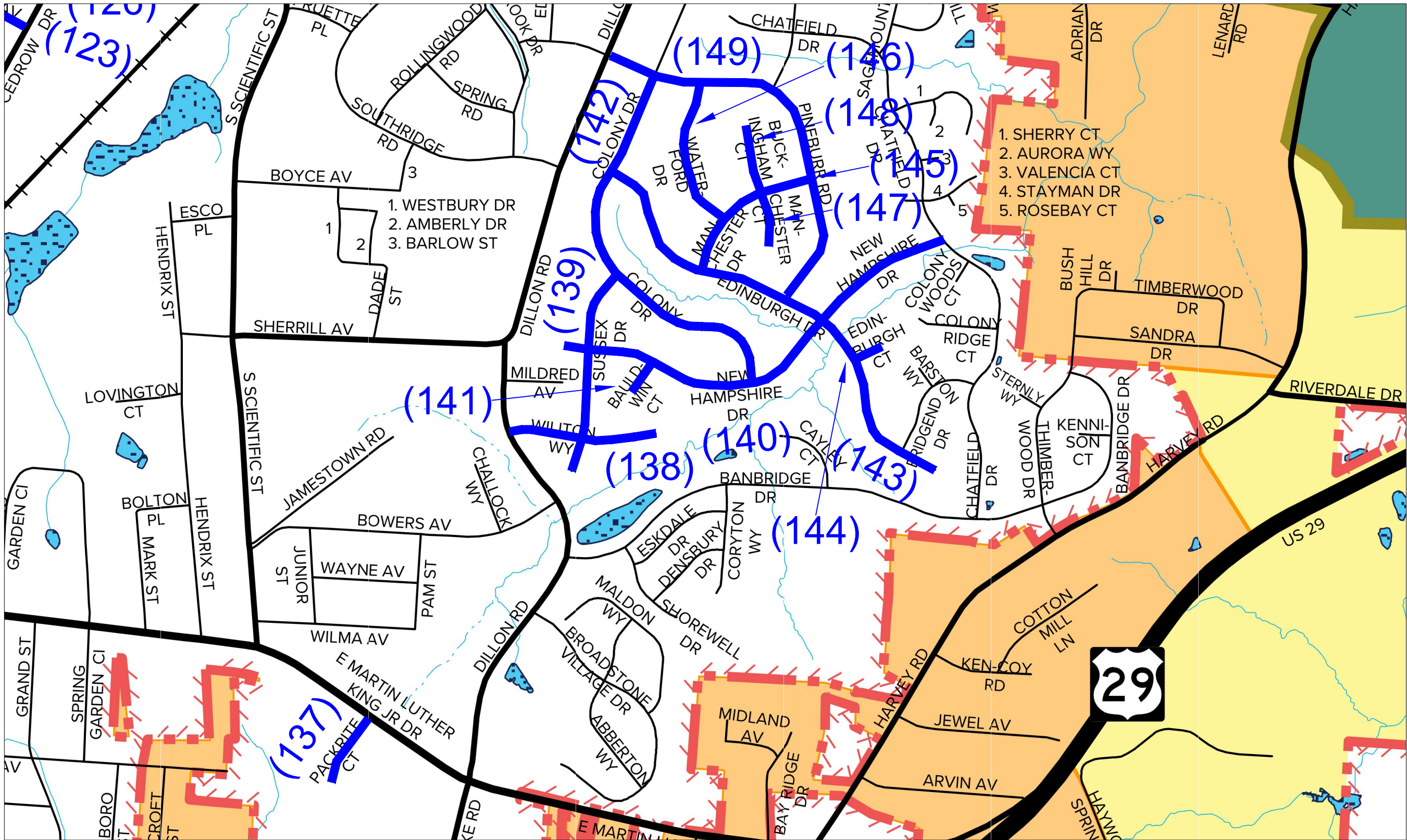
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT – GUILFORD COUNTY – N.C.

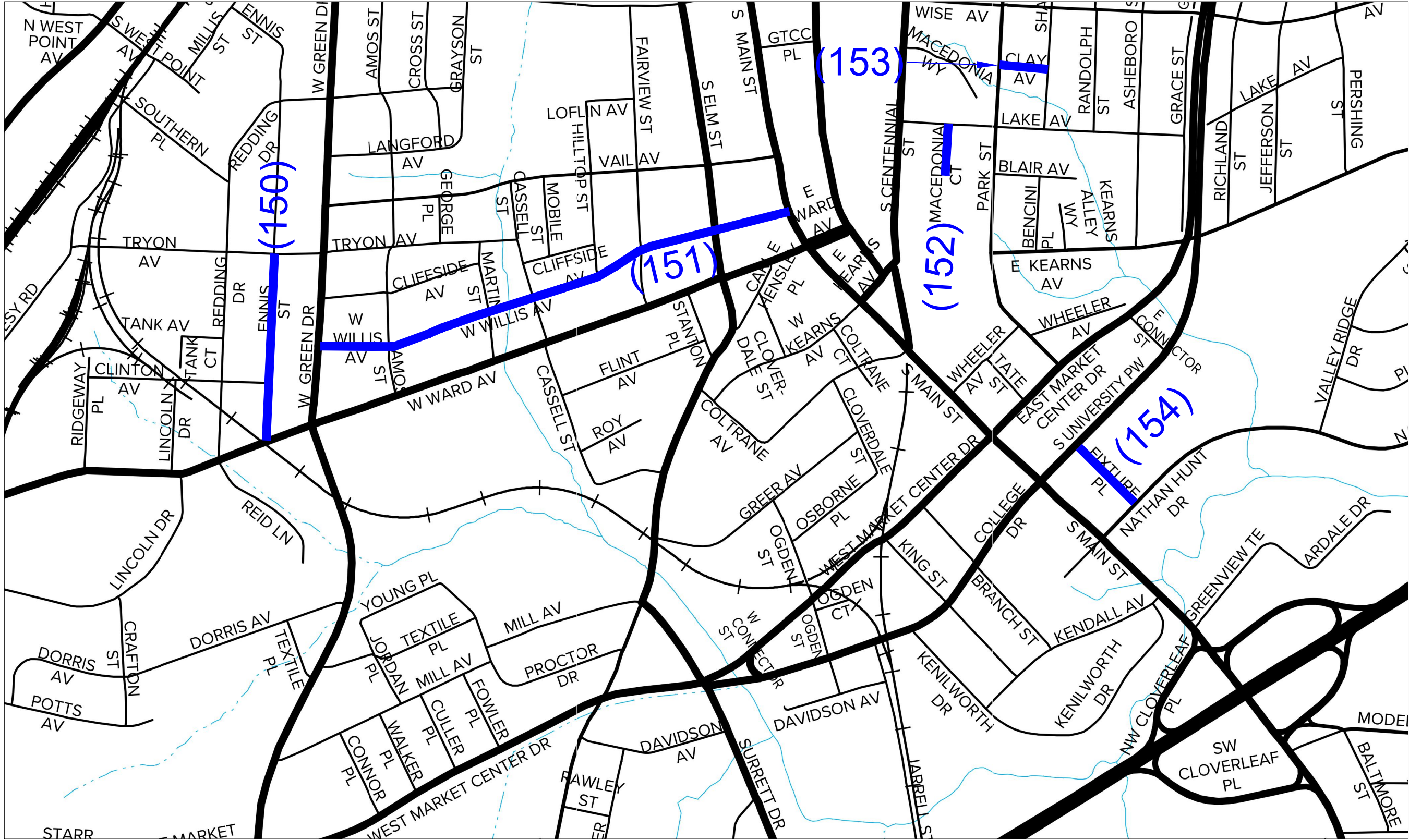
SHEET NO.

18

OF 22



CITY OF high point. PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118					JOB NO:	N/A	PLAN DRAWINGS FOR RECLAMITE® PROJECTS - 2024-2025 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT – GUILFORD COUNTY – N.C.	SHEET NO. 19 OF 22
					DATE	MAR. 2024		
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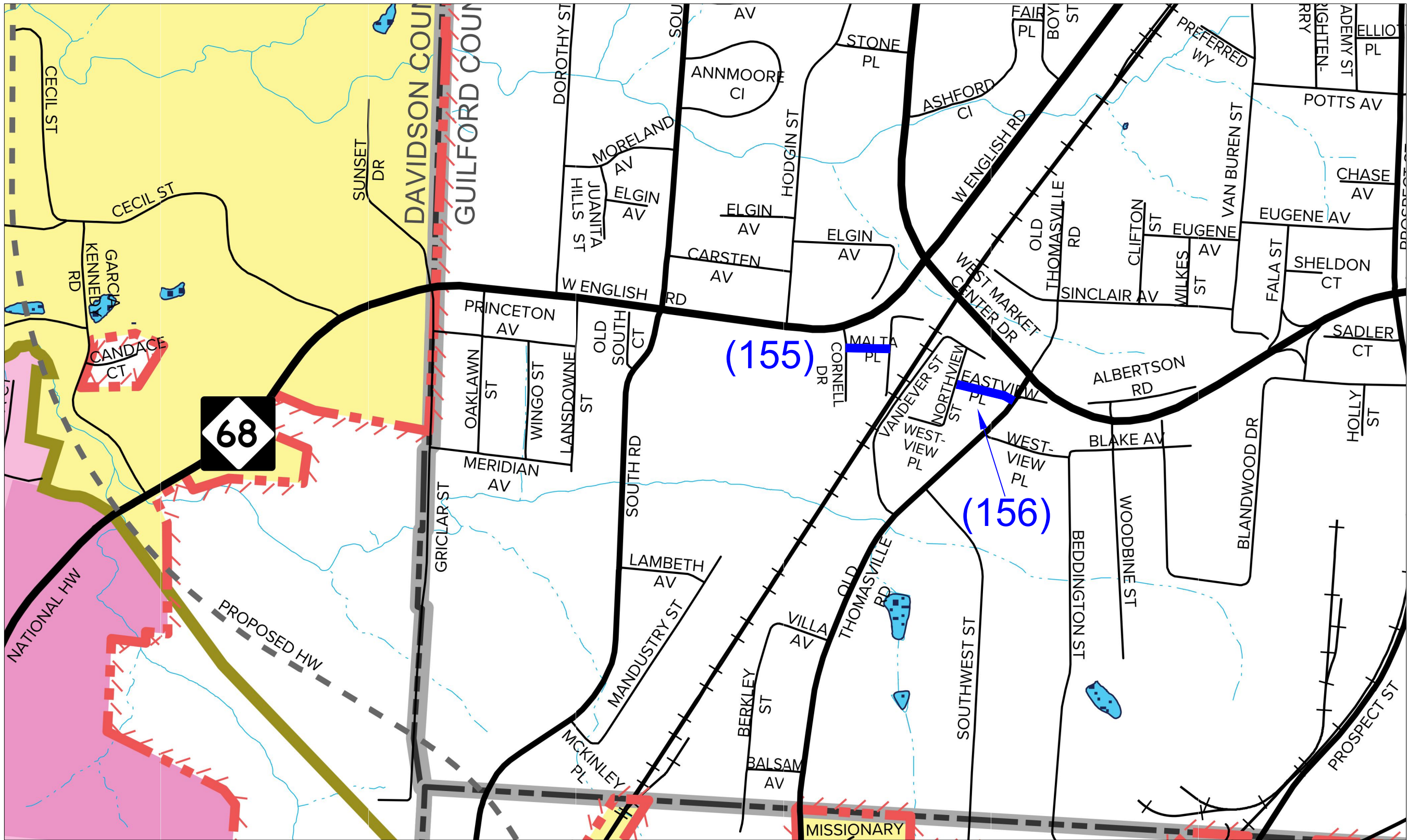
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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

SHEET NO.

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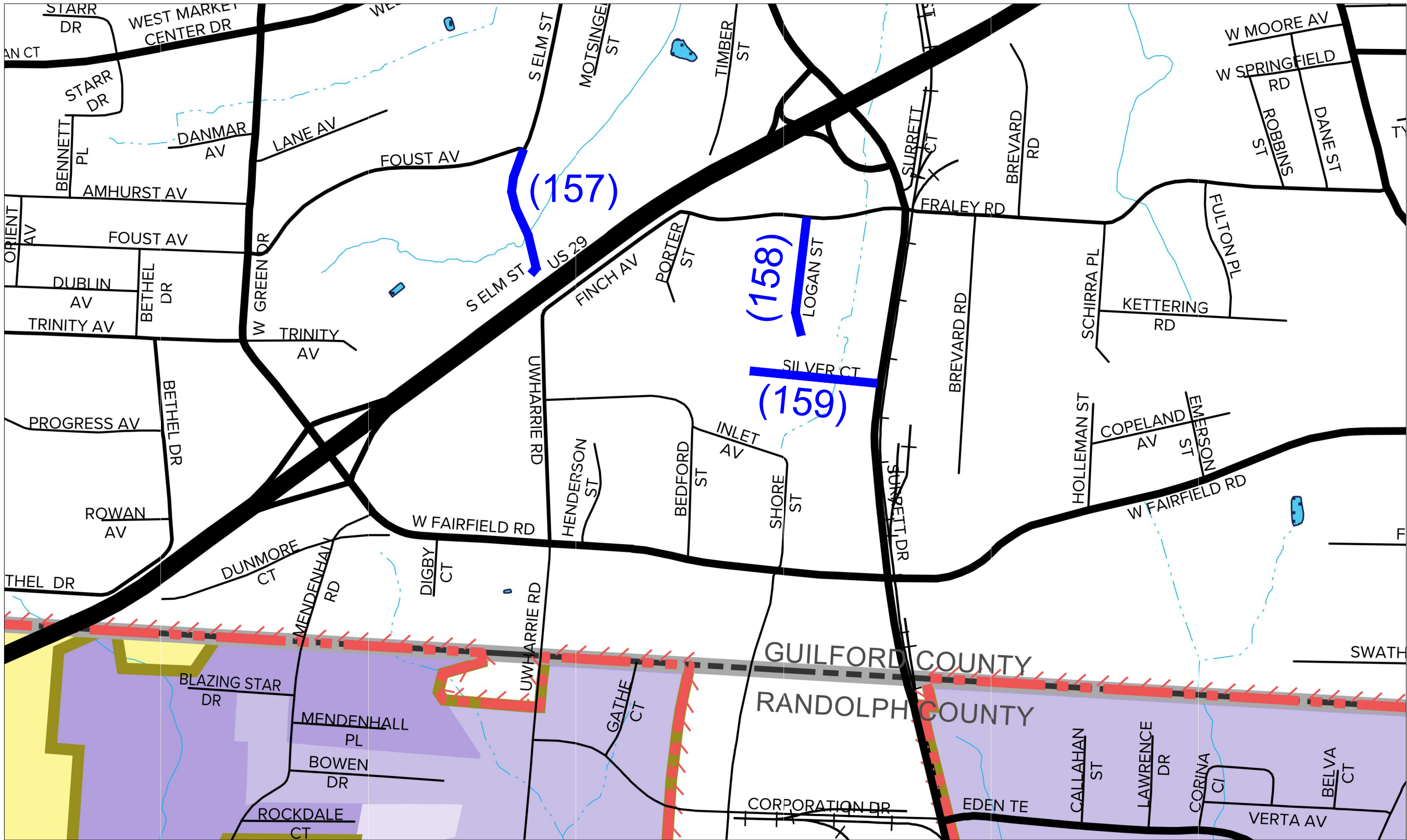


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PLAN DRAWINGS FOR
RECLAMITE® PROJECTS - 2024-2025
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

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CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

SHEET NO.

22

OF 22

"AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FEDERAL GRANT FUNDS FOR TRANSIT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The proposed amendment appropriates additional federal grant funds for transit totaling \$408,033. The funds will be utilized for parking lot repairs and paratransit scheduling and dispatching software.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the following Mass Transit Fund revenues be amended as follows:

Federal Grants	\$408,033
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(B) That the following Mass Transit Fund expenditures be amended as follows:

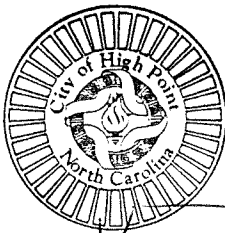
Operating Expenses	\$408,033
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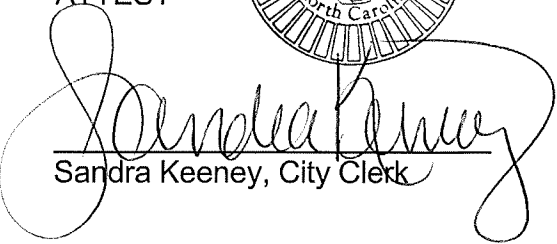
Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

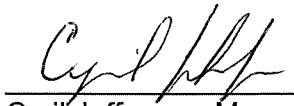
Section 4. That this ordinance shall be effective from and after its passage."

Adopted by High Point City Council, this the 3rd day of June 2024

ATTEST




Sandra Keeney, City Clerk


Cyril Jefferson, Mayor

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Authorize Forsyth County Tax Administration and Collection of 2024 Taxes and Collection of 2023 and Prior Years' Taxes	
FROM: Bobby Fitzjohn, Financial Services Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Resolution/Order of City Council for the Collection of 2024 Taxes Resolution/Order of City Council for the Collection of 2023 and Prior Years' Taxes	

PURPOSE: The Financial Services Department recommends that City Council authorize the forms of resolution required by the Forsyth County Tax Department for the administration and collection of property taxes for City of High Point parcels located in Forsyth County during the 2025 fiscal year.

BACKGROUND: The City of High Point is the only municipality in North Carolina which has taxable property in four different counties – Guilford, Randolph, Davidson, and Forsyth. The Forsyth County Tax Collector's Office requires an annual affirmation of their authority initially approved by City Council in 2012 to administer and collect High Point's taxes within Forsyth County.

BUDGET IMPACT: The recommended Annual Budget for FY 2024-2025 includes the tax collection and administration costs for all four counties. The attached affirmation of authority to collect does not increase the cost of collection.

RECOMMENDATION/ACTION REQUESTED: Council is requested to authorize the appropriate City Official to execute the attached orders for the collection of 2024 taxes and for the collection of 2023 and prior years' taxes by the Forsyth County Tax Administration office for areas of High Point located in Forsyth County.



NORTH CAROLINA

FORSYTH COUNTY

ORDER OF THE COUNCIL OF THE CITY OF HIGH POINT
IN ACCORDANCE WITH NCGS § 105-321, NCGS § 153A-156 AND NCGS § 160A-215.2
FOR THE COLLECTION OF 2024 TAXES

TO: JOHN T. BURGISS, RES
TAX COLLECTOR OF FORSYTH COUNTY, CITY OF WINSTON-SALEM,
VILLAGE OF CLEMMONS, VILLAGE OF TOBACCOVILLE, TOWN OF LEWISVILLE,
TOWN OF RURAL HALL, TOWN OF WALKERTOWN, CITY OF KING,
TOWN OF KERNERSVILLE, TOWN OF BETHANIA, CITY OF HIGH POINT

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the 2024 tax records filed in the Office of the Forsyth County Tax Collector, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered, and commanded to collect the 2024 taxes charged and assessed as provided by law for adjustments, changes, and additions to the tax records and tax receipts delivered to you which are made in accordance with law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Forsyth County, City of Winston-Salem, Town of Rural Hall, Town of Walkertown, Village of Clemmons, Village of Tobacoville, Town of Bethania, Town of Lewisville, City of King, Town of Kernersville, City of High Point, Beeson's Cross Roads Fire Protection District, Beeson's Cross Roads Service District, Belews Creek Fire and Rescue Protection District, City View Fire Protection District, Clemmons Fire and Rescue Protection District, Forest Hill Fire and Rescue Protection District, Griffith Fire Protection District, Gumtree Fire and Rescue Protection District, Horneytown Fire and Rescue Protection District, King of Forsyth County Fire and Rescue Protection District, Lewisville Fire and Rescue Protection District, Mineral Springs Fire Protection District, Mineral Springs Service District, Mount Tabor Fire and Rescue Protection District, Northeast Fire and Rescue Protection District, Old Richmond Fire and Rescue Protection District, Piney Grove Fire Protection District, Suburban Fire and Rescue Protection District, Salem Chapel Fire and Rescue Protection District, South Fork Fire Protection District, Talley's Crossing Fire and Rescue Protection District, Triangle Fire Protection District, Union Cross Fire and Rescue Protection District, Vienna Fire Protection District, West Bend Service District, Downtown Winston-Salem Business Improvement District, Willow Run Municipal Service District, and Countywide Service District, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell, any real or personal property, and attach wages and/or other funds, of such taxpayers, for and on account thereof, in accordance with law. You are hereby authorized and directed to use any method of collections authorized by law to collect such taxes including, without limitation, the in-rem method of foreclosure authorized by NCGS § 105-375, the mortgage style of foreclosure authorized by NCGS § 105-374.

You are also hereby authorized, empowered and commanded to administer and to collect taxes on gross receipts derived from retail short-term leases or rentals of motor vehicles as set forth under NCGS § 153A-156 and gross receipts derived from short-term lease or rental of heavy equipment as set forth under NCGS § 160A-215.2. You are hereby authorized to promulgate such rules and procedures necessary to administer these taxes which are not inconsistent or contrary to applicable law.

You are also hereby authorized, to the full extent permitted by law, to collect liens that attach to real property under NCGS chapters 160D, 160A, or 153A, including but not limited to those that arise by reason of removal of a structure to the extent authorized by state and local law, and sanitation liens that arise under § 160A-193 or 153A-140.

Within available funds in the budget ordinance and personnel positions established, the Tax Collector may appoint employees and authorize them to perform those functions authorized by the Machinery Act of Chapter 105 of the North Carolina General Statutes and other applicable laws for current and previous years' taxes. County personnel presently in the Tax Collector's office continue to serve in their respective positions at the discretion of the Tax Collector.

WITNESS my hand and official seal, this the _____ day of _____, 2024.

MAYOR, CITY OF HIGH POINT

ATTEST:

CLERK

NORTH CAROLINA

FORSYTH COUNTY

ORDER OF THE COUNCIL OF THE CITY OF HIGH POINT
IN ACCORDANCE WITH NCGS § 105-373, NCGS § 105-321, NCGS § 105-330.3 and NCGS § 153A-156
FOR THE COLLECTION OF 2023 AND PRIOR YEARS' TAXES

TO: JOHN T. BURGISS, RES
TAX COLLECTOR OF FORSYTH COUNTY, CITY OF WINSTON-SALEM,
VILLAGE OF CLEMMONS, VILLAGE OF TOBACCOVILLE, TOWN OF
LEWISVILLE, TOWN OF RURAL HALL, TOWN OF WALKERTOWN, CITY OF
KING, TOWN OF KERNERSVILLE, TOWN OF BETHANIA, CITY OF HIGH POINT

You are hereby authorized, empowered, and commanded to collect the taxes remaining unpaid as set forth in the 2015 through 2023 tax records filed in the Office of the Forsyth County Tax Collector, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered, and commanded to collect the 2015 through 2023 taxes charged and assessed as provided by law for adjustments, changes, and additions to the tax records and tax receipts delivered to you which are made in accordance with law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Forsyth County, City of Winston-Salem, Town of Rural Hall, Town of Walkertown, Village of Clemmons, Village of Tobacconville, Town of Bethania, Town of Lewisville, City of King, Town of Kernersville, City of High Point, Beeson's Cross Roads Fire Protection District, Beeson's Cross Roads Service District, Belevs Creek Fire and Rescue Protection District, City View Fire Protection District, Clemmons Fire and Rescue Protection District, Forest Hill Fire and Rescue Protection District, Griffith Fire Protection District, Gumtree Fire and Rescue Protection District, Horneytown Fire and Rescue Protection District, King of Forsyth County Fire and Rescue Protection District, Lewisville Fire and Rescue Protection District, Mineral Springs Fire Protection District, Mineral Springs Service District, Mount Tabor Fire and Rescue Protection District, Northeast Fire and Rescue Protection District, Old Richmond Fire and Rescue Protection District, Piney Grove Fire Protection District, Suburban Fire and Rescue Protection District, Salem Chapel Fire and Rescue Protection District, South Fork Fire Protection District, Talley's Crossing Fire and Rescue Protection District, Triangle Fire Protection District, Union Cross Fire and Rescue Protection District, Vienna Fire Protection District and West Bend Service District, Downtown Winston-Salem Business Improvement District, Willow Run Municipal Service District, and Countywide Service District, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell, any real or personal property, and attach wages and/or other funds, of such taxpayers, for and on account thereof, in accordance with law.

Within available funds in the budget ordinance and personnel positions established, the Tax Collector may appoint employees and authorize them to perform those functions authorized by the Machinery Act of Chapter 105 of the North Carolina General Statutes and other applicable laws for current and previous years' taxes. County personnel presently in the Tax Collector's office continue to serve in their respective positions in the discretion of the Tax Collector.

Taxes on registered classified Motor Vehicles for 2020 and prior years are deemed uncollectible; therefore, the Forsyth County Commissioners, pursuant to NCGS §105-373(h) do hereby relieve the tax collector of the charge of collecting taxes on registered classified motor vehicles listed pursuant to NCGS § 05-330.3(a)(1) for 2020 and prior years.

WITNESS my hand and official seal, this the _____ day of _____, 2024.

MAYOR, CITY OF HIGH POINT

ATTEST:

CLERK

CITY OF HIGH POINT

AGENDA ITEM

TITLE: Transformers for Various Electric Projects	
FROM: Tyler Berrier, PE – Electric Utilities Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: Sourcewell – 091422-WES
ATTACHMENTS: Recommendation Form Sourcewell Quote – 091422-WES	

PURPOSE: Purchase of various pole mounted and pad mounted transformers for warehouse stock items not associated with a specific project.

BACKGROUND: The Electric Department is procuring materials to be used on various projects throughout the city grid. For this purchase, the Warehouse Division of the Finance Department is utilizing our Sourcewell contract. There are 67 total transformers being encumbered under this quote. These units range in size from our smallest unit being a 25kVA(120/240V), to our largest unit being a 2,000kVA (277/480V).

BUDGET IMPACT: Funds are included in the Electric operating budget to cover this purchase.

RECOMMENDATION/ACTION REQUESTED: Staff are recommending that City Council approve, and the department be given the ability to procure these materials. The department is recommending that the bid for these transformers be awarded to Wesco, Inc. for \$1,066,334.12.



BID RECOMMENDATION

DEPARTMENT: **Electric**

COUNCIL AGENDA DATE: **June 3, 2024**

BID NO.: **N/A** CONTRACT NO.: **Sourcewell – 091422-WES** DATE OPEN: **N/A**

DESCRIPTION:

Transformers for Various Electric Projects

PURPOSE:

Purchase of various pole mounted and pad mounted Transformers. Warehouse Stock Items, not associated with a specific project.

COMMENTS:

The Electric Department is procuring materials to be used on various projects throughout the city grid. For this purchase, the warehouse division of the Finance Department is utilizing our Sourcewell contract. There are 67 total transformers being encumbered under this quote. These units' range in size from our smallest unit being a 25kVA (120/240V), to our largest unit being a 2,000kVA (277/480V).

RECOMMEND AWARD TO: **Wesco Distribution, Inc.** AMOUNT: **\$1,066,334.12**

JUSTIFICATION:

Warehouse stock items.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631783	529182			
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Tyler Berrier** Digitally signed by Tyler Berrier Date: 2024.05.08 15:37:55 -04'00' DATE: **May 8, 2024**

The Purchasing Division concurs with recommendation submitted by the **Electric Department** and recommends award to the lowest responsible, responsive bidder **Wesco Distribution, Inc.** in the amount of **\$1,066,334.12**.

PURCHASING MANAGER: DATE:

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR: DATE:

CITY MANAGER: DATE:
(For City Council Approval Only)



D

ATTN: Mark Lawson

Quantity	Description (Product Code)	Part Number	Unit Cost	U/M	Total Cost	Delivery
20	Single Phase Pole Mounted Transformer 25kVA CSP OISC Silicon steel core copper Winding HV: 12,470 GRDY/7200, LV: 120/240	788	\$3,961.46	E	\$79,229.20	18-22 weeks
20	Single Phase Pole Mounted Transformer 37.5kVA CSP OISC Silicon steel core copper Winding HV: 12,470 GRDY/7200, LV: 120/240	787	\$5,162.85	E	\$103,257.00	18-22 weeks
2	Single Phase Pad Mounted Transformer 167kVA Loop feed ,dead front Silicon steel core copper Winding HV: 12,470 GRDY/7200, LV: 240/120	818	\$17,184.03	E	\$34,368.06	18-22 weeks
5	Three Phase Pad Mounted Transformer 45kVA Loop feed dead front Silicon steel core copper Winding HV: 12470 GRDY / 7200, LV: 208Y/120	4344	\$18,192.71	E	\$90,963.55	18-22 weeks
2	Three Phase Pad Mounted Transformer 112.5kVA Loop feed dead front Silicon steel core copper Winding HV: 12470 GrdyY/7200, LV: 480Y/277	821	\$23,628.82	E	\$47,257.64	18-22 weeks
5	Three Phase Pad Mounted Transformer 150kVA Loop feed dead front Silicon steel core copper Winding HV: 7.2KV/12.47KV GROUNDED WYE LV: 208Y/120	822	\$24,733.68	E	\$123,668.40	18-22 weeks
3	Three Phase Pad Mounted Transformer 150kVA Loop feed dead front Silicon steel core copper Winding HV: 7.2KV/12.47KV GROUNDED WYE, LV: 480Y/277	827	\$24,021.53	E	\$72,064.59	18-22 weeks
4	Three Phase Pad Mounted Transformer 500kVA Loop feed dead front Silicon steel core copper Winding HV:7.2 KV/12.47 KV GROUNDED WYE LV:208Y/120	825	\$38,853.82	E	\$155,415.28	18-22 weeks
4	Three Phase Pad Mounted Transformer 750kVA Loop feed dead front Silicon steel core copper Winding HV:12.47 KV DELTA, LV:480Y/277	842	\$47,022.22	E	\$188,088.88	18-22 weeks
2	Three Phase Pad Mounted Transformer 2000kVALoop feed dead front Silicon steel core copper Winding HV:12.47 KV DELTA, LV:480Y/277	4444	\$86,010.76	E	\$172,021.52	18-22 weeks
	Tax not included	TOTAL:			\$1,066,334.12	

Wire / Cable quotes are based at current Metal prices subject to change at time of order placement.
<https://www.wesco.com/media/3767/2021-04-15-wesco-terms-conditions-of-sale-us.pdf>
 Lead times provided at time of quotation are based on what is provided by the supplier, subject to change. All quotes are per Wesco Distribution terms/conditions (see link to the pdf above). Net 30 days.

Brady Hidell

CITY OF HIGH POINT

AGENDA ITEM

TITLE: Sole Source – Radian Three-Phase Meter Site Analyzers	
FROM: Tyler Berrier, PE – Electric Utilities Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Sole Source Form Radian Research Quote Recommendation Form	

PURPOSE: The City is procuring testing equipment in anticipation of the Electric 'post AMI' processes.

BACKGROUND: The Electric Department is seeking the ability to procure two Three-Phase Meter Site Analyzers. The metering division currently has two service vans, so one will accompany each service team. After AMI deployment, Electric will be performing QA/QC testing on installations and existing metering sites. These units are sole source because they interface with our existing test boards in our metering lab. These RW-30X units will meet our needs. The RW can perform a complete meter site analysis encompassing Power Quality, Meter Testing, and Transformer Testing without removing the meter. Capabilities including Waveform Capture, Harmonic Analysis, CT Testing, Vector Diagrams and Trend Recording, provide validation and peace of mind that the entire metering installation is correct.

BUDGET IMPACT: Funds are included in the Electric operating budget to cover this project.

RECOMMENDATION/ACTION REQUESTED: Staff are recommending that City Council approve, and the department be given the ability to procure these units via Sole Source. The department is recommending that the bid for this meter testing equipment be awarded to Radian Research, Inc. for \$102,653.20.



FINANCIAL SERVICES
Purchasing Division



SOLE SOURCE JUSTIFICATION FORM

(For Items Costing **\$10,000.00 or More**)
Statutory Reference N.C.G.S. 143-129(e)6

Requisition # **38086**

Vendor: **RADIAN RESEARCH**

Item(s): **METER SITE ANALYZERS**

Justification:

Radian WECO is a database system that we are using for our four Electric Test Boards. All Electric Metering test results are stored in this database. Customer service and support for this equipment is at a minimum. Sharing the same database will make data conversion simpler with little or no training.

Estimated expenditure for the above item(s): **\$102,898.20**

Accounting Unit and Account(s): **631788 / 526202**

**CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT
DOCUMENTATION.**

1. ☐ Performance or price competition for a product are not available.
2. ☒ A needed product is available from only one source of supply.
3. ☒ Standardization or compatibility is the overriding consideration.
4. ☒ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel **Tyler Berrier** Digitally signed by Tyler Berrier
Date: 2024.05.15 13:52:37 -04'00'

Department/Division **ELECTRIC** Date **05/15/2024**

APPROVAL PROCESS

Purchasing Manager **Candy E. Harmon** Digitally signed by Candy E. Harmon
Date: 2024.05.15 15:42:40 -04'00'

Financial Services Director **Bobby Fitzjohn** Digitally signed by Bobby Fitzjohn
Date: 2024.05.23 07:49:33 -04'00'

City Council (\$30,000 – Up)





QUOTE

Date	Quote #
05/09/2024	RVPNQ1191-04

Radian Research Inc.
3852 Fortune Drive, Lafayette, IN 47905
Phone: 765-449-5500 Fax: 765-448-4614

Sold To: High Point Electric Utilities Departme
David Johnson
Electrical Dept.
High Point, NC 27261
USA
Phone: (336)883-3464
Fax:

Ship To: High Point Electric Utilities Departme
David Johnson
Electrical Dept.
High Point, NC 27261
USA
Phone: (336)883-3464
Fax:

Thank you for your interest in Radian Research products. If you have any questions, please do not hesitate to contact me.

Payment Terms	Quoted By	Ship Via*	Freight Terms*	Incoterms*	Quote Validity	Lead Time	Radian Representative
NET30	Raeann	UPS		Origin	30	4-6 Weeks	PowerTech LLC

If submitting a purchase order for these products, please issue PO to Radian Research.

Ln #	Qty	Part#	Description	Unit Price	Ext. Price
1	2	AW0061	RW-30X Portable Three-Phase Meter Site Analyzer (Accuracy 0.04%) three-phase portable standard. Includes WATT-Net Basic™ equipment control and secure data management software.** Cable set must be purchased separately.	\$37,510.00	\$75,020.00
2	2	AW0040	RW-30 Magnetic Mount Optics, Visible, IR and Meter Disk Sensor	\$2,425.00	\$4,850.00
3	2	BW0151	RW-3x Field Power Cable with Mueller Clips	\$95.00	\$190.00
4	2	850019	TX-20 3-Prong Power Cord (10 FT) w/Ground 18 AWG X 3 COND.	\$10.00	\$20.00
5	2	CM000180	Partitioned Cable Carryall, Wash Clean Surface Dims: 22"W x 9"D x 10"H; Adjustable Shoulder Strap	\$275.00	\$550.00
6	12	3001016	Fuse, .5 Amp VeryFast 1000V, 6.3 x 32MM 650mV Drop 50kA (Replacement for Fused Flexible Lead)	\$15.00	\$180.00
7	2	BW0096	WE-20 / RW-3x Bypass Current Cable Set for Use with Saf-T-Plugs	\$185.00	\$370.00
8	2	BW0149	RW-3x Braided 'A', 'B', 'C' Phase Current Cables with Saf-T-Plugs	\$1,830.00	\$3,660.00
9	2	BE0118	RW-3x to 3230 Shop Stand Potential Cable Assembly Set	\$415.00	\$830.00
10	2	BE0119	RW-3x to 3230 Shop Stand Braided 'A', 'B', 'C' Phase Current Cables	\$855.00	\$1,710.00
11	12	CH001003	Test Switch Current Isolator	\$0.10	\$1.20
12	4	5210216	Safety Dolphin Clip 4mm Red	\$25.00	\$100.00
13	6	5210223	Safety Dolphin Clip 4mm Black	\$25.00	\$150.00
14	4	5210219	Safety Dolphin Clip 4mm Blue	\$25.00	\$100.00
15	4	5210218	Safety Dolphin Clip 4mm Yellow	\$25.00	\$100.00



QUOTE

Date	Quote #
05/09/24	RVPNQ1191-04

Radian Research Inc.
3852 Fortune Drive, Lafayette, IN 47905
Phone: 765-449-5500 Fax: 765-448-4614

Ln #	Qty	Part#	Description	Unit Price	Ext. Price
16	2	5210217	Safety Dolphin Clip 4mm Green	\$25.00	\$50.00
17	4	5210226	Test Clip, Plunger, 4mm Red 16 Amp Cat III, 1000V	\$35.00	\$140.00
18	6	5210225	Test Clip, Plunger, 4mm Blk 16, Amp Cat III, 1000V	\$35.00	\$210.00
19	4	5210229	Test Clip, Plunger, 4mm BLU 16 Amp Cat III, 1000V	\$35.00	\$140.00
20	4	5210228	Test Clip, Plunger, 4mm YEL 16 Amp Cat III, 1000V	\$35.00	\$140.00
21	2	5210227	Test Clip, Plunger, 4mm GRN 16 Amp Cat III, 1000V	\$35.00	\$70.00
22	2	CE000040	CAT5e RJ45M to RJ-45M Cross-Over Cable, 10ft, ORANGE	\$11.00	\$22.00
23	6	AW0026	RW-30 AmpFlex Current Probe Kit, 36" 3000 Amps, 1000 Volts	\$2,080.00	\$12,480.00
24	2	AW0019	Adapter for Customer Supplied Sensor Link Probe	\$785.00	\$1,570.00

Total	\$102,653.20
Sales Tax	\$0.00
Shipping	Pre-paid & Added
Grand Total	\$102,653.20+S/H*

*Prices quoted do not include shipping. Shipping fees will be added to the invoice unless the purchase order provides alternate shipping instructions.

SOLE SOURCE JUSTIFICATION FORM

(For Items Costing **\$10,000.00 or More**)
Statutory Reference N.C.G.S. 143-129(e)6

Requisition # **38086**

Vendor: **RADIAN RESEARCH**

Item(s): **METER SITE ANALYZERS**

Justification:

Radian WECO is a database system that we are using for our four Electric Test Boards. All Electric Metering test results are stored in this database. Customer service and support for this equipment is at a minimum. Sharing the same database will make data conversion simpler with little or no training.

Estimated expenditure for the above item(s): **\$102,898.20**

Accounting Unit and Account(s): **631788 / 526202**

**CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT
DOCUMENTATION.**

1. ☐ Performance or price competition for a product are not available.
2. ☒ A needed product is available from only one source of supply.
3. ☒ Standardization or compatibility is the overriding consideration.
4. ☒ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel

Department/Division **ELECTRIC**

Date **05/15/2024**

APPROVAL PROCESS

Purchasing Manager

Financial Services Director

City Council (\$30,000 – Up)

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Approval of Minutes	
FROM: City Clerk's Office	MEETING DATE: June 3 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Yes	

PURPOSE: Minutes to be approved.

BACKGROUND: N/A

BUDGET IMPACT: N/A

RECOMMENDATION/ACTION REQUESTED: City Council is requested to approve the following minutes:

Finance Committee Minutes – May 2, 2024, at 4:00 p.m.

Special Meeting of the High Point City Council Minutes – May 6, 2024, at 4:00 p.m.

Regular Meeting of the High Point City Council Minutes – May 6, 2024, at 5:30 p.m. Community Development Committee Minutes – May 7, 2024, at 4:00 p.m.

Prosperity, Livability & Safety Committee Minutes – May 9, 2024, at 9:00 a.m.

Transparency, Engagement & Communication Committee Minutes – May 15, 2024, at 9:00 a.m.

Special Meeting of the High Point City Council Minutes – May 15, 2024, at 4:00 p.m.



PROSPERITY, LIVABILITY, & SAFETY COMMITTEE

Chaired by Council Member Monica Peters

Committee Members: Council Member Monica Peters, Council Member Patrick Harman, Council Member Tyrone Johnson, and Council Member Vickie McKiver

May 9, 2024 – 9:00 A.M.

Council Chambers – Municipal Building

CALL TO ORDER

Chair Peters called the Prosperity, Livability and Safety Committee meeting to order at 9:00 a.m. and noted that Committee Member Johnson was absent, and all other members were present.

Present: Chair Monica Peters, Committee Member Patrick Harman, and Committee Member Vickie McKiver

Absent: Committee Member Tyrone Johnson

Prosperity and Livability Committee - Council Member Monica Peters, Chair

PRESENTATION OF ITEMS

2024-187 Consideration of a Resolution of Shared Alignment of Guilford County Transportation Stakeholders in the Promotion and Development of Transportation Services

City Council is requested to consider a Resolution Supporting Shared Alignment of Guilford County, The City of Greensboro, The City of High Point, and Regional Transportation Stakeholders in the Promotion and Development of Transportation Services in a More Unified Manner.

Damon Dequenne, Assistant City Manager, presented the item and explained the shared transportation vision and goals between the City of High Point, the City of Greensboro, Guilford County, and the Piedmont Regional Transportation Authority. He communicated that the resolution presented in the item would help to improve efficiency at and between jurisdictional boundaries, examine gaps in service and barriers to access, and to explore opportunities to align service offerings.

Committee Member Harman asked for some background on the conversation between the different entities.

Mr. Dequenne shared that the Guilford County Board of Commissioners allocated a million dollars to form a working group to study regional transportation issues. He explained that the group consisted of members of each of the parties on the resolution, as well as members of city staff and council. He said that the group found the need for the different jurisdictions to work together to improve transportation services and access throughout all the jurisdictions.

Committee Member Harmon said that he was excited about this collaboration.

ADJOURNMENT

There being no further business to come before the Prosperity, Livability, and Safety Committee, the meeting adjourned at 9:04 a.m.

Respectfully Submitted,

Monica Peters, Chair

Attest:

Alison Glynn, Deputy City Clerk

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Meter Installation Vendor (MIV) Contract	
FROM: Jeremy Coble – Customer Service Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Scope Of Work MIV Price Proposal Recommendation Form	

PURPOSE: The purpose of hiring a Meter Installation Vendor (MIV) for AMI is to ensure efficient inventory management and deployment of City-owned meters, utilizing the contractor's expertise in logistics and warehousing. This partnership aims to achieve comprehensive installation and service excellence, adhering to strict safety standards while proactively addressing on-site issues and validating installation integrity.

BACKGROUND: The city is currently making a strategic upgrade to its Utility services through the implementation of Advanced Metering Infrastructure (AMI). This comprehensive initiative entails the systematic replacement of all electric meters within the city's electrical grid. To ensure the project's success and adherence to the projected timeline, Allegiant has been selected as the vendor of choice. Leveraging Allegiant's extensive experience in meter installations, the city is poised to efficiently complete the AMI deployment, enhancing service delivery and operational efficiency.

BUDGET IMPACT: Funding is available in the Electric Capital Projects Fund.

RECOMMENDATION/ACTION REQUESTED: Staff are recommending that City Council approve, and the department be given the ability to award Allegiant with a contract for meter installation services for the amount of \$1,009,800.84. They were the selected vendor after an RFP process.



EXHIBIT A

SCOPE OF SERVICES

Scope of Work

Contractor will be managing a project to provide inventory management and logistics for City owned meters in a Contractor's provided facility while providing the service for deploying such meters across the City distribution system.

Contractor shall make a viable attempt to install 100% of the active meters, other than any pre-agreed upon excluded meters before proceeding to the next metered location installations. Contractor will work with the City to make 3 attempts to exchange a meter before turning it back to the City (all three attempts are included in the pricing set forth below). The City will provide all new meters, endpoints, seals, and rings. Contractor will provide warehousing and material logistic support. All National Electric Safety Code, American National Standards Institute (ANSI), and OSHA guidelines will be observed and followed by the Contractor. Any problems found on site by the Contractor's employees will be reported immediately to the City. A review of services will be conducted at the end of the initial deployment area for installation validation.

Sections of the SOW

- I. Overview of Meter Installation**
- II. Solution Technology and Methodology for Data Collection**
- III. Customer Communication/Public Relations**
- IV. Project Management and City Support**
- V. Quality Assurance**
- VI. Inventory, Warehouse, and Meter Testing**
- VII. Pricing Assumptions**

I. Overview of Meter Installation

1. Electric Meter installation services:

- a. Initiate contact with each customer (if at premise) to alert them of the electric meter change out to occur.
- b. If the premise contains more than 4 tenants, Allegiant will work with the facility to schedule a meter exchange time that is coordinated with the tenants for all meters to be exchanged at once.
- c. Inspection of each socket to verify suitability for purpose to support the new AMI meter. Specifically, this inspection is intended to verify that the socket and its internal connections will support the expected load without damage to the meter or socket.
- d. Remove and replace existing electric meter.
- e. Includes Standard GPS 3-5 meters
- f. Five photos will be provided:
 - i. As Found Site Photo
 - ii. Original meter in socket to clearly display the last meter reading.
 - iii. Empty socket (prior to installation of the new meter) to provide information about the condition of the socket.
 - iv. New meter installed to clearly show the meter serial number.
 - v. As Left site photo.

- vi. Additional photos will be taken for any meter's type that supports additional billing parameters or required evidence photo if available
- g. Meter socket to be sealed in accordance with project City's accepted practice.
- h. A door hanger will be left at every location indicating the meter was installed.

2. Polyphase meters

- a. Assume approximately 80% of the commercial meters have heavy bypass or test switches.
 - i. In the event a bypass isn't present then an outage appointment will be made with the business.
- b. All three phase installers use a full-face shield.
- c. Capture the readings
- d. Disconnect the load
 - i. If there is a bypass lever, we will engage the bypass
 - ii. Note: If we can't disconnect the load with a breaker or disconnect Allegiant will work with the City to fuse down the services or Return the Work Order to the City.
- e. Inspect the socket and service area
- f. We will remove the old meters
- g. Take voltage readings
- h. Inspect the socket again
- i. Install the new meter
- j. Seal the meter base
- k. Reconnect the load
- l. A door hanger will be left at every location indicating the meter was installed.

For additional meter installation procedures, please see the SOP Electric Meter Exchange Exhibit.

3. Meters that cannot be installed

- a. There are two classifications of Work Order types that cannot be installed:
 - i. Could Not Complete (CNC)
 - 1. These are Work Orders where Allegiant has made at least one attempt to exchange the meter but could not successfully complete the exchange. Allegiant will make three attempts to exchange each meter. Reasons for not completing a Work Order can be as follows: Work order issue, obstruction, no access, no meter stock, requires an appointment, or unsafe animal. Allegiant will work with the City to define additional criteria if required.
 - ii. Return to Utility (RTU)
 - 1. These are Work Orders where Allegiant attempted to exchange the meter but could not successfully complete the exchange and Allegiant is returning the responsibility for the meter exchange back to the City. Reason for not completing a Work Order and returning the Work Order to the City can be as follows: Customer Refusal, Site Obstruction, No Access, Meter/Socket Damage, De-Energized Service, Work Order Problem, Exchanged by the City, Tamper, and Other. Allegiant will work with the City to define additional criteria if required.

4. Specialty Meters

- a. Allegiants Work Order Management system supports various specialty Work Orders: Work Orders can be flagged for medical alert, identifiers for form/class/voltage and City defined specialty services. In addition, any Work Order can be flagged designating that it has a required appointment.

5. Meters requiring support from City for meter exchange.

- a. From time-to-time Allegiant may come across work orders and meters that require City support to accomplish the exchange. These requests can be for Work Orders that: may have incomplete/incorrect information, cannot locate, require supervision/escort, and/or require keys.

6. Make Safe or Tamper

- a. Allegiant's personnel will wait onsite up to 45 min if a make safe event occurs where the City personnel is needed.
- b. Should Allegiant come across a suspect tamper location, Allegiant will follow the designated process as defined in the mutually agreed upon project plan.

II. Solution Technology and Methodology for Data Collection

1. Work Order and Data Integration

Allegiant Utility Services proprietary WMS, Peak Workflow™, is purpose-built platform for mass deployment and exchange projects in the electric, water, gas and clean energy markets.

Digital data is captured in real-time, as a technician captures data and photos, it's uploaded to our cloud instantly, allowing full role-based visibility to everyone on the project including City staff, Program Managers, Project members and affiliate team members. Our digital platform reduces human error that can occur during large scale projects, ties seamlessly into standard operating procedures and provides a managed workflow. All information captured in the field can be efficiently reviewed and approved with the quality assurance features. We know you are not always connected, so our mobile app is smart about managing data allowing Technicians to work even in the remotest areas throughout the day.

Allegiant's project team will work with your staff to develop and manage the transfer of data throughout the course of the project. On average, it takes 3-4 weeks to set up all the files and build out our work order system for your project. Project start up and WMS configuration can be condensed to as little as 2 weeks as Allegiant's team has capability execute testing and setup quickly.

Key Peak Workflow Features

Project Management

- Track and visualize production across services installed vs. not installed
- Overall status of all work orders
- Understand all current activities in the field
- Quality assurance tools

Customer Service

- Searchable data and photos
- Determine technician locations, view badges

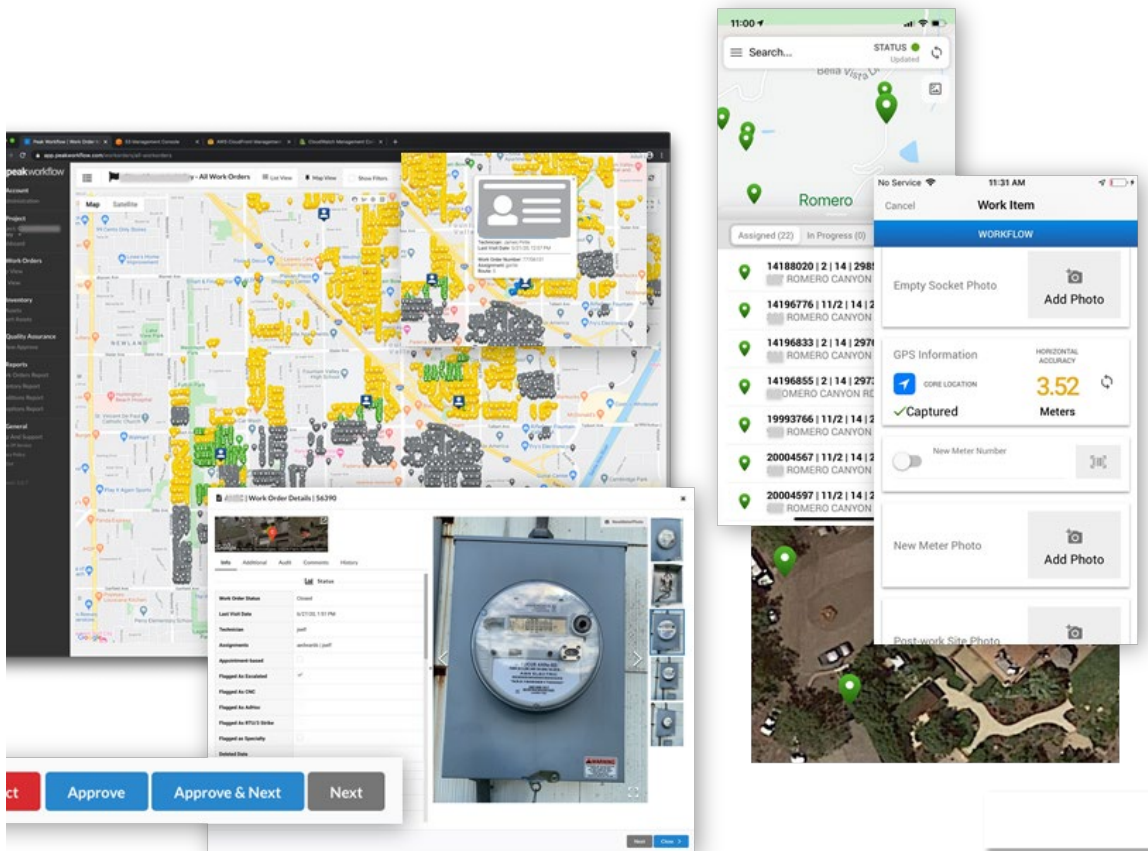
Data Management

- Completion Reports
- Technician Performance Reports
- Inventory Control Reports
- Daily Activity Emails

Customized, Managed and Detailed Workflow

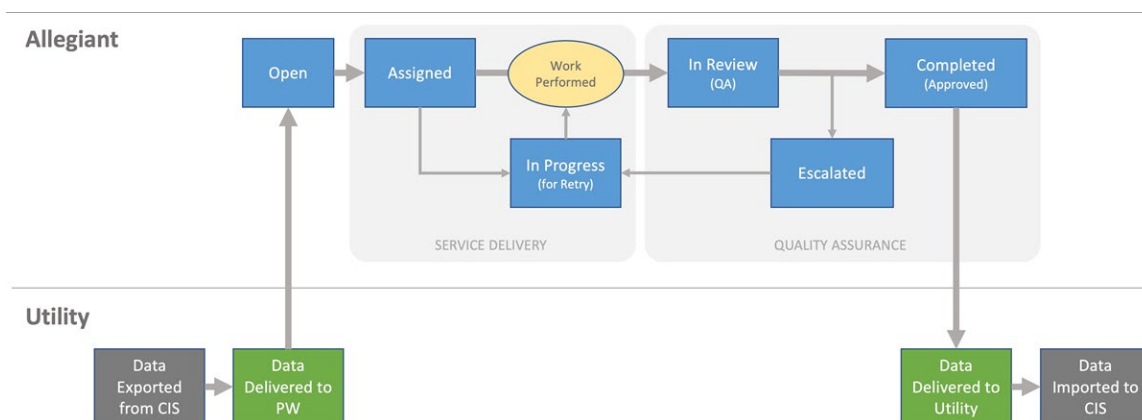
- Enables in-field quality controls
- Enforce SOP per project
- Flexible per project requirements

- Capture data, photos and GPS
- Data validation on save



2. Workflow Status Overview

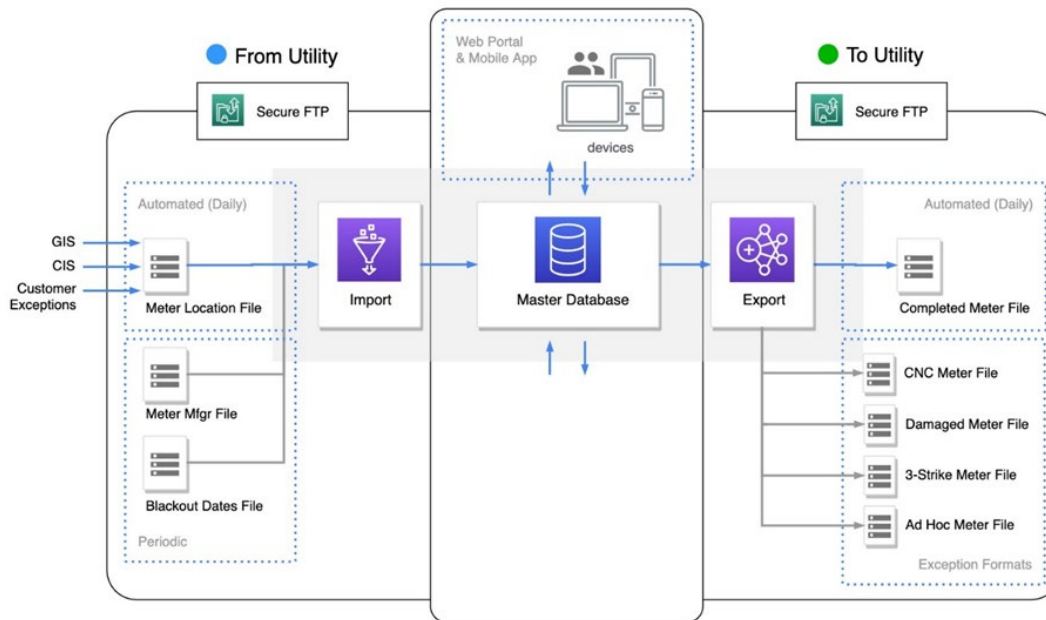
Information flows from the City's CIS into our Service Delivery and Quality Assurance processes then exchange data is delivered back to the City CIS system.



3. Primary Data Transfer File requirements:

- Location File

- b. Post Meter Change Out export File
- c. Meter Manufacturing File
- d. Blackout Dates
- e. Damaged Meter
- f. 3 Strike File



4. Location File

Allegiant will work with the City to create a CSV file that contains the following representative data elements or similar to load into our “Peak Workflow” program conducting the meter exchanges in the field.

Sample:

Allegiant Utility Services Template - Existing Meter Location File										CSV Preferred File Format
Instructions: Update column headers, column positions, and length constraints as appropriate to Utility's CIS.										
Required	Column Header from Utility CIS	Length	Column Position	Notes						
X	Account	50	1	Customer account number						
X	Old Meter Number	20	2	Old meter serial number (Primary Key)						
X	Last kWh Reading	10	3	Typical KWH reading						
X	Meter Form	15	4	i.e. 2S, 2S-SD, etc.						
X	Read Notes	100	5	Notes regarding service location, gate codes, etc.						
X	SubArea	50	6	i.e. Substation						
X	Circuit Number	50	7	i.e. Feeder						
X	Billing Cycle	50	8	Code or name of cycle						
X	Route	50	9	Code or name of route						
X	Old Latitude	15	10	Can be 18 if needed for NISC						
X	Old Longitude	15	11	Can be 19 if needed for NISC						

Account	Old Meter Number	Last kWh Reading	Meter Form	Read Notes	SubArea	Circuit Number	Billing Cycle	Route	Old Latitude	Old Longitude
34534534	TS3242353	3425	2S	Gate Code:1234	02	04	03	01	44.9453656	-93.3358785
64645456	TS329546	4203	2S		01	03	02	02	43.5403388	-109.6520657

- a. Location files are typically loaded daily to Allegiant during the course of the project to keep the data up to date.
- b. Files are typically sent across Allegiant’s SFTP Hosted site.

2. Post Meter Change out Import File

- a. Allegiant will work with the City to create a file for import into CIS for the meter change outs.

Sample:

Allegiant Utility Services Template - Completed Meter Exchange File (Extended)					CSV Preferred File Format
Instructions: Update column headers, column positions, and length constraints as appropriate to Utility's CIS.					
Exported	Column Header to Utility CIS	Length	Column Position	Notes	
X	Account	10	1	Customer account number	
X	Old Meter Number	15	2	Old meter serial number	
X	Old kWh Reading	10	3		
	Old kW Reading	10		Optional based on project	
	Old kVa Reading	10		Optional based on project	
	Old kVar Reading	10		Optional based on project	
X	New Meter	15	4		
X	New kWh Reading	10	5		
	New kW Reading	15			
	New kVa Reading	15			
	New kVar Reading	15			
	New Meter Dial	10			
X	Reading Date	8	6	UTC unless otherwise agreed	
	Meter Set Number	5			
	Demand Code	5			
	Service Location	20			
	Map Number	20			
X	New Latitude	15	7	Can be 18 if needed for NISC	
X	New Longitude	15	8	Can be 19 if needed for NISC	

Account	Old Meter Number	Old kWh Reading	New Meter	New kWh Reading	Reading Date	New Latitude	New Longitude
235345653	TS3453453	3452	81929392934	0	2019-01-01	43.5403388	-109.6520657

- b. Allegiant will work hand and hand with you to ensure the file formats are correct through the data validation period of the project.
- c. Meter change out files will be provided daily by using our SFTP site.
- d. Photo uploads to the CIS or other applicable are available in batches of 1000 meters which equates to 5000 photos. We use the standard XML format.

5. Meter Manufacture file “MMF”

- a. The MMF is loaded into Allegiant’s WMS, Peak Workflow, program and used to validate the new meters going into the field ensuring we have the correct bar coding.
- b. MMF files are typically provided through the course of the project as meter shipments are delivered.

6. Handheld Devices

- a. Allegiant will provide IOS devices that are capable of cellular data and Allegiant’s work order management system.
- b. Meters tracked in map interface on your handhelds
- c. Flexible meter reading inputs
- d. New meter numbers scanned in

6:08

Search...

METER | ASSIGNED

TS4234920

FORM FACTOR

2S-SD

METER STATUS

Active

ADDRESS

12345 Anytown Street SW
Sometown, FL 24324

LAT/LONG

46.96875456
-92.54673421

NOTES

Small dog, gate code: 1234, be sure to not let dog out

OPEN

6:07

Cancel

Work Order

METER | ASSIGNED

TS4234920

Can Not Complete (CNC) or 3-strike

Show location information

New Meter Number

23492342057

Pre-work Site Photo

Old Meter Photo

Add Photo

7. Web Tools

a. Meters install detail screen

Peak Workflow

Test Project - Quality Assurance

Project

Work Orders

All Work Orders

Assignments

Inventory

All Assets

Assignments

Quality Assurance

Meters

Network Install

Field Test

Pole Inspection

Site Survey

Reporting

Project Summary

Project Import

Project Export

Work Order: 234987925

OLD METER NUMBER

24351255

FORM FACTOR

2S

CLASS

CL-200

VOLTAGE

240

SERVICE TYPE

Underground

SERVICE DESCRIPTION

Residential

OLD KW READING

39055

OLD KW READING

Comments

02-19-2019 8:03AM | DSMITHTOWN

Some random comment here that is intended to wrap to 2 lines.

02-19-2019 11:41AM | DSMITHTOWN

Some random comment here that is intended to wrap to 3 lines and expand the table cell now.

Cancel

ESCALATE

REJECT

APPROVE

8. Deployment Progress Tracking

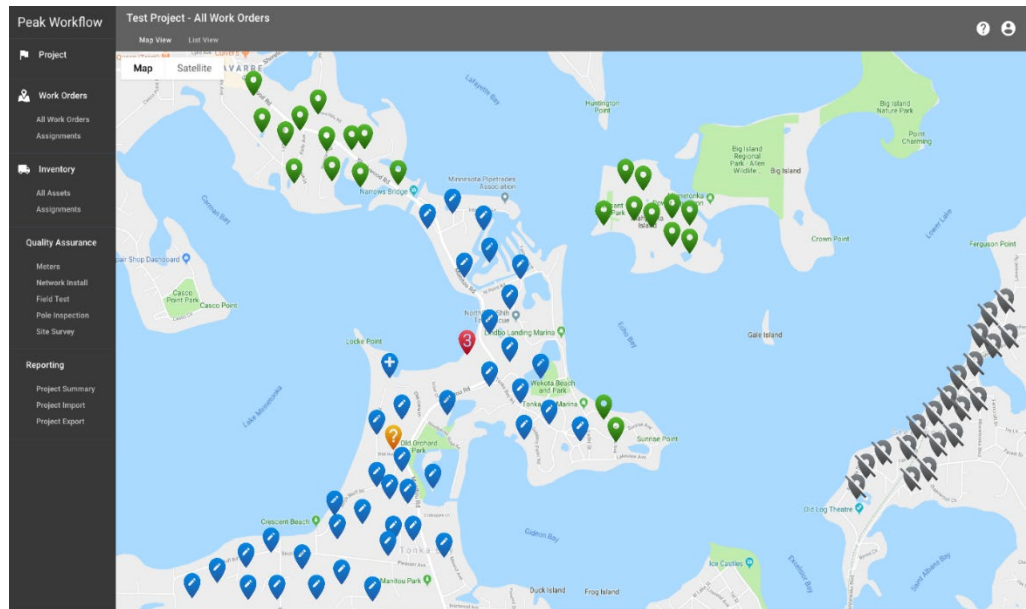
During the project onboarding process, Allegiant Utility Services will align with the City on the desired production schedule. Typically, this is based on cycle and route or substation and circuit depending on the utilities network infrastructure and other considerations. This can be focused on single geographic regions or multiple areas again determined in collaboration with the City.

Allegiant's WMS has two primary views for work order assignment: list view and map view. The same powerful filter and search functionality is available on both views. Filters include status, district, substation, circuit, cycle, route, book, user-defined groups, form factor, technician, and other custom filters. Search includes serial numbers, customer, account, address, and other fields. Filter and search

efficiently locate appropriate record set for analysis and assignment to skilled Technician.

Map views add capabilities to visualize by status including blackouts, district, substation, circuit, cycle, route and assignment. Further shapes can be drawn directly on filtered or unfiltered views on the map to make assignments or save a user-defined group for later quick reference. For example, a program manager may filter the map view down to a specific circuit or route and form factor, then use the geo-shape tools to split it into assignments across differently skilled Technicians.

- a. Updated daily
- b. Color coded to track completed and skipped meters.
- c. Organized by Technician and meter type



9. City Access

- a. Unlimited access to web portal included in base contract during the deployment.
- b. Secure login for each user
- c. Custom reporting

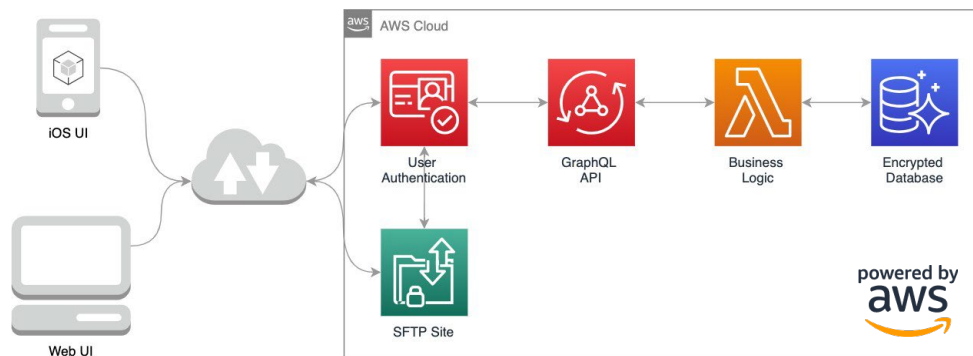
10. Application and Support

Allegiant's proprietary WMS, Peak Workflow, offers robust configuration to meet City's requirements. The City will have 24/7 access to the Peak Workflow web portal and related Mobile App. The City staff will be assigned various roles that allow access to appropriate features. The City Admin users will have the broadest access to the web portal with capabilities to view status, view planned progress and dashboards, assign work and inventory to Technician users and report all data. The City Viewer users will have access to the same views/reports as Admin's however, cannot affect change on the data. Technician users will have access to work order maps and data capture features within the Mobile App.

- a. Administration
 - i. areas including features like quality assurance, user management and multi-project reporting for an Account-level Admin will not be accessible.
- b. Support
 - i. Allegiant provides 24X7 support on the applications.
- c. Validations

- i. In field validation of every data entry ensures accurate information.
- ii. New meter numbers scanned for accuracy and compared to preloaded list of available meters.
- iii. Meter reading dates preloaded to allow City-defined blackout period.
- iv. Meters cannot be changed out during blackout period.
- v. Database post processing ensures data integrity and accurate billing.
- vi. Follow up reporting provided for meters not found in field, or inaccessible for change out after multiple efforts to access site.

11. High Level Security and Architecture



- Modern Technology Stack
- 99.9% Uptime
- Encrypted Web and Mobile access via SSL/TLS
- Data and file-level encryption
- Cloud infrastructure protected within Virtual Private Network
- Redundant backups and clustered database instances
- Allegiant hosted SFTP encrypted site for file sharing with a City secure set of credentials for an SFTP client

III. Customer Communication/Public Relations

With our many years of deployment experience across some the most diverse terrain we understand there will be access issues, customer challenges, and many other dynamics to manage in the field. A proactive communication strategy is key to a successful deployment. As an example, we will collaborate with The City to identify areas in your service territory that may have high sensitivity to the deployment activities. For these areas, Allegiant will be proactive in notifying the local law enforcement to give them a heads up, which will reduce the number of call outs they will have and help us manage the customers.

1. Call Center

- a. Inbound calls are staffed 24/7, outbound calls are daily 7:00 AM – 7:00 PM CT.
- b. #800 assigned to City's project
- c. IP-based platform support call forwarding to the City contacts
- d. Call Volume Reporting and Issue tracking
- e. Recording for calls and voicemail provided upon request

- f. Allegiant's call center is capable of warm call transfers as mutually agreed upon in the project planning via defined subject matters

2. Customer Communication and Literature

- a. Post Cards and Door Hangers
 - i. Work collaboratively with the City to design pre-installation postcards and post-installation door hangers that meet City's requirements.
 - ii. Support the City communication strategy for its customers.
- b. Meter Installation FAQ
 - i. Work collaboratively with the City to produce content that meet City's requirements.
 - ii. Suggest media options Allegiant has found successful.

3. Meter Installation Escalation Procedures:

- a. Tamper
 - i. In the event tampering is discovered at meter location the Technician will do the following:
 - 1. Notify the appointed City revenue protection contact.
 - 2. Notify the Allegiant Utility Services Project Manager.
 - 3. Standby onsite until a City representative arrives.
 - 4. Provide a statement if required.
 - 5. Take photo of the evidence
- b. In the event of an unsafe condition at the meter location the Technician will:
 - i. Notify the appointed City service contact.
 - ii. Notify the Allegiant Utility Services Project Manager.
 - iii. Stand by onsite until an Allegiant or City representative arrives.

4. Customer Claim

Allegiant has exchanged millions of meters over the years and customer service issues do arise. As a company charter, Allegiant uses lessons learned and continuous improvement to advance our service offerings.

Allegiant categorizes customer claim issues into two groups:

1: "Direct Cause" from the Technician visit to the property:

Some examples are turned a disconnected switch off and did not turn it back on resulting in spoiled food in refrigeration units; drove over or into something causing direct damage to property; damaged something around the meter socket while conducting the meter exchange. These types of issues are quickly resolved with the customer and are paid by Allegiant through either self-funding or our insurance company.

2: "Effect" Issues that arise because of the effect of changing the meter: Examples of these issues of this nature are: TV no longer works after the outage at the residents because of the meter exchange, No one answered the door when knocking and the meter was exchange and the residents lost work on a PC, garage door opener that was linked to the wireless router loses its IP connectivity and the customer does not know how to re-establish a link to the router.

These types of issues are resolved with the customer on a case-by-case basis. It is Allegiant's general position that we do not pay for any claim resulting from power outage due to the meter exchange.

Allegiant tracks all issues and claims in a Service Tracking system. This system allows Allegiant to manage all issues to closure and tracks our Service Level performance.

Allegiant will be responsible for resolving at Allegiant’s expense all claims as a result of “Direct Cause” damage by our Technician due to the meter exchange. Allegiant will include all incurred expenses of the City, should they be needed to resolve an Issue.

Allegiant commits to communicating with the customer for all issues/complaints within 24 hours of initial notification for corrective actions or proposed solutions.

IV. Project Management and City Support

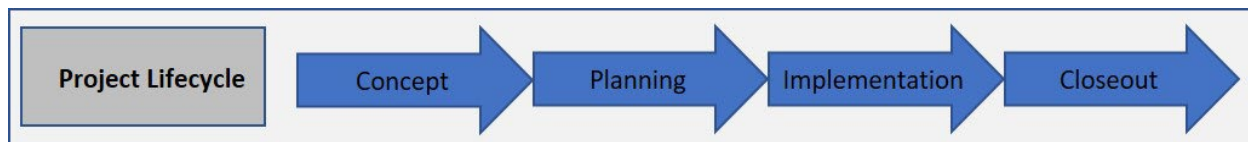
1. Project Management

Tentative High-Level Project Milestones

Project schedule is subject to Mutually agreed upon dates and additional City objectives & requirements as defined by the project.

- | | |
|--|-----|
| • Onsite Kick-off Meeting Milestone | TBD |
| ○ Objectives: | |
| ▪ Identify key players and work streams. | |
| ▪ Establish Timeline and Key Deliverables | |
| ▪ Establish work groups and follow up meetings. | |
| • Onsite Operational Review and Material Forecast | TBD |
| • Initial Data Exchange Milestone | TBD |
| • Data Validation Milestone | TBD |
| • WOM’s Training and Orientation Milestone | TBD |
| • WOM’s Workflow Testing Milestone | TBD |
| • Initial Deployment Area Start and Field Validation Milestone | TBD |
| • Full Deployment Startup Electric Meters | TBD |
| • Meter Installation Completion | TBD |
| • Project Completion | TBD |

2. Project Support for Concepting and Planning (1-2 Months)



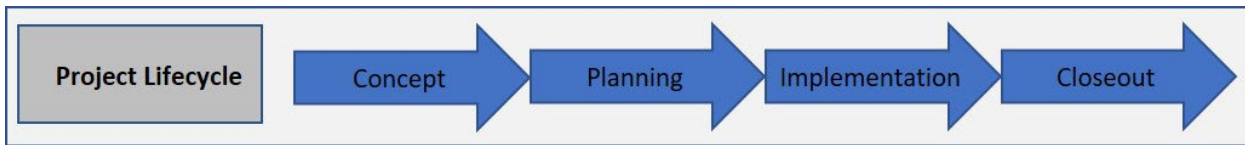
Project Team - Project Manager, IT, Metering, Stores and Logistics, Purchasing, Customer Service Representative, Marketing, Safety, Quality, and Smart Grid (AMI) Lead, AMI Vendor

Support Initiatives:

- Charter - Project Sponsor, Key Stakeholders, Project Team, Billing, District Leadership, Service Center Support for Make Safe & Tamper
- Project Plan – Project Team
- Implementation/Installation/Quality Team - Project Team, RF Infrastructure
 - District rollout plan
- Data Integration Team - Project Manager, IT, CSR/MSR, 3rd Party Billing
- Material Logistics Team - Project Team, Warehousing, District Leadership
- Customer Experience - Project Manager, Marketing, CSR/MSR, Billing

- Stakeholder updates - Project Team and Select Stakeholders

3. Project Support for Implementation and Closeout (20 Months)



Project Team - Project Manager, IT, Metering, Stores and Logistics, Purchasing, Customer Service Representative, Marketing, Safety, Quality, and Smart Grid (AMI) Lead, AMI Vendor

Support Initiatives:

- Implementation/Installation/Quality Team - Project Team, RF Infrastructure
 - Safety & Quality
 - Pre-deployment Plan for district rollout
 - District rollout plan
- Material Logistics Team - Project Team, Warehousing, District Leadership
- Customer Experience - Project Manager, Marketing, CSR/MSR, Billing
- Stakeholder updates - Project Team and Select Stakeholders

4. Allegiant Project Team

Position	Quantity	Responsibilities/Qualifications/Notes
Executive Lead	1	Allegiant's CEO will be directly responsible for the overall success of City's deployment.
Project Sponsor/Contract Manager	1	Allegiant's COO will be your project sponsor.
Project Managers/ Deployment Managers	1	Allegiant will assign an experienced project manager and deployment manager to coordinate execution of field assignments.
Meter Install Supervisors/ Lead Hands	1	Allegiant will have one experienced individual assign to manage the work crews. The individuals will have experience in running crews of similar size and scope.
Meter Installers	3	Allegiant will assign three seasoned technicians.
Trainers	1	Allegiant will assign a trainer to conduct training on any unique requirements specific to City.
Call Center Supervisors	1	Allegiant's individuals will be responsible for coordinating staff and working with City.
Call Center Representatives		Allegiant individuals will be combination of AmeriCall and Allegiant staff.
Health and Safety Manager	1	Allegiant's Director of Operations and Safety will be responsible for the overall program.

5. Project Charter and Project Plan

The City and Allegiant will work collaboratively to support the development of the Project Charter and Plan with a cross functional group of employees. Allegiant will look for support from the City in the following areas: Project Sponsor, Key Stakeholders, Project Management, Billing, IT, Metering, Service Center Support for Make Safe,

Stores and Logistics, Customer Service Representatives, Safety, Quality, Marketing, and Smart Grid (AMI) group. Only appropriate employee will be required to support each effort by discipline.

The kick-off meetings and Workshops on deployment planning activities will take place prior to the deployment ramp-up period. Workshop and meeting schedules and topics will be finalized and agreed-upon by the City during planning activities. The City will provide its appropriate policies and procedures.

6. City/AMI Vendor/Allegiant will mutually work on the following:

- Within Allegiant's project lifecycle define City/AMI Vendor specific project milestones.
- Define Unique City/AMI Vendor Requirements and Scope
- Organize the project into phases.
- Define desired project schedule including elements of the AMI system.
- Define City specific project deliverables within Allegiant's project timeline.
- Work from Allegiant's standard model to establish City project life cycle elements to drive a consistent process or methodology for conducting the work.
- Identify the stakeholders for communication on project status.
- Establish the City criteria for governance of Employees, Resources, Services, and work performed.
- Identify unique City elements for validity, correctness, and completeness of deliverables.
- Based upon Allegiant's SOP define the additional standards for monitoring and control.
- Identify additional City/AMI requirements to Allegiant's Quality & Safety standards.
- Define additional reporting metrics required based upon Allegiant's established: daily, weekly, and monthly reporting.
- Establish variance action plan for issues.
- Define the City escalation procedures for effective issue resolution.
- Establish the requirements to City's standards for a formal system of change control and change management.
- Establish the City/AMI Vendors resource plan to integrate with Allegiant's services.
- Work from Allegiant's meter exchange SOP to accommodate any City/AMI vendors requirements.
- Review and amend Allegiant's methods, expectations, procedures, and standards such that all work will be completed in compliance with policies.
- Mutually agree with all parties for oversight and instruction on City-specific work practices.
- Allegiant will work hand in hand with City to review and modify our communication protocols to align with City and their project objectives.
- Allegiant will work collaboratively with the City team to monitor progress and make the appropriate adjustments, achieving the overall deployment targets set for each week.
- Allegiant will conduct a Weekly meeting in support of the status of the project. Allegiant will manage and run the meeting.

7. The City is asked to support the following:

- Participate in the initial Work Order Management design setup, data collection and transfer processes which are key to successfully conducting bulk meter exchanges.
- Obtain Support of the Cayenta Representative to gain access to Cayenta PWF Interface for export and consumption of bulk meter data.
- Participate with the integration with Cayenta PWF Interface to generate a meter location file daily that can transfer data to Allegiant's Work Order system.
- Support the meter exchange data generated from Allegiant's Work Order management system up into Cayenta PWF Interface for a bulk meter exchange.
- Responsible for procuring all meters and other City-supplied hardware & equipment to Allegiant's primary warehouse location.

- Will follow-up with accounts that are documented and reported to be unreachable or un-installable.
- Provide a resource should the Installer identify any risks or issues.
- Support Key access for a given premises.
- Allegiant recommends maintaining a three-month rolling meter inventory. This provides sufficient meter stock for installation variability and delivery delays.

V. Quality Assurance

1. Quality Program overview

- Allegiant will conduct a 100% audit on all installations for the initial week of each meter category.
- Allegiant will conduct a random in-field sample audit of 2% of all installations throughout the project.
- Audit processes include the following:
 - Site visits
 - Picture reviews
 - Data validation
- Allegiant will conduct a 100% record and picture review of electric meters to validate old read, new serial number, Form, Class, Hot Socket, and Seal installation.

2. Return to Utility (RTU) Threshold

Allegiant will periodically issue work orders as RTU to the City as part of the installation services being conducted. If over 3% of all work orders worked result in RTU, not including any meters intentionally exchanged by the City staff, the City reserves the right to temporarily halt work and to reassess the RTU process, including developing a mitigation and change order plan with Allegiant.

3. In Field Audits

Allegiant Utility Services Leads are tasked with performing job observation surveys in the field. These job observations cover the various steps in the installation process both from a safety and quality perspective. There will be two main leads for the City project.

Allegiant's Leads will execute a "Spot It and Stop It" method for critical safety or quality issues identified during the job observation survey. The observer will follow up with the Technician after the completion of the task for minor efficiency or quality issues. Any quality issues will be corrected while on site. If the observed Technician is performing the job outside of the required process, the observer will make an immediate determination if the Technician can continue working without further retraining or stand down activities. Should the observer identify a gap in a process or requirements, the observer will submit a "Near Miss" report which results in Allegiant leadership becoming involved in the situation. If the failure is the result of the Technician who has been trained and re-trained, a determination of Technician's ability to remain on the project will be made by Allegiant's leadership.

4. Record Review

Throughout the day Allegiant conducts a 100% record review of completed work orders as the technician works their assignments. Records will be processed to support a minimum of one file delivery daily encompassing records completed the previous working day. No records will be allowed to move forward until any discrepancy has been resolved.

5. Installation Warranty

Allegiant will provide a 12-month warranty on installation craftsmanship based on installation date.

VI. Inventory, Warehouse, and Meter Testing

1. Warehousing

- a. Allegiant will be responsible for providing warehouse space that meets the following requirements:
 - i. Cubicle for warehouse associate and/or field lead
 - ii. Wi-Fi access
 - iii. Access to the bathroom
 - iv. Sheltered staging area for techs to load/unload their trucks to protect City assets.
 - v. Dedicated dumpster or area for broken-down cardboard
 - vi. Dedicated receptacle for old seals, rings, stretch wrap & trash
 - vii. Forklift to move meter pallets from storage area to staging area
 - viii. Pallet jack or pushcart
 - ix. Staging area in the warehouse for techs to drive/back trucks in to load/unload materials.

2. Inventorying

- a. Allegiant will receive Meter Manufacturing Files (MMF) from the City, or the City may opt to allow manufacturer to grant Allegiant access to the MMF directly, pending further workflow definition during implementation.
- b. Allegiant will land the inbound inventory and store the inventory in an impound location prior to lot acceptance testing.
- c. Upon lot acceptance from the City, Allegiant will release inventory for deployment to its technicians.
- d. Allegiant will deliver completed work orders to the City for reconciliation of meter inventory against its systems.
- e. The City reserves the right to extract as-needed quantities of meters from Allegiant's inventory during implementation.

3. Material Handling

- a. City issued keys and barrel lock tools will be tracked per technician.
- b. All meter inventory received by Allegiant will be secured in Allegiant's facility.
 - i. Receive and Log all New Meter Shipments
 - 1. Scan all pallets
 - 2. Physical Count
 - 3. Segregate by form and class
 - 4. Provide BOL and other supporting documentation to the City
 - 5. Register Inventory to an impounded status
- c. Timing
 - i. Technician will log new meter inventory received daily
 - ii. Reconcile installed meter with current new meter inventory weekly
- d. Technician will return old meters daily
 - i. Old meter serial numbers on outside of box
 - ii. Initials of tech and date on outside of box
- e. Old meters will be palletized and shrink-wrapped

4. Meter Disposal

- a. Allegiant will hold all removed meters for a quarantine period of at least 30 days. At the end of the quarantine period Allegiant will dispose of all old meters in a safe manner.

5. Meter Testing

- a. New Electric Meter Testing
 - i. Upon receipt of new electric meters, perform accuracy tests on a designated test pallet comprising 10% of the shipment, in accordance with ANSI standards
 - ii. Allegiant shall deliver the results of testing in an agreed-upon format to contain at least the meter serial and percentage accuracy at various test conditions
 - iii. The City may opt to defer or stop testing at their sole discretion throughout the project.

- b. Allegiant Utility Services will conduct a sample test on all incoming shipments of new electric meters for this project.
 - i. Test all form factors with the following criteria:
 - 1. 10 Spin Full Load
 - 2. 2 spin Light Load
 - 3. 2 spin Power Factor
 - ii. Test additional criteria on polyphase meters
 - 1. A Element Full Load (Unity Power Factor)
 - 2. B Element Full Load (Unity Power Factor)
 - 3. C Element Full Load (Unity Power Factor)
 - iii. Validate Faceplate
 - iv. Validate Meter Program & Metrology Version
 - v. Validate RF Radio Firmware and DCW
 - vi. Validate T-Seal.
 - vii. Electronic delivery of all test records
 - viii. Reseal all meters
 - ix. Rebox all meters
 - x. Provide pass/fail report per shipment.
 - xi. Test a minimum of a box of 4 meters per form factor for small quantities.
 - xii. Assume one week processing time from date sample meters arrive at Allegiant facility.

VII. Pricing Assumptions

General Pricing Assumptions

1. Assume net 30-day payment on completed work bi-monthly.
2. Assumes 20 Months of provided Facilities.
3. Location Data provided by the City will be accurate.
4. Allegiant will provide a 12-month warranty on installation craftsmanship based on installation date.
5. Assumes Work Order deployment can follow an adjacent meter to meter deployment.
6. The project mobilization is assumed for a onetime movement of the installation team for deployment. If demobilization occurs during the project due to reasons beyond Contractor's control (e.g., lack of materials and inventory, lack of data or account information), additional contingency fees may be assessed. These fees are only applicable to be assessed for additional cost of demobilization and remobilization occurring after the start of the project.
7. If Allegiant is forced to demobilize due to lack of inventory which delays the program, Allegiant will invoice additional costs for facilities on a month for month basis.
8. Any specific requirements not covered under this Exhibit will be reviewed, any additional costs will be a mutually agreed upon change order or revision to the proposal.
9. Allegiant will make three attempts per meter before 3 striking.
10. Allegiant will not charge for 3 strike meter exchange.

11. Standby times of 45 minutes for make safe events are included.
12. Meter or endpoint installation unit pricing Includes all labor, tools, vehicles, & fuel.
13. Meter installation unit pricing is for standard meter installation assuming meters are "Like for Like" for normal installations, exclusive of repairs to or modification or replacement of service lines, meter boxes.
14. Any badging requirements will be done prior to the start of the project provided by Allegiant.
15. The City will provide Allegiant safe access, including keys and gate codes (gated communities) to all City accessed locations.
16. Work will not be performed at locations where it is reasonable that damage may occur to customer's property. These locations will be considered an RTU.
17. Allegiant will not be responsible for replacing meters that are obstructed by landscape or excessive tree/plant roots in the boxes, unless otherwise authorized to conduct box replacements. These locations will be considered an RTU.
18. Allegiant will have company branded vehicles. It is understood that the City will provide logoed signage to Allegiant.
19. Work provided by Allegiant will not be prevailing wage or Union.

City of High Point, NC
Installation Services

Item/Service	Quantity	Unit Price	Extended Price	Notes/Comments
Professional Services (add other line items as necessary)				
Mobilization	1	\$ 2,500.00	\$ 2,500.00	
Flat File Exchange Set-Up	1	\$ 6,500.00	\$ 6,500.00	
Project Management	1	\$ 9,800.00	\$ 9,800.00	
Call Center	1	\$ 4,800.00	\$ 4,800.00	
Travel and Expenses			\$ -	
Performance Bond	1	\$ 23,265.00	\$ 23,265.00	
Item 7			\$ -	
Subtotal			\$ 46,865.00	
Facilities (add other line items as necessary)				
Storage & Equipment Warehousing	20	\$ 3,652.00	\$ 73,040.00	
Office Space and Facilities	20	\$ 1,000.00	\$ 20,000.00	
Heavy Equipment (forklifts, etc.)	20	\$ 1,100.00	\$ 22,000.00	
Storage Containers			\$ -	
Restroom Facilities			\$ -	
Additional Insurance	20	\$ 200.00	\$ 4,000.00	
Item 7			\$ -	
Subtotal			\$ 119,040.00	
Meter Replacement Installation				
Electric Meter Replacements	Quantities are estimate.			
2S CL200 240V	37,960	\$ 19.32	\$ 733,387.20	
2S CL200 240V Demand	716	\$ 19.32	\$ 13,833.12	
2S CL320 240V Demand	152	\$ 19.32	\$ 2,936.64	
12S CL200 120V / 480V	246	\$ 26.89	\$ 6,614.94	
16S CL320 120V / 480V	1,346	\$ 26.89	\$ 36,193.94	
			\$ -	
Subtotal	40,420		\$ 792,965.84	
Other Fees (add other line items as necessary)				
Quantities are estimate.				
New Electric Meter Accuracy (Acceptance) Testing	4,000	\$ 7.68	\$ 30,720.00	
Overhead/Underground Data Capture	40,420	\$ 0.50	\$ 20,210.00	
Item 3				
Item 4				
Item 5			\$ -	
Subtotal			\$ 50,930.00	
Total Installation Cost			\$ 1,009,800.84	
Optional Work (add other line items as necessary)				
Electric Work				
A-Base Conversion	1	\$ 88.35	\$ 88.35	
K-Base Conversion	1	\$ 68.12	\$ 68.12	

BID RECOMMENDATION

DEPARTMENT **Customer Service**

COUNCIL AGENDA DATE: **6/3/2024**

BID NO.: **17-011024**

CONTRACT NO.:

DATE OPEN: **1/11/2024**

DESCRIPTION:

The city is currently making a strategic upgrade to its Utility services through the implementation of Advanced Metering Infrastructure (AMI). This comprehensive initiative entails the systematic replacement of all electric meters within the city's electrical grid. To ensure the project's success and adherence to the projected timeline, Allegiant has been selected as the vendor of choice. Leveraging Allegiant's extensive experience in meter installations, the city is poised to efficiently complete the AMI deployment, enhancing service delivery and operational efficiency.

PURPOSE:

The purpose of hiring a Meter Installation Vendor (MIV) for AMI is to ensure efficient inventory management and deployment of City-owned meters, utilizing the contractor's expertise in logistics and warehousing. This partnership aims to achieve comprehensive installation and service excellence, adhering to strict safety standards while proactively addressing on-site issues and validating installation integrity.

COMMENTS:

RECOMMEND AWARD TO: **Allegiant**

AMOUNT: **1,009,800.84**

JUSTIFICATION:

Choosing Allegiant as the Meter Installation Vendor (MIV) is justified for several compelling reasons: Quality, reliability, and cost effectiveness.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631001001905	40202	1,009,800.84
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Jeremy Coble** Digitally signed by Jeremy Coble
Date: 2024.05.16 09:35:34 -04'00' DATE: **5/16/23**

The Purchasing Division concurs with recommendation submitted by the **Customer Service** and recommends
award to the lowest responsible, responsive bidder **Allegiant** in the amount of **\$1,009,800.84**

PURCHASING
MANAGER: **Candy E. Harmon** Digitally signed by Candy E. Harmon
Date: 2024.05.16 11:14:28 -04'00' DATE: **5/16/2024**

Approved for Submission to
Council

FINANCIAL SERVICES DIRECTOR: **Bobby Fitzjohn** Digitally signed by Bobby Fitzjohn
Date: 2024.05.23 08:12:32 -04'00' DATE: **5/23/24**

CITY MANAGER:

(For City Council Approval Only)

DATE:

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

BE IT ORDAINED BY THE CITY OF HIGH POINT, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for the High Point International Home Furnishings Market Authority Corporation for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

(1) That for said fiscal year there is hereby appropriated out of the SHOWROOM AND OCCUPANCY TAX FUND for allocation to the High Point International Home Furnishings Market Authority Corporation, the sum of:
\$ 3,225,000

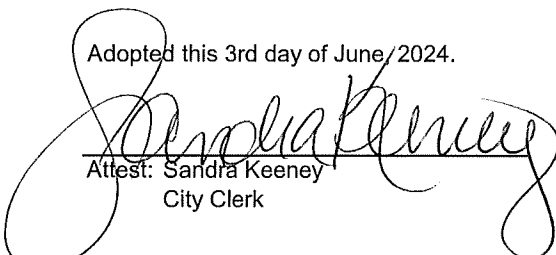
Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2024 and ending June 30, 2025:

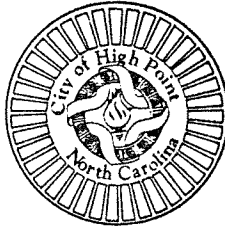
Showroom and Occupancy Tax Fund	
Room Occupancy Tax	\$ 525,000
Licenses and Permits	1,700,000
Transfer from Water-Sewer Fund	50,000
Transfer from Electric Fund	950,000
Total Revenues and Other Financing Sources	\$ <u>3,225,000</u>

Section 3. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 4. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2024.


Attest: Sandra Keeney
City Clerk



CITY OF HIGH POINT

AGENDA ITEM



TITLE: Water Supply Protection– Professional Engineering Services Tetra Tech	
FROM: Robby Stone – Public Services Director Derrick Boone – Asst. Public Services Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: Master Agreement - Task Order
ATTACHMENTS: Scope of Services	

PURPOSE: To approve a Task Order with Tetra Tech for the Professional Engineering Services to perform Phase 3 of the IWAF (Integrated Watershed Assessment Framework Implementation) for Water Supply Protection. The city has a Master Agreement for Professional Services with Tetra Tech.

BACKGROUND: The City of High Point is responsible to its citizens and businesses for managing water quantity and quality while maintaining compliance with state and federal regulations. This involves managing stormwater runoff, treating wastewater, protecting water quality, providing water supply for drinking water and a recreational destination for people interested in boating, fishing, golfing, camping, and other outdoor activities.

Phase 1 was started in July 2020 and the city team established goals of assessment across the departments, specified objectives under each goal, identified water quantity and water quality indicators related to each objective.

Phase 2 of the project was started in April 2021 and included the construction of watershed models for Arnold Koonce City Lake and Oak Hollow Reservoir that are linked to the watershed model to support watershed and water supply protection management planning in the city. Phase 2 also included a Future Condition Analysis Integrated Watershed Assessment Framework (IWAF) Model Application that allows City staff to predict potential future impacts under current management programs and policies, and guide decisions for modifying those programs as needed.

Phase 3 will involve application and maintenance of the IWAF. Experts will apply the watershed, lake, stormwater, and flood assessment models as directed to support City planning and operations. Tetra Tech will work closely with the City team to outline applications to support their CIP planning and implementation operations.

BUDGET IMPACT: Funds for this project are available in the FY 2023-2024 budget.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends approval and asks for the Council to award a Task Order for Professional Engineering Services to Tetra Tech in the amount of \$150,000 and authorize appropriate city staff to execute all necessary documents.



Phase 3, Integrated Watershed Assessment Framework (IWAF) Project – Scope of Work for IWAF Implementation for Water Supply Protection

April 26, 2024

TO BE PERFORMED FOR

City of High Point

Public Services
211 S Hamilton Street
High Point, NC 27260

BY

Tetra Tech Engineering P.C.

1 Park Drive, Suite 200
P.O. Box 14409
RTP, NC 27709

P +1-919-485-2058

F +1-919-485-8280

tetrattech.com

EXECUTIVE SUMMARY

This Scope of Work supports implementation of the recently completed Integrated Watershed Assessment Framework (IWAF) co-designed by a team of City staff and Tetra Tech to meet multiple program needs for water-related project planning and program compliance. The IWAF design (Phase 1 of the project) was completed in March 2021 with completion of the IWAF Goals document and IWAF Model Development Plan. IWAF Phase 2 model development was initiated in April 2021 and was completed in March 2024. Under Phase 2, Tetra Tech developed Hydrological Simulation Program Fortran (HSPF) watershed models for the entire City Planning Area and watersheds draining to it. The team then completed development of CE-QUAL-W2 lake models for City Lake and Oak Hollow Lake, integrating them with the HSPF watershed models. As the final step under Phase 2, Tetra Tech set up a pilot stormwater and flood modeling system for the Richland Creek watershed using the PCSWMM model for stormwater impact analysis and the Hydrologic Engineering Center River Analysis Package (HEC-RAS) for flood risk assessment.

In addition to model development, IWAF Phase 2 work included an initial Baseline Analysis intended to be a starting point for future water-related planning by City programs. For the analysis, Tetra Tech developed a future land use/cover and climate scenario for the years 2040 to 2060 for the IWAF linked watershed-lake modeling system. The results from modeling this future condition scenario were compared with historical modeling results for the years 2000 through 2020 (referred to as hindcast conditions) using the same global climate model scenario to provide an indication of the potential relative change in hydrology and water quality throughout the City planning area's watersheds and two primary water supply lakes, Oak Hollow Lake and City Lake. The comparison provides preliminary information for the City to consider regarding potential impacts of future land use and climate change in its water-related management planning and program decision-making. As such, the results represent a starting point or baseline to enable City staff to begin planning how to prepare for or adapt to potential future impacts and guide decisions for modifying their programs as needed for elements including water supply protection, stormwater and flood management, comprehensive planning and ordinances for new development or redevelopment, and parks restoration project planning as outlined in the goals established during Phase 1 of the project.

This Scope of Work begins Phase 3 as originally outlined for the IWAF. Phase 3 will involve application and maintenance of the IWAF building on the investment already made by the City of High Point. Experts will apply the watershed, lake, stormwater and flood assessment models as directed to support City planning and operations. Tetra Tech will work closely with the City team of program managers to outline applications to support their CIP planning and implementation operations.

The cost for this initial phase IWAF implementation is \$150,000 with anticipated completion between 12 and 18 months depending on City needs.

1.0 SCOPE OF WORK

The purpose of this Scope of Work (SOW) is to support the City team in implementing the recently developed Integrated Watershed Assessment Framework (IWAF). Specific applications will be developed in consultation with City team members under the direction of the Public Services Department. Initially, efforts are anticipated to support the City's Comprehensive Plan development process, parks facility protection, stormwater and flood management, and water supply watershed protection planning. These applications are outlined generally below but are subject to refinement with the City team to provide the best value to the City.

1.1 WATER SUPPLY WATERSHED PROTECTION PLANNING

The City maintains a Water Supply Source Water Protection Plan for its primary and backup water supplies. Previous water supply protection planning work has focused on areas in close proximity to the City's primary water supply lakes, Oak Hollow Lake and City Lake (2017 Draft Watershed Plan Update, Tetra Tech). Completion of the IWAF linked watershed and lakes modeling system provides the City with the ability to consider the impacts from all sources within each lake's respective watershed drainage area. The recently completed Baseline Analysis indicates that the lakes may experience additional water quality degradation in the future if additional management measures are not put in place to mitigate those impacts.

The Baseline Analysis modeling predicts total flow increases to the High Point water supply lakes to increase between approximately 20 percent and 60 percent for extreme storm events that occur less than or equal to 5 percent of the time. Consequently, the quality of both streamflow and lake water was predicted to decrease due to larger sediment and nutrient loads originated from changed land use for projected future conditions, such as additional lawns, parking lots, and other impervious surfaces. Increased nutrient loads, coupled with warmer air and water temperatures, are predicted to accelerate biochemical processes like algae growth in the lakes. This could lead to a degradation of the water quality conditions in the lakes if mitigation measures are not implemented in a timely manner. Similarly, higher concentration of suspended particles, such as TSS and TN, could cause changes in the color and odor of lake water and result in elevated water treatment costs without further preventive management action. This degradation can affect the City's capacity to provide clean and safe water reliably to its residents and businesses cost-effectively.

Although the Baseline Analysis results are not 100 percent certain, they are meant to provide a baseline level of understanding for the City of High Point to consider in its management decision-making. Where potential threats to community well-being are indicated, the City may want to modify its program operations, consider changes to its local ordinances and policies, and invest in capital improvement projects that will help to mitigate negative impacts. The latter includes accounting for future conditions in infrastructure designs that the City is now considering or will consider in the near future to make sure that they are resilient to projected future extreme events. These and other considerations can now be better addressed in an updated water supply watershed protection plan.

Under this task, Tetra Tech will work with Public Services staff and other City program staff as needed to determine next steps in evaluating watershed protection options for consideration in its City ordinances, Comprehensive Plan, and various program operations. The IWAF modeling system can be used as appropriate to simulate hydrologic and water quality response to proposed alternatives to inform future plan and CIP decision-making. Results will be provided in graphic and written form for reference by the City. In some cases, the City may want to conduct further analyses focused on specific issues to further define a preferred path forward. The IWAF can support additional planning and complement other planning and design methods used by the City.

1.1.1 HP2045 Comprehensive Plan analysis

The objective of this task is to assist the City Planning Department and Public Services in evaluating the impact of City Planning and Zoning Commission's recommended HP2045 Comprehensive Plan on the hydrology and water quality of the City's watersheds and lakes. Tetra Tech will work with the City and its planning consultant to develop a modeling scenario to represent the Comprehensive Plan features and run the linked watershed and lakes modeling component of the IWAF. Results will be compared to the baseline analysis results to see the extent that the Plan currently helps mitigate projected hydrology and water quality impacts or potentially requires additional management support to protect the City's water supplies.

Deliverables

Modeling results will be provided in both graphic (PowerPoint) and written form (technical memorandum) for reference by the City.

1.1.2 Water Supply Protection Options Development and Evaluation

Based on the results of the subtask 1.1.1 analysis, Tetra Tech will work with the City Team to identify measures to protect the City's water supplies. We anticipate this to include measures that the City can take on its properties within the water supply watersheds (including revisiting the recommendations drafted in 2017) and broader measures that may be beneficial throughout the watershed or in identified zones of interest. The modeling results will first be used to identify primary sources of concern and their locations. Tetra Tech will then work with the City Team (and other stakeholders as the City directs) in a workshop setting to identify potential management measures for preliminary consideration.

Tetra Tech will use the IWAF models and supplemental tools to predict the relative effectiveness of measures in protecting the water supply while also considering their economic, social, and overall environmental implications. Results will be documented to inform the City Team who will then be asked to prioritize management measures to include in an updated watershed management plan. Team members will be asked to help establish the criteria for prioritizing, and then to rate the measures for relative importance according to those criteria.

Deliverables

- a) Workshop materials identifying primary sources of concern and their location regarding threats to water supply protection, and summarizing relative protection from existing management measures
- b) Facilitated workshop to identify potential management measures
- c) Technical memorandum and PowerPoint presentation summarizing the relative effectiveness of the various management options
- d) Facilitated City Team meeting to establish and apply criteria for prioritizing management measures to include in an updated Water Supply Watershed Protection Plan

1.1.3 Water Supply Watershed Protection Plan Update

Using the results of subtask 1.1.2 management evaluation and prioritization, Tetra Tech will prepare an updated Water Supply Watershed Protection Plan for the City of High Point. Materials from the draft phase 1 update will be reviewed for relevance and incorporated as endorsed by the City Team. That information will be expanded upon to address the full watershed-scale incorporating the prioritized items. A draft version will be prepared for the City Team, reviewed together, and refined for submittal to the City Manager's office and potential consideration of the City Board. It is assumed that the City Council will want public input on the proposed update before considering endorsement of the plan. Tetra Tech will

support the City in presenting the plan to the Council and public, evaluating input received, and presenting a refined version to the Council for approval.

Deliverables

- a) Proposed outline for Plan update for City Team review
- b) City Team meeting to refine the Plan outline
- c) Draft Water Supply Watershed Protection Plan for City Team review
- d) City Team meeting to refine the draft Plan
- e) Presentation (PowerPoint) for City Council and public draft Plan review
- f) City Council and public meeting support
- g) City Team meeting to refine draft Plan to address Council and public input
- h) Final Water Supply Watershed Protection Plan for City Team review
- i) Presentation (PowerPoint) for City Team and City Council on final Plan

1.2 PROJECT MANAGEMENT AND COORDINATION WITH THE CITY

Tetra Tech will coordinate with the City of High Point to manage this contract and plan work under its provisions. This includes corresponding with City staff, planning work, estimating level of effort, tracking accounting, preparing work summaries to accompany billing invoices which will be submitted no more than monthly.

Deliverables

- a) Monthly invoices and progress reports
- b) Periodic calls and emails regarding contract and project management on an as needed basis and as allowed for with project resources

2.0 PROPOSED BUDGET

The proposed budget for this SOW is \$150,000. The amount represents a total not-to-exceed value without written approval from City contract manager. It is anticipated this will cover IWAF implementation assistance for approximately 12 – 18 months. Billing will be based on the following staff and rates as outlined in the master services contract for Tetra Tech with the City.

Time and Material rates for proposed staff (per Master Services Agreement)

Person	Role	Billing Category	Yr 2 (\$/hr)
1. Trevor Clements	PM/Principal Planner	Principal Contract Manager	212
2. Holly Miller, PE	Principal in Charge	Executive Management	238
3. Jonathan Smith, PE	Senior Design Engineer	Senior SW Engineer	220
4. Hillary Yonce, PH	Senior Scientist	Senior Scientist	192
5. Stephanie MacDurmon, PE	Senior Stormwater Engineer	Senior SW Engineer	184
6. Afshin Shabani	CE-QUAL-W2 Modeling	Project Engineer	158
7. Bobby Tucker	PCSWMM Modeling	Project SW Engineer	156
8. Dylan Owen	Waters Resources Eng'g	Project WR Engineer	150
9. Jon Butcher	Sr Modeling QAQC	Consulting Engineer	146
10. Maddie Keefer	HSPF Modeling	Project Engineer	144
11. Le'An Parker	Contract Administration	Contract Administration	132
12. Ellie Kremer	Science & Engineering	Staff Engineer	121
13. Will Hicks	Engineering & Modeling	Staff Engineer	115
14. Christina Buxton	Editor/Technician	Editor/Technician	115

Other direct costs (local travel, equipment/supplies) will be billed at cost plus 15% fee

3.0 SCHEDULE

Work schedules for efforts under any of the SOW tasks will be established with the City team dependent on the priorities of the City, subject to approval of the Public Services Department overseeing this work.

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Request to Retire and Sell K-9 Lumin	
FROM: C. H. Cheeks, III, Interim Chief of Police	MEETING DATE: June 3, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Photo Resolution	

PURPOSE: To request approval to retire (declare surplus) the High Point Police Department's K-9 Lumin.

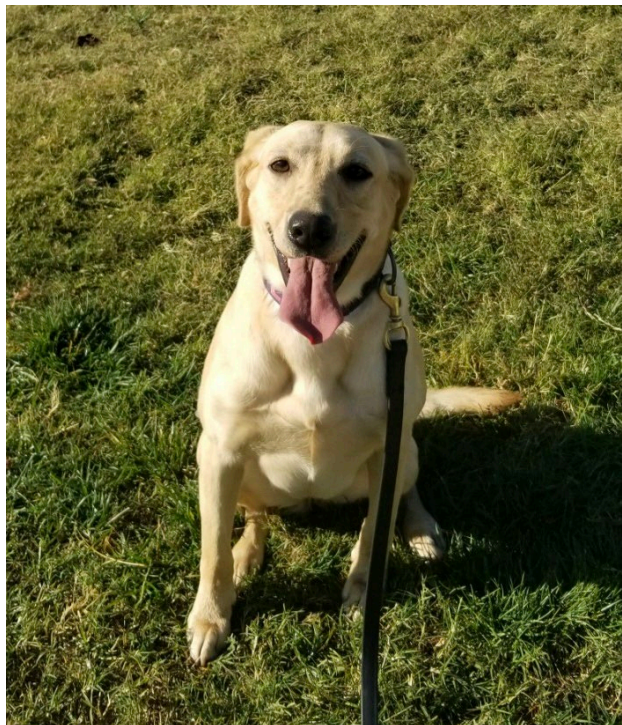
BACKGROUND: The High Point Police Department purchased Canine Lumin from K2, NC, in February 2023 for \$9,000. Lumin was purchased to maintain the appropriate level of the K-9 Unit's working animals. K-9 Lumin served as a single-purpose narcotic canine from February 2023 until May 2024. Lumin, who is a Labrador, has developed severe anxiety while attempting to execute her duties as a single-purpose narcotics canine. Multiple weeks were spent by the Police Department supervisor/trainer along with another police department trainer, working with Lumin to resolve this issue. Due to the lack of progress, it has been recommended by the Police Department Supervisor/Trainer to retire Lumin.

BUDGET IMPACT: Detective Josh Wolfe, who is Lumin's handler, has agreed to purchase retired K-9 Lumin from the City of High Point for \$1.00 and upon accepting custody of the dog, will assume all liability and responsibility for the animal's care for the remainder of its life. With the possibility of K-9 Lumin retiring, the Department will purchase a replacement K-9 for an estimated \$13,500 in FY 24 with General Budget Funds identified within the Support Services Division's budget.

RECOMMENDATION/ACTION REQUESTED: The Police Department requests that K-9 Lumin be declared surplus property and for City Council to authorize the purchase of K-9 Lumin by Detective Josh Wolfe.



CITY OF HIGH POINT
AGENDA ITEM



**RESOLUTION AUTHORIZING THE SALE OF
RETIRED K-9 LUMIN**

WHEREAS, the City Council for the City of High Point finds that Police K-9 Lumin can no longer perform as required for her job and has received a recommendation from the High Point Police Department K-9 Supervisor that Lumin be retired; and

WHEREAS, N.C.G.S. 160A-266(d) permits the City Council to authorize the disposition of personal property that is without value; and

WHEREAS, Officer Josh Wolfe has agreed to purchase retired K-9 Lumin from the City of High Point in the amount of \$1.00 and upon accepting custody of the dog will assume all liability and responsibility for the care of the animal for the remainder of its life.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of High Point authorizes the purchase of K-9 Lumin by Detective Josh Wolfe for \$1.00 effective June 3, 2024.

Adopted: _____

Seal

Cyril Jefferson, Mayor

Sandra Keeney, City Clerk

**RESOLUTION AUTHORIZING THE SALE OF
RETIRED K-9 LUMIN**

WHEREAS, the City Council for the City of High Point finds that Police K-9 Lumin can no longer perform as required for her job and has received a recommendation from the High Point Police Department K-9 Supervisor that Lumin be retired; and

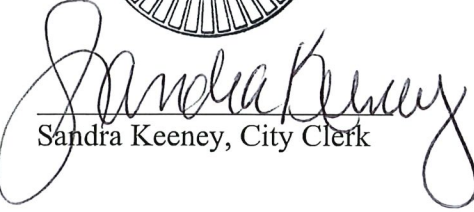
WHEREAS, N.C.G.S. 160A-266(d) permits the City Council to authorize the disposition of personal property that is without value; and

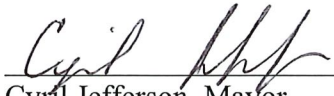
WHEREAS, Officer Josh Wolfe has agreed to purchase retired K-9 Lumin from the City of High Point in the amount of \$1.00 and upon accepting custody of the dog will assume all liability and responsibility for the care of the animal for the remainder of its life.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of High Point authorizes the purchase of K-9 Lumin by Detective Josh Wolfe for \$1.00 effective June 3, 2024.

Adopted: June 3, 2024




Sandra Keeney, City Clerk


Cyril Jefferson, Mayor

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

BE IT ORDAINED BY THE CITY OF HIGH POINT, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

(1) That for said fiscal year there is hereby appropriated out of the SHOWROOM AND OCCUPANCY TAX FUND for allocation to High Point Convention and Visitors Bureau, Inc. and transfer to the General Debt Service Fund the following:

High Point Convention and Visitors Bureau, Inc.	\$ 2,286,000
Transfer to General Debt Service Fund	<u>250,000</u>
	<u>\$ 2,536,000</u>

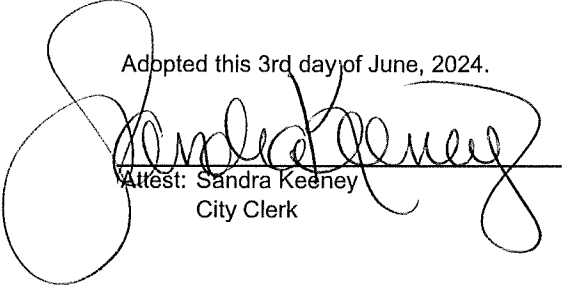
Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2024 and ending June 30, 2025:

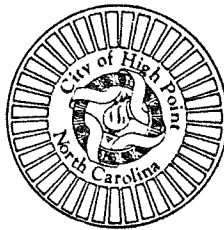
Showroom and Occupancy Tax Fund	
Room Occupancy Tax	\$ <u>2,536,000</u>
Total Revenues and Other Financing Sources	<u>\$ 2,536,000</u>

Section 3. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 4. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2024.


Attest: Sandra Keeney
City Clerk



CITY OF HIGH POINT

AGENDA ITEM



TITLE: Transit Grants – Budget Ordinance Amendment	
FROM: Stephen Hawryluk, Budget and Performance Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Budget Ordinance Amendment	

PURPOSE: To appropriate federal grant dollars awarded for Transit.

BACKGROUND: The High Point mass transit system is awarded state and federal grants on an annual basis. Last year, an additional \$408,033 in federal funds was awarded compared to the budget estimate.

The proposed budget amendment appropriates these funds, which will be utilized for parking lot repairs and paratransit scheduling and dispatching software.

BUDGET IMPACT: There is no local budget impact. These are 100% federal funds.

RECOMMENDATION/ACTION REQUESTED: The Budget and Evaluation Department recommends and requests that the City Council approve the budget ordinance amendment for Transit.



“AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FEDERAL GRANT FUNDS FOR TRANSIT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The proposed amendment appropriates additional federal grant funds for transit totaling \$408,033. The funds will be utilized for parking lot repairs and paratransit scheduling and dispatching software.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the following Mass Transit Fund revenues be amended as follows:

Federal Grants	\$408,033
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(B) That the following Mass Transit Fund expenditures be amended as follows:

Operating Expenses	\$408,033
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Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted by High Point City Council, this the 3rd day of June 2024

Cyril Jefferson, Mayor

ATTEST

Sandra Keeney, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Approval of FY 2024-2025 High Point Convention and Visitors Bureau, Inc. (Visit High Point) Budget	
FROM: Stephen Hawryluk, Budget and Performance Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: Yes	ADVERTISED DATE/BY: May 7, 2024/High Point Enterprise
ATTACHMENTS: High Point Convention and Visitors Bureau, Inc. Budget FY 2024-2025 Annual Budget Ordinance – High Point Convention and Visitors Bureau, Inc.	

PURPOSE: To approve the FY 2024-2025 High Point Convention and Visitors Bureau, Inc. (Visit High Point) budget and consideration of an ordinance to adopt the FY 2024-2025 annual budget ordinance for High Point Convention and Visitors Bureau, Inc. (Visit High Point).

BACKGROUND: High Point Convention and Visitors Bureau, Inc. (Visit High Point) requests that the City Council approve its budget on an annual basis.

Staff from High Point Convention and Visitors Bureau, Inc. (Visit High Point) presented information on their proposed budget at the May 22, 2024 Budget Work Session.

BUDGET IMPACT: N/A

RECOMMENDATION/ACTION REQUESTED: Staff recommends and asks the City Council to approve the FY 2024-2025 High Point Convention and Visitors Bureau, Inc. (Visit High Point) budget and adopt the FY 2024-2025 Annual Budget Ordinance for High Point Convention and Visitors Bureau, Inc. (Visit High Point).



VISIT HIGH POINT BUDGET

<u>No.</u>	<u>ITEM</u>	<u>FY 23-24</u> <u>Budget</u> <u>APPROVED</u> <u>7/1/2023</u>	<u>FY 23-24</u> <u>Budget</u> <u>AMENDED</u> <u>3/20/24</u>	<u>FY 24-25</u> <u>PROPOSED</u> <u>Budget 7/1/2024</u>	<u>FY 24-25</u> <u>Amt Change</u> <u>from Amended</u> <u>FY 23-24</u>	<u>FY 24-25</u> <u>% Change</u>
<u>INCOME</u>						
<u>OCCUPANCY TAX COLLECTION</u>						
4101.0	Transient Occupancy Tax	2,212,440	2,279,186	2,300,000	20,814	1
	<i>City of High Point's allocation earmarked for Stadium debt (Year 7) FY 24-25</i>					
<u>OTHER INCOME</u>						
4102.0	Interest Income	33,190	35,000	15,000	(20,000)	-57
4104.0	Rental Income - Tennants	41,560	23,600	62,100	38,500	163
4105.0	Reserve Designated Projects/Move	135,000	1,052,300	-	(1,052,300)	-100
4106.0	Sponsorship Revenue Earmarked for 501 c 3 Foundation Tourism Development	30,000	30,000	30,000	-	0
4107.0	Regional Preferred Member Revenue for Marketing	500	2,250	2,250	-	0
4108.0	Reserve Designated Sponsorship from Destination Development Grants	50,000	50,000		(50,000)	-100
4109.0	ARPA Grant			200,000		
4110.0	Rental Income - Equipment/Furnishings	-	-	10,200	10,200	0
4111.0	Event Income			160,000	160,000	0
TOTAL BUDGET		2,502,690	3,472,336	2,779,550	(892,786)	-20
	Total Restricted Income for 15% specific tourism related projects	81,870	91,878	92,900	1,022	1
	Total Restricted Income for Move Upfit		1,052,300	-	(1,052,300)	-100
INCOME		2,420,820	2,328,158	2,686,650	158,492	15
<u>EXPENSES</u>						
<u>ADMINISTRATIVE EXPENSES</u>						
5201.0	Salaries (8 full-time staff positions)	562,775	538,630	613,450	74,820	14
5202.0	Retirement (5% contribution)	30,000	26,179	31,150	4,971	19

<u>No.</u>	<u>ITEM</u>	<u>FY 23-24</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 24-25</u>	<u>FY 24-25</u>
		<u>Budget</u>	<u>Budget</u>		<u>Amt Change</u>	
		<u>APPROVED</u>	<u>AMENDED</u>	<u>PROPOSED</u>	<u>from Amended</u>	<u>% Change</u>
		<u>7/1/2023</u>	<u>3/20/24</u>	<u>Budget 7/1/2024</u>	<u>FY 23-24</u>	
5203.0	Life/Hosp/Dent. Ins.	78,200	71,796	90,000	18,204	25
5204.0	Soc. Security	42,700	42,904	43,000	96	0
5205.0	Unemployment Ins.	1,130	740	1,150	410	55
ADMINISTRATIVE EXPENSES TOTAL		714,805	680,249	778,750	98,501	14
OPERATING EXPENSES						
5301.0	Memberships/Subscriptions	3,900	4,844	4,300	(544)	-11
5302.0	Admin Travel/Meetings/Convention/PR	19,000	13,242	13,500	258	2
5303.0	General & Administrative Operations	234,400	223,470	201,228	(22,242)	-10
5304.0	Postage/General	2,000	2,000	2,000	-	0
5306.0	Telephone	17,500	20,110	10,000	(10,110)	-50
5307.0	Rent/Utilities	152,042	143,800	246,582	102,782	71
5308.0	Comm/Board Expenses	14,000	14,000	17,760	3,760	27
5309.0	Equipment	13,800	13,800	17,800	4,000	29
OPERATING EXPENSES TOTAL		456,642	435,266	513,170	77,904	18
5401.0	Direct Group Booking Advertising	3,500	2,650	3,500	850	32
5402.0	Convention Services	206,442	231,142	222,563	(8,579)	-4
5402.1	Convention Services, Registrars, etc.	16,442	23,642	14,063	(9,579)	-41
5402.5	Event Booking Incentives	40,000	48,500	52,000	3,500	7
5402.7	HP Market Authority	150,000	150,000	150,000	-	0
5402.8	Partner Programming	-	-	1,500	1,500	0
5402.9	Special Services/Assessments	-	9,000	5,000	(4,000)	-44
5403.0	Entertainment	525	525	500	(25)	-5
5404.0	Literature/Printing	29,200	29,695	32,640	2,945	10

<u>No.</u>	<u>ITEM</u>	<u>FY 23-24</u> <u>Budget</u> <u>APPROVED</u> <u>7/1/2023</u>	<u>FY 23-24</u> <u>Budget</u> <u>AMENDED</u> <u>3/20/24</u>	<u>FY 24-25</u> <u>PROPOSED</u> <u>Budget 7/1/2024</u>	<u>FY 24-25</u> <u>Amt Change</u> <u>from Amended</u> <u>FY 23-24</u>	<u>FY 24-25</u> <u>% Change</u>
5405.0	Memberships - Convention	7,665	7,665	7,655	(10)	0
5406.0	Postage - Convention	40	0	0	-	0
5407.0	Special Promotional Projects	98,720	97,489	89,880	(7,609)	-8
5408.0	Subscription/Publications	275	275	280	5	2
5409.0	Travel - Convention	12,500	11,730	11,500	(230)	-2
5410.0	Trade Shows - Convention	0	0	-	-	0
5411.0	Sponsorship Program	500	500	-	(500)	-100
5412.0	Audiovisuals	13,025	14,525	23,525	9,000	62
5413.0	Intern(s)	600	1,500	5,000	3,500	233
5414.0	Year Round Designer B2B	15,000	-	-	0	0
DIRECT BOOKING PROMOTIONS EXPENSES TOTAL		387,992	397,696	397,043	(653)	0
<u>TOURISM PROMOTION EXPENSES</u>						
5501.0	Advertising	92,800	99,000	108,500	9,500	10
5502.0	Audiovisuals	12,525	14,025	23,526	9,501	68
5503.0	Tourism - Literature/Printing	61,000	64,400	69,241	4,841	8
5504.0	Memberships/Subscriptions - Tourism	500	500	100	(400)	-80
5505.0	Postage - Tourism	25,000	23,000	24,500	1,500	7
5506.0	Special Projects	62,400	55,400	71,700	16,300	29
5507.0	Travel/Entertainment	2,000	1,800	2,000	200	11

<u>No.</u>	<u>ITEM</u>	<u>FY 23-24</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 24-25</u>	<u>FY 24-25</u>
		<u>Budget</u>	<u>Budget</u>		<u>Amt Change</u>	
		<u>APPROVED</u>	<u>AMENDED</u>	<u>PROPOSED</u>	<u>from Amended</u>	<u>% Change</u>
		<u>7/1/2023</u>	<u>3/20/24</u>	<u>Budget 7/1/2024</u>	<u>FY 23-24</u>	
5508.0	Travel Shows	8,000	10,455	-	(10,455)	-100
5509.0	Visitor Information Center	34,000	22,520	43,000	20,480	91
5510.0	Advocacy	38,000	38,000	38,000	-	0
5511.0	Marketing Tools	15,276	26,700	20,670	(6,030)	-23
5512.0	Web	27,840	26,100	75,300	49,200	189
5513.0	Visitor Center Marketing	12,000	18,000	3,000	(15,000)	-83
5514.0	Visitor Programming	4,000	7,873	4,800	(3,073)	-39
5515.0	Tourism Research and Data	7,580	7,580	29,780	22,200	293
6004.0	Strategic Events/Citywide/Festivals/Spectator Events	273,460	185,094	366,470	181,376	98
TOURISM AND EVENTS PROMOTION EXPENSES TOTAL		676,381	600,447	880,587	280,140	47
TOTAL EXPENSES BEFORE GRANT EXPENSES		2,235,820	2,113,658	2,569,550	455,892	22
<u>GRANT EXPENSES</u>						
5800.1	Earmarked for VHP Sponsorship	81,870	-	-	-	0
	Reserve Earmarked for DRIVE High Point Foundation	30,000	30,000	30,000	-	0
	Reserve Earmarked for Oak Hollow Lake	0	0	-	-	0
5800.3	Reserve Earmarked for Strategic Branding Project Phase I	50,000	50,000	50,000	-	0
5800.5	Reserve Earmarked for Autism Certification Grants (CAD)	5,000	5,000	5,000	-	0
5802.0	Reserve Earmarked for Upfit 515 W English	100,000	1,052,300	-	(1,052,300)	-100
TOTAL PROJECT EXPENSES		266,870	1,137,300	85,000	(1,052,300)	-93
TOTAL EXPENSES		2,502,690	3,250,958	2,654,550	(596,408)	-18

<u>No.</u>	<u>ITEM</u>	<u>FY 23-24</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 24-25</u>	<u>FY 24-25</u>
		<u>Budget</u>	<u>Budget</u>	<u>PROPOSED</u>	<u>Amt Change</u>	
		<u>APPROVED</u>	<u>AMENDED</u>	<u>Budget 7/1/2024</u>	<u>from Amended</u>	<u>% Change</u>
		<u>7/1/2023</u>	<u>3/20/24</u>	<u>Budget 7/1/2024</u>	<u>FY 23-24</u>	
	Total Marketing Expense less operational project for 515 W English	1,331,243	1,083,143	1,362,630	279,487	26
	Subtotal of Income over Expenses	0	221,378	125,000	(96,378)	-44
	Earmarked for Reserves	0	221,378	125,000	(96,378)	-44
	Total Earmarked for Reserves	0	221,378	125,000	(96,378)	-44
	Excess of Income over Expenses	-	-	-	-	-
40% DI	Administration	29%	20%	28%		
12% DI	Operation	18%	13%	18%		
48% DI	Marketing/Programming/Events	53%	33%	48%		
	Reserve	0	4%	6%		
	Move/Upfit	0	30%	0%		
		100%	100%	100%		

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

BE IT ORDAINED BY THE CITY OF HIGH POINT, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

(1) That for said fiscal year there is hereby appropriated out of the SHOWROOM AND OCCUPANCY TAX FUND for allocation to High Point Convention and Visitors Bureau, Inc. and transfer to the General Debt Service Fund the following:

High Point Convention and Visitors Bureau, Inc.	\$ 2,286,000
Transfer to General Debt Service Fund	250,000
	<u>\$ 2,536,000</u>

Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2024 and ending June 30, 2025:

Showroom and Occupancy Tax Fund	
Room Occupancy Tax	\$ 2,536,000
Total Revenues and Other Financing Sources	<u>\$ 2,536,000</u>

Section 3. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 4. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2024.

Attest: Sandra Keeney
City Clerk

Transparency, Engagement, and Communication Committee

Chaired by Mayor Pro Tempore Holmes

Committee Members: Holmes, Cook, Harman, and Moore

May 15, 2024 –9:00 a.m.

High Point Municipal Building

211 S. Hamilton Street

3rd Floor, Council Chambers

Transparency, Engagement, and Communications - Chair Michael Holmes

CALL TO ORDER

Acting Chair Peters called the Transparency, Engagement, and Communication Committee to order at 9:00 a.m. and stated Chair Holmes was absent with all other Committee Members present.

Present: Committee Member Cook, Committee Member Harman, and Committee Member Moore

2024-195 Marketing and Community Engagement Summary

Staff will review the City's current community engagement and outreach strategies.

Jeron Hollis, Managing Director, gave the presentation on community engagement and outreach by the City of High Point.

He explained some of the current marketing outreach tools, including the website, videos, social media platforms, and news releases. He spoke on some other outreach tools, including the city podcast, printed materials, advertising, digital marketing strategies, as well as event-based experiential marketing.

He shared some website statistics over the past 30 days and said that the website received over 100,000 users, with 300,000 views. He indicated the top pages were Pay Bill, the Vietnam War Exhibit, the Public Library, Oak Hollow Campground, and High Point City Lake Park.

Committee Member Moore asked Mr. Hollis if the stats include utility bill payments.

Mr. Hollis indicated it did include those users but that the average person looked at three different sections of the website.

He spoke on the current redesign of the website with vendor, CivicPlus, and said they were looking at a September/October completion date for the redesign. He said the new website would increase functionality and reliability and create a more streamlined experience for the user.

Committee Member Harman asked about translation options for multiple languages.

Ryan Ferguson, Marketing Manager, spoke on Google Translate, and indicated it was not always the most accurate translation service. He said Transit included several languages and that it depended on the need what languages were included.

Committee Member Cook asked if there was a project in progress to update language options.

Mr. Hollis said there was a language access plan underway with the Human Relations Division and UNC Chapel Hill that would look at additional ways they can engage people who speak different languages.

He spoke on social media engagement and indicated the city had over 400,000 followers over all platforms, with Facebook having a 12.57 percent engagement rate.

Committee Member Harman asked about the lifecycle of a post on social media. Mr. Hollis explained the life of a post and said posts sometimes take on a life of their own depending on the engagement and interaction by the public.

Mr. Ferguson explained the different engagement strategies implemented by the marketing team. He spoke on the advantages of having an in-house print shop to create print materials more efficiently. He spoke on the popularity of podcasts with a certain demographic and how the city-produced podcast is another great engagement tool.

Committee Member Harman asked about engagement numbers and Mr. Ferguson indicated the podcast averages about a thousand listeners.

Committee Member Cook asked about the different platforms used for engagement. Mr. Ferguson explained some of the various platforms. Committee Member Cook asked what strategies they were using to reach the people that were not already engaging with the digital platforms.

Mr. Hollis mentioned some of the pop-up marketing events and said they look at demographics depending on the event to get the content out to everyone. He said they pride themselves on reaching a wide audience.

Committee Member Harman asked how they target the 30 percent of people not on social media. Mr. Hollis mentioned print campaigns and other strategies.

Committee Member Harman mentioned a newsletter from another city that had a large percentage of engagement and emphasized the importance of transparency in local government.

Mr. Hollis mentioned the great partnerships the city had with local entities like Visit High Point. He said the website lets residents subscribe to certain departments to get relevant information sent to them.

Committee Member Moore spoke on his years on the council and seeing the evolution of communication. He pointed out that individuals had to make a personal choice on whether they want to engage and said he understands the desire for clarity of communication, but it falls on the individual citizens to do their part.

Acting Chair Cook said she loved the engagement on Facebook and indicated she appreciated the presentation.

ADJOURNMENT

There being no further business to come before the Transparency, Engagement, and Communication Committee, the meeting adjourned at 9:47 a.m.

Michael Holmes, Chairman

Attest:

Alison Glynn, Deputy City Clerk

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

BE IT ORDAINED BY THE CITY OF HIGH POINT, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for the operation and maintenance of the City's various governmental departments and divisions for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

- (1) That for said fiscal year there is hereby appropriated out of the GENERAL FUND for general governmental operations the following:

General Government	\$ 16,615,177
Public Safety	71,534,566
Public Services	12,602,261
Community and Economic Development	7,066,352
Cultural and Recreation	25,906,064
Other	13,064,369
	<u>\$ 146,788,789</u>

- (2) That for said fiscal year there is hereby appropriated out of the SPECIAL GRANTS FUND for purposes outlined within the various grant provisions, the sum of:

\$ 6,556,441

- (3) That for said fiscal year there is hereby appropriated out of the COMMUNITY DEVELOPMENT FUND for purposes outlined within the grant, the sum of:

\$ 2,836,000

- (4) That for said fiscal year there is hereby appropriated out of the ECONOMIC DEVELOPMENT FUND, the sum of:

\$ 1,500,000

- (5) That for said fiscal year there is hereby appropriated out of the GENERAL DEBT SERVICE FUND for the payment of debt service charges, the sum of:

\$ 13,274,623

- (6) That for said fiscal year there is hereby appropriated out of the GENERAL CAPITAL PROJECTS FUND for the purpose of construction and/or acquisition of certain long-lived assets, the following:

General Government	\$ 1,475,000
Public Safety	450,000
Public Services	1,010,000
Community and Economic Development	45,000
Cultural and Recreation	702,000
Other	443,323
	<u>\$ 4,125,323</u>

- (7) That for said fiscal year there is hereby appropriated out of the GENERAL BOND CAPITAL PROJECTS FUND for the purpose of construction and/or acquisition of certain long-lived assets, the sum of:

\$ 600,000

- (8) That for said fiscal year there is hereby appropriated out of the CENTRAL SERVICES FUND the following:

Fleet Services	\$ 17,386,139
Print Shop	356,059
Radio Repair Shop	2,527,788
Computer Replacement	893,699
	<u>\$ 21,163,685</u>

- (9) That for said fiscal year there is hereby appropriated out of the WATER and SEWER FUND the following:

Operations	\$ 42,123,634
Debt Service	15,691,766
Transfer to Showroom and Occupancy Tax Fund	50,000
Transfer to Central Services Fund	20,000

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

Transfer to General Capital Projects Fund	375,000
Transfer to Water/Sewer Capital Projects Fund	11,154,983
TOTAL WATER and SEWER FUND	<u>\$ 69,415,383</u>

(10) That for said fiscal year there is hereby appropriated out of the WATER and SEWER CAPITAL PROJECTS FUND for the following, the sum of:

Water Sewer Capital Projects	<u>\$ 11,154,983</u>
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(11) That for said fiscal year there is hereby appropriated out of the ELECTRIC FUND the following:

Operations	\$ 119,567,348
Capital Projects	7,000,000
Transfer to Economic Development Fund	400,000
Transfer to Showroom and Occupancy Tax Fund	950,000
Transfer to General Capital Projects Fund	600,000
Transfer to Electric Capital Projects Fund	18,810,000
TOTAL ELECTRIC FUND	<u>\$ 147,327,348</u>

(12) That for said fiscal year there is hereby appropriated out of the ELECTRIC CAPITAL PROJECTS FUND for the following, the sum of:

Electric Capital Projects	<u>\$ 18,810,000</u>
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(13) That for said fiscal year there is hereby appropriated out of the MASS TRANSIT FUND for the purpose of operating High Point's Transit System, the sum of:

\$ 6,021,199

(14) That for said fiscal year there is hereby appropriated out of the MASS TRANSIT CAPITAL PROJECTS FUND for the following, the sum of:

Mass Transit Capital Projects	<u>\$ 3,702,050</u>
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(15) That for said fiscal year there is hereby appropriated out of the PARKING FACILITIES FUND for the purpose of operating City parking facilities, the sum of:

\$ 611,912

(16) That for said fiscal year there is hereby appropriated out of the PARKING CAPITAL PROJECTS FUND for the following, the sum of:

Parking Capital Projects	<u>\$ 75,000</u>
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(17) That for said fiscal year there is hereby appropriated out of the SOLID WASTE FUND the following:

Operations	\$ 21,541,022
Capital Projects	895,000
Transfer to General Capital Projects Fund	105,000
Transfer to Solid Waste Capital Projects Fund	510,000
TOTAL SOLID WASTE FUND	<u>\$ 23,051,022</u>

(18) That for said fiscal year there is hereby appropriated out of the SOLID WASTE CAPITAL PROJECTS FUND for the following, the sum of:

Solid Waste Capital Projects	<u>\$ 731,000</u>
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(19) That for said fiscal year there is hereby appropriated out of the LANDFILL CLOSURE FUND for the following, the sum of:

Transfer to Solid Waste Capital Projects Fund	221,000
TOTAL LANDFILL CLOSURE FUND	<u>\$ 221,000</u>

(20) That for said fiscal year there is hereby appropriated out of the STORM WATER FUND the following:

Operations	\$ 5,240,656
Debt Service	954,619
Transfer to General Capital Projects Fund	45,000
Transfer to Stormwater Capital Projects Fund	934,883
TOTAL STORM WATER FUND	<u>\$ 7,175,158</u>

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

(21) That for said fiscal year there is hereby appropriated out of the STORMWATER CAPITAL PROJECTS FUND for the following, the sum of:

Stormwater Capital Projects	\$ <u>934,883</u>
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(22) That for said fiscal year there is hereby appropriated out of the INSURANCE RESERVE FUND, the sum of:

	\$ <u>25,483,674</u>
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(23) That for said fiscal year there is hereby appropriated out of the GENERAL RISK RETENTION FUND, the sum of:

	\$ <u>1,155,830</u>
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Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2024 and ending June 30, 2025:

General Fund	
Ad Valorem Taxes	\$ 84,045,925
Sales & Use Taxes	37,546,678
Intergovernmental Revenues	11,495,008
Licenses & Permits	4,781,475
Charges for Services	6,306,636
Miscellaneous Revenues	2,613,067
Total Revenues and Other Financing Sources	\$ <u>146,788,789</u>
Grants Fund	
Intergovernmental Revenues	\$ 6,460,743
Transfer from Other Funds	95,698
Total Revenues and Other Financing Sources	\$ <u>6,556,441</u>
Community Development Fund	
Intergovernmental Revenues	\$ 2,072,000
Miscellaneous Revenues	582,000
Transfer from Other Funds	182,000
Total Revenues and Other Financing Sources	\$ <u>2,836,000</u>
Economic Development Fund	
Miscellaneous Revenues	\$ 25,000
Transfer From Other Funds	475,000
Fund Balance Appropriated	1,000,000
Total Revenues and Other Financing Sources	\$ <u>1,500,000</u>
General Debt Service Fund	
Ad Valorem Taxes	\$ 4,622,882
Charges for Services	900,000
Miscellaneous Revenues	300,000
Transfer from Other Funds	6,783,563
Fund Balance Appropriated	668,178
Total Revenues and Other Financing Sources	\$ <u>13,274,623</u>
General Capital Projects Fund	
Transfer from Other Funds	\$ 4,125,323
General Bond Capital Projects Fund	
Transfer from Other Funds	\$ <u>600,000</u>
Central Services Fund	
Charges for Services	\$ 12,475,028
Miscellaneous Revenues	6,831,657
Debt Proceeds	1,575,000

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

Transfer from Other Funds	282,000
Total Revenues and Other Financing Sources	\$ <u>21,163,685</u>
 Water and Sewer Fund	
Charges for Services	\$ 67,371,000
Miscellaneous Revenues	2,044,383
Total Revenues and Other Financing Sources	\$ <u>69,415,383</u>
 Water and Sewer Capital Projects Fund	
Transfer from Water and Sewer Fund	\$ <u>11,154,983</u>
 Electric Fund	
Charges for Services	\$ 125,253,100
Miscellaneous Revenues	1,957,744
Retained Earnings Appropriated	20,116,504
Total Revenues and Other Financing Sources	\$ <u>147,327,348</u>
 Electric Capital Projects Fund	
Transfer from Electric Fund	\$ <u>18,810,000</u>
 Mass Transit Fund	
Charges for Services	\$ 3,571,265
Intergovernmental Revenues	233,979
License and Permits	390,000
Miscellaneous Revenues	10,000
Transfer From Other Funds	1,815,955
Total Revenues and Other Financing Sources	\$ <u>6,021,199</u>
 Mass Transit Capital Projects Fund	
Intergovernmental Revenues	\$ 3,417,220
Transfer From Other Funds	284,830
Total Revenues and Other Financing Sources	\$ <u>3,702,050</u>
 Parking Facilities Fund	
Charges for Services	\$ 438,000
Miscellaneous Revenues	8,912
Transfer From Other Funds	165,000
Total Revenues and Other Financing Sources	\$ <u>611,912</u>
 Parking Capital Projects Fund	
Transfer From Other Funds	\$ <u>75,000</u>
 Solid Waste Fund	
Sales & Use Taxes	\$ 84,500
Charges for Services	18,285,350
Miscellaneous Revenues	226,500
Retained Earnings Appropriated	4,454,672
Total Revenues and Other Financing Sources	\$ <u>23,051,022</u>
 Solid Waste Capital Projects Fund	
Transfer From Other Funds	\$ <u>731,000</u>
 Landfill Post Closure Fund	
Retained Earnings Appropriated	\$ <u>221,000</u>
 Storm Water Fund	
Charges for Services	\$ 6,603,255
Miscellaneous Revenues	150,000
Retained Earnings Appropriated	421,903
Total Revenues and Other Financing Sources	\$ <u>7,175,158</u>
 Stormwater Capital Projects Fund	
Transfer from Other Funds	\$ <u>934,883</u>

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

Insurance Reserve Fund	
Charges for Services	\$ 22,820,850
Miscellaneous Revenues	1,170,704
Fund Balance Appropriated	1,492,120
Total Revenues and Other Financing Sources	<u>\$ 25,483,674</u>
General Risk Retention Fund	
Transfer From Other Funds	<u>\$ 1,155,830</u>

Section 3. There is hereby levied the following rates of tax on each one hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2024, for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations.

Rate per \$100 Valuation	
General Fund	\$ 0.6135
General Debt Service	\$ 0.0340
	<u>\$ 0.6475</u>

Such rates of tax are based on an estimated total valuation of property for purpose of taxation of **\$13,739,614,484** and an estimated rate of collections of **99.3%** during the current year.

Section 4. That the reserve for encumbrances at June 30, 2024, representing the unearned portion of contracts as of that date, shall be re-appropriated and distributed as it applied in order to properly account for the payment against which the fiscal year in which it is paid.

Section 5. That the unencumbered balances as of June 30, 2024 of those capital projects and operating encumbrances which were not completed in Fiscal Year 2023-2024 be reappropriated into the Fiscal Year 2024-2025 budget in order to allow completion.

Section 6. That the unencumbered balances in Grant funds which remain as of June 30, 2024 be reappropriated into the Fiscal Year 2024-2025 budget for the completion of their original purposes.

Section 7. That the landfill closure funds previously expended and established as a liability in the Landfill Development and Maintenance Capital Reserve Fund and which remain as of June 30, 2024 be appropriated in the Fiscal Year 2024-2025 budget for their intended purposes.

Section 8. The number of persons to be employed and the salaries and wages to be paid shall be those which are included in the detailed operation budgets; unless provision is made by the City Manager or City Council for employing additional persons.

Section 9. The City Manager is hereby authorized to approve transfers of appropriations within any fund. Transfers between funds and authorization for making expenditures from excess revenue shall be made by the City Council.

Section 10. Utility payments will be applied in the following order: Deposits, credit/collection fees, oldest bill first, miscellaneous fees/charges, and utility services.

Section 11. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 12. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2024

Attest: Sandra Keeney
City Clerk



CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

BE IT ORDAINED BY THE CITY OF HIGH POINT, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for contributions to Forward High Point, Inc. for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

(1) That for said fiscal year there is hereby appropriated out of the GENERAL FUND for contributions to Forward High Point, Inc. the sum of:

\$ 250,000

Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2024 and ending June 30, 2025:

General Fund

Sales and Use Taxes

\$ 250,000

Total Revenues and Other Financing Sources

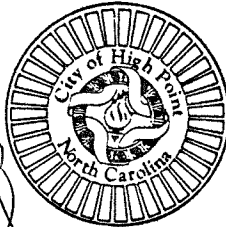
\$ 250,000

Section 3. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 4. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2024.

Attest: Sandra Keeney
City Clerk



CITY OF HIGH POINT

AGENDA ITEM

TITLE Emergency Vehicle Equipment	
FROM: Kevin Rogers, Fleet Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Formal Bid Recommendation Bid Tabulation	

PURPOSE: The Fleet Services Department worked with the Purchasing Division to solicit proposals for emergency vehicle equipment.

BACKGROUND: Fleet services have been working for several years with outside vendors to provide the city with emergency vehicle equipment and installation services for patrol units in the Police Department. Since our department now has staff to perform the installation process, we need to have the parts ordered now for our new units that will be arriving in mid-2024. These parts are for city-owned vehicles and equipment. With the assistance of the Purchasing division, a bid was advertised to assure that the best value was acquired by the city. West Chatham was the lowest responsive bidder for these services. The total cost of equipment is \$126,795.

BUDGET IMPACT: Funds are available in the 2023-2024 budget.

RECOMMENDATION/ACTION REQUESTED: The Fleet Services Department recommends that the City Council approve the purchase of emergency vehicle equipment from West Chatham Emergency Equipment in the amount of \$126,795 and authorize appropriate city staff to execute all necessary documents.



BID RECOMMENDATION

DEPARTMENT: **Fleet Services**

COUNCIL AGENDA DATE: **06/03/2024**

BID NO.: **41-051424** CONTRACT NO.: DATE OPEN: **05/14/2024**

DESCRIPTION:

This RFP was solicited for the purchase of emergency vehicle equipment. This includes lighting, partitions, and other equipment needed for new patrol vehicles.

PURPOSE:

Being that Fleet Services has the ability to install the equipment by City staff emergency vehicle equipment is needed. This not only saves cost but also reduces time to place the vehicles in service.

COMMENTS:

Fleet services has been working for several years with outside vendors to provide the city with emergency vehicle equipment. These services are for city owned vehicles and equipment. With the assistance of the purchasing division an RFP was solicited for multiple vendors to assure that the best value was acquired by the city. West Chatham Warning Devices was the lowest responsive bidder for these services. The total of equipment cost was \$126,795.

RECOMMEND AWARD TO: **West Chatham Warning Devices** AMOUNT: **\$126,795**

JUSTIFICATION:

After receiving bids city staff evaluated all companies. West Chatham Warning Devices was the lowest responsive bidder.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
501271	524202			\$126,795
TOTAL BUDGETED AMOUNT				\$126,795

DEPARTMENT HEAD: **KEVIN ROGERS** Digitally signed by KEVIN ROGERS Date: 2024.05.21 11:47:11 -04'00' DATE: **05/21/2024**

The Purchasing Division concurs with recommendation submitted by the **Fleet Services** and recommends award to the lowest responsible, responsive bidder **West Chatham Warning Devices** in the amount of **\$126,795.00**

PURCHASING MANAGER: **Candy E. Harmon** Digitally signed by Candy E. Harmon Date: 2024.05.22 09:06:28 -04'00' DATE: **5/22/2024**

FINANCIAL SERVICES DIRECTOR: **Bobby Fitzjohn** Digitally signed by Bobby Fitzjohn Date: 2024.05.22 09:15:01 -04'00' DATE: **5/22/24**

Approved for Submission to Council

CITY MANAGER: DATE:
(For City Council Approval Only)

Bid Tabulation
City of High Point, North Carolina
Police Vehicle Upfit-Fleet Services
Bid 41-051424

Contractor	Total Bid
West Chatham Warning Devices	\$126,765.00
Batteries of NC LLC	\$142,581.00
Campbell-Brown Inc.	\$144,512.85
Dana Safety Supply	\$150,718.19
Global Public Safety LLC	\$161,310.75

FINANCE COMMITTEE

Chaired by Council Member Moore

*Committee Members: Council Member Moore, Council Member Peters,
Mayor Pro Tempore Holmes, and Council Member Andrew*

May 2, 2024 – 4:00 P.M.

**Council Chambers – Municipal Building
211 S. Hamilton Street**

FINANCE COMMITTEE - Britt W. Moore, Chair

CALL TO ORDER

Chairman Moore called the meeting to order at 4:00 p.m. and stated all Committee Members were present.

Present: Chairman Britt W. Moore
Committee Member Tim Andrew
Committee Member Michael Holmes
Committee Member Monica Peters

PRESENTATION OF ITEMS

2024-119 Public Hearing and Consideration of an Ordinance Amending and Restating the Solid Waste Franchise of WI High Point Landfill, LLC (“WI High Point”). (First Reading)

City Council is requested to approve adoption of this Ordinance Amending and Restating the Solid Waste Franchise of WI High Point Landfill, LLC and authorize appropriate city officials to execute all necessary documents.

Robby Stone, Public Services Director, provided a staff report for this item and noted this item is for information only. He explained the first reading and Public Hearing will be held at the May 6, 2024, City Council Meeting with the second reading taking place at the May 20, 2024, City Council Meeting.

For Information Only

2024-148 Consideration of a Contract with American Process Group, LLC

City Council is requested to consider a contract with American Process Group, LLC in the amount of \$885,773 and authorize appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, provided the staff report for this item and noted a contractor will dredge and dewater the contents of the Ward Treatment Plant’s southern alum sludge lagoon. The material will be removed by the contractor, hauled to a regulatory approved designated disposal area, and properly disposed of per State Requirements. The estimated quantity to be removed is 1,400 dry tons.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-148.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-149 Consideration of a Task Order with Black and Veatch

City Council is requested to consider a Task Order to Black and Veatch in the amount of \$576,065, to aid with phase 2 of the implementation plan to achieve compliance with the Federal Lead and Copper Rule Revisions and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, provided the staff report for this item.

In response to Chairman Moore, Mr. Stone explained the requirement to comply with the Federal Lead and Copper rule is coming for the Environmental Protection Agency and if the city is not in compliance there could be some significant fines and the City could lose the ability to convey water.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-149.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-150 Consideration of a Local Assistance for Stormwater Infrastructure Investments Grant

City Council is requested to consider a Resolution designating applicant agents, approve the funding offer, and accept the grant award for the Local Assistance for Stormwater Infrastructure Investment Grant and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, provided the staff report for this item and stated this is an additional requirement for the grant, which is to approve a resolution to designate the applicant's agent(s) for signature authority and submit for funding offer and acceptance. He noted this would not have any impact on the budget.

Chairman Moore made a motion, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-150.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-151 Consideration a Purchase from Carolina Cat

City Council is requested to consider purchasing a diesel generator and automatic transfer switches which were competitively bid from Carolina CAT through the Sourcewell cooperative purchasing contract for a total amount of \$1,086,710, to be installed at the Oak Hollow Raw Water Pump Station for backup emergency power and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Service Director, provided the staff report for this item noting with the upcoming dam replacement along with and recent change to water quality standards the purchase of the diesel generator and automatic transfer switches are a necessary improvement.

In response to Chairman Moore, Mr. Stone explained that the City is still in phase one for the design of the dam which will be followed by phase two. He noted phase one should be three more months and then a negotiation of phase two will be presented to Council for consideration.

Chairman Moore made a motion, seconded by Committee Member Andrew, to approve agenda item 2024-151.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-152 Consideration of a Task Order with Sturgill Engineering P.A.

City Council is requested to consider a Task Order for Professional Engineering Services to Sturgill Engineering P.A. in the amount of \$107,900 and authorize appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Service Director, provided the staff report on this item noting this item is related to the previous agenda item. He explained the Sturgill Engineering will perform the design of the backup emergency power system and assist with bidding. He stated the generator system will be procured under a separate contract.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-152.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-153 Consideration of a Sole Source Purchase from JWC Environmental Inc.

City Council is requested to consider a sole source purchase from JWC Environmental, Inc. in the amount of \$522,000, for the purchase of two (2) fine bar screens and washer compactors at the Eastside Wastewater Treatment Plant and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, provided the staff report for this item and explained the Eastside Wastewater Treatment Plan has three mechanical bar screens at the plant influent that function as part of the preliminary treatment process. These bar screens are used to filter and remove large objects from the wastewater.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-153.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-154 Consideration of a Bid Award to Wesco, Inc.

City Council is requested to award a bid to Wesco, Inc. in the amount of \$362,186.01 for the procurement of materials to build a 100kV Transmission line from Penny Substation to Deep River Substation and authorize the appropriate City Official(s) to execute all necessary documents.

Tyler Berrier, Electric Utilities Director, provided the staff report for this item noting this item is to procure materials to build a 100kV transmission line from Penny Substation to Deep River Substation, which will be about 2.4 miles of line. He provided sample of the of the wiring.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-154.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-162 Consideration of a Change Order to Pike Electric

City Council is requested to consider a Change Order to Pike Electric for \$711,300, due to increased labor rates, additional projects, and unforeseen equipment failures and authorize the appropriate City Official(s) to execute all necessary documents. This will bring the new contract amount to \$2,980,300.

Tyler Berrier, Electric Utilities Director, provided the staff report for this item noting the Electric Department uses Pike Electric for labor & equipment to supplement internal forces. The intent of the contract is to bring in more staff as the workload fluctuates. He

explained that due to increase labor rates, additional projects, and unforeseen equipment failures, initiating a change order to the contract will be required.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-163.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-155 Public Hearing Date - 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Funding

City Council is requested conduct a public hearing to receive public comments on funding, adopt a Resolution ratifying an Interlocal and Sub-recipient Agreements with Greensboro and Guilford County to accept the 2023 Byrne Justice Assistance Grant (JAG) and authorize the appropriate City Official(s) to execute all necessary documents.

Interim Police Chief Curtis Cheeks provided the staff report for this item noting this grant is the primary provider of federal criminal justice funding to state and local jurisdictions.

Chairman Moore noted his appreciation to all the High Point Police Officers and offered condolences for those families in Charlotte regarding the recent events.

Information only.

2024-161 Consideration of a Sole Source Purchase from A Lot Media

City Council is requested to consider a sole source purchase from A Lot Media in the amount of \$51,735 for updated digital rate boards to replace outdated rate and car count signage for three City owned parking decks and authorize the appropriate City Official(s) to execute all necessary documents.

Greg Venable, Transportation Director, provided the staff report for this item noting the updated digital rate boards have multiple uses but are specifically designed for adding value to parking facilities. He stated the rate boards will be installed at all three City of High Point Parking decks.

Chairman Moore made a motion, seconded by Committee Member Peters, to approve agenda item 2024-161.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-157 Consideration of a Resolution Authorizing a Grant Agreement with the North Carolina Department of Transportation

City Council is requested to consider a Resolution Authorizing a Grant Agreement with the North Carolina Department of Transportation to provide funding in the amount of \$1,700,000 for FY 2024 Furniture Market transportation services and authorize the appropriate City Official(s) to execute all necessary documents.

Greg Venable, Transportation Director, provided the staff report for this item and noted the North Carolina Department of Transportation, Public Transportation Division annually provides financial assistance to assist with transportation services during each of the bi-annual Furniture Markets. He stated this item is a pass-through item and has a neutral impact on the City's FY 2024 budget.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-157.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-159 Consideration to Authorize the Write-off of Delinquent Utilities Accounts Receivables & Miscellaneous Accounts

City Council is requested to authorize the Financial Services Director to write-off \$833,129 for original utilities billings and miscellaneous accounts through the fiscal year 2019-2020. (Recommended by the Finance Committee.)

Bobby Fitzjohn, Financial Services Director, provided the staff report for this item noting the City's accounting staff continues to annually review and evaluate the collectability of all outstanding amounts and makes accounting adjustments to the balance sheet. Although these amounts are being written off the City's accounting records, the Customer Service Department continues to make efforts to collect these debts.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-159.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-165 Consideration of Master Agreements for Mechanical and Electrical Services

City Council is requested to consider Master Agreements for Mechanical and Electrical Services with ClearWater, Dixie Electro Mechanical Services, Harper General Contractors, Jordan Innovative Fabrication, Randall Supply, Tencarva, Troubleshooters, and Via Electric and authorize the appropriate City Official(s) to execute all necessary documents.

Bobby Fitzjohn, Financial Services Director, provided the staff report for this item. He stated a Master Agreement for Professional Services will be entered in to with the selected consultant(s) to supply services in the following areas of work: mechanical, electrical, and recycling equipment maintenance at the City of High Point's water treatment facility, wastewater treatment facilities, wastewater lift stations, material recovery facility, and any other facilities pertaining to Public Services or other City departments when required. Each time an engagement is needed, department personnel will have the opportunity to select from these consultants. Each time a consultant is engaged, the scope of work and fees will be negotiated, and a specific Task Order for Master Agreement for Professional Services will be executed.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-165.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-158 Consideration of a Budget Ordinance Amendment

City Council is requested to consider a Budget Ordinance Amendment to appropriate funds from Guilford County for the acquisition of land at the former PERCO site.

Stephen Hawryluk, Budget and Performance Director, provided the staff report for this item. He stated The Guilford County Board of Commissioners has appropriated \$350,000 per year beginning in FY 2021-22 to be used as an economic assistance grant to support new development in the defined Catalyst Influence Area because of the multi-use stadium and entertainment venue. The proposed budget ordinance amendment appropriates the FY 2022-23 allocation totaling \$350,000, as well as \$145,000 of the FY 2023-24 allocation, to assist in the land acquisition costs.

A motion was made by Chairman Moore, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-158. Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-166 Consideration of a Change Order #1 to PDC, Inc.

City Council is requested to consider Change Order #1 to PDC, Inc. in the amount of \$205,000.00 for unexpected infrastructure items in the Sensory Garden, approve the Capital Project Budget Ordinance, and authorize the appropriate City Official(s) to execute all necessary documents. This will increase the contract from \$759,758.00 to \$964,758.00.

Mary Sizemore, Library Director, provided the staff report for this item and noted additional funds are needed to address several unexpected infrastructure items in the

Sensory Garden related to the installation of the primary water feature, as well as the live wall irrigation, addition of security cameras and lighting, creation of a construction entrance, and the addition of windscreens to protect library customers.

In response to Chairman Moore, Ms. Sizemore stated the front part of the construction should be completed in late June or July and the Sensory Garden grading should be completed in September.

Mayor Pro Tempore Holmes expressed his excitement regarding seeing all the activity at the library.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-166.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

2024-160 Consideration of a Bid Award to Digger Enterprises, Inc.

City Council is requested to award a bid to Digger Enterprises, Inc. in the amount of \$126,200 for cleanup and demolition costs for 208 N. Lindsay Street and authorize the appropriate City Official(s) to execute all necessary documents.

Greg Ferguson, Deputy City Manager, provided the staff report for this item noting the City of High Point is constructing a parking lot on the site and obtained quotes for the demolition of the building. The contractor with the lowest quote identified several additional items for cleanup, including asbestos and barrels of liquid and a tank of fuel oil. After state review, the demolition and cleanup are underway to meet the time deadlines for the new parking lot.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-160.

Motion carried with the following vote:

Aye: Chair Moore, Council Member Andrew, Council Member Holmes, and Council Member Peters

ADJOURNMENT

There being no further business to come before the Finance Committee, the meeting adjourned at 4:33 p.m.

Respectfully Submitted,

Britt W. Moore, Chairman
Finance Committee

Attest:

Sandra Keeney, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Authorization and Approval for Master Agreements for Professional Services - SCADA Design and Integration Support	
FROM: Robby Stone – Public Services Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: March 28, 2024
ATTACHMENTS: none	

PURPOSE: City Staff recommends that the City Council approve the selection of five (5) Supervisory Control and Data Acquisition Systems (SCADA) and Integration Support firms/consultants to provide such services for City departments on an as needed basis through a five (5) year Master Agreements for Professional Services.

BACKGROUND: On April 26, 2024, proposals were received from qualified Firms/Consultants to provide Professional Services for SCADA Design and Integration Support. A Master Agreement (“Agreement”) will be entered with the selected Firms/Consultants to supply services to provide Professional Services for Public Services facilities control systems such as wastewater and water treatment, Material Recovery Facility, and all remotely controlled located systems within the city departments when required. Each time an engagement is needed, department personnel will have the opportunity to select from these consultants. Each time a consultant is engaged, the scope of work and fees will be negotiated, and a specific Task Order for Master Agreement for Professional Services will be executed.

Submittals were received from eight (8) firms/consultants. A selection committee comprised of staff from Public Services reviewed the proposals and determined that five (5) firms/consultants were qualified to perform the required SCADA Design and Integration Support Services. Based on the reviews and recommendations from the committee members, it is recommended that Master Agreements for Professional Services be entered into with each of the following firms/consultants:

CITI, Revere Control Systems, Piedmont Automations, Lord and Company, and DSI Innovations

BUDGET IMPACT: No additional impact. Funds are budgeted annually as well as in capital project ordinances when adopted.

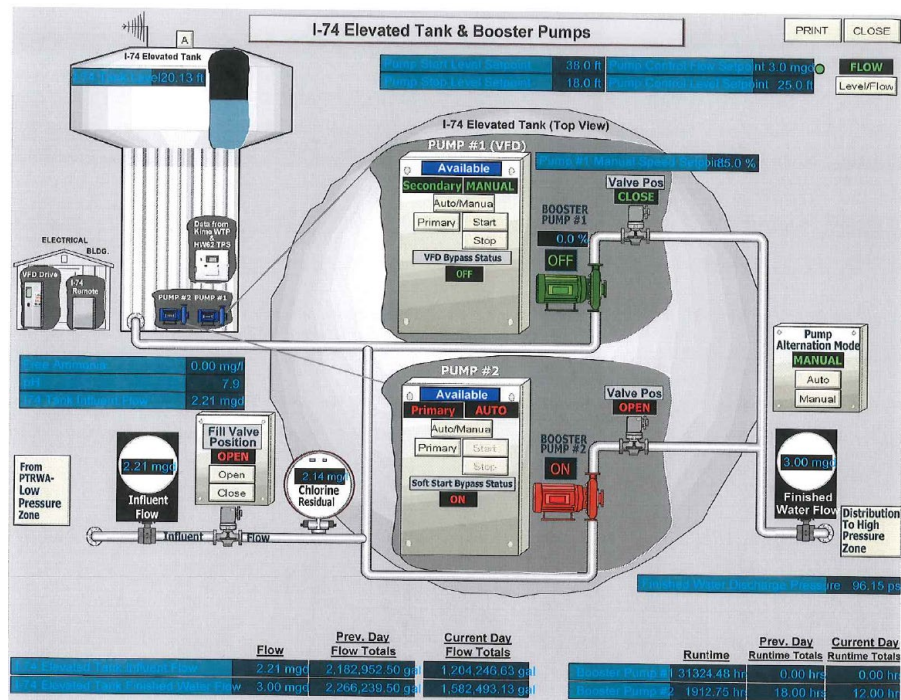
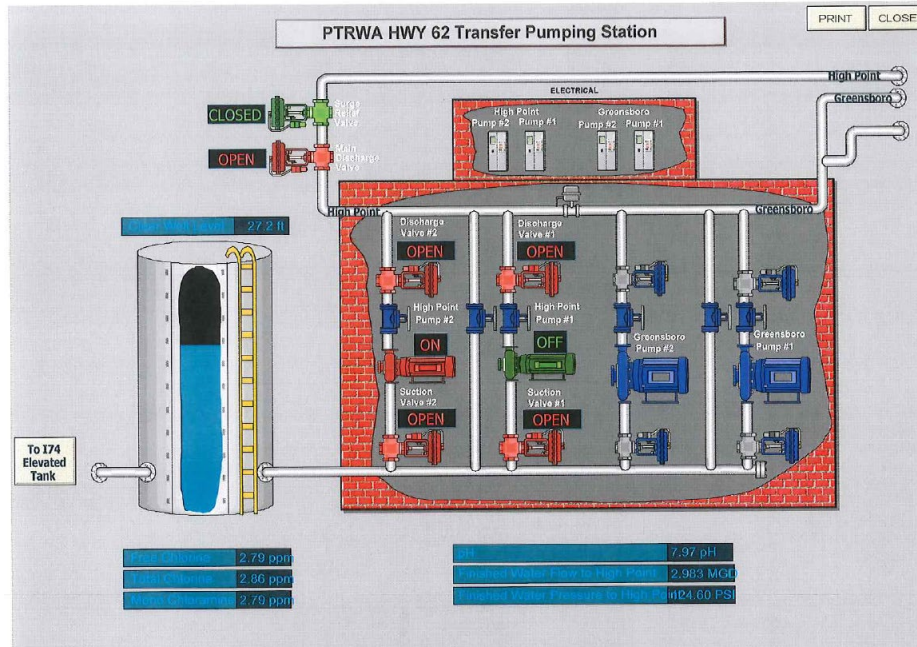
RECOMMENDATION/ACTION REQUESTED: City Council is requested to authorize the City Manager and the appropriate city officials to execute Master Agreements for SCADA Design and Integration Support Services with CITI, Revere Control Systems, Piedmont Automations, Lord and Company, and DSI Innovations.



CITY OF HIGH POINT

AGENDA ITEM

Example: SCADA Screens



AFFP

CITY OF HIGH POINT PUBLIC NOTI

Affidavit of Publication

STATE OF NC }
COUNTY OF GUILFORD } SS

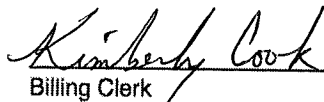
Kimberly Cook, being duly sworn, says:

That she is Billing Clerk of the The High Point Enterprise, a daily newspaper of general circulation, printed and published in High Point, Guilford County, NC; that the publication, a copy of which is attached hereto, was published in the said newspaper on the following dates:

July 11, 2024

That said newspaper was regularly issued and circulated on those dates.

SIGNED:


Billing Clerk

Subscribed to and sworn to me this 11th day of July 2024.

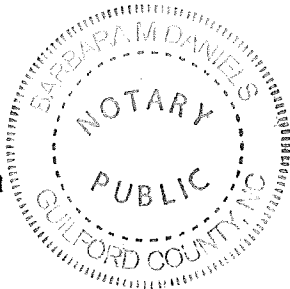


Barbara M Daniels, Notary, Guilford County, NC

My commission expires: March 06, 2027

00002253 71004370

CITY OF HP CITY MANAGER
PO BOX 230
HIGH POINT, NC 27261



CITY OF HIGH POINT PUBLIC NOTICE SALE OF CITY PROPERTY

An offer of \$ 13,300.00 has been submitted for the purchase of certain real property owned by the City of High Point, more particularly described as follows:

Parcel# 171638, Address: 516 White Oak Street, Square Feet: 6,970, Acreage: 0.16

Persons wishing to upset the above existing offer shall mail a sealed bid to the Office of the City Clerk by 5:00 P.M., July 22nd, 2024, using the form Offer to Purchase and Contract, which can be obtained from the City's Real Estate Coordinator. The address for the Office of the City Clerk can be found on the form Offer to Purchase and Contract and on the City's website. The bidder should note on the outside of the envelope the property the bidder is bidding on and that it is an "Upset Bid for City-Owned Property." After the deadline for bids, the City's Real Estate Coordinator shall open the bids, if any, and the highest qualifying bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

A qualifying higher bid is one that: (i) is submitted by an individual or entity that is current on payment of all property taxes owed to the City and County, (ii) raises the existing offer to an amount not less than \$ 715.00, and (iii) is not conditioned on anything occurring prior to the purchase of the property.

A qualifying higher bid must be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in the form of a cashier's check or money order made payable to the City of High Point. The City will return the deposit on any bid not accepted, and will return the deposit on an offer subject to upset if a qualifying higher bid is received.

The buyer must pay cash at closing and will be responsible for all advertising costs incurred by the City during the upset bid process, which will be added to the purchase price at closing on the property.

The City Council must approve the final high offer before the sale is closed, which it will do within 30 days after the final upset bid period has passed. The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

Further information may be obtained from the City's Real Estate Coordinator, 211 S Hamilton St., Room 150, High Point, NC 27260, or by calling 336-883-3247 during normal business hours.

July 11, 2024

CITY OF HIGH POINT

AGENDA ITEM



TITLE: High Point 911 – Baker Team Recognition at NC APCO 2024	
FROM: Adam Ward, IT Services Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: none	

PURPOSE: To highlight High Point 911 Telecommunicators (Baker Team) for being awarded the 2024 Communications Team of the Year award at the North Carolina Association of Public-Safety Officials (APCO) conference.

BACKGROUND: On March 12th, 2024, High Point 911 (Baker Team) received a highly unusual but critical call from an individual in Florida. The individual was reporting a hostage situation in High Point being broadcast via Facetime. Our Telecommunicators responded immediately to the situation. To view the private real-time Facetime stream, Telecommunicators contacted another individual, who was with the caller in Florida, allowing them to view the Facetime broadcast. The High Point Police and Fire Department were contacted for hostage negotiation and medical response. As events unfolded, Telecommunicators provided real-time intelligence to all involved parties, handled other emergent events called into the dispatch center, and even ordered coffee for the negotiators. The situation concluded with the perpetrator being apprehended and the hostage being rescued with no major injuries to either party. Members of Baker team include Joe Meservey, Karen Shearer, David Wilson, Kate Bret, Ashley Garren, and Justin Grose.

In recognition of their professional and attentive response, the High Point 911 Baker Team was awarded the 2024 Communications Team of the Year award at the North Carolina Association of Public-Safety Officials (APCO) conference.

BUDGET IMPACT: None

RECOMENDATION /ACTION REQUESTED: This item is for recognition and information purposes only.



CITY OF HIGH POINT

AGENDA ITEM



TITLE: Resolution to Sale City Owned Property – 516 White Oak St.	
FROM: Greg Ferguson, Deputy City Manager	MEETING DATE: June 3, 2023
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Resolution Map	

PURPOSE: Sterling Real Estate Development of North Carolina, LLC has offered a bid of \$11,000.00 for a city-owned vacant lot (Property) at:

<u>Parcel #</u>	<u>Address</u>	<u>Square Feet</u>	<u>Acre</u>
171638	516 White Oak St.	6,970	.16

BACKGROUND: This property was originally part of a group of 10 properties offered for purchase by Sterling in November of 2023. The Finance Committee approved all 10 properties, however this lot was pulled prior to City Council action because of an existing lease for a community garden. That lease ends in June 2024, and the lot is eligible for purchase, as no garden was established. The Finance Committee was briefed on May 30, 2024, and advised that the item would now return to City Council Consent.

BUDGET/IMPACT: n/a

RECOMMENDATION/ACTION REQUESTED: Council is requested to adopt a resolution accepting the offer of \$11,000.00 and authorizing the sale of the Property 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.

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR SALE OF CITY PROPERTY
LOCATED AT:
516 White Oak St., High Point, NC**

WHEREAS, The City of High Point (“City”) owns vacant lots (“Properties”) located at

<u>Parcel #</u>	<u>Address</u>	<u>Square Feet</u>	<u>Acre</u>
171638	516 White Oak St.	6,970	.16

; and

WHEREAS, North Carolina General Statute §160A-269 permits the City to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, Sterling Real Estate Development of North Carolina, LLC has offered a bid of Eleven Thousand Dollars (\$11,000.00) for the Property and previously paid the amount of Five Thousand Five Hundred Dollars (\$5,500.00), the required five percent (5%) deposit on the original offer.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of High Point, North Carolina:

1. Authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute §160A-269.
2. The City Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the Property, the amount of the offer, and shall state the terms under which the offer may be upset.
3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the City Clerk within ten (10) days after the notice of sale is published. At the conclusion of the ten (10) day period, the City Clerk shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
4. If a qualifying higher bid is received, the City Clerk shall cause a new notice of upset bid to be published and shall continue to do so until a ten (10) day notice period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first one thousand dollars (\$1,000.00) of that offer and five percent (5%) of the remainder of that offer.

6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will credit the deposit of the final high bidder at closing.

7. The terms of the final sale are that:

- the City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed; and
- the buyer must pay balance with cash, cashier's check, or certified check at the time of closing.

8. The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the Property to Sterling Real Estate Development of North Carolina, LLC.

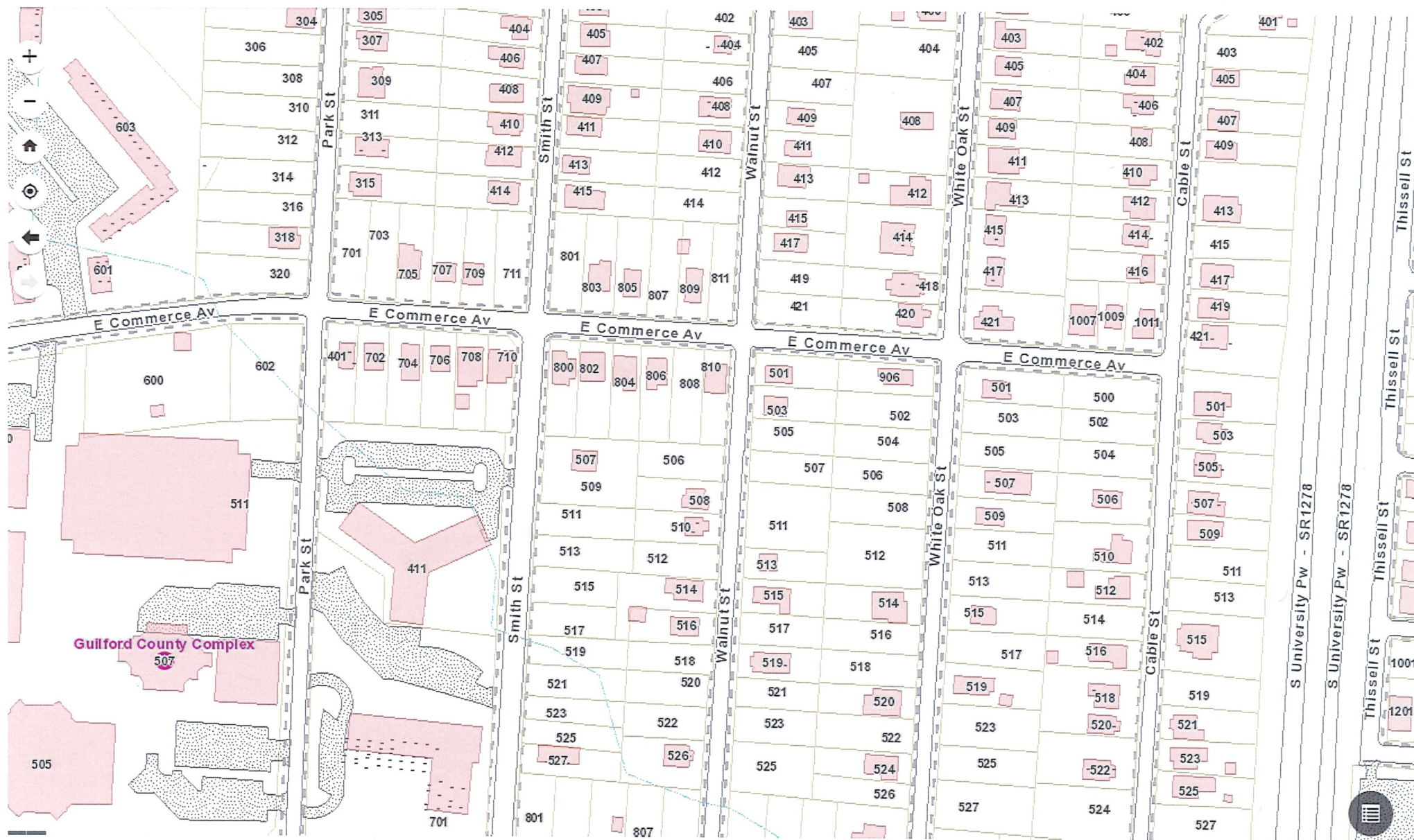
Adopted this the 3rd day of June 2024.

ATTEST:

CITY OF HIGH POINT

Sandra Keeney, City Clerk

Cyril Jefferson, Mayor



CITY OF HIGH POINT

AGENDA ITEM



TITLE: Approval of FY 2024-2025 Budget Ordinance	
FROM: Stephen Hawryluk, Budget and Performance Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: Yes	ADVERTISED DATE/BY: May 7, 2024/High Point Enterprise
ATTACHMENTS: FY 2024-2025 Annual Budget Ordinance Changes to Fee Schedule	

PURPOSE: Consideration of an ordinance to adopt the FY 2024-2025 annual budget ordinance for the City of High Point, including proposed changes to the fee schedule.

BACKGROUND: Staff have worked in conjunction with the Mayor, City Council, and the City Manager to prepare the FY 2024-2025 Annual Budget. The Proposed Budget was presented to the City Council on Monday, May 6th. Budget work sessions were held on Wednesday, May 15th, Wednesday, May 22nd, and Wednesday, May 29th. A public hearing on the Proposed Budget was held at the City Council meeting on Monday, May 20th.

Listed below are the ordinances and schedules necessary to adopt the FY 2024-2025 Budget:

- FY 2024-2025 Annual Budget Ordinance
- Changes to the Comprehensive Fee Schedule

BUDGET IMPACT: N/A

RECOMMENDATION/ACTION REQUESTED: Staff recommends and asks the City Council to adopt the FY 2024-2025 Annual Budget Ordinance for the City of High Point, including the proposed changes to the fee schedule.



CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

BE IT ORDAINED BY THE CITY OF HIGH POINT, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for the operation and maintenance of the City's various governmental departments and divisions for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

(1) That for said fiscal year there is hereby appropriated out of the GENERAL FUND for general governmental operations the following:

General Government	\$ 16,615,177
Public Safety	71,534,566
Public Services	12,602,261
Community and Economic Development	7,066,352
Cultural and Recreation	25,906,064
Other	13,064,369
	<u>\$ 146,788,789</u>

(2) That for said fiscal year there is hereby appropriated out of the SPECIAL GRANTS FUND for purposes outlined within the various grant provisions, the sum of:

\$ 6,556,441

(3) That for said fiscal year there is hereby appropriated out of the COMMUNITY DEVELOPMENT FUND for purposes outlined within the grant, the sum of:

\$ 2,836,000

(4) That for said fiscal year there is hereby appropriated out of the ECONOMIC DEVELOPMENT FUND, the sum of:

\$ 1,500,000

(5) That for said fiscal year there is hereby appropriated out of the GENERAL DEBT SERVICE FUND for the payment of debt service charges, the sum of:

\$ 13,274,623

(6) That for said fiscal year there is hereby appropriated out of the GENERAL CAPITAL PROJECTS FUND for the purpose of construction and/or acquisition of certain long-lived assets, the following:

General Government	\$ 1,475,000
Public Safety	450,000
Public Services	1,010,000
Community and Economic Development	45,000
Cultural and Recreation	702,000
Other	443,323
	<u>\$ 4,125,323</u>

(7) That for said fiscal year there is hereby appropriated out of the GENERAL BOND CAPITAL PROJECTS FUND for the purpose of construction and/or acquisition of certain long-lived assets, the sum of:

\$ 600,000

(8) That for said fiscal year there is hereby appropriated out of the CENTRAL SERVICES FUND the following:

Fleet Services	\$ 17,386,139
Print Shop	356,059
Radio Repair Shop	2,527,788
Computer Replacement	893,699
	<u>\$ 21,163,685</u>

(9) That for said fiscal year there is hereby appropriated out of the WATER and SEWER FUND the following:

Operations	\$ 42,123,634
Debt Service	15,691,766
Transfer to Showroom and Occupancy Tax Fund	50,000
Transfer to Central Services Fund	20,000

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

Transfer to General Capital Projects Fund	375,000
Transfer to Water/Sewer Capital Projects Fund	11,154,983
TOTAL WATER and SEWER FUND	<u>\$ 69,415,383</u>

(10) That for said fiscal year there is hereby appropriated out of the WATER and SEWER CAPITAL PROJECTS FUND for the following, the sum of:

Water Sewer Capital Projects	<u>\$ 11,154,983</u>
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(11) That for said fiscal year there is hereby appropriated out of the ELECTRIC FUND the following:

Operations	\$ 119,567,348
Capital Projects	7,000,000
Transfer to Economic Development Fund	400,000
Transfer to Showroom and Occupancy Tax Fund	950,000
Transfer to General Capital Projects Fund	600,000
Transfer to Electric Capital Projects Fund	18,810,000
TOTAL ELECTRIC FUND	<u>\$ 147,327,348</u>

(12) That for said fiscal year there is hereby appropriated out of the ELECTRIC CAPITAL PROJECTS FUND for the following, the sum of:

Electric Capital Projects	<u>\$ 18,810,000</u>
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(13) That for said fiscal year there is hereby appropriated out of the MASS TRANSIT FUND for the purpose of operating High Point's Transit System, the sum of:

\$ 6,021,199

(14) That for said fiscal year there is hereby appropriated out of the MASS TRANSIT CAPITAL PROJECTS FUND for the following, the sum of:

Mass Transit Capital Projects	<u>\$ 3,702,050</u>
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(15) That for said fiscal year there is hereby appropriated out of the PARKING FACILITIES FUND for the purpose of operating City parking facilities, the sum of:

\$ 611,912

(16) That for said fiscal year there is hereby appropriated out of the PARKING CAPITAL PROJECTS FUND for the following, the sum of:

Parking Capital Projects	<u>\$ 75,000</u>
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(17) That for said fiscal year there is hereby appropriated out of the SOLID WASTE FUND the following:

Operations	\$ 21,541,022
Capital Projects	895,000
Transfer to General Capital Projects Fund	105,000
Transfer to Solid Waste Capital Projects Fund	510,000
TOTAL SOLID WASTE FUND	<u>\$ 23,051,022</u>

(18) That for said fiscal year there is hereby appropriated out of the SOLID WASTE CAPITAL PROJECTS FUND for the following, the sum of:

Solid Waste Capital Projects	<u>\$ 731,000</u>
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(19) That for said fiscal year there is hereby appropriated out of the LANDFILL CLOSURE FUND for the following, the sum of:

Transfer to Solid Waste Capital Projects Fund	221,000
TOTAL LANDFILL CLOSURE FUND	<u>\$ 221,000</u>

(20) That for said fiscal year there is hereby appropriated out of the STORM WATER FUND the following:

Operations	\$ 5,240,656
Debt Service	954,619
Transfer to General Capital Projects Fund	45,000
Transfer to Stormwater Capital Projects Fund	934,883
TOTAL STORM WATER FUND	<u>\$ 7,175,158</u>

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

(21) That for said fiscal year there is hereby appropriated out of the STORMWATER CAPITAL PROJECTS FUND for the following, the sum of:

Stormwater Capital Projects	\$ <u>934,883</u>
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(22) That for said fiscal year there is hereby appropriated out of the INSURANCE RESERVE FUND, the sum of:

	\$ <u>25,483,674</u>
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(23) That for said fiscal year there is hereby appropriated out of the GENERAL RISK RETENTION FUND, the sum of:

	\$ <u>1,155,830</u>
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Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2024 and ending June 30, 2025:

General Fund	
Ad Valorem Taxes	\$ 84,045,925
Sales & Use Taxes	37,546,678
Intergovernmental Revenues	11,495,008
Licenses & Permits	4,781,475
Charges for Services	6,306,636
Miscellaneous Revenues	2,613,067
Total Revenues and Other Financing Sources	\$ <u>146,788,789</u>
Grants Fund	
Intergovernmental Revenues	\$ 6,460,743
Transfer from Other Funds	95,698
Total Revenues and Other Financing Sources	\$ <u>6,556,441</u>
Community Development Fund	
Intergovernmental Revenues	\$ 2,072,000
Miscellaneous Revenues	582,000
Transfer from Other Funds	182,000
Total Revenues and Other Financing Sources	\$ <u>2,836,000</u>
Economic Development Fund	
Miscellaneous Revenues	\$ 25,000
Transfer From Other Funds	475,000
Fund Balance Appropriated	1,000,000
Total Revenues and Other Financing Sources	\$ <u>1,500,000</u>
General Debt Service Fund	
Ad Valorem Taxes	\$ 4,622,882
Charges for Services	900,000
Miscellaneous Revenues	300,000
Transfer from Other Funds	6,783,563
Fund Balance Appropriated	668,178
Total Revenues and Other Financing Sources	\$ <u>13,274,623</u>
General Capital Projects Fund	
Transfer from Other Funds	\$ 4,125,323
General Bond Capital Projects Fund	
Transfer from Other Funds	\$ <u>600,000</u>
Central Services Fund	
Charges for Services	\$ 12,475,028
Miscellaneous Revenues	6,831,657
Debt Proceeds	1,575,000

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

Transfer from Other Funds	282,000
Total Revenues and Other Financing Sources	<u>\$ 21,163,685</u>
Water and Sewer Fund	
Charges for Services	\$ 67,371,000
Miscellaneous Revenues	2,044,383
Total Revenues and Other Financing Sources	<u>\$ 69,415,383</u>
Water and Sewer Capital Projects Fund	
Transfer from Water and Sewer Fund	<u>\$ 11,154,983</u>
Electric Fund	
Charges for Services	\$ 125,253,100
Miscellaneous Revenues	1,957,744
Retained Earnings Appropriated	20,116,504
Total Revenues and Other Financing Sources	<u>\$ 147,327,348</u>
Electric Capital Projects Fund	
Transfer from Electric Fund	<u>\$ 18,810,000</u>
Mass Transit Fund	
Charges for Services	\$ 3,571,265
Intergovernmental Revenues	233,979
License and Permits	390,000
Miscellaneous Revenues	10,000
Transfer From Other Funds	1,815,955
Total Revenues and Other Financing Sources	<u>\$ 6,021,199</u>
Mass Transit Capital Projects Fund	
Intergovernmental Revenues	\$ 3,417,220
Transfer From Other Funds	284,830
Total Revenues and Other Financing Sources	<u>\$ 3,702,050</u>
Parking Facilities Fund	
Charges for Services	\$ 438,000
Miscellaneous Revenues	8,912
Transfer From Other Funds	165,000
Total Revenues and Other Financing Sources	<u>\$ 611,912</u>
Parking Capital Projects Fund	
Transfer From Other Funds	<u>\$ 75,000</u>
Solid Waste Fund	
Sales & Use Taxes	\$ 84,500
Charges for Services	18,285,350
Miscellaneous Revenues	226,500
Retained Earnings Appropriated	4,454,672
Total Revenues and Other Financing Sources	<u>\$ 23,051,022</u>
Solid Waste Capital Projects Fund	
Transfer From Other Funds	<u>\$ 731,000</u>
Landfill Post Closure Fund	
Retained Earnings Appropriated	<u>\$ 221,000</u>
Storm Water Fund	
Charges for Services	\$ 6,603,255
Miscellaneous Revenues	150,000
Retained Earnings Appropriated	421,903
Total Revenues and Other Financing Sources	<u>\$ 7,175,158</u>
Stormwater Capital Projects Fund	
Transfer from Other Funds	<u>\$ 934,883</u>

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

Insurance Reserve Fund	
Charges for Services	\$ 22,820,850
Miscellaneous Revenues	1,170,704
Fund Balance Appropriated	1,492,120
Total Revenues and Other Financing Sources	<u>\$ 25,483,674</u>
 General Risk Retention Fund	
Transfer From Other Funds	<u>\$ 1,155,830</u>

Section 3. There is hereby levied the following rates of tax on each one hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2024, for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimates of revenue, and in order to finance the foregoing appropriations.

Rate per \$100 Valuation	
General Fund	\$ 0.6135
General Debt Service	\$ 0.0340
	<u>\$ 0.6475</u>

Such rates of tax are based on an estimated total valuation of property for purpose of taxation of **\$13,739,614,484** and an estimated rate of collections of **99.3%** during the current year.

Section 4. That the reserve for encumbrances at June 30, 2024, representing the unearned portion of contracts as of that date, shall be re-appropriated and distributed as it applied in order to properly account for the payment against which the fiscal year in which it is paid.

Section 5. That the unencumbered balances as of June 30, 2024 of those capital projects and operating encumbrances which were not completed in Fiscal Year 2023-2024 be reappropriated into the Fiscal Year 2024-2025 budget in order to allow completion.

Section 6. That the unencumbered balances in Grant funds which remain as of June 30, 2024 be reappropriated into the Fiscal Year 2024-2025 budget for the completion of their original purposes.

Section 7. That the landfill closure funds previously expended and established as a liability in the Landfill Development and Maintenance Capital Reserve Fund and which remain as of June 30, 2024 be appropriated in the Fiscal Year 2024-2025 budget for their intended purposes.

Section 8. The number of persons to be employed and the salaries and wages to be paid shall be those which are included in the detailed operation budgets; unless provision is made by the City Manager or City Council for employing additional persons.

Section 9. The City Manager is hereby authorized to approve transfers of appropriations within any fund. Transfers between funds and authorization for making expenditures from excess revenue shall be made by the City Council.

Section 10. Utility payments will be applied in the following order: Deposits, credit/collection fees, oldest bill first, miscellaneous fees/charges, and utility services.

Section 11. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 12. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2024.

Attest: Sandra Keeney
City Clerk

ELECTRIC



RATE R-RESIDENTIAL SERVICE

Availability

Available only to residential customers in residences, condominiums, mobile homes, or individually metered apartments, which provide independent and permanent facilities, complete for living, sleeping, eating, cooking, and sanitation. All electric energy used in such dwelling must be recorded through a single meter.

Type Of Service

The City will furnish 60 Hertz service through one meter, at one delivery point, where available, single-phase, 120/240 volts; or 3-phase, 208Y/120 volts; or other available voltages at the City's option. Three-phase service will be supplied, if available. Where three-phase and single-phase service is supplied through the same meter, it will be billed on the rate below. Where three-phase service is supplied through a separate meter, it will be billed on the applicable General Service schedule.

Monthly Rate

Monthly Rate	Rate	
Basic Facilities Charge per month:	\$23.40 31.51	
Energy Charge	Billing Months July-October	Billing Months November-June
For the first 350 kWh	\$0.090702 081265 / kWh	
Over 350 kWh	\$0.095427 085498 / kWh	
For the first 350 kWh		\$0.090702 081265 / kWh
Over 350 kWh		\$0.080650 072258 / kWh

Determination Of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after ~~October 1, 2022~~ July 1, 2024.



COMMERCIAL COINCIDENT PEAK

Availability

(a) Available only to new commercial or industrial loads which begin receiving service after July 1, 2024, or existing loads previously served by a discontinued Coincident Peak rate schedule. The demand of the new load must equal or exceed 200 KW during at least three months of a twelve-month period.

(b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.

(c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.

(d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. Available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

<u>Monthly Rate</u>	<u>Base Rate</u>
Basic Facilities Charge per month:	\$196.41
Demand Charge:	
<u>Summer (June – September)</u>	<u>\$23.79 / kW</u>
<u>Winter (October – May)</u>	<u>\$3.81 / kW</u>
Energy Charges: (All Energy)	<u>\$0.0465140 / kWh</u>

On-Peak Periods

On-peak periods are non-holiday weekdays during the following times:

<u>June - September</u>	<u>2pm – 6pm</u>
<u>December – February</u>	<u>7am – 9am</u>
<u>All other months</u>	<u>7am – 9am and 2pm – 6pm</u>

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2024.

GENERAL SERVICE
COMMERCIAL – NON – DEMAND

Availability

- (a) Available to the individual customer.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential or Industrial Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits.
- (e) This rate schedule does not include a Demand Charge, provided that the customer's loading does not exceed the allowable amount. The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 30 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate	Base Rate
Basic Facilities Charge per month:	\$16.13
Energy Charge:	
For the first 3,000 kWh	\$0.1520689 / kWh
3,001 - 90,000 kWh	\$0.0763190 / kWh
For all over 90,000 kWh	\$0.0605197 / kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2024.

COMMERCIAL/INDUSTRIAL – TIME OF USE

Availability

- (a) Available on a voluntary and limited basis to individual establishments.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

<u>Monthly Rate</u>	<u>Base Rate</u>
Basic Facilities Charge per month:	<u>\$78.37</u>
Demand Charge:	
<u>On-peak Demand Charge:</u>	<u>\$17.14 / kW</u>
Energy Charges:	<u>\$0.048650 / kWh</u>

Determination of On-Peak Hours:

<u>Season</u>	<u>Calendar Months</u>	<u>On-Peak Hours</u>
<u>Winter</u>	<u>December – February</u>	<u>07:00 – 10:00</u>
<u>Spring</u>	<u>March – May</u>	<u>07:00 – 09:00</u>
		<u>14:00 – 19:00</u>
<u>Summer</u>	<u>June – September</u>	<u>14:00 – 18:00</u>
<u>Fall</u>	<u>October – November</u>	<u>07:00 – 9:00</u>
		<u>14:00 – 19:00</u>

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) The maximum integrated thirty-minute demand measured during the on-peak period hours.
- (2) Fifty percent (50%) of the customer's maximum-recorded demand.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after July 1, 2024.

RATE 11-GENERAL SERVICE, COMMERCIAL, WATER HEATER

Availability

This rate is available only to customers receiving service at 575 volts or less on Rate 10 or Rate 21, provided that water heaters are of the insulated storage type, and that energy used is limited to the heating of water for purposes other than space heating.

Type of Service

The City will furnish 60 Hertz service, single or three (3) phase, sub-metered at the same point of delivery and at the same voltage as the energy which is delivered to the customer on Rate 10 or Rate 21.

Monthly Rate	Base Rate
For the first 100 kWh — \$0.130004 / kWh	\$0.130004 / kWh
For all over 100 kWh	\$0.089779 / kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019.

**RATE 25-GENERAL SERVICE, ALL ELECTRIC (FORMALLY
SCHEDULE CAE)**

Availability

- (a) Available to the individual customer, with a 12-month average load factor over 80 percent.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premise.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential or Industrial Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits.
- (e) Available only to establishments in which environmental space conditioning is required and all energy for all such conditioning is supplied electrically through the same meter as all other electric energy used in the establishment.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate	Base Rate
Basic Facilities Charge per month:	\$26.55
Demand Charge:	
For the first 30 kW of Billing Demand per month	No charge
For all over 30 kW of Billing Demand per month	\$5.64 / kW

Energy Charge:	Billing-Months April-November	Billing-Months December-March
For the First 125 kWh per KW Billing-Demand Per Month:		
For the first 3,000 kWh	\$0.147410 / kWh	\$0.140121 / kWh
For the next 87,000 kWh	\$0.082596 / kWh	\$0.082599 / kWh
For all over 90,000 kWh	\$0.055702 / kWh	\$0.055702 / kWh
For the Next 275 kWh Billing-Demand Per Month:		
For the first 140,000 kWh	\$0.078768 / kWh	\$0.074875 / kWh
For all over 140,000 kWh	\$0.070932 / kWh	\$0.067423 / kWh
For all Over 400 kWh per kW Billing-Demand Per Month:		
For all kWh per month	\$0.067986 / kWh	\$0.064624 / kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing-Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) — Fifty percent (50%) of the customer's maximum-recorded demand.
- (2) — 30 Kilowatts (kW).

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019:

RATE 33-GENERAL SERVICE & INDUSTRIAL TIME OF DAY

Availability

- (a) — Available on a voluntary and limited basis to individual establishments.
- (b) — Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premise.
- (c) — This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) — The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate	Base Rate
Basic Facilities Charge	\$78.37
Demand Charge:	
On-Peak - June 1 - September 30 (Summer)	\$16.83 per kW
On-Peak - October 1 - May 31 (Winter)	\$9.19 per kW
Energy Charges	
On-Peak	\$0.048650 per kWh
Off-Peak	\$0.038322 per kWh

Determination of On-Peak Hours:

Season	Calendar Months	On-Peak Hours
Winter	October 1 - May 31	06:00 - 13:00
Summer	June 1 - September 30	13:00 - 21:00

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) — The maximum integrated thirty-minute demand measured during the on peak period hours.
- (2) — Fifty percent (50%) of the customer's maximum recorded demand.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019.

RATE 34—COMMERCIAL & INDUSTRIAL COINCIDENT PEAK

Availability

- (a) Available on an experimental case basis for Industrial and Commercial customers whose anticipated total electrical demand exceeds 300 kilowatts and 60% load factor. Until otherwise evaluated and accepted by City Council this rate shall be limited to fifty accounts.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential or Industrial Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. This Schedule is available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate		Base Rate
Basic Facilities Charge		\$79.59
Demand Charge:		
	Summer Demand Charge	\$21.85 per kW
	Winter Demand Charge	\$7.28 per kW
Energy Charges		\$0.060829 per kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

Determination of Billing Demand

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm-6pm
December-February	7am-9am
All other months	7am-9am and 2pm-6pm

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019:

RATE 35-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW LOADS

100kW-500kW

(Formerly Schedule CP-100)

Availability

(a) — Available only to new commercial or industrial loads which begin receiving service after July 1, 1998. The demand of the new load must equal or exceed 100 kW, but be less than 500 kW during at least three months of a twelve-month period.

(b) — Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.

(c) — This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.

(d) — The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. Available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

Basic Facilities Charge		\$140.11
Demand Charge		
Summer Demand Charge	(June - September)	\$25.22 per kW
Winter Demand Charge	(October - May)	\$7.01 per kW
Energy Charges		\$0.049035 per kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm-6pm
December-February	7am-9am
All other months	7am-9am and 2pm-6pm

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019.

RATE 36-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW LOADS

500kW-3000kW

(Formally Schedule CP-100)

Availability

(a) Available only to new commercial or industrial loads which begin receiving service after July 1, 1998. The demand of the new load must equal or exceed 500 kW but be less than 3,000 kW during at least three months of a twelve-month period.

(b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premises.

(c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.

(d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. Available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate

Basic Facilities Charge		\$350.26
Demand Charge		
Summer Demand Charge	(June--September)	\$24.51 per kW
Winter Demand Charge	(October--May)	\$4.19 per kW
Energy Charges		\$0.047635 per kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Effective for bills rendered on and after October 1, 2019:

**RATE 37-COMMERCIAL & INDUSTRIAL COINCIDENT PEAK, NEW
LOADS EXCEEDING 3000kW**

(Formally Schedule CP-3000)

Availability

- (a) Available only to new industrial loads, which begin receiving service after July 1, 1998. The demand of the new load must equal or exceed 3000 kW during at least three months of a twelve-month period.
- (b) Service under this Schedule shall be used only by the contracting customer in a single enterprise, located entirely on a single, contiguous premise.
- (c) This Schedule is not available to the individual customer who qualifies for a Residential Schedule nor for auxiliary or breakdown service and power hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the customer.
- (d) The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, satisfactory point of delivery and permits, for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from, furnishing the power by its failure to secure and retain such rights, privileges, satisfactory point of delivery and permits. This Schedule is available only on a limited basis only after application and approval by the City and further dependent on the City obtaining the necessary equipment for metering.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single phase. All motors of more than 5 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

Billing Demand shall be the average of the integrated clock hour kW demands measured during the hours of the On-Peak Period on the day identified as the Peak Management Day used by the North Carolina Municipal Power Agency Number 1 (NCMPA1) for wholesale billing purposes during the corresponding month of Customer's billing.

Determination of Billing Demand

On-peak periods are non-holiday weekdays during the following times:

June-September	2pm--6pm
December-February	7am--9am
All other months	7am--9am and 2pm--6pm

Notification by City

The City will use diligent efforts to predict each monthly system peak and provide advance notice to the Customer. However, the City does not guarantee an accurate prediction, nor does the City guarantee that advance notice will be provided. Notification by the City will be provided to the Customer by direct telephone communications or automatic signal, as mutually agreed. The Customer will hold the City harmless in connection with its notification.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 90 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 90 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

Effective for bills rendered on and after October 1, 2019.

RATE 43 -- INDUSTRIAL SERVICE, NEW CONSTRUCTION

Availability

Available only to initial customer of new commercial buildings completed after September 1, 2003. The customer shall be an establishment classified as "Manufacturing Industries" by the Standard Industrial Classification Manual, 1957 or later revision published by the Office of Management and Budget, United States Government, and only where more than fifty percent (50%) of the total electric consumption of such establishment is used for its manufacturing processes. Minimum load to qualify is 30 kW.

This schedule shall be used solely by the Customer in a single enterprise, located entirely on single, contiguous premises. This schedule is not available for auxiliary or breakdown service. Power delivered under this schedule shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for, under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in a contract with the Customer.

The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, franchises, and permits, for the delivery of such power. The City shall not be liable to any customer or applicant for power in the event it is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, franchises, and permits.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 25 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Monthly Rate	Base Rate
Basic Facilities Charge per month	\$19.27
Demand Charge	
For the first 30 kW of Billing Demand per month	No charge
For all over 30 kW of Billing Demand per month	\$4.51 per kW
Energy Charge	
For the First 125 kWh per KW Billing Demand Per Month:	
For the first 3,000 kWh	\$0.122320 per kWh
For the next 87,000 kWh	\$0.071453 per kWh
For all over 90,000 kWh	\$0.068672 per kWh
For the Next 275 kWh Billing Demand Per Month:	
For the next 140,000 kWh	\$0.058949 per kWh
For all over 140,000 kWh	\$0.057129 per kWh
For all Over 400 kWh per kW Billing Demand Per Month:	
For all kWh per month	\$0.054779 per kWh

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) — The maximum integrated thirty-minute demand measured in the previous 12 months including the month for which the bill is rendered.
- (2) — Fifty percent (50%) of the customer's maximum recorded demand.
- (3) — 30 Kilowatts (kW).

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

This rate was designed to match a Duke Power I Rate, and will be adjusted whenever the North Carolina Utilities Commission approves a change in the Duke Power rate.

Effective for bills rendered on and after January 1, 2023.

RATE 45—TIME OF DAY INDUSTRIAL SERVICE, NEW CONSTRUCTION—

Availability

Available only to new commercial or industrial loads which begin receiving service after July 1, 2003. The demand of the new load must equal or exceed 500 kW during at least three months of a twelve-month period. Service under this Schedule shall be used solely by the contracting customer in a single enterprise, located entirely on a single contiguous site or premises.

This Schedule is not available for auxiliary or breakdown service and power delivered hereunder shall not be used for resale or exchange or in parallel with other electric power, or as a substitute for power contracted for or which may be contracted for under any other schedule of the City, except at the option of the City, under special terms and conditions expressed in writing in the contract with the Customer.

The obligations of the City in regard to supplying power are dependent upon its securing and retaining all necessary rights-of-way, privileges, franchises, and permit for the delivery of such power, and the City shall not be liable to any customer or applicant for power in the event the City is delayed in, or is prevented from furnishing the power by its failure to secure and retain such rights-of-way, rights, privileges, franchises, and/or permits.

Available only to initial customer of new commercial buildings completed after September 1, 2003. The customer shall be an establishment classified as "Manufacturing Industries" by the Standard Industrial Classification Manual, 1957 or later revision published by the Office of Management and Budget, United States Government, and only where more than fifty percent (50%) of the total electric consumption of such establishment is used for its manufacturing processes. Minimum load to qualify is 30 kW.

Type of Service

The City will furnish 60-Hertz service through one meter, at one delivery point, at the available voltage. The type of service supplied will depend upon the voltage available. Prospective customers should determine the available voltage by contacting the City before purchasing equipment.

Motors of less than 5 HP may be single-phase. All motors of more than 25 HP must be equipped with starting compensators. The City reserves the right, when in its opinion the installation would not be detrimental to the service of the City, to permit other types of motors.

Basic Facilities Charge	\$32.17
Demand Charge	
On-Peak June 1—September 30 (Summer)	\$15.4708 per kW
On-Peak October 1–May 31 (Winter)	\$8.6707 per kW
Energy Charge	
All Energy	\$0.049238 per kWh

Determination of On-Peak Hours:

Season	Calendar Months	On-Peak Hours
Winter	December - February	07:00-10:00
Spring	March - May	07:00 - 09:00; 14:00-19:00
Summer	June - September	14:00-18:00
Fall	October - November	07:00-09:00; 14:00-19:00

Definition of "Month"

The term "month" as used in this Schedule means the period intervening between meter readings for the purposes of monthly billing. Readings are taken once a month at intervals of approximately thirty days.

Determination of Billing Demand

The City will install a permanent demand meter when the monthly consumption of the customer equals or exceeds 3,000 kWh, or when tests indicate a demand of 15 kW or more, however, at its option, the City may install such a meter for any customer served under this Schedule.

The demand for billing purposes each month shall be the largest of the following:

- (1) — The maximum integrated thirty-minute demand measured during the applicable season on-peak period during the month for which the bill is rendered.
- (2) — Fifty percent (50%) of the customer's maximum recorded demand.

Determination of Energy

The kWh of energy shall be the difference between the current month's watt-hour reading and the previous month's watt-hour meter reading.

Power Factor Correction

When the average monthly power factor of the Customer's power requirements is less than 85 percent, the City may correct the integrated demand in kilowatts for that month by multiplying by 85 percent and dividing the average power factor in percent for that month.

Sales Tax

The appropriate North Carolina sales tax shall be added to the above electric rates.

This rate was designed to match a Duke Power OPT I & OPT G Rates, and will be adjusted whenever the North Carolina Utilities Commission approves a change in the Duke Power rate.

Effective for bills rendered on and after January 1, 2023.

CITY OF HIGH POINT
ELECTRIC RATE SCHEDULE
Economic Development Credit Rider – Rate – EDC-1

AVAILABILITY

This rider is available only to new commercial or industrial loads that begin receiving service after July 1, 2024 and is available in conjunction with service under any of the City's commercial or industrial rate schedules. The demand of the new load must equal or exceed 200 kW during at least three months of a twelve-month period. Eligibility for this rider under the preceding minimum load requirement is subject to review on an annual basis. Any Customer desiring to receive service under this rider shall provide written notification to the City of such desire. Such notice shall provide the City with information concerning the load to be served and the Customers facilities and shall provide the basis of the City representation that the characteristics of the load will meet the minimum eligibility requirements of the electric rate schedule to which this rider applies. All terms and conditions of the electric rate schedule applicable to the Customer shall apply to service supplied to the Customer except as modified by this Rider.

TYPE OF SERVICE

New Services, approved by City Council, exceeding 200 kW for at least 3 months of a 12 month period.

MONTHLY CREDIT

The Customer will receive a Monthly Credit on the bill calculated on the then-effective electric rate; whichever is applicable to the Customer. The schedule of Monthly Credits will be calculated as described below under the heading "Application of Credit".

APPLICATION OF CREDIT

Beginning with the date on which service under the then-effective electric rate is to commence for the eligible load, a Monthly Credit based on the following schedule will be applied to the total bill, including Basic Facilities Charge, Demand Charges, Energy Charges, or Minimum Bill, excluding other applicable riders and special charges, if any.

<u>PERIOD</u>	<u>DISCOUNT</u>
<u>Months 1-12</u>	<u>20%</u>
<u>Months 13-24</u>	<u>15%</u>
<u>Months 25-36</u>	<u>10%</u>
<u>Months 37-48</u>	<u>5%</u>
<u>After Month 48</u>	<u>0%</u>

CONTRACT PERIOD

Prior to receiving service under this rider, the Customer must enter into a contract to purchase electricity from the City for a minimum period of ten years. Either party can terminate the contract at the end of the original term upon sixty days prior written notice.

Effective for service rendered on and after July 1, 2024.

City of High Point
Electric Rate Rider REPS
Renewable Energy Portfolio Standards (REPS) Charge



Applicability

The Renewable Energy Portfolio Standards Charge set forth in this Rider is applicable to all customer accounts receiving electric service from the City of High Point ("City"), except as provided below. These charges are collected for the expressed purpose of enabling the City to meet its Renewable Energy Portfolio Standards compliance obligations as required by the North Carolina General Assembly in its Senate Bill 3 ratified on August 2, 2007.

Billing

Monthly electric charges for each customer account computed under the City's applicable electric rate schedule will be increased by an amount determined by the table below:

Customer Type	Monthly Charges		
	Renewable Resources	DSM/Energy Efficiency	Total REPS Charge
Residential Account	\$ 0.84 \$ 0.82	\$ 0.00	\$ 0.84 \$ 0.82
Commercial Account	\$ 4.58 \$ 4.47	\$ 0.00	\$ 4.58 \$ 4.47
Industrial Account	\$47.20 \$46.08	\$ 0.00	\$47.20 \$46.08

Exceptions

Industrial and Commercial Customer Opt-out

All industrial customers, regardless of size, and large commercial customers with usage greater than one million kWh's per year can elect not to participate in City's demand-side management and energy efficiency measures in favor of its own implemented demand-side management and energy efficiency measures by giving appropriate written notice to the City. In the event such customers "opt-out", they are not subject to the DSM/Energy Efficiency portion of the charges above. All customers are subject to the Renewable Resources portion of the charges above.

Auxiliary Service Accounts

The following service schedules will not be considered accounts because of the low energy use associated with them and the near certainty that customers served under these schedules already will pay a per account charge under another residential, commercial or industrial service schedule:

- Schedule 17 & 29 – Outdoor Lighting Service (metered and unmetered)
- Schedule Z – Street and Public Lighting Service
- Schedule 20 & 22 – Traffic Signal Service
- Etc.

Sales Tax

Applicable North Carolina sales tax will be added to charges under this Rider.

Effective for service rendered after July 1, ~~2023~~ **2024**.



CITY OF HIGH POINT
ELECTRIC RATE SCHEDULE
RATE EVCL2 - UTILITY OWNED ELECTRIC VEHICLE CHARGING SERVICE

AVAILABILITY

This service is available for EV charging stations owned by the City of High Point. Charging stations are available for use by the public, exclusive to vehicles attempting to charge and not exclusive to City of High Point electric customers. Whereas charging station is defined as single point charging and charging site may have one or more charging stations. The City may throttle the available charging capacity of both the charging site and/or charging station to balance the impact of EV charging on the public electric distribution system. The City does not guarantee availability at charging sites or charging stations.

This service is not available where the total charging site requirement exceeds 25 kW.
Obstructing access to charging sites and/or stations is subject to towing and/or fines.

TYPE OF SERVICE

Level 2 service provided at 240V

CHARGING STATION SERVICE RATE

Level 2:

Active Energy Charging: \$0.18 per kWh

Station Time Rate:

First 2 Hours **Free**

Overstay Rate

\$1.00 per hour thereafter

These charges are intended to recover the cost of service plus transaction costs but may not recover the full cost of the charging equipment.

PAYMENT

Bills are due and payable by credit card swipe at the site.

SALES TAX

North Carolina sales tax of 7% shall be added to the above electric rates.

GENERAL

Service rendered under this schedule is subject to the provisions of the City' s service regulations, and any changes therein, substitutions therefore, or additions thereto lawfully made.

Effective for service rendered on and after July 1, 2024.

Parks & Recreation

GOLF COURSES: BLAIR PARK AND OAK HOLLOW

Play & Ride - Weekdays	Blair Park	Oak Hollow
18-holes	\$27.00 \$29.00	\$34.00 \$36.00
9-holes with cart	\$19.00 \$21.00	\$24.00 \$26.00
Ladies (Thursdays at Blair Park, Tuesdays at Oak Hollow)	\$24.00 \$26.00	\$26.00 \$28.00
Seniors (Monday-Friday only, ages 55+)	\$24.00 \$26.00	\$26.00 \$28.00

Play & Ride – Weekdays (cont.)	Blair Park	Oak Hollow
Juniors (must be 16 years of age to drive cart)	\$24.00 \$26.00	\$26.00 \$28.00
Twilight - starting time varies during the year	\$22.00 \$24.00	\$25.00 \$27.00
College Student Rate	\$24.00 \$26.00	\$26.00 \$28.00
18-hole Junior Special - (after 12 noon) playing with an adult who paid the Regular 18-hole fee	\$12.00 \$14.00	\$15.00 \$17.00
9-hole Junior Special - (after 12 noon) playing with an adult who paid the Regular 9-hole fee	\$9.00 \$11.00	\$10.00 \$12.00
Walking - Weekdays	Blair Park	Oak Hollow
18-holes	\$15.00 \$16.00	\$19.00 \$20.00
9-holes	\$10.00 \$11.00	\$14.00 \$15.00
Ladies (Thursdays at Blair Park, Tuesdays at Oak Hollow)	\$10.00 \$11.00	\$14.00 \$15.00
Seniors (ages 55+)	\$10.00 \$11.00	\$14.00 \$15.00
Juniors (under 18)	\$10.00 \$11.00	\$14.00 \$15.00
Seniors & Juniors: 9 Holes (after 1 p.m.)	\$8.00 \$9.00	\$10.00 \$11.00
Play & Ride - Weekends	Blair Park	Oak Hollow
18-holes, before 12 noon	\$33.00 \$35.00	\$43.00 \$45.00
18-holes, after 12 noon	\$27.00 \$29.00	\$37.00 \$39.00
18-hole Junior Special - (after 12 noon) playing with an adult who paid the Regular 18-hole fee	\$12.00 \$14.00	\$15.00 \$17.00
9-hole Junior Special - (after 12 noon) playing with an adult who paid the Regular 9-hole fee	\$9.00 \$11.00	\$10.00 \$12.00
Walking - Weekends	Blair Park	Oak Hollow
18-holes before 12 noon	\$33.00 \$34.00	\$43.00 \$44.00
18-holes after 12 noon	\$18.00 \$19.00	\$28.00 \$29.00
9-holes (last three hours of play)	\$12.00 \$13.00	\$15.00 \$16.00
Juniors (after 2 p.m.)	\$12.00 \$13.00	\$15.00 \$16.00
College Student (after 2 p.m.)	\$15.00	\$22.00
Winter Rates - Start December 1 and run through February 28	Blair Park	Oak Hollow
Play & Ride – Weekends (Saturday, Sunday, & Holidays)	\$24.00 \$26.00	\$32.00 \$34.00
Play & Ride – Weekdays (Monday – Friday)	\$20.00 \$22.00	\$28.00 \$30.00
Play & Ride – Seniors (weekdays only)	\$20.00 \$22.00	\$22.00 \$24.00
Golf Carts	Blair Park	Oak Hollow
9-holes - per person, per cart	\$9.00 \$10.00	\$9.00 \$10.00
18-holes - per person, per cart	\$15.00 \$16.00	\$15.00 \$16.00

HIGH POINT CITY LAKE PARK

Hourly Rental – Train, Carousel & Golf (subject to availability)

Operator Fee (per hour, per amusement)	\$15.00 \$15.45 hr.
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High Point City Lake Park Swimming Pool		
Pool Rentals (Exclusive Use; Per Hour)	Resident	Non-Resident
*Lifeguards – per hour, per lifeguard. Number of lifeguards needed is based on a ratio of 1 lifeguard to every 25 guests, with a minimum of 4 lifeguards.	\$17.00 \$17.45 per lifeguard, per hour	\$17.00 \$17.45 per lifeguard, per hour

MISCELLANEOUS RENTALS

Johnson Street Disc Golf Course – private course usage	
<u>Local Non-Profit, Community, and Service Organizations*</u> <i>*Non-profit groups must provide a copy of their valid 501(c) (3) designation to qualify for non-profit rates.</i>	\$50 per day
<u>Business, Commercial or Individual</u>	\$100 per day
<u>Vendor Fee - Food</u>	\$75.00
<u>Vendor Fee - Non-Food</u>	\$50.00

RECREATION CENTERS – ALLEN JAY, DEEP RIVER, MOREHEAD, OAKVIEW, AND SOUTHSIDE

Area	Price
Gym - Type A (Rentals by citizens, non-profit, civic or religious groups)	\$35.00 \$40 per hour, <u>two-hour minimum</u>
Gym - Type B (Where admission or tickets are charged, or merchandise is sold)	\$50.00 \$60 per hour, <u>two-hour minimum</u>
Activity Room	\$25.00 per hour, <u>two-hour minimum</u>
Large Activity Room (Oakview, Deep River, Allen Jay, Morehead)	\$35.00 \$40 per hour, <u>two-hour minimum</u>
Entire Center	\$110.00 per hour, <u>two-hour minimum</u>

Washington Terrace Park Swimming Pool

Pool Rental - <u>1½ hour period (maximum of 6 hours)</u> <u>1 hour swim period</u>	\$50.00 per 1½ hour rental \$65.00 per 1 hour rental
Lifeguards - per hour, per lifeguard. Number of lifeguards needed for a rental is based on a ratio of 1 lifeguard to every 25 guests, with a minimum of 2 lifeguards.	\$17.00 \$17.45 per hour, per guard

Parking



PARKING DECKS

\$20/day for non-reserved spaces - during, and seven (7) days prior to, the dates of the semi-annual High Point Market ("Furniture Market") as published by the International Home Furnishings Market Authority



Public Services



Hydrant Meter	Price
5/8" Hydrant Meter Deposit - Refundable	\$500.00 <u>\$600</u>
3" Hydrant Meter Deposit - Refundable	\$1,220.00 <u>\$2,100</u>



Theater

Auditorium Rates

Daily corporate rate: ~~\$1000~~ \$1,200 for 8 hours + ~~\$200~~ \$250 per hour over 8 hours

Daily non-profit rate: ~~\$900~~ \$1,050 for 8 hours + ~~\$190~~ \$220 per hour over 8 hours.

Preferred Clients: ~~\$650~~ \$700 for 8 hours + ~~\$100~~ \$110 per hour over 8 hours.

Rehearsals:

Commercial: ~~\$650~~ \$700 / Non-Profit: ~~\$600~~ \$650 / Preferred: ~~\$400~~ \$450

Two Performances:

Commercial: ~~\$1500~~ \$1,750 / Non-Profit : ~~\$1200~~ \$1,350 / Preferred: ~~\$850~~ \$950

Conference/Gallery Room rates

Daily Corporate rate: ~~\$100~~ \$120 per hour, minimum 3 hours

Daily non-profit rate: ~~\$90~~ \$100 per hour, minimum 3 hours.

Fee structure for Box Office Fees, Equipment and Labor, Security set at current market rate.

Mendenhall Terminal:

\$1000 per 8 hrs. + Special Event permitting, labor, security, equipment + \$200 per hour over 8 hours of use.

Transit



Reloadable Value <u>Umo</u> Card - Card must be purchased for \$25 and then passengers may add as little as \$25 and up to \$50
<u>Umo Mobile App – Passengers may add as little as \$5 and up to \$50 on the Umo Mobility App on their phone.</u>
Passengers who have lost their HPTS half fare ID card will need to purchase a new card for \$5



CITY OF HIGH POINT

AGENDA ITEM



TITLE: Approval of FY 2024-2025 High Point International Home Furnishings Market Authority Corporation Budget	
FROM: Stephen Hawryluk, Budget and Performance Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: Yes	ADVERTISED DATE/BY: May 7, 2024/High Point Enterprise
ATTACHMENTS: High Point International Home Furnishings Market Authority Corporation Budget FY 2024-2025 Annual Budget Ordinance –High Point International Home Furnishings Market Authority Corporation	

PURPOSE: To approve the FY 2024-2025 High Point International Home Furnishings Market Authority Corporation (High Point Market Authority) budget and consideration of an ordinance to adopt the FY 2024-2025 annual budget ordinance for the High Point International Home Furnishings Market Authority Corporation (High Point Market Authority).

BACKGROUND: The High Point International Home Furnishings Market Authority Corporation (High Point Market Authority) requests that the City Council consider its draft budget. This draft budget was approved by the Market Authority Executive Committee on May 22, 2024, and plans are for the Market Authority Board to finalize the budget on June 12, 2024.

Staff from the High Point International Home Furnishings Market Authority Corporation (High Point Market Authority) presented information on their proposed budget at the May 22, 2024 Budget Work Session.

BUDGET IMPACT: N/A

RECOMMENDATION/ACTION REQUESTED: Staff recommends and asks the City Council to approve the FY 2024-2025 High Point International Home Furnishings Market Authority Corporation (High Point Market Authority) budget and adopt the FY 2024-2025 Annual Budget Ordinance for the High Point International Home Furnishings Market Authority Corporation (High Point Market Authority).



Revenue	Code	2023-24 Budget	2023-24 Forecast	2024-25 Budget
High Point Area				
Showroom License	4001	\$ 1,700,000.00	\$ 1,700,000.00	\$ 1,700,000.00
Occupancy Tax (Guilford)	4002	\$ 550,000.00	\$ 540,000.00	\$ 550,000.00
Visit High Point (HPCVB)	4003	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00
City of High Point	4004	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00
Guilford County	4005	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00
Total		\$ 3,525,000.00	\$ 3,515,000.00	\$ 3,525,000.00
State of North Carolina				
NCDOT	4011	\$ 1,700,000.00	\$ 1,700,000.00	\$ 1,700,000.00
NCDOC	4012	\$ 2,305,472.00	\$ 2,755,472.00	\$ 2,755,472.00
Total		\$ 4,005,472.00	\$ 4,455,472.00	\$ 4,455,472.00
Other (Recurring)				
On-Site Building Registration	4021	\$ 185,000.00	\$ 170,000.00	\$ 170,000.00
Interest	4022	\$ 25,000.00	\$ -	\$ -
Miscellaneous	4023	\$ 10,000.00	\$ 20,000.00	\$ 25,000.00
Sponsorships	4024	\$ 400,000.00	\$ 425,000.00	\$ 425,000.00
Sold Goods	4025	\$ -	\$ -	\$ 50,000.00
Registration	4027	\$ 400,000.00	\$ 410,000.00	\$ 400,000.00
Total		\$ 1,020,000.00	\$ 1,025,000.00	\$ 1,070,000.00
Other (Non Recurring)				
COVID-19/SFRF	4028	\$ 235,000.00	\$ 235,000.00	\$ -
Diversity, Equity, & Inclusion	4029		\$ 250,000.00	\$ -
Market District Infrastructure	4030		\$ 4,000,000.00	\$ 5,000,000.00
Total		\$ 235,000.00	\$ 4,485,000.00	\$ 5,000,000.00
Total Revenue				
		\$ 8,785,472.00	\$ 13,480,472.00	\$ 14,050,472.00

Expense	Code	2023-24 Budget	2023-24 Forecast	2024-25 Budget
Executive Leadership & Admin				
Salaries/Benefits	5001	\$ 335,000.00	\$ 372,000.00	\$ 360,000.00
Board of Directors	5002	\$ 12,000.00	\$ 12,000.00	\$ 5,000.00
Audit	5003	\$ 22,000.00	\$ 22,145.00	\$ 23,000.00
Travel/Entertainment	5004	\$ 40,000.00	\$ 45,000.00	\$ 30,000.00
Telephone (Mobile/VoIP)	5005	\$ 25,000.00	\$ 18,000.00	\$ 25,000.00
Government Relations	5006	\$ 70,000.00	\$ 60,000.00	\$ 60,000.00
IT Services	5007	\$ 30,000.00	\$ 25,000.00	\$ 30,000.00
Equipment Purchase/Repair	5009	\$ 8,000.00	\$ 7,000.00	\$ 8,000.00
Business Insurance	5010	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Memberships/Subscriptions	5012	\$ 20,000.00	\$ 50,000.00	\$ 50,000.00
Office Supplies/Printing	5013	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
Postage	5014	\$ 2,000.00	\$ 4,000.00	\$ 4,000.00
Rent	5016	\$ 16,800.00	\$ 16,800.00	\$ 16,800.00
City/County Taxes	5019	\$ 10,000.00	\$ 10,182.00	\$ 10,500.00
Misc Expenses	5020	\$ 50,000.00	\$ 25,000.00	\$ 10,000.00
Accounting/Payroll/Bank Fees	5023	\$ 95,000.00	\$ 90,000.00	\$ 90,000.00
Depreciation - Office/Admin	5025	\$ 42,000.00	\$ 44,000.00	\$ 43,500.00
Total		\$ 827,800.00	\$ 851,127.00	\$ 815,800.00
Transportation				
Contractor Management/Services	5104	\$ 110,000.00	\$ 113,000.00	\$ 110,000.00
Vehicle Operations	5105	\$ 1,185,000.00	\$ 1,250,000.00	\$ 1,225,000.00
Supplies	5106	\$ 20,000.00	\$ 30,000.00	\$ 20,000.00
Rent	5108	\$ 16,800.00	\$ 16,800.00	\$ 16,800.00
Salaries/Benefits	5109	\$ 280,000.00	\$ 280,000.00	\$ 316,500.00
Seasonal/Event Staff	5110	\$ 185,000.00	\$ 255,000.00	\$ 215,000.00
Signage/Street Improvements	5112	\$ 35,000.00	\$ 45,000.00	\$ 35,000.00
Trainings/Meetings	5113	\$ 15,000.00	\$ 17,000.00	\$ 15,000.00
Misc Expenses	5114	\$ 2,000.00	\$ 2,700.00	\$ 3,000.00
Transportation Command Center	5115	\$ 18,000.00	\$ 10,000.00	\$ 10,000.00
Travel/Entertainment	5116	\$ 10,000.00	\$ 9,000.00	\$ 8,000.00
Parking	5117	\$ 145,000.00	\$ 148,000.00	\$ 148,000.00
Maintenance/Security	5118	\$ 18,000.00	\$ 14,000.00	\$ 17,000.00
Depreciation - Transportation	5119	\$ 12,000.00	\$ 9,500.00	\$ 5,000.00
Total		\$ 2,051,800.00	\$ 2,200,000.00	\$ 2,144,300.00
Registration				
Contractor Fees/Services	5301	\$ 210,000.00	\$ 275,000.00	\$ 250,000.00
Salaries/Benefits	5302	\$ 415,000.00	\$ 427,000.00	\$ 369,000.00

Expense	Code	2023-24 Budget	2023-24 Forecast	2024-25 Budget
On-Site Building Registration	5303	\$ 185,000.00	\$ 145,000.00	\$ 125,000.00
Postage	5304	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Seasonal/Event Staff	5305	\$ 125,000.00	\$ 175,000.00	\$ 150,000.00
Registration Network	5306	\$ 10,000.00	\$ 11,800.00	\$ 11,800.00
Supplies	5307	\$ 20,000.00	\$ 20,000.00	\$ 100,000.00
Training/Meetings	5308	\$ 7,500.00	\$ 12,000.00	\$ 10,000.00
Equipment/Shipping	5313	\$ 20,000.00	\$ 30,000.00	\$ 15,000.00
Support Services	5314	\$ 30,000.00	\$ 2,000.00	\$ 1,000.00
Rent	5316	\$ 16,800.00	\$ 16,800.00	\$ 16,800.00
Travel/Entertainment	5317	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Depreciation - Registration	5318	\$ 2,500.00	\$ 1,200.00	\$ 3,500.00
Total		\$ 1,076,800.00	\$ 1,150,800.00	\$ 1,087,100.00
Marketing				
Printed Collateral/Signage	5401	\$ 150,000.00	\$ 145,000.00	\$ 130,000.00
Advertising - Print/Digital/Email	5403	\$ 450,000.00	\$ 530,000.00	\$ 450,000.00
Agency Fees/Creative	5405	\$ 660,000.00	\$ 660,000.00	\$ 665,000.00
Salaries/Benefits	5406	\$ 375,000.00	\$ 436,000.00	\$ 490,000.00
PR/ Freelance	5407	\$ 170,000.00	\$ 80,000.00	\$ 50,000.00
Postage	5408	\$ 75,000.00	\$ 63,000.00	\$ 70,000.00
Telemarketing	5409	\$ 30,000.00	\$ 25,000.00	\$ -
Media Center	5411	\$ 90,000.00	\$ 75,000.00	\$ 80,000.00
Travel/Entertainment	5413	\$ 20,000.00	\$ 13,000.00	\$ 11,000.00
Rent	5415	\$ 16,800.00	\$ 16,800.00	\$ 16,800.00
Photo/ Video	5417	\$ 40,000.00	\$ 27,000.00	\$ 28,000.00
Industry Education	5418	\$ 45,000.00	\$ 35,000.00	\$ 35,000.00
Promotional Goods	5420	\$ 40,000.00	\$ 72,465.00	\$ 40,000.00
Website/App/Data/Analytics	5421	\$ 170,000.00	\$ 360,000.00	\$ 300,000.00
Mail House Services	5422	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Database Management	5424	\$ 105,000.00	\$ 122,000.00	\$ 120,000.00
Sponsored Marketing	5427	\$ 235,000.00	\$ 100,000.00	\$ 85,000.00
Misc Expenses	5428	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00
Sponsorship Expenses	5429	\$ 175,000.00	\$ 160,000.00	\$ 160,000.00
Depreciation - Marketing	5430	\$ 30,000.00	\$ 65,000.00	\$ 68,000.00
Strategic Growth	5431	\$ 250,000.00	\$ 220,000.00	\$ 205,000.00
Social Media	5432	\$ 20,000.00	\$ 16,000.00	\$ 15,000.00
Seasonal/Event Staff	5434	\$ 5,000.00	\$ 7,000.00	\$ 7,000.00
Trainings & Meetings	5435	\$ -	\$ 10,000.00	\$ 10,000.00
Sold Goods	5436	\$ -	\$ -	\$ 50,000.00
Total		\$ 3,171,800.00	\$ 3,253,265.00	\$ 3,100,800.00

Expense	Code	2023-24 Budget	2023-24 Forecast	2024-25 Budget
Guest Services				
Entertainment	5502	\$ 550,000.00	\$ 798,000.00	\$ 765,000.00
Salaries/Benefits	5503	\$ 180,000.00	\$ 174,000.00	\$ 212,500.00
Food/Beverage	5505	\$ 150,000.00	\$ 173,000.00	\$ 162,000.00
International Services	5507	\$ 37,000.00	\$ 37,000.00	\$ 37,000.00
On-site Buyer Services	5509	\$ 170,000.00	\$ 178,000.00	\$ 180,000.00
Logistics/Security	5512	\$ 180,000.00	\$ 221,000.00	\$ 220,000.00
Rent	5513	\$ 16,800.00	\$ 16,800.00	\$ 16,800.00
Depreciation - Guest Services	5514	\$ 135,000.00	\$ 140,000.00	\$ 125,000.00
Neighborhood Branding/Promotion	5515	\$ 150,000.00	\$ 83,500.00	\$ 100,000.00
Seasonal/Event Staff	5516	\$ 60,000.00	\$ 57,100.00	\$ 56,000.00
Trainings/Meetings	5517	\$ 10,000.00	\$ 12,200.00	\$ 10,000.00
Travel/Entertainment	5518	\$ 10,000.00	\$ 4,500.00	\$ 6,000.00
Misc Expenses	5519	\$ 5,000.00	\$ 4,700.00	\$ 5,000.00
Total		\$ 1,653,800.00	\$ 1,899,800.00	\$ 1,895,300.00
Total Expense		\$ 8,782,000.00	\$ 9,354,992.00	\$ 9,043,300.00
Total Revenue		\$ 8,785,472.00	\$ 13,480,472.00	\$ 14,050,472.00
Surplus/Deficit		\$ 3,472.00	\$ 4,125,480.00	\$ 5,007,172.00

Other (Non Recurring)

COVID-19/SFRF	5900	\$ -	\$ -	\$ -
Diversity Equity Inclusion	5901	\$ -	\$ 80,500.00	\$ -
Market District Infrastructure	5902	\$ -	\$ 2,000,000.00	\$ 5,000,000.00
Total		\$ -	\$ 2,080,500.00	\$ 5,000,000.00

Total Expense (Including Non Recurring)	\$ 8,782,000.00	\$ 11,435,492.00	\$ 14,043,300.00
Total Revenue	\$ 8,785,472.00	\$ 13,480,472.00	\$ 14,050,472.00
Surplus/Deficit	\$ 3,472.00	\$ 2,044,980.00	\$ 7,172.00

**The budget periods for non-recurring revenue are different from the period of expenditures as outlined in the grant agreements. This will result in significant revenue in one fiscal year for HPMa, and significant expenses in a subsequent year for HPMa.

CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

BE IT ORDAINED BY THE CITY OF HIGH POINT, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for the High Point International Home Furnishings Market Authority Corporation for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

(1) That for said fiscal year there is hereby appropriated out of the SHOWROOM AND OCCUPANCY TAX FUND for allocation to the High Point International Home Furnishings Market Authority Corporation, the sum of:
\$ 3,225,000

Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2024 and ending June 30, 2025:

Showroom and Occupancy Tax Fund	
Room Occupancy Tax	\$ 525,000
Licenses and Permits	1,700,000
Transfer from Water-Sewer Fund	50,000
Transfer from Electric Fund	950,000
Total Revenues and Other Financing Sources	<u>\$ 3,225,000</u>

Section 3. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 4. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2024.

Attest: Sandra Keeney
City Clerk

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR SALE OF CITY PROPERTY
LOCATED AT:
516 White Oak St., High Point, NC**

WHEREAS, The City of High Point ("City") owns vacant lots ("Properties") located at

<u>Parcel #Address</u>	<u>Square Feet</u>	<u>Acre</u>
171638 516 White Oak St.	6,970	.16

; and

WHEREAS, North Carolina General Statute §160A-269 permits the City to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, Sterling Real Estate Development of North Carolina, LLC has offered a bid of Eleven Thousand Dollars (\$11,000.00) for the Property and previously paid the amount of Five Thousand Five Hundred Dollars (\$5,500.00), the required five percent (5%) deposit on the original offer.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of High Point, North Carolina:

1. Authorizes sale of the Property described above through the upset bid procedure of North Carolina General Statute §160A-269.
2. The City Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the Property, the amount of the offer, and shall state the terms under which the offer may be upset.
3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the City Clerk within ten (10) days after the notice of sale is published. At the conclusion of the ten (10) day period, the City Clerk shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.
4. If a qualifying higher bid is received, the City Clerk shall cause a new notice of upset bid to be published and shall continue to do so until a ten (10) day notice period has passed without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.
5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first one thousand dollars (\$1,000.00) of that offer and five percent (5%) of the remainder of that offer.

6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will credit the deposit of the final high bidder at closing.

7. The terms of the final sale are that:

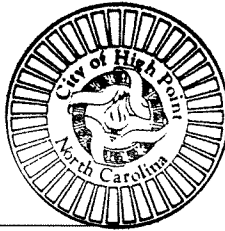
- the City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed; and
- the buyer must pay balance with cash, cashier's check, or certified check at the time of closing.

8. The City reserves the right to withdraw the property from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

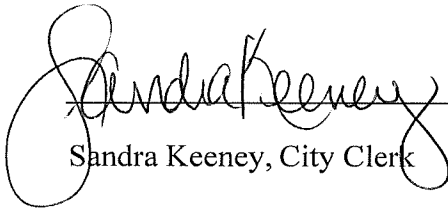
9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the Property to Sterling Real Estate Development of North Carolina, LLC.

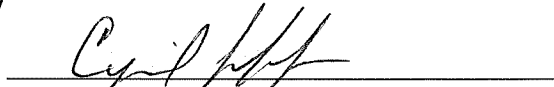
Adopted this the 3rd day of June 2024.

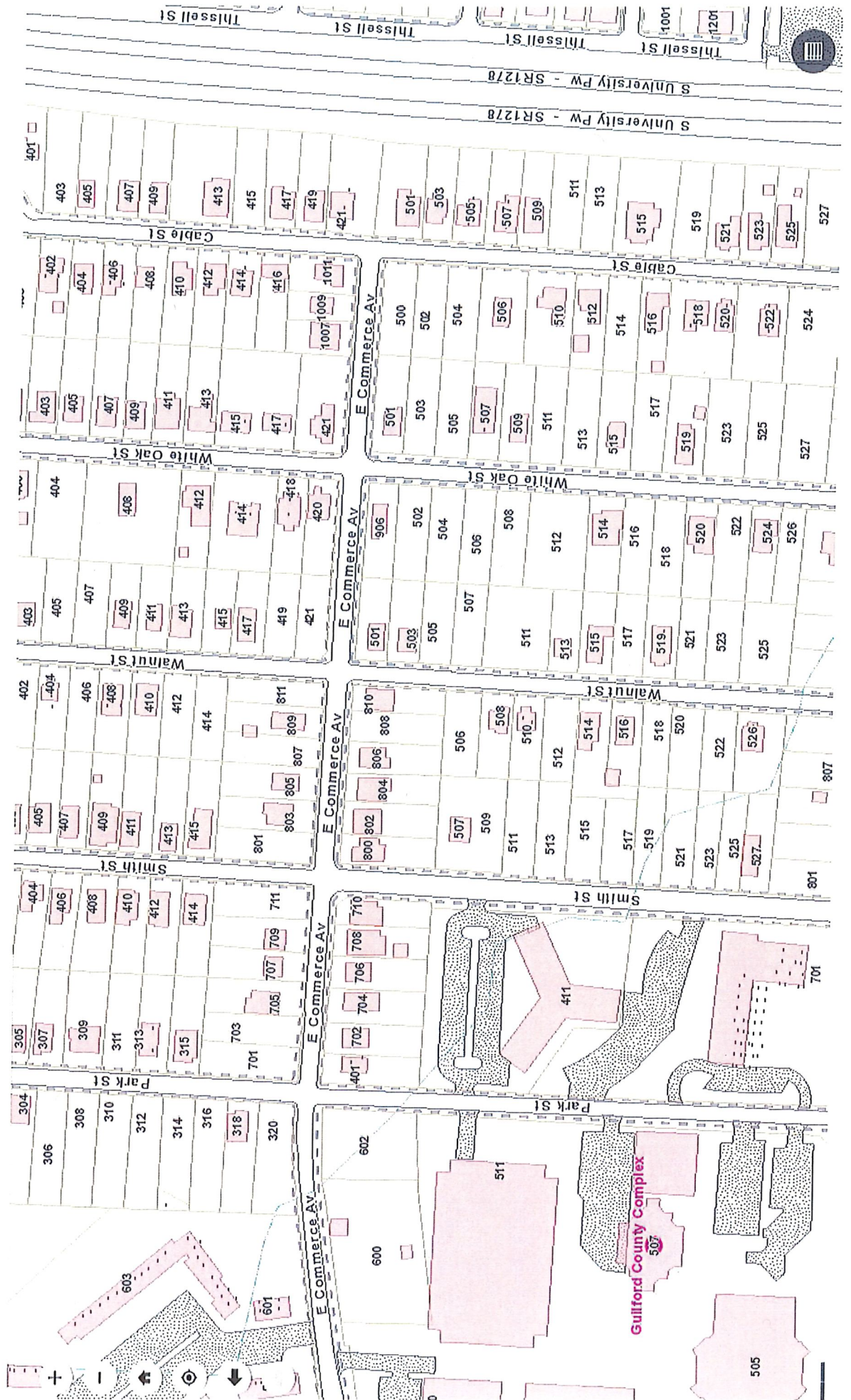
ATTEST:



CITY OF HIGH POINT


Sandra Keeney, City Clerk


Cyril Jefferson, Mayor



**HIGH POINT CITY COUNCIL
REGULAR MEETING
May 6, 2024 – 5:30 P.M.
Council Chambers – Municipal Building
211 South Hamilton Street**

ROLL CALL, MOMENT OF SILENCE, AND PLEDGE OF ALLEGIANCE

Mayor Jefferson called to order the Regular Meeting of the High Point City Council at 5:35 p.m. and stated all members were present. He called for a moment of silence and the Pledge of Allegiance followed.

Present: Mayor Cyril Jefferson, Mayor Pro Tem Michael Holmes, Ward 6; At-Large Council Member Britt Moore, At-Large Council Member Amanda Cook, Council Member Vickie McKiver, Ward 1; Council Member Tyrone Johnson, Ward 2; Council Member Monica Peters, Ward 3; Council Member Patrick Harman, Ward 4 and Council Member Tim Andrew, Ward 5

ADOPTION OF AGENDA

Mayor Pro Tempore Holmes made a motion, seconded by Council Member Johnson, to adopt the agenda as presented.

Motion carried with the following vote:

Aye: Mayor Jefferson, Mayor Pro Tem Holmes, At-Large Council Member Moore, At-Large Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

RECOGNITIONS AND PRESENTATIONS

2024-147 High Point 2045 Comprehensive Plan Steering Committee Certificate of Service
Recognition of the High Point 2045 Comprehensive Plan Steering Committee for their service.

Mayor Jefferson presented certificates of appreciation to the 2045 Comprehensive Plan Steering Committee.

2024-168 Proclamation - Municipal Clerk's Week
Mayor Jefferson will present a Proclamation recognizing the week of May 5-11, 2024 as "Municipal Clerks Week."

Mayor Jefferson read and presented the Proclamation to Sandra Keeney and Alison Glynn.

2024-169 Proclamation - Public Service Week
Mayor Jefferson will present a proclamation recognizing the week of May 6-10, 2024 as Public Service Week in the City of High Point.

Mayor Jefferson read and presented the Proclamation to Tasha Logan Ford, City Manager, and asked that all City of High Point employees that were in attendance come forward for photos.

2024-167 Proclamation - Mental Health Month

Mayor Jefferson will present a Proclamation declaring the Month of May as "Mental Health Month".

Mayor Jefferson read and presented the Proclamation to Steve Hess from Family Service of the Piedmont, Blair Hedgecock from RHA, and Eric Foushee from Mental Health Associates of the Triad.

2024-170 Proclamation - Jewish American Heritage Month

Mayor Jefferson will read a Proclamation recognizing May 2024 as "Jewish American Heritage Month".

Mayor Jefferson read the Proclamation.

PUBLIC COMMENT PERIOD

2024-183 Public Comment Period

A Public Comment Period will be held on the first Monday of the regular City Council meeting schedule at 5:30 p.m. or as soon thereafter as reasonably possible following recognitions, awards, and presentations. Our policy states persons may speak on any item not on the agenda.

* Persons who have signed the register to speak shall be taken in the order in which they are listed. Others who wish to speak and have not signed in will be taken after those who have registered.

* Persons addressing City Council are asked to limit their comments to 3 minutes.

* Citizens will be asked to come to the podium, state their name and address and the subject(s) on which they will comment.

* If a large number of people are present to register concerns about the same subject, it is suggested that they might be acknowledged as a unified group while a designated speaker covers the various points. This helps to avoid repetition while giving an opportunity for people present with the same concerns to be recognized.

Thanks to everyone in the audience for respecting the meeting by refraining from speaking from the audience, applauding speakers, or other actions that distract the meeting.

Joseph Alston, 1713 Scarborough Road - read a statement regarding his discontent concerning a police incident on April 8, 2024.

Ms. Vickie Alston, 1713 Scarborough Road - finished Mr. Alstons statement regarding discontent concerning a police incident on April 8, 2024

Ken Orms, 3525 Sainsbury Lane, spoke to concerns regarding the proposed 2024-2025 City of High Point Budget and decisions made by past City Councils.

Gwendolyn Simmon, 400 Skeet Club Rd, spoke to summer youth programs, importance of teachers, and employment of youth for the summer.

Gayle Simmons, 4414 Jamestown, invited everyone to an event on May 11, 2024.

Brad Lilly, 4309 Garden Club Rd, spoke to his discontent concerning a police incident on April 8, 2024.

Elma Harriston, President of NAACP, spoke to discontent regarding the April 8, 2024, requesting body camera, and training for the High Point Police Department.

Lona Meritt, spoke to climate change and forming a climate change task force.

Natalie Smith, President of the YWCA, spoke regarding discontent concerning the police incident on April 8, 2024.

CONSENT AGENDA ITEMS

A motion was made by Council Member Moore, seconded by Mayor Pro Tempore Holmes, to approve the Consent Agenda as presented.

Motion carried with the following vote:

Aye: Mayor Jefferson, Mayor Pro Tem Holmes, At-Large Council Member Moore, At-Large Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

2024-148 Consideration of a Contract with American Process Group, LLC

City Council is requested to consider a contract with American Process Group, LLC in the amount of \$885,773 and authorize appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-149 Consideration of a Task Order with Black and Veatch

City Council is requested to consider a Task Order to Black and Veatch in the amount of \$576,065, to aid with phase 2 of the implementation plan to achieve compliance with the Federal Lead and Copper Rule Revisions and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-150 Consideration of a Local Assistance for Stormwater Infrastructure Investments Grant

City Council is requested to consider a Resolution designating applicant agents, approve the funding offer, and accept the grant award for the Local Assistance for Stormwater Infrastructure Investment Grant and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-151 Consideration a Purchase from Carolina Cat

City Council is requested to consider purchasing a diesel generator and automatic transfer switches which were competitively bid from Carolina CAT through the Sourcewell cooperative purchasing contract for a total amount of \$1,086,710, to be installed at the Oak Hollow Raw Water Pump Station for backup emergency power and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-152 Consideration of a Task Order with Sturgill Engineering P.A.

City Council is requested to consider a Task Order for Professional Engineering Services to Sturgill Engineering P.A. in the amount of \$107,900, and authorize appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-153 Consideration of a Sole Source Purchase from JWC Environmental Inc.

City Council is requested to consider a sole source purchase from JWC Environmental, Inc. in the amount of \$522,000, for the purchase of two (2) fine bar screens and washer compactors at the Eastside Wastewater Treatment Plant and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-154 Consideration of a Bid Award to Wesco, Inc.

City Council is requested to award a bid to Wesco, Inc. in the amount of \$362,186.01 for the procurement of materials to build a 100kV Transmission line from Penny Substation to Deep River Substation and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-162 Consideration of a Change Order to Pike Electric

City Council is requested to consider a Change Order to Pike Electric for \$711,300, due to increased labor rates, additional projects, and unforeseen equipment failures and authorize the appropriate City Official(s) to execute all necessary documents. This will bring the new contract amount to \$2,980,300. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-155 Consideration of a Request to Establish a Public Hearing Date - 2023 Edward Byrne Memorial Justice Assistance Grant (JAG) Funding

City Council is requested to establish a public hearing date for May 20, 2024, to receive public comments on funding, adopt a Resolution ratifying an Interlocal and Sub-recipient Agreements with Greensboro and Guilford County to accept the 2023 Byrne Justice Assistance Grant (JAG) and authorize the appropriate City Official(s) to execute all necessary documents. (Presented at the Finance Committee.)

Approved by the Consent Vote.

2024-161 Consideration of a Sole Source Purchase from A Lot Media

City Council is requested to consider a sole source purchase from A Lot Media in the amount of \$51,735 for updated digital rate boards to replace outdated rate and car count signage for three City owned parking decks and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-157 Consideration of a Resolution Authorizing a Grant Agreement with the North Carolina Department of Transportation

City Council is requested to consider a Resolution Authorizing a Grant Agreement with the North Carolina Department of Transportation to provide funding in the amount of \$1,700,000 for FY 2024 Furniture Market transportation services and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-159 Consideration to Authorize the Write-off of Delinquent Utilities Accounts Receivables & Miscellaneous Accounts

City Council is requested to authorize the Financial Services Director to write-off \$833,129 for original utilities billings and miscellaneous accounts through the fiscal year 2019-2020. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-165 Consideration of Master Agreements for Mechanical and Electrical Services

City Council is requested to consider Master Agreements for Mechanical and Electrical Services with ClearWater, Dixie Electro Mechanical Services, Harper General Contractors, Jordan Innovative Fabrication, Randall Supply, Tencarva, Troubleshooters, and Via Electric and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-158 Consideration of a Budget Ordinance Amendment

City Council is requested to consider a Budget Ordinance Amendment to appropriate funds from Guilford County for the acquisition of land at the former PERCO site. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-166 Consideration of a Change Order #1 to PDC, Inc.

City Council is requested to consider Change Order #1 to PDC, Inc. in the amount of \$205,000.00 for unexpected infrastructure items in the Sensory Garden, approve the Capital Project Budget Ordinance, and authorize the appropriate City Official(s) to execute all necessary documents. This will increase the contract from \$759,758.00 to \$964,758.00. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-160 Consideration of a Bid Award to Digger Enterprises, Inc.

City Council is requested to award a bid to Digger Enterprises, Inc. in the amount of \$126,200 for cleanup and demolition costs for 208 N. Lindsay Street and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by the Finance Committee.)

Approved by the Consent Vote.

2024-182 Consideration of Approval of Minutes

City Council is requested to consider the following minutes:

Transparency, Engagement, and Communication Committee Minutes - March 20, 2024

Finance Committee Minutes - March 28, 2024

Special City Manager's Briefing Minutes - April 1, 2024

Regular Meeting of the High Point City Council Minutes - April 1, 2024

Community Development Committee Minutes - April 2, 2024

Prosperity, Livability, & Safety Committee Minutes - April 4, 2024

Approved by the Consent Vote.

GENERAL BUSINESS AGENDA

2024-119 Public Hearing and Consideration of an Ordinance Amending and Restating the Solid Waste Franchise of WI High Point Landfill, LLC ("WI High Point").

Following the public hearing and second reading, City Council is requested to approve adoption of this Ordinance Amending and Restating the Solid Waste Franchise of WI High Point Landfill, LLC and authorize appropriate city officials to execute all necessary documents.

Mayor Jefferson opened the Public Hearing.

Robby Stone, Public Services Director, provided the staff report for this item.

Mayor Jefferson asked if anyone wished to speak regarding this item. Seeing none, he closed the Public Hearing and noted a second reading for this item would be at the May 20th City Council Meeting.

2024-146 Public Hearing on the High Point 2045 Comprehensive Plan

City Council is requested to conduct a public hearing to consider adopting the High Point 2045 Comprehensive Plan.

Mayor Jefferson opened the Public Hearing.

Heidi Galanti, Project Manager Planning & Development Department, provided logistic information regarding the High Point 2045 Comprehensive Plan and introduced Matt Ingalls with czb for the presentation.

Mr. Ingalls thanked everyone for their hard work and provided a presentation. He explained the different phases of the plan which included: Phase 1 - Analysis and Key Issue Identification, Phase 2- Vision, Values, Principles and Priorities, Phase 3 - Refinement Finalization and Adoption. He provided examples of how the public was engaged noting kitchen table conversations, online survey, Open House, and Online feedback.

He spoke to the organizational framework of the plan, the vision including core values and planning principals, priorities which is to cultivate a sense of community and unity, strengthen the sense of place and economic vitality of downtown, and diversity and integrate housing with other land uses and transportation options.

Mr. Ingalls explained the preferred growth scenario, growth and framework and how to move the plan forward noting the possible implementation of a task force.

A discussion ensued regarding future community engagement and avoidance of gentrification as well as a request to provide information regarding how other cities have implemented a task force.

Robin Davis 3135 Chapman Street, Greensboro, spoke in support of the 2045 Comprehensive Plan.

Jack Jezorik, 814 Kenmare Ct., expressed support of the 2045 Comprehensive Plan and spoke to climate change initiatives needed.

Judy Stalder, TREBIC, spoke in support of the plan but noted some concerns.

A discussion ensued regarding future developments, affordable housing, and the future task force.

Mr. Ingalls addressed concerns and noted that as the 2045 Comprehensive Plan evolves, there could be some amendments.

Bernita Sims, former Mayor of High Point, expressed her support of the plan noting to be mindful of gentrification and the homeless population.

Ken Orms, 3525 Sansbury Ln, spoke to attending the open houses, future developments of housing and retail, builders' fees, incentives in core areas and being creative in encouraging housing.

Patrick Larson, spoke in favor of the plan but noted some concerns.

Mayor Jefferson asked if anyone else would like to speak regarding this item. Seeing none, he closed the Public Hearing

A motion was made by Council Member Peters, seconded by Council Member Andrew, to approve the High Point 2025 Comprehensive Plan.

Motion carried with the following vote:

Aye: Mayor Jefferson, Mayor Pro Tem Holmes, At-Large Council Member Moore, At-Large Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

2024-163 Presentation of the Proposed FY 2024-25 Budget and Establishment of Public Hearing Date for May 20, 2024, at 5:30 pm.

City Council is requested to establish the Budget Public Hearing for Monday, May 20, 2024, at 5:30 pm and establish the following dates for City Council Budget Work Sessions:

Wednesday, May 15, 2024, 4-6 pm

Wednesday, May 22, 2024, 4-6 pm

Wednesday, May 29, 2024, 4-6 pm (if necessary)

Stephen Hawryluk, Budget and Performance Director, provided the report regarding this item.

Mr. Hawryluk provided an overview of the budget noting the total budget is \$518.7 million dollars. He spoke to challenges and realities of the budget, noting rising prices and salaries. He reviewed the City's revenue sources and noted the proposed budget raises the property tax rate by 3¢ to 64.75¢ per \$100 of the valuation and noted the budget has increased just over 8.4%. There is no proposed increase for solid waste fees or stormwater fees, but the proposed budget does include a proposed 5% increase in water/sewer rates. He explained there will not be an increase to electric rates but there are changes such as the base facilities charge is revenue neutral as well as the Consolidate of Time of Use, Coincident Peak, and Commercial Non-demand. There is also a renewal energy portfolio standard which is a charge that is required by statute that is passed on to the power agency and there is a new fee for electrical vehicle charging. Other fee schedule changes include: Parks & Recreation fees, Theatre auditorium rates, and others such as hydrant meter deposits, non-leased parking spaces (decks), and reduction of minimum deposit on transit user cards.

Mr. Hawryluk spoke to revenues regarding property tax and sales tax and explained that 91% of the tax base is from Guilford County and noted how those revenues are divided between the General Fund and Debt Service. He spoke to the sales tax noting the current year end is above FY 2022-23 and grew about 9%. He provided information regarding how other government entities handle their taxes affect the revenues for the city.

Mr. Hawryluk explained expenditures noting personnel services is about 33% of the budget; operating cost is 36% which includes wholesale power cost, he reviewed personnel services, proposed salary changes, new position costs, operating cost, capital & capital outlay as well as capital projects.

He spoke to the general fund revenues such as property tax, sales and use tax, license and permits, and charges for services, as well as explained expenditures such as salary increases, health care cost and three new full-time positions. He reviewed debt services, enterprise funds, and capital improvements.

A discussion ensued regarding affects of sales tax distribution by Guilford County.

A motion was approved by Mayor Pro Tempore Holmes, seconded by Council Member Johnson, to approve agenda item 2024-163 regarding the schedule for future work sessions.

Motion carried with the following vote:

Aye: Mayor Jefferson, Mayor Pro Tem Holmes, At-Large Council Member Moore, At-Large Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

2024-171 Consideration of Appointments to the High Point Economic Development Corporation

City Council is requested to confirm the appointments of Eric Foushee and Jay Wagner to the High Point Economic Development Corporation with terms effective immediately and expiring on December 31, 2025.

A motion was made by Mayor Jefferson, seconded by Council Member Andrew, to approve agenda item 2024-171.

Motion carried with the following vote:

Aye: Mayor Jefferson, Mayor Pro Tem Holmes, At-Large Council Member Moore, At-Large Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

2024-172 Closed Session- Personnel

City Council is requested to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(6) for personnel to discuss the annual performance evaluations for the City Attorney, City Clerk, and City Manager.

A motion was made by Mayor Pro Tempore Holmes, seconded by Council Member Johnson, to go into Closed Session pursuant to N.C. General Statute 143-318.11(a)(6) for personnel to discuss the annual performance evaluations for the City Attorney, City Clerk, and City Manager.

Motion carried with the following vote:

Aye: Mayor Jefferson, Mayor Pro Tem Holmes, At-Large Council Member Moore, At-Large Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

Closed Session began at 7:46 p.m.

Council Member Moore made a motion, seconded by Council Member McKiver to end Closed Session and resume Regular Session.

Motion carried with the following vote:

Aye: Mayor Jefferson, Mayor Pro Tem Holmes, At-Large Council Member Moore, At-Large Council Member Cook, Council Member McKiver, Council Member Johnson, Council Member Peters, Council Member Harman, and Council Member Andrew

Closed Session ended at 9:44 p.m.

There was no action taken concerning the Closed Session.

ADJOURNMENT

There being no further business to come before the City Council, the meeting adjourned at 9:45 p.m.

Respectfully Submitted,

Cyril Jefferson, Mayor

Attest:

Sandra Keeney, City Clerk

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Ensley Creek Outfall Alternatives Evaluation— Professional Engineering Services CDM Smith	
FROM: Robby Stone – Public Services Director Derrick Boone – Asst. Public Services Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: Master Agreement - Task Order
ATTACHMENTS: Scope of Services Map	

PURPOSE: To approve a Task Order with CDM Smith for the Professional Engineering Services to evaluate the Ensley Creek sanitary sewer outfall. The city has a Master Agreement for Professional Services with CDM Smith.

BACKGROUND: The Ensley Creek sanitary sewer line was constructed in 1958. It is located on the south side of High Point and is one of three major sanitary sewer outfalls that discharge to the Westside Wastewater Treatment Plant. The length of the Ensley Creek Outfall is 28,000 linear feet and there are 17 aerial sections (see attached map). Phase 1 of the alternative's evaluation will include the following:

- Visual and structural inspection of the aerial sewers and supports.
- CCTV (closed-circuit television) inspection of the 17 aerials.
- Determination of the appropriate replacement size for the Ensley Creek aerial sewers based on the current and future flow projections from the sanitary sewer hydraulic model.
- Quality assurance (QA) and Quality Control (QC) of the model, results, and deliverables.
- Final report of the alternative's evaluation and recommendations for project extents and sizing.

Phase 2 is not included in this contract but would include a preliminary engineering report (PER) that would be based on the number and extent of the sewer lines to be upsized as determined by Phase 1.

BUDGET IMPACT: Funds for this project are available in the FY 2023-2024 budget.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends approval and asks for the Council to award this Task Order for Professional Engineering Services to CDM Smith in the amount of \$115,000 and authorize appropriate city staff to execute all necessary documents.





5400 Glenwood Avenue, Suite 400
Raleigh, North Carolina 27612
tel: 919-325-3500

May 14, 2024

Mr. Derrick Boone
Assistant Public Services Director
City of High Point
211 S. Hamilton Street
High Point, North Carolina

Subject: Ensley Creek Outfall Alternatives Evaluation
 Proposal for Engineering Services

Dear Mr. Boone:

CDM Smith Inc. (CDM Smith) is pleased to submit this Proposal for Engineering Services to the City of High Point for the Ensley Creek Outfall Alternatives Evaluation based on our phone conversation and the Background Section presented below.

A. BACKGROUND

In 2018, CDM Smith developed a Sanitary Sewer Hydraulic Model for the City of High Point (City) generally for sewers greater than 18-inch in diameter and associated pump stations. CDM Smith also developed a Wastewater Master Plan (WWMP) including future flow projections and a capital improvements plan (CIP) in 2018 (final document completed in 2019.) A model update, revised CIP, and model expansion were undertaken in 2023-24 due to three main issues: 1) several system improvements were implemented or are under construction (including a new parallel Riverdale pump station (PS) force main, an upgrade to Registers Creek PS and new manifolded force main, and a new and re-routed Waterview PS force main); 2) the prior CIP was driven by the assumption that the City did not wish to upgrade the Riverdale PS beyond 30 mgd capacity. The City now plans to upgrade Riverdale PS to 45 mgd; 3) the City has been receiving development requests in upstream portions of the system for which capacity is unclear.

CDM Smith proposed a two-phase approach to address these issues. Phase 1 is complete and included a model update and revised CIP (Final Report January 2024) and an initial expansion of the model to sewers 10-inch and larger (but without the re-calibration, flow data, and improvement needs for the expanded sewers.) Phase 2 is planned for future years and includes a master plan update to re-calibrate the model, meter flows, adjust flow projections, and add required improvement projects to the CIP for the 10-inch to 18-inch expanded model sewers.

Associated with these efforts, CDM Smith evaluated the Ensley Creek Sewer Outfall Capacity in 2021 to determine whether a 1 mgd flow from Trinity could be accommodated. The results and



Mr. Derrick Boone

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recommendations were presented in a September 24, 2021, memo titled “City of Trinity – Sewer Hydraulic Modeling – Final (Revised)”. In this memo, CDM Smith explained that the Ensley Creek sewer was quite long (approximately 22,000 lf from the Trinity connection downstream) and shallow. If a 5-yr design storm/5-yr risk level was assumed, then the entire sewer would need to be upsized (approximately 22,000 lf from the Trinity connection downstream). However, if the City was willing to accept a 2-year level of risk, the sewer could handle the 2-yr design storm and the 1 mgd Trinity flow with no sewer upsizing other than raising 2 manholes (sewer surcharged but more than 3 feet from the rim during the 2-year event.) The City decided to allow the Trinity flow and accept the 2-yr level of service for the Ensley Creek Outfall.

During routine inspections in 2024, the City found a structural problem with one of the aerial crossings. To consider replacement options, replacement with a sewer sized to convey the 5-year design storm should be a consideration. To fully convey the 5-year design storm, the entire 28,000 lf of outfall must be upsized. However, the City could phase the sewer replacement and upsizing process by starting with aials with structural concerns and/or starting with the upstream sections first and then working downstream. Replacement of any aerial sewer sections should be sized to convey the 5-yr design storm and consider buildout flows.

CDM Smith proposes completing the work in two phases as the costs for the PER (Phase 2) will depend on the number and extent of sewers to be upsized (to be determined as part of Phase 1.)

B. SCOPE OF SERVICES

The proposed scope of services for each phase are described in more detail below. A budget estimate is provided for Phase 1. Phase 2 costs will depend on the extent of sewers to be upsized (to be determined as part of Phase 1.) Figure 1 shows the locations of the 17 aerial sewers (totaling approximately 1,300 linear feet (lf). The project extents for the Phase 1 analysis are also shown.

PER Phase 1 – Evaluate Alternatives, Sizing, and Project Extents

Phase 1 includes the following 3 tasks:

Task 1 – Information Review and Data Collection

CDM Smith will review the aerial crossings and As-Built Drawings provided and verify against modeled attributes. CDM Smith will review the 2045 Comprehensive Plan and compare current flow projections (including buildout) against the plan information to assess whether revised projections are warranted.

CDM Smith will perform visual structural inspections for the aerial sewers and supports to determine if the supports could be re-used and if any other aerial crossings appear to be in poor condition from external visual inspection. Two of the 17 aials may be too elevated to view the pipe up close (approximately 9 feet and 12 feet off the ground). For these locations, the focus will

Mr. Derrick Boone

May 14, 2024

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be on the pier supports and the possibility of re-using the piers along with the CCTV pipe assessment.

CDM Smith's subcontractor, Vision, will perform CCTV of the 17 aerial sewers shown in Figure 1. The CCTV assessment will allow the City and CDM Smith to determine which aerial sewers are high priority for replacement and which could be replaced later. (It should be noted that if the City would like to CCTV the entire stretch of sewer containing the 17 aerals (approximately 16,500 lf of 12 to 24-inch sewer), the cost would be an additional \$75,000 for CCTV and engineering data analysis. This effort is not included but could be added at this additional cost.)

CDM Smith's subcontractor, Stewart Engineering, will perform manhole rim and invert survey on 12 manholes to verify some questionable data in the existing expanded hydraulic model. City will assist with access as needed.

Task 2 - Sizing and Project Extents

Using the existing expanded model, CDM Smith will determine the appropriate replacement pipe size for the Ensley Creek aerial sewers based on the 5-yr design storm and considering buildout flow projections. Relative replacement costs for comparison of alternatives will be determined to finalize recommended project extents based on both the findings from Task 1 and the model, but these costs will not be an opinion of probable construction cost (OPCC). The OPCC will be developed in Phase 2.

CDM Smith will prepare a draft letter report that includes documentation of the alternatives evaluation and recommendations for project extents and sizing. Comments from the City will be addressed, and a final letter report issued.

Task 3 – Project Management & QAQC

CDM Smith will perform monthly invoicing and quality management procedures including quality assurance (QA) and Quality Control (QC) of the model, results, and deliverables.

Contingency Task 4: Revise Future Flow Projections – Task 1 budget includes effort to review and check future flow projections and buildout against more recent available information, but does not include revisions to the flow projections as the assumption is that not enough new information is available to justify revisions. However, if revisions are required, the projections can be adjusted using the budgeted funding from this contingency task. This task would only be performed with City approval.

Assumptions

- 1) Trinity flows remain limited at 1 MGD for all conditions evaluated.

Mr. Derrick Boone

May 14, 2024

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- 2) Owner will provide all access and notifications required for the work.

PER Phase 2

Phase 2 is expected to include the following four tasks to determine how to replace the priority pipe extents determined in Phase 1 (details still to be determined):

Task 1 – Data Collection

CDM Smith will perform limited survey and geotechnical data collection required to evaluate routing options such as a potential siphon, pier replacement, or a parallel sewer. A complete survey and geotechnical investigation will be performed during final design.

Task 2 – Alternatives Analysis and OPCC

CDM Smith will analyze alternatives on how to replace the aerial sewers (or alternate project extents). CDM Smith will analyze routing options such as a potential siphon, pier replacement, or a parallel sewer. CDM Smith will perform a materials evaluation & pier analysis for replacement pipes of larger size and potentially alternate materials.

CDM Smith will develop a preliminary OPCC for the selected alternative.

Task 3 – Preliminary Engineering Report (PER)

CDM Smith will combine key information from Phase 1 along with the analysis, recommendations, schedule, and OPCC from Phase 2 into a preliminary engineering report (PER). The PER will include an analysis of the various alternatives, which will include considerations for traffic impacts, private property impacts, easement acquisition, environmental impacts, operation and maintenance, and cost comparison. A proposed construction schedule and permitting plan. A final report will be delivered within 3 weeks of receiving comments on the draft report.

Task 4 – Project Management and QA/QC

CDM Smith will perform monthly invoicing and quality management procedures including QA/QC of the model, results, and deliverables.

C. SCHEDULE

Phase 1 will begin within 2 weeks of notice to proceed and be completed within 4 months.



Mr. Derrick Boone

May 14, 2024

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Phase 2 will begin upon notice to proceed with a final determination of which sewers to include in the PER and after a revised scope, fee, and schedule are approved.

D. COMPENSATION

For the Phase 1; Tasks 1-3 Services performed by CDM Smith under Section B of this Task Order, the City agrees to pay a lump sum fee of \$105,000. Task 4 Contingency task for \$10,000 will not be used unless required and authorized in writing by the City. The upper limit of Phase 1 including contingency is \$115,000. For the Phase 2 Basic Services performed by CDM Smith, the City will amend this contract adding additional compensation for these tasks once the final scope, fee, and schedule are negotiated. In addition to this compensation, the City reserves the right to amend this Contract, so that CDM Smith may furnish additional services as needed. Payments shall be made by the City monthly in proportion to the percentage of work completed, with the balance of payment made when the work is complete.

Thank you for the opportunity for CDM Smith to serve the City of High Point and your customers. We look forward to further discussing this proposal with you. If you have any questions or need any additional information, please let us know.

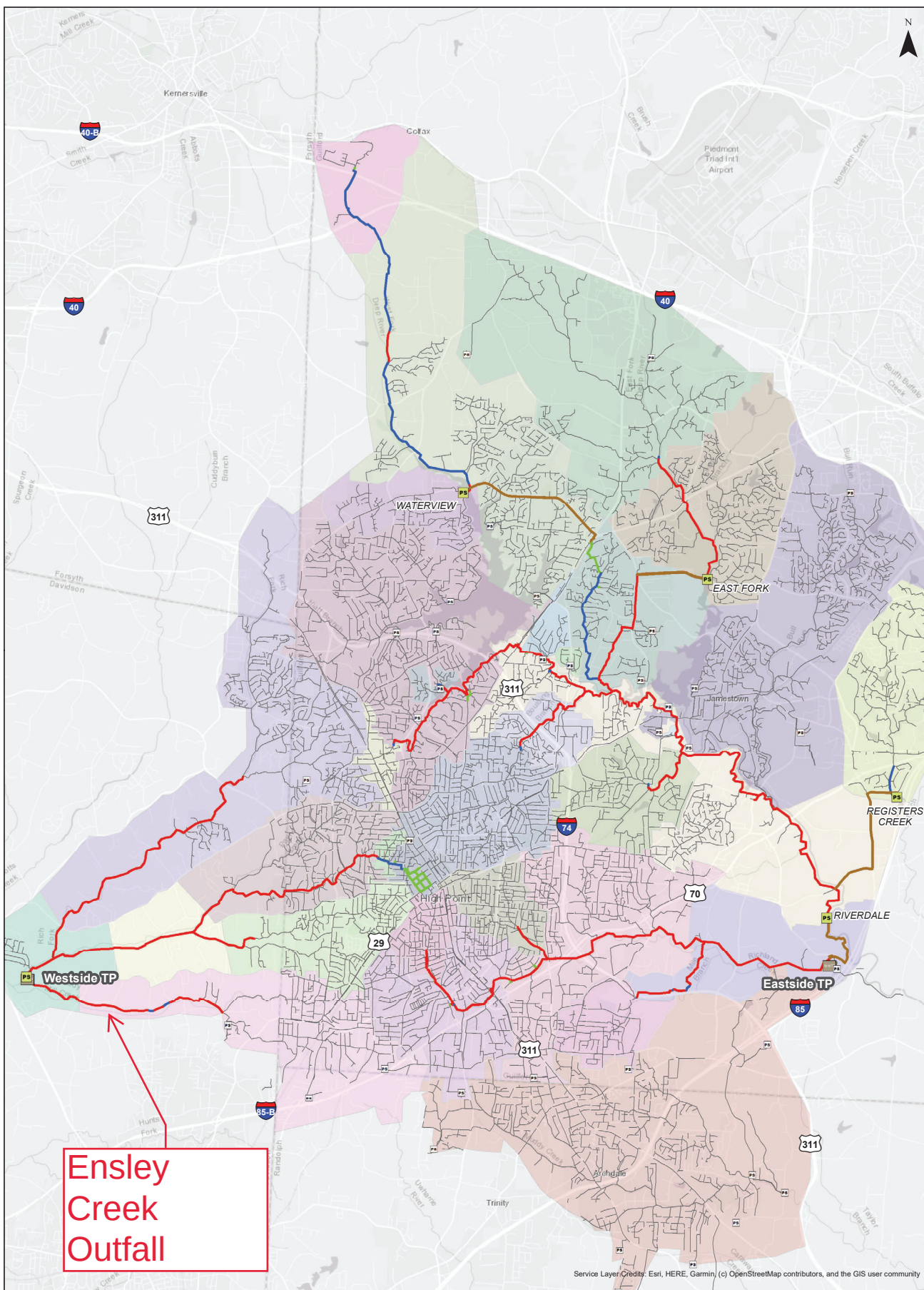
Sincerely,

A handwritten signature in black ink that reads "Christine Nesbit".

Christine Nesbit, P.E.
Vice President
CDM Smith Inc.

Cc: Robby Stone, Public Services Director, City of High Point
Glendon Fetterolf, CDM Smith Inc.





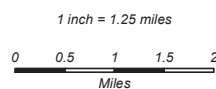
Service Layer Credits: Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community

Legend

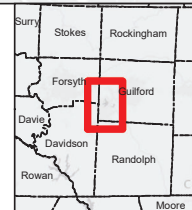
- PS Modeled Pump Station
- PS System Pump Station
- PS Wastewater Treatment Plant
- Modeled Pipes - 12" or Less
- Modeled Pipes - 15" to 19"
- Modeled Pipes - 20" or Greater
- Modeled Force Main
- System Gravity Main

Figure ES-4
Modeled
Collection System

High Point, NC



CDM
Smith



CITY OF HIGH POINT

AGENDA ITEM

TITLE: Crane & Rigging Services – Electric Various Projects – Bid # 44-050124	
FROM: Tyler Berrier, PE – Electric Utilities Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: Purchasing
ATTACHMENTS: Bid Recommendation Form Bid Tab	

PURPOSE: The Electric Utilities Department wishes to establish unit pricing for Crane and Rigging work. This will allow the city to quickly utilize crane services when needed. This bid also allows for emergency mobilization of cranes for after-hours work. These prices will be locked in for three years with options for additional years of renewal if agreeable with vendor.

BACKGROUND: The City of High Point does not currently have access to crane services and often solicits bids for individual projects. With this unit pricing established, quicker turnaround for services is expected when those services are needed. No funds are being encumbered at this time, only at the time of use.

BUDGET IMPACT: Funds are included in the Electric operating budget to cover potential projects.

RECOMMENDATION/ACTION REQUESTED: Staff are recommending that City Council approve, and the department be given the ability to execute this contract. The department is recommending that the bid for this service be awarded to Guy M. Turner, Inc.



BID RECOMMENDATION

DEPARTMENT: Electric

COUNCIL AGENDA DATE: May 20, 2024

BID NO.: 44-050124 CONTRACT NO.: DATE OPEN: May 1, 2024

DESCRIPTION:

Crane & Rigging Services for various projects.

PURPOSE:

The Electric Utilities Department wishes to establish unit pricing for Crane and Rigging work. This will allow the city to quickly utilize crane services when needed. This bid also allows for emergency mobilization of cranes for after-hours work. These prices will be locked in for three years with options for additional years of renewal if agreeable with vendor.

COMMENTS:

The Electric Utilities Department will incorporate funds in the upcoming budget year to cover the cost of these services.

RECOMMEND AWARD TO: Guy M. Turner, Inc. AMOUNT: Adopt unit prices only

JUSTIFICATION:

The City of High Point does not currently have access to crane services and often solicits bids for individual projects. With this unit pricing established, quicker turnaround for services is expected when those services are needed. No funds are being encumbered at this time, only at the time of use.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631795	527201			2,800,000
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Tyler Berrier Digitally signed by Tyler Berrier
Date: 2024.05.01 16:02:03 -04'00' DATE: May 1, 2024

The Purchasing Division concurs with recommendation submitted by the Electric Utilities Dept. and recommends
award to the lowest responsible, responsive bidder Guy M. Turner, Inc. in the amount of n/a.

PURCHASING
MANAGER: Candy E. Harmon Digitally signed by Candy E. Harmon
Date: 2024.05.01 16:29:06 -04'00' DATE: 5/1/2024

Approved for Submission to
Council

FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn
Date: 2024.05.02 14:51:06 -04'00' DATE: 5/1/24

CITY MANAGER: DATE:
(For City Council Approval Only)

<u>Bid Item Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
Standard Mobilization – 23 Ton Crane	Per Each	1	\$62.50	\$62.50
23 Ton Crane Rate	Per Hour	3	\$125.00	\$375.00
Standard Mobilization – 40 Ton Crane	Per Each	1	\$72.50	\$72.50
40 Ton Crane Rate	Per Hour	4	\$145.00	\$580.00
Standard Mobilization – 60 Ton Crane	Per Each	1	\$90.00	\$90.00
60 Ton Crane Rate	Per Hour	5	\$180.00	\$900.00
Standard Mobilization – 130/120 Ton Crane	Per Each	1	\$2,175.00	\$2,175.00
130/120 Ton Crane Rate	Per Hour	8	\$350.00	\$2,800.00
Standard Mobilization – 175 Ton Crane	Per Each	1	\$3,210.00	\$3,210.00
175 Ton Crane Rate	Per Hour	10	\$420.00	\$4,200.00
Standard Mobilization – 500 Ton Crane	Per Each	1	\$12,325.00	\$12,325.00
500 Ton Crane Rate	Per Hour	10	\$650.00	\$6,500.00
Emergency Mobilization	Per Each	1		
			<u>Bid Total:</u>	

COMMUNITY DEVELOPMENT COMMITTEE
Chaired by Council Member Johnson
Committee Members: Johnson, Andrew, Cook, McKiver
March 5, 2024 – 4:00 P.M.
Council Chambers – Municipal Building
211 S. Hamilton Steet

CALL TO ORDER

Committee member McKiver called Community Development Committee Meeting to order at 4:01 p.m. Chair Johnson arrived at 4:02.

Present: Chair Tyrone Johnson, Committee Member Tim Andrew, Committee Member Amanda Cook, and Committee Member Vickie McKiver

Community Development Committee - Council Member Johnson, Chair

PRESENTATION OF ITEMS

2024-177 Consideration of 2024 Urgent Repair Program (URP24) Policies and Procedures

City Council is requested to consider the URP24 Assistance Policy and the URP24 Procurement and Disbursement Policies, and that the appropriate City Official(s) be authorized to execute all necessary documents.

Nena Wilson, Community Development Director, presented the item. She shared the details on the application and loan process. Committee Member Andrew asked about application problems. Ms. Wilson indicated there could be problems if the property had been foreclosed upon.

A motion was made by Committee Member Andrew, seconded by Committee Member McKiver, to approve agenda item 2024-177.

Aye: Chair Johnson, Committee Member Andrew, Committee Member Cook and Committee Member McKiver

2024-178 Consideration of a Conditional Commitment for Flats at Old Winston

City Council is requested to consider a Conditional Commitment Letter for Flats at Old Winston and that the appropriate City Official(s) be authorized to execute all necessary documents.

Nena Wilson, Community Development Director, presented the item and provided details about the housing units. She shared that there would be 60 multi-family rental units available to families with a household income of 80% or below Area Median Income (AMI) and provided some details about the budget and planned community amenities for the project.

Craig Stone of Wynnefield Properties spoke on the competitive process and shared that the final number of units was still undecided and could be anywhere from 48 to 60 units depending on the competition. He shared some details on the project and said that his

company was the developer, the builder, and managing agent for the project.

Committee Member Cook spoke about visiting one of the more recent affordable housing communities, with Committee Member McKiver during a Housing Summit tour. She thanked Mr. Stone for his efforts and emphasized how important these initiatives were to the community.

Chair Johnson thanked Mr. Stone for his work in the community.

A motion was made by Committee Member Cook, seconded by Committee Member Andrew, to approve agenda item 2024-178.

Aye: Chair Johnson, Committee Member Andrew, Committee Member Cook and Committee Member McKiver

2024-179 Community Development and Affordable Housing Updates

Staff and agency representatives will provide updates regarding Community Development and Affordable Housing.

Nena Wilson, Community Development Director, presented the item and spoke on the recent budget cuts in the 2024 annual action plan and said the department was looking at programs to see how to best accommodate the reduction in funds. She indicated she would bring back the final plan to the Committee before submitting it to HUD. She shared that she wanted to introduce some of the great affordable housing community partners.

Susan Wood, Executive Director for Habitat for Humanity, gave a presentation outlining some of the properties involved in the community partnership with the City. She stressed the importance of the partnership and its role in providing services to low-income families in High Point.

Charles Blackman, Executive Director of Black Lamb Development Corporation, spoke on some of the current affordable housing projects as well as past efforts in Greensboro and Durham. He said the company was working with Sophia Crisp from the Housing Consulting Group on pre-qualifications and credit counseling for first-time home buyers.

Michael Praylor, Executive Director of Empowerment Headquarters, outlined some of the current and future affordable housing projects as well as the company's efforts to help elderly people age in place by performing essential repairs on their homes.

Chair Johnson asked for clarification on the number of units.

Mr. Praylor indicated there were 10 units.

Gene Brown, Executive Director of Community Housing Solutions of Guilford, talked about celebrating 20 years of doing home repair in the community. He outlined some of

the current and past projects and shared a video of first-time homeowner Rahilla Afwadi, who spoke on realizing her dream of owning a house and the training she was able to receive to help her understand the process. He shared that the company also uses Sophia Crisp from the Housing Consulting Group to provide home buyer education. He spoke on recent community home repair efforts in the Burns Hill community and shared that over 109 volunteers from various organizations had come out to assist in the effort. He talked about a similar project from last year in the Five Points community.

Committee Member McKiver asked about the locations of the houses in the Five Points area. Mr. Brown shared some of the street names and said awareness about those projects has helped other members of the community get much-needed household repairs.

Ms. Wilson expressed her appreciation for the community partners who came to speak and shared a quick recap of the units completed in Southside.

Committee Member McKiver asked about community outreach efforts for affordable housing resources.

Ms. Wilson indicated it was mainly word of mouth but said they could work with the Communications department to expand on what they are currently doing.

Deputy City Manager, Greg Ferguson, suggested referring interested parties to the Community Development department for more information on the programs.

For Information Only.

2024-180 Local Codes Strategic Plan Update

Staff will provide and update on Local Code activities for April 2024.

Kaylee Parrish, Interim Code Enforcement Manager, gave the strategic plan update for April 2024 and outlined the different cases and complaints submitted.

Committee Member Andrew asked her to explain the various types of cases.

Ms. Parrish explained the different types of cases. She spoke on the homeless encampment enforcement process and shared a map of the various homeless encampments. She stated there had been 8 total cases since January of 2024.

Nena Wilson, Community Development Director, emphasized the importance of ensuring that individuals in the encampments be connected with community partners providing resources before the process of clearing was begun.

Chair Johnson asked about the lien process and how repeat offenders who do not maintain their property are dealt with.

Committee Member Cook said she appreciated the use of a soft approach with individuals in the encampments. She pointed out that May was Mental Health Awareness Month and said people experiencing homelessness often had mental health problems.

For Information Only.**2024-181 2034-24 Volunteer Income Tax Assistance (VITA) Update**

The Community & Neighborhood Development Division will provide an update on the results of the VITA tax season.

Pamela Ingram, Community Resource Specialist, gave a presentation on the program which provides free basic tax returns for households with lower incomes. She spoke on the partnerships with various organizations throughout High Point and shared that the program had over 40 volunteers and 1514 volunteer hours.

Committee Member Andrew asked about the software used and whether they were offering education on retirement to the participants.

Ms. Ingram indicated program volunteers and staff were trained by the Internal Revenue Service on the TaxSlayer software. She stated that they did educate participants on retirement and other financial topics.

Chair Johnson thanked Ms. Ingram for her presentation and expressed his appreciation for the program.

For Information Only.**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 5:15 p.m.

Respectfully Submitted,

Tyrone Johnson, Chairman
Community Development Committee

Attest:

Alison Glynn, Deputy City Clerk

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Resolution to Sale City Owned Property – 711 E. Commerce Ave., 407, 517 Walnut St., 505, 516, 517, 518, 523, 525, 526 White Oak St.	
FROM: Kim Thore, Right of Way Coordinator	MEETING DATE: November 6, 2023
PUBLIC HEARING: Not required	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Resolution and Map	

PURPOSE/BACKGROUND

Sterling Real Estate Development of North Carolina, LLC has offered a bid of \$110,000.00 for city-owned vacant lots (Properties) at:

Parcel #	Address	Square Feet	Acre
175341	711 E. Commerce Ave.	8,277	.19
175393	407 Walnut St.	6,534	.15
171652	517 Walnut St.	6,098	.14
171629	505 White Oak St.	7,841	.18
171638	516 White Oak St.	6,970	.16
171623	517 White Oak St.	8,277	.19
171639	518 White Oak St.	7,841	.18
171621	523 White Oak St.	9,583	.22
171620	525 White Oak St.	8,277	.19
171661	526 White Oak St.	5,663	.13

BUDGET/IMPACT:

N/A

RECOMMENDATION/ACTION REQUESTED:

Council is requested to adopt a resolution accepting the offer of \$110,000.00 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.

**RESOLUTION OF THE HIGH POINT CITY COUNCIL
AUTHORIZING UPSET BID PROCESS FOR SALE OF CITY PROPERTIES
LOCATED AT:**

**711 E. Commerce Ave., 407, 517 Walnut St., 505, 516, 517, 518, 523, 525, 526
White Oak St., High Point, NC**

WHEREAS, The City of High Point ("City") owns vacant lots ("Properties") located at

<u>Parcel #Address</u>	<u>Square Feet</u>	<u>Acre</u>
175341 711 E. Commerce Ave.	8,277	.19
175393 407 Walnut St.	6,534	.15
171652 517 Walnut St.	6,098	.14
171629 505 White Oak St.	7,841	.18
171638 516 White Oak St.	6,970	.16
171623 517 White Oak St.	8,277	.19
171639 518 White Oak St.	7,841	.18
171621 523 White Oak St.	9,583	.22
171620 525 White Oak St.	8,277	.19
171661 526 White Oak St.	5,663	.13

; and

WHEREAS, North Carolina General Statute §160A-269 permits the City to sell property by upset bid, after receipt of an offer for the property; and

WHEREAS, Sterling Real Estate Development of North Carolina, LLC has offered a bid of One Hundred and Ten Thousand Dollars (\$110,000.00) for the Properties and paid the amount of Five Thousand Five Hundred Dollars (\$5,500.00), the required five percent (5%) deposit on his offer.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of High Point, North Carolina:

1. Authorizes sale of the Properties described above through the upset bid procedure of North Carolina General Statute §160A-269.

2. The City Clerk shall cause a notice of the proposed sale to be published. The notice shall describe the Properties, the amount of the offer, and shall state the terms under which the offer may be upset.

3. Persons wishing to upset the offer that has been received shall submit a sealed bid with their offer to the office of the City Clerk within ten (10) days after the notice of sale is published. At the conclusion of the ten (10) day period, the City Clerk shall open the bids, if any, and the highest such bid will become the new offer. If there is more than one bid in the highest amount, the first such bid received will become the new offer.

4. If a qualifying higher bid is received, the City Clerk shall cause a new notice of upset bid to be published and shall continue to do so until a ten (10) day notice period has passed

without any qualifying upset bid having been received. At that time, the amount of the final high bid shall be reported to the City Council.

5. A qualifying higher bid is one that raises the existing offer by not less than ten percent (10%) of the first one thousand dollars (\$1,000.00) of that offer and five percent (5%) of the remainder of that offer.

6. A qualifying higher bid must also be accompanied by a deposit in the amount of five percent (5%) of the bid; the deposit may be made in cash, cashier's check, or certified check. The City will return the deposit on any bid not accepted and will return the deposit on an offer subject to upset if a qualifying higher bid is received. The City will credit the deposit of the final high bidder at closing.

7. The terms of the final sale are that:

- the City Council must approve the final high offer before the sale is closed, which it will do within thirty (30) days after the final upset bid period has passed; and
- the buyer must pay balance with cash, cashier's check, or certified check at the time of closing.

8. The City reserves the right to withdraw the properties from sale at any time before the final high bid is accepted and the right to reject at any time all bids.

9. If no qualifying upset bid is received after the initial public notice, the offer set forth above is hereby accepted. The appropriate City officials are authorized to execute the instruments necessary to convey the Properties to Sterling Real Estate Development of North Carolina, LLC.

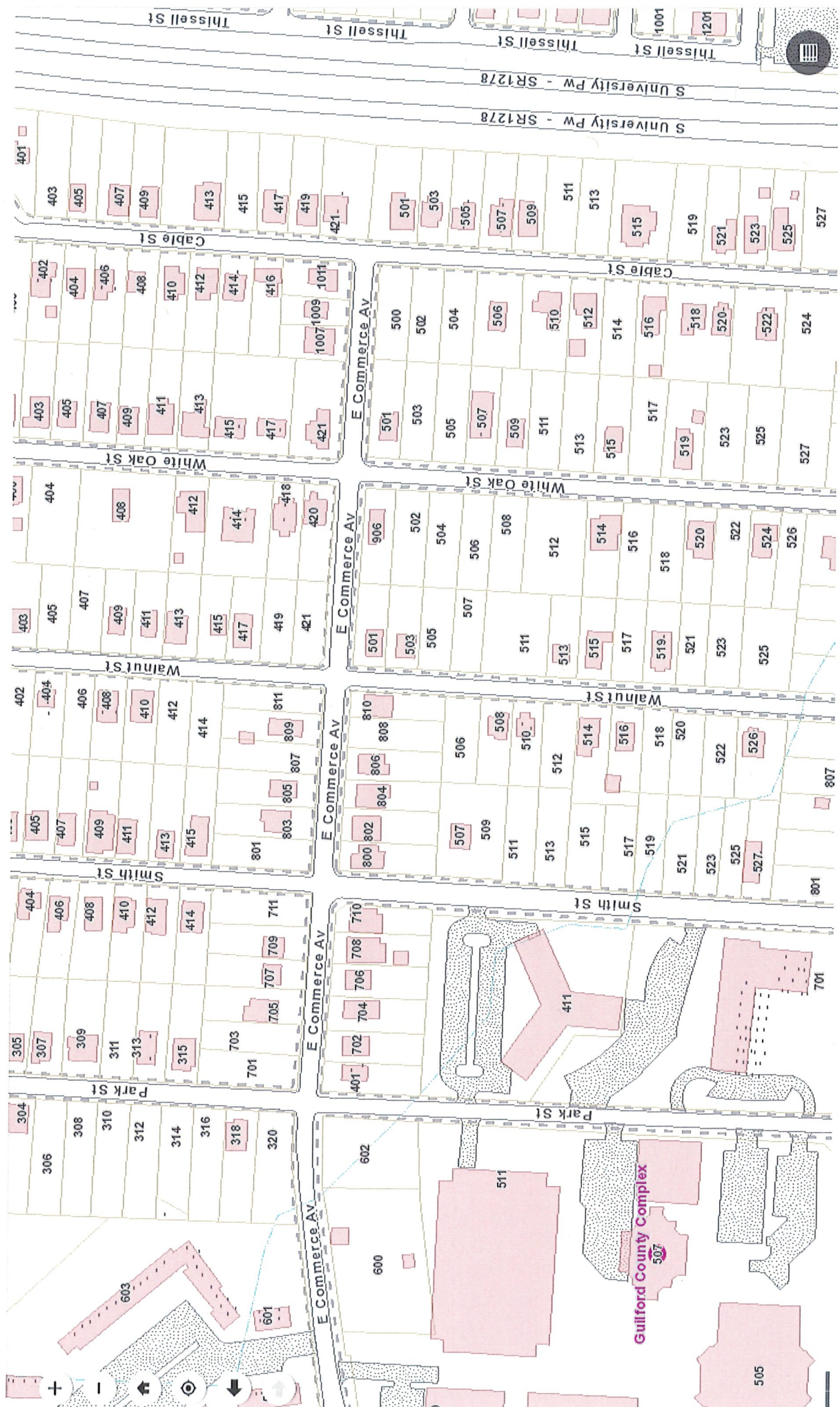
Adopted this the 6th day of November 2023.

ATTEST:

CITY OF HIGH POINT

Sandra Keeney, City Clerk

Jay W. Wagner, Mayor



Guilford County Complex

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**HIGH POINT CITY COUNCIL
SPECIAL BUDGET MEETING
May 15, 2024 – 4:00 P.M.
3RD FLOOR CONFERENCE ROOM – MUNICIPAL BUILDING**

CALL TO ORDER, ROLL CALL

Mayor Pro Tempore, Michael Holmes, called the meeting to order at 4:00 p.m.

Present: Mayor Cyril Jefferson (arrived via Zoom at 4:29 p.m.; Mayor Pro Tempore Michael Holmes, Ward 6; Council Member Britt W. Moore, At large; Council Member Amanda Cook, At Large; Council Member Vickie M. McKiver, Ward 1; Council Member Monica L. Peters (arrived via Zoom at 4:25 p.m.), Ward 3; Council Member Patrick H. Harman, Ward 4; and Council Member Tim Andrew, Ward 5

Absent: Council Member Tyrone E. Johnson, Ward 2

ADOPTION OF AGENDA

A motion was made by Council Member Moore, seconded by Council Member Cook, to approve the Agenda as presented.

Motion carried with the following vote:

Aye: Mayor Pro Tem Holmes, Council Member Cook, Council Member Moore, Council Member Harman, Council Member Peters, and Council Member Andrew

Absent: Council Member Johnson, Council Member McKiver, and Mayor Jefferson

PRESENTATION OF ITEMS

2024-047 City of High Point Proposed FY 2024-25 Budget

Staff will provide information on the City of High Point proposed 2024-25 budget.

Stephen Hawryluk, Budget and Performance Director gave the presentation on the item and gave an overview of the budget topics that would be covered in the presentation. He shared that the topics would include public safety pay adjustments; the Mayor and City Council expense allowance; the proposed fee schedule changes; the Capital Improvement Program; and tax-rate reduction scenarios. He referred to the fund balance handouts distributed to Council Members at the beginning of the meeting and indicated that information was not in the slides but would be discussed along with next steps in the calendar.

A discussion took place regarding position analysis and competitive salaries.

A discussion took place about the details of the expense allowances and how other municipalities approached the issue.

A discussion ensued regarding the details of the Electric Vehicle (EV) charging program.

Mr. Hawryluk indicated the Council would be receiving a package of materials on the night of budget adoption. He explained the package would include the actual fee schedule with a breakdown of proposed changes to the schedule.

A discussion ensued regarding the necessity for some of the CIP projects.

A discussion ensued regarding the proposed reduction scenarios.

Mr. Hawryluk outlined the next steps in the proposed budget approval process including the May 20th Public Hearing at the City Council Meeting; the May 22 Special Budget Work Session; the May 29th Special Budget Work Session; and the June 3rd Budget Adoption.

ADJOURNMENT

There being no further business to come before the City Council, the meeting was adjourned at 5:19 p.m.

Respectfully Submitted,

Cyril Jefferson, Mayor

Attest:

Alison Glynn, Deputy City Clerk

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Approval of FY 2024-2025 Budget Ordinance – Forward High Point, Inc.	
FROM: Stephen Hawryluk, Budget and Performance Director	MEETING DATE: June 3, 2024
PUBLIC HEARING: Yes	ADVERTISED DATE/BY: May 7, 2024/High Point Enterprise
ATTACHMENTS: FY 2024-2025 Annual Budget Ordinance – Forward High Point, Inc.	

PURPOSE: Consideration of an ordinance to adopt the FY 2024-2025 annual budget ordinance for Forward High Point, Inc..

BACKGROUND: Staff from Forward High Point, Inc. presented information on their proposed budget at the May 22, 2024 Budget Work Session.

BUDGET IMPACT: N/A

RECOMMENDATION/ACTION REQUESTED: Staff recommends and asks the City Council to adopt the FY 2024-2025 Annual Budget Ordinance for Forward High Point, Inc..



CITY OF HIGH POINT, NORTH CAROLINA
Fiscal Year 2024-2025 Budget Ordinance

BE IT ORDAINED BY THE CITY OF HIGH POINT, NORTH CAROLINA:

Section 1. The following amounts are hereby appropriated for contributions to Forward High Point, Inc. for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

(1) That for said fiscal year there is hereby appropriated out of the GENERAL FUND for contributions to Forward High Point, Inc. the sum of:

\$ 250,000

Section 2. It is estimated that the following revenues will be available during fiscal year beginning July 1, 2024 and ending June 30, 2025:

General Fund	
Sales and Use Taxes	\$ <u>250,000</u>
Total Revenues and Other Financing Sources	\$ <u>250,000</u>

Section 3. Copies of this ordinance shall be furnished to the City Clerk and the Director of Financial Services to be kept on file by him for his direction in the collection and disbursement of City funds.

Section 4. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Adopted this 3rd day of June, 2024.

Attest: Sandra Keeney
City Clerk