



City of High Point

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

Meeting Agenda

Finance Committee

Britt Moore, Chair

Committee Members:

Monica Peters

Michael Holmes

Victor Jones

Jay Wagner, Mayor (Alternate)

Wesley Hudson, Mayor Pro Tem (Alternate)

Thursday, November 2, 2023

4:00 PM

3rd Floor Conference Room

CALL TO ORDER

FINANCE COMMITTEE - Britt W. Moore, Chair

PRESENTATION OF ITEMS

1. [2023-475](#) Consideration of a Purchase Order Increase with Waste Management
City Council is requested to approve a Purchase Order (# 113247)
increase from \$49,000 to \$120,000 with Waste Management to cover the
additional cost of biosolids disposal and authorize the appropriate City
Official(s) to execute all necessary documents.
Attachments: [Waste Management- Disposal of Biosolids](#)
2. [2023-476](#) Consideration of a Sole Source Purchase with Trojan Technologies in the
amount of \$61,957.25
City Council is requested to approve a sole source purchase with Trojan
Technologies in the amount of \$61,957.25 for the purchase of spare UV
parts for the Westside Wastewater Treatment Plant and authorize the
appropriate City Official(s) to execute all documents.
Attachments: [Trojan Technologies - Sole Source Purchase](#)
3. [2023-477](#) Consideration of a Sole Source Purchase of Eight (8) Haigh Quick
Change Grinder Cartridges Assemblies from Clear Water Inc.
City Council is requested to approve Clear Water Inc. as a sole source
vendor for the purchase of eight (8) Haigh Quick Change Grinder Cartridge
Assemblies in the amount of \$62,888 and authorize the appropriate City
Official(s) to execute all necessary documents.
Attachments: [Haigh Quick Change Grinder Cartridge Assemblies - Clear Water Inc.](#)
4. [2023-479](#) Consideration of a Resolution to Acknowledge the City's Acceptance of
Maintenance Responsibilities for the Listed Road Segment to be

Abandoned by the North Carolina Department of Transportation
City Council is requested to approve a Resolution acknowledging the City's acceptance of maintenance responsibilities and request the North Carolina Department of Transportation abandon a portion of Kersey Valley Road.

Attachments: [Kersey Valley Road Ownership Transfer](#)

5. [2023-487](#) Consideration of Change Order Number 2 to Harper General Contractors for the Westside WWTP Sludge Dewatering System Improvement Project
City Council is requested to approve Change Order Number 2 to Harper General Contractors in the amount of \$250,357.01, a 34-day extension to the contract end date, and authorize the appropriate City Official(s) to execute all necessary Documents.

Attachments: [Change Order #2- Harper General Contractors](#)

6. [2023-488](#) Consideration of Change Order Number 4 to Baker Undergrounds for the Waterview Pump Station Force Main Extension Project
City Council is requested to approve Change Order Number 4 to Baker Underground Inc. in the amount of \$732,220, a 194-day extension to the contract end date, and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Changer Order #4 - Baker Underground](#)

7. [2023-484](#) Consideration of a Purchase of Commercial/Industrial Voltage Transformers from Wesco, Inc.
City Council is requested to award a bid to Wesco, Inc. for \$129,195 for the purchase of commercial/industrial voltage transformers and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Transformers - Wesco Inc.](#)

8. [2023-485](#) Consideration of a Purchase of 1/0 Primary Wire from Wesco, Inc.
City Council is requested to approve the procurement of 1/0 primary wire, award the bid to Wesco, Inc. in the amount of \$191,600, and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Primary Cable - Wesco, Inc.](#)

9. [2023-490](#) Consideration of the Purchase of 7,000 5/8 Water Low Meters from Badger Meter Inc.
City Council is requested to approve the purchase of 7,000 5/8 water low profile positive displacement meters with sealed register in the amount of \$838,880 from Badger Meter Inc. and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Water Meters - Badger Meters Inc.](#)

10. [2023-483](#) Consideration of a Purchase of a Hyundai HX210AL Excavator from National Equipment Dealers, LLC
City Council is requested to approve a purchase of a Hyundai HX210AL

Excavator from National Equipment Dealers, LLC in the amount of \$152,00, a budget ordinance amendment, and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Purchase - Excavator National Equipment Dealers, LLC](#)

11. [2023-492](#) Consideration of a Purchase of Three (3) Chevrolet 1500 Trucks from Capital Chevrolet
City Council is requested approve the purchase of three (3) Chevrolet 1500 Trucks from Capital Chevrolet in the amount of \$137,415.09
Attachments: [Chevrolet 1500 Trucks - Capital Chevrolet](#)
12. [2023-489](#) Consideration of a Contract with Night Vision Devices in the Amount of \$251,632.20
City Council is requested to award a contract to Night Division Devices Inc. in the amount of \$251,632.20 using Equitable Share Funds to purchase 30 Night Vision Goggles and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [PD Night Vision Goggles - Night Division Devices](#)
13. [2023-480](#) Consideration of Purchase of 702 W. Grimes Street
City Council is requested to approve the purchase of property located at 702 W. Grimes Street in the amount of \$215,000 to enhance the campus of the 300 Oak project and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [Purchase of 702 W. Grimes Street](#)
14. [2023-481](#) Consideration of a Task Order with Creech & Associates, LLC
City Council is requested to approve a task order to the on-call master agreement with Creech & Associates, LLC estimated in the amount of \$472,110 to provide architectural, engineering design, survey, kitchen design consulting and cost estimating for the shared use kitchen facility that will be located at 331 W. Russell Avenue, and to authorize the appropriate city official to execute all necessary documents.
Attachments: [Task Order - Creech & Associates, LLC](#)
15. [2023-491](#) Consideration of Pioneer Athletics as a Sole Source Vendor for the Purchase of a P-Rex Artificial Turf Paint Remover Machine
City Council is requested to approve Pioneer Athletics as a sole source vendor for the purchase of a P-Rex Artificial Turf Paint Remover Machine in the amount of \$50,702.28 and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [P-Rex Artificial Turf Paint Remover Machine - Pioneer Athletics](#)
16. [2023-499](#) Consideration of FHP Properties, LLC Loan for Downtown Redevelopment
City Council is requested to approve a budget amendment transferring \$1.725 million from the Electric Fund to the General Fund, and to authorize

the appropriate city official to execute all necessary documents related to the transactions.

Attachments: [Forward High Point](#)

17. [2023-482](#)

Consideration of a Resolution Authorizing the Upset Bid Process for the Sale of City Properties Located at 711 E. Commerce Avenue, 407 and 517 Walnut Street, and 505, 516, 517, 518, 523, 525, 526 White Oak Street

City Council is requested to approve a resolution accepting the offer of \$110,000 from Sterling Real Estate Development of North Carolina, LLC for city-owned vacant lots 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.

Attachments: [Resolution - Sale of City Owned Vacant Lots - Sterling Real Estate Developmen](#)

18. [2023-500](#)

Presentation Regarding the City of High Point's Risk Management Program

Staff will present information on the City's risk management program and recommend enhancements. This item is for information only.

Attachments: [Presentation - Risk Management](#)

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Information Item – Risk Management	
FROM: Bobby Fitzjohn, Financial Services Director	MEETING DATE: November 2, 2023
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Risk Management Presentation	

PURPOSE:

To present information on the City's risk management program.

BACKGROUND:

Staff will present information on the City's risk management program and recommend enhancements.

BUDGET IMPACT:

N/A

RECOMMENDATION/ACTION REQUESTED:

There is no action recommended/requested. This item is for information only.



RISK MANAGEMENT

Bobby Fitzjohn
Financial Services Director



HOW WE MANAGE RISK

- Self-Insured
 - Excess coverage is purchased for workers compensation (w/c), general, and cyber liability
 - Property insurance policy
- Third-Party Administrators (TPAs) manage w/c and general/auto liability claims.
- Guilford City/County Insurance Advisory Committee (GCCIAC)



HOW WE MANAGE RISK (continued)

- Decentralized
 - Human Resources – w/c Analyst and w/c TPA, 2 safety officers
 - Legal – advises TPA and City staff on liability/immunity
 - Finance - insurance applications, statement of values (property), coordinate site visits, POC with GCCIAC
- Cost Recovery
 - Rely on our relationship with GCCIAC and TPA for cost recovery based on department referral



CENTRALIZING RISK

- Creation of a Risk Manager position
 - Provide dedicated support
 - Serve as POC for citizens, staff, and TPAs regarding claims
 - Coordinate city-wide trainings
 - Serve as ADA Coordinator
- Establish an internal service fund
 - Increased accountability and transparency of claim activity
 - Funds held in outside investment pools are returning to the City to be held in reserve
- Funding
 - Interest income from reserve funds and internal charges will fund the program
 - Risk Manager will be charged with maximizing cost recovery



NEXT STEPS

- Bring new position request for Risk Manager to the 11/16 Finance Committee Meeting for the 11/20 Council Meeting
- Upon approval we will begin recruitment immediately
- Coordinate effort between Finance, HR, and Legal to transition risk-related duties to the Risk Manager



Questions?