

**HIGH POINT CITY COUNCIL
MEETING
Monday, December 16, 2024 - 5:30 PM Municipal
Office Building
211 S. Hamilton Street High
Point, NC 27260**

ROLL CALL, MOMENT OF SILENCE, AND PLEDGE OF ALLEGIANCE

Present: Mayor Cyril Jefferson, Mayor Pro Tem Michael Holmes, At-Large Council Member Britt Moore, At-Large Council Member Amanda Cook, Council Member Vickie McKiver, Council Member Tyrone Johnson, Council Member Monica Peters, Council Member Patrick Harman, and Council Member Tim Andrew

ADOPTION OF AGENDA

A motion was made by Mayor Pro Tempore Holmes, seconded by Council Member Andrew, 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

CONSENT AGENDA ITEMS

A motion was made by Mayor Pro Tempore Holmes, seconded by Council Member Peters, to approve the Consent Agenda.

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

2024-450 Consideration of Resolutions to Approve Piedmont Triad Regional Water Authority Financing

City Council is requested to approve (1) the Resolution Authorizing and Approving Bond Anticipation Notes and the Amendment and Restatement of a Joint Governmental Agreement and (2) the Resolution Concerning the City's Obligations under its "Joint Governmental Agreement" among the City, Piedmont Triad Regional Water Authority and other Local Governments.

Approved by the Consent Vote.

2024-451 Consideration of a Contract with Inspire Placemaking Collaborative, Inc.

City Council is requested to consider a contract with Inspire Placemaking Collaborative, Inc. in the amount of \$253,650 for updating the City of High Point Development Ordinance and authorize the appropriate City Official(s) to execute all necessary documents.

Approved by the Consent Vote.

2024-452 Consideration of a Final Adjusting Change Order to Breece Enterprises, Inc.

City Council is requested to consider a Final Adjusting Change Order to Breece Enterprises, Inc. in the amount of \$111,809.06 for additional costs associated with the Kensington Drive and Dovershire Place improvements stormwater project and authorize the appropriate City Official(s) to execute all necessary documents. This will bring the new contract amount to \$1,469,906.99.

Approved by the Consent Vote.

2024-453 Consideration of a Contract with Shaver Roofing Services, LLC

City Council is requested to consider a contract with Shaver Roofing Services, Inc. in the amount of \$103,795 for replacement of the roofs on the Operations building and the Solids building at the Eastside Wastewater Treatment Plant and authorize the appropriate City Official(s) to execute all necessary documents.

Approved by the Consent Vote.

2024-454 Consideration of a Task Order with CDM Smith, Inc.

City Council is requested to consider a task order with CDM Smith, Inc. in the amount of \$139,800 for professional engineering services to perform Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) updates and authorize the appropriate city staff or officials to execute all necessary documents.

Approved by the Consent Vote.

2024-455 Consideration of a Sole Source Purchase from Tarpomatic, Inc.

City Council is requested to consider a sole source purchase from Tarpomatic, Inc. in the amount of \$50,000 for replacement of the existing Tarpomatic tarp and machine at the Kersey Valley Landfill and authorize the appropriate City Official(s) to execute all necessary documents

Approved by the Consent Vote.

2024-456 Consideration of a Contract with Yates Construction Company, Inc.

City Council is requested to consider a contract with Yates Construction Company, Inc. in the amount of \$99,125 for the Qubein Sidewalk Remediation project and authorize the appropriate City Official(s) to execute all necessary documents.

Approved by the Consent Vote.

2024-457 Consideration of a Budget Ordinance Amendment

City Council is requested to consider a Budget Ordinance Amendment to record the issuance of Series 2024 CES Revenue Refunding Bonds.

Approved by the Consent Vote.

2024-460 Consideration of a Resolution Regarding Policy Updates to Comply with S.L. 2024-26

Staff recommends City Council approve the Resolution to ensure compliance with S.L. 2024-26 and to direct staff to update the appropriate policies accordingly.

Approved by the Consent Vote.

2024-466 Consideration of a Contract with IHFC Properties SPE, LLC

City Council is requested to consider a contract with IHFC Properties SPE, LLC in the amount of \$95,000 annually for HVAC services for the High Point Theatre and authorize the appropriate City Official(s) to execute all necessary documents.

Approved by the Consent Vote.

2024-449 Consideration of Approval of Minutes

City Council is requested to approve the following minutes:

Transparency, Engagement & Communication Committee Minutes - November 20, 2024, at 9:00 a.m.

Special Meeting of the High Point City Council Minutes - December 2, 2024, at 4:00 p.m.

Regular Meeting of the High Point City Council Minutes - December 2, 2024, at 5:30 p.m.

Approved by the Consent Vote.

GENERAL BUSINESS AGENDA**2024-461 Receipt and Presentation of FY 2023-2024 Audit Report**

City Council is requested to acknowledge receipt of the City of High Point Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2024, and related required communications from the City's auditors, Cherry Bekaert LLP, and approve the Local Government Commission response.

Bobby Fitzjohn, Financial Services Director, provided an introduction of this item and introduced Richard Hart, from Cherry Bekaert. He noted the City's audit, and financial report can be found on the City's website and the Library.

Mr. Hart provided a summary of the City's financial audit for year ending June 30, 2024. He explained the process and measures in which the audit was performed and stated no material weaknesses were found and reported one significant deficiency which relates to the City's Grants Management Policy. He explained Criteria, Condition, and Effect noting the below:

- Criteria - Per the U.S. Department of Transportation general terms and conditions under the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program, the recipient is required to submit to the USDOT a quarterly project progress report and recertification. Additionally, the recipient is required to submit a final project progress report and recertification no later than 120 days after the end of the period of performance. Further, per Section 200.303 of the Uniform Grant Guidance, a non-federal entity must establish and maintain effective internal control over the federal award that provides reasonable assurance that the non-federal entity is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. The City should have a control in place for reports submitted to the awarding agency to be reviewed by an employee within the department separate from the employee preparing the report.*
- Condition - While the reports were timely submitted to the awarding agency, the reports submitted to the awarding agency were not reviewed by an individual at the City prior to submission*
- Effect - By not having the required reports reviewed prior to submission, the City could erroneously submit incorrect data to the awarding agency.*

Mr. Hart noted the Grant Liaison did not follow the City's Grants Management Policy and recommended the City should ensure the program manager is following its Grant Management Policy and Uniform Guidance for this program by reports being reviewed prior to submission.

In summary, Mr. Hart noted the following Local Government Commission performance indicators:

- No financial performance indicators of concern noted*
- Submitted within five (5) months from fiscal year-end*
- Change in fund balance of General Fund was positive*
- Budgeted tax levy for the General Fund had less than 3% uncollected*
- Effective pre-audit process to avoid pervasive budget violations*
- No late debt service payments or debt covenant compliance issues*
- No statutory violation within Annual Comprehensive Financial Report*

Below is the response to the Local Government Commission regarding the Auditor's Findings, Recommendations, and Fiscal Matters:

Finding 2024-001 Significant Deficiency - Reporting

In Fiscal Year 2023-24, The Transportation Department submitted reports for the RAISE grant to the NCDOT for four quarters without prior review from the Finance Department. This was corrected with the June 2023 quarterly report, and the grant liaison is now following the City's policy. The liaison prepares the report and sends it to his manager for review and approval. Then it is routed to the Senior Financial Grants Analyst for review. The Accounting Manager reviews and approves the report before it is submitted to the NCDOT. The Transportation Department has been made aware of the City needs to follow the grants policy with all grants.

Council Member Moore made a motion, seconded by Council Member Andrew, to acknowledge receipt of the High Point Annual Comprehensive Financial Report for the Fiscal Year ended June 30, 2024, and related required communications from the City's Auditors, Cherry Bekaert LLP, and approve the Local Government Commission responses.

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

2024-458 Resolution of Intent, Annexation 24-03

Approval of a Resolution of Intent (ROI) to establish a public hearing date of January 13, 2025, to consider a voluntary non-contiguous annexation petition for an approximate 10.8 acre parcel (7966 National Service Road). The site is located north of the intersection of National Service Road and Tyner Road, and also known as Guilford County Tax Parcel 169801.

Herb Shannon, Senior Planner, provided the staff report for this item. He stated this item is to establish a public hearing date of January 13, 2025, to consider a voluntary non-contiguous annexation petition for an approximate 10.8-acre parcel.

Mayor Pro Tempore Holmes made a motion, seconded by Council Member Johnson, to approve agenda item 2024-458.

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

2024-459 Public Hearing Regarding a Historic Landmark Designation Request from Downtown High Point

City Council is requested to consider a request from Downtown High Point to designate One Plaza Center (Showplace West) located at 101 S. Main Street as a Guilford County Historic Landmark.

Mayor Jefferson opened the Public Hearing.

Brooke Maynard, Planner, provided the staff report for this item. She explained this item is to consider the designation of One Plaza Center (Showplace West) as a Guilford County Historic Landmark. She provided details of the property and noted the Guilford County Historic Preservation Commission as well as the High Point Historic Preservation Commission unanimously recommended that the property be designated as Historical Landmark.

In response to Council Member Andrew, Ms. Maynard stated future development would require compliance with standards.

In response to Council Member Harman, Meghan Maguire, City Attorney, stated that the statute regarding conflicts for voting purposes as an Elected Official only stipulates financial impacts and this item would not qualify.

Council Member Cook noted the importance of this property receiving this designation as it is the first building from the 1970's to receive the designation.

Rebecca McGee, President and CEO of Downtown High Point, recommended support for this item. She provided a history of the property, noted tax credits and that this is the first building of its kind to receive the Mill Grant as well as the first 1970's building to receive this designation.

Mayor Jefferson asked if anyone else wished to be heard regarding this item. Seeing none, he closed the public hearing.

Council Member Cook made a motion, seconded by Council Member Johnson, to approve agenda item 2024-459.

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

2024-467 Consideration of an Appointment to the Board of Adjustment

City Council is requested to confirm the appointment of Rusty Mau to the Board of Adjustment; term effective immediately and expiring on June 30, 2026.

Mayor Jefferson made a motion, seconded by Council Member Peters, to approve agenda item 2024-467.

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

2024-468 Consideration of a Reappointment to the High Point Housing Authority

City Council is requested to confirm the reappointment of Dr. N'Tuma Jah to the High Point Housing Authority; term effective immediately and expiring on December 22, 2029.

Mayor Jefferson made a motion, seconded by Mayor Pro Tempore Holmes, to approve agenda item 2024-468.

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

2024-464 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 (This Closed Session will be conducted in the 3rd Floor Conference Room).

Mayor Jefferson made a motion, seconded by Mayor Pro Tempore Holmes, to suspend the rules to add Economic Development to the Closed the Closed 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

A motion was made by Council Member Moore, seconded by Council Member Peters to go into Closed 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 began at 6:02 p.m.

Council Member Harman made a motion, seconded by Council Member Johnson, to end close 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 7:21 p.m.

ADJOURNMENT

There being no further business to come before the Regular Meeting of the High Point City Council, the meeting adjourned at 7:21 p.m.

Respectfully Submitted,

Cyril Jefferson, Mayor

Attest:

Sandra Keney, City Clerk