HIGH POINT FINANCE COMMITTEE MEETING
Wednesday, June 18, 2025 - 4:00 PM
Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260

Finance Committee - Mayor Pro Tempore Britt W. Moore, Chair

CALL TO ORDER

Chair Moore called the Finance Committee to order at 4:00 p.m. and stated all members were present.

***Present**: Chair Britt Moore, Council Member Tim Andrew, Council Member Michael Holmes, and Council Member Monica Peters*

PRESENTATION OF ITEMS

2025-236 **Consideration of a Purchase from Deacon Jones Ford - Ford Explorer SUVs**

City Council is requested to consider a purchase from Deacon Jones Ford in the amount of $236,463.78 for six (6) Ford Explorer SUVs and authorize the appropriate City Official(s) to execute all necessary documents.

Kevin Rogers, Fleet Services Director, presented a request to purchase six replacement Ford Explorers at a unit cost of $39,410.63, including the equipment package. The total cost of $236,463.78 is based on North Carolina State Contract Number STC 2510A. Funds for this purchase are available in the FY 2025–2026 budget. Deacon Jones Ford is the recommended vendor.

In response to Chairman Moore, Mr. Rogers noted that several divisions currently operate similar vehicles that are due for replacement based on mileage, condition, and cost-effectiveness. The city uses standard metrics to evaluate vehicle replacement needs, including mileage (typically around 100,000 miles), age (approximately 10 years), and maintenance costs. While some vehicles may remain in backup service beyond those benchmarks, each unit is closely evaluated to determine whether repair or replacement is the most efficient option.

Chairman Moore inquired about the decision-making process for keeping high-mileage vehicles in service and whether savings could be achieved by staggering replacements. Mr. Rogers explained that while some vehicles do operate beyond 100,000 miles, maintenance costs and diminishing resale value are important considerations. The City also maintains a 7- to 10-year fleet projection and monitors resale returns through GovDeals, where High Point ranks among the top performers statewide.

Council Member Holmes noted the importance of resale values.

Council Member Andrew asked about ongoing supply chain delays. Mr. Rogers stated while backlogs remain for certain vehicle types—some up to 18 months—lead times are improving for others. He acknowledged recent cost savings due to proactive purchasing ahead of anticipated tariff impacts.

A motion was made by Chair Moore, seconded by Council Member Holmes, to approve agenda item 2025-236.

The motion passed with the following vote:

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

2025-239 **Consideration of a Purchase from Deacon Jones Ford - Ford Interceptor SUVs**

City Council is requested to consider a purchase from Deacon Jones Ford in the amount of $409,623.60 for ten (10) Ford Interceptor SUVs and authorize the appropriate City Official(s) to execute all necessary documents.

Kevin Rogers, Fleet Services Director, reported that the Police Department is currently operating similar vehicles that are due for replacement based on mileage and overall condition. The proposed replacement units are Ford Interceptors, which are consistent with other vehicles in the City's fleet and meet operational needs.

The cost per vehicle, including the equipment package, is $40,096.24, bringing the total for ten vehicles to $409,623.60. Delivery is estimated within six months. The purchase will be made under the North Carolina State Contract STC 2510A, and funds are available in the FY 2025–2026 budget.

A motion was made by Chair Moore, seconded by Council Member Peters, to approve agenda item 2025-239.

The motion passed with the following vote:

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

2025-238 **Consideration of a Purchase from Capital Chevrolet - Chevrolet 1500 Trucks**

City Council is requested to consider a purchase from Capital Chevrolet in the amount of $245,748.90 for six (6) Chevrolet 1500 trucks and authorize the appropriate City Official(s) to execute all necessary documents.

Kevin Rogers, Fleet Services Director, reported that several City departments are currently operating similar trucks that are due for replacement due to mileage and overall condition. The proposed replacement vehicles are Chevrolet 2500 trucks, which meet the operational needs of City staff.

The cost per vehicle, including the equipment package, is $40,958.15. The total cost for six trucks is $245,748.90. Funds are available in the FY 2025–2026 budget, and delivery is estimated within six months. The purchase is based on North Carolina State Contract Number 25TNA, and Fleet Services recommends awarding the purchase to Capital Chevrolet in the amount of $245,748.90.

In response to a question about the use of different makes (Chevrolet and Ford), Mr. Rogers explained that this particular Chevrolet purchase offered significant savings by securing last year's contract pricing, resulting in a cost reduction of more than $2,000 per vehicle compared to current rates. He added that Chevrolet trucks tend to retain strong resale value. While a unified vehicle make could be considered for potential savings, current pricing structures offer competitive and aggressive rates across both Ford and Chevrolet. The City maintains a balanced fleet mix that meets the operational needs of various departments, including specialized models like Ford Interceptors for law enforcement, for which Chevrolet does not offer a suitable patrol option.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda Item 2025-238.

The motion passed with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-237 **Consideration of a Purchase from Capital Chevrolet - Chevrolet 2500 Trucks**

City Council is requested to consider a purchase from Capital Chevrolet in the amount of $91,060.40 for two (2) Chevrolet 2500 trucks, declare the old trucks as surplus and dispose of through the online auction process, and authorize the appropriate City Official(s) to execute all necessary documents.

Kevin Rogers, Fleet Services Director, presented a request to replace two three-quarter-ton trucks currently used by the Electric and Parks Departments. The existing trucks have reached the end of their service life based on age, condition, and mileage. The proposed replacements are Chevrolet 2500 trucks, which continue to meet the operational needs of these departments.

The cost per truck, including the equipment package, is $45,530.20, for a total of $91,060.40 for both. Estimated delivery is within six months. Funding is available in the FY 2025–2026 budget. The purchase falls under North Carolina State Contract

Number 2510A. Fleet Services recommends purchasing the vehicles from Capital Chevrolet and further recommends declaring the replaced trucks as surplus and disposing of them through the City's online auction process.

A motion was made by Chairman Moore, seconded by Council Member Holmes to approve agenda item 2025-237.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

Following the vote, Mr. Rogers was asked to provide an update on proceeds from online auction sales. He noted that, year-to-date, GovDeals revenue totaled approximately $980,000, and he would provide an official report with details on the types of vehicles sold.

2025-240 **Consideration of a Sole Source Purchase from Badger Meter, Inc.**

City Council is requested to consider a sole source purchase from Badger Meter, Inc. in the amount of $122,267.50 for water meters and authorize the appropriate City Official(s) to execute all necessary documents.

Jeremy Coble, Customer Service Director, presented the staff report and explained that this agenda item pertains to the purchase of one-inch, one-and-a-half-inch, and two-inch water meters. These meters are primarily used at commercial and industrial sites and are intended to support the City's ongoing maintenance and modernization of its water infrastructure. The new meters will replace older units that meet the criteria of the City's meter change-out program. They offer high accuracy and are fully compatible with both the current meter reading system and the Advanced Metering Infrastructure (AMI) currently being implemented. Funding for this purchase is available in the Customer Service budget. Staff recommends approval of the purchase of water meters from Badger Meter, Inc., in the amount of $122,267.50.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda item 2025-240.

The motion passed with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-241 **Consideration of a Second Amendment to a Task Order with Dewberry Engineers, Inc.**

City Council is requested to consider a Second Amendment to a Task Order for the Master Agreement for Professional Services with Dewberry Engineers, Inc. in the amount of $56,600 for additional consultant services and authorize the appropriate City Official(s) to execute all necessary documents.

Greg Venable, Transportation Director, presented the item, which involves consideration of a second amendment to a task order with Dewberry Engineers for additional services related to revisions to the South Main Street Market District Project. The project was originally bid in January of this year, at which time only one bid was received. The bidding period was extended by two weeks, but no additional bids were submitted. Upon review, Staff determined that the sole bid received was too high. As a result, the decision was made to reduce the project limits and modify the project timeline in order to rebid and potentially receive more competitive pricing.

He noted the proposed amendment covers the additional services required to revise the plan set and update the bid documentation. Dewberry Engineers will provide these services for a lump sum fee of $56,600. Funding for the amendment is available in the current budget.

A motion was made by Chairman Moore, seconded by Council Member Holmes, to approve agenda item 2025-241.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-242 **Consideration of an Authorizing Resolution from the North Carolina Department of Transportation (NCDOT)**
City Council is requested to consider an authorizing resolution for the NCDOT Furniture Market Transportation Grant and authorize the appropriate City Official(s) to execute all necessary documents.

Angela Wynes, Transit Manager, stated this item pertains to the City's annual agreement with the North Carolina Department of Transportation (NCDOT) for funding support of transportation services during the biannual Furniture Market. The State provides $1.7 million annually—$850,000 for each market event. This agreement authorizes the City to enter into the funding arrangement and allows the appropriate City officials to execute the necessary documents. She noted this is a recurring agreement each year.

A motion was made by Chairman Moore, seconded by Council Member Holmes to approve agenda item 2025-242.

The motion passed with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-243 **Consideration of a Purchase from WESCO Distribution**
City Council is requested to consider a purchase from WESCO Distribution in the amount of $205,354.60 for steel transmission poles and authorize the appropriate City Official(s) to execute all necessary documents.

Tyler Berrier, Electric Utilities Director, stated this item is requesting approval to execute a contract for the purchase of steel transmission poles. As part of routine grid maintenance, a vendor will be performing structural pole testing on the City's transmission loop in the upcoming fiscal year. In anticipation of potential replacements, the Utility is seeking to procure commonly used pole sizes now to ensure readiness. A total of 20 poles will be purchased under this contract. Staff recommends the approval the contract in the amount of $205,354.60 to allow for timely execution and preparation.

A motion was made by Chairman Moore, seconded by Council Member Peters to approve agenda item 2025-243.

The motion passed with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-246 **Consideration of a Contract with WESCO, Inc.**
City Council is requested to consider a contract with WESCO, Inc. in the amount of $163,296 for LED streetlight upgrades, a budget ordinance amendment, and authorize the appropriate City Official(s) to execute all necessary documents.

Tyler Berrier, Electric Utilities Director, stated this item pertains to an Energy Efficiency and Conservation Block Grant (EECBG) awarded through the U.S. Department of Energy. Last year, the City applied for grant funding to support eligible energy-related projects, one of which was the upgrade of street lighting to LED technology. As the City had already planned to implement these upgrades, the grant provides an opportunity to enhance and accelerate the existing program.

With a grant award of $163,296, the City can purchase approximately 700 LED streetlights. Once the lights are installed, City staff will document the installations using tablets and submit the required data to the Department of Energy for reimbursement of the grant funds.

A motion was made by Chairman Moore, seconded by Council Member Holmes to approve agenda item 2025-246.

The motion passed with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-247 **<u>Consideration of a Sole Source Contract with Cornerstone OnDemand, Inc. (SumTotal Systems, LLC)</u>**
City Council is requested to approve a Sole Source one-year renewal Contract with Cornerstone OnDemand, Inc. (SumTotal System, LLC) in the amount of $140,630 for time and attendance software and authorize the appropriate City Official(s) to execute all necessary documents.

Adam Ward, IT Services Director, presented the agenda item regarding a one-year renewal of the City's contract with Cornerstone OnDemand for the continued use of SumTotal, the City's current time and attendance system. He explained that the renewal is a prudent measure as the City transitions to a new enterprise resource planning (ERP) platform, Workday, which is tentatively scheduled to go live in September 2025. Although the project is progressing well and is currently rated "green" by the City's implementation partner, AVAP, the renewal ensures business continuity in the event of any delays.

Mr. Ward noted that even after Workday goes live, access to SumTotal will still be necessary for a period of time to allow for the extraction, validation, and archiving of historical data in Workday Prism. The renewal will also give staff time to ensure the accuracy of all migrated data.

The contract renewal is for the amount of $140,630, unchanged from the previous year, with funding available in the FY 2025–2026 budget. Staff recommends that Council approve the renewal as a sole source procurement and authorize the appropriate City officials to execute all necessary documents.

In response to Council Member Andrew about the potential to recapture costs for any unused overlap once Workday is implemented, Mr. Ward clarified that due to the data migration and validation timeline, continued access to SumTotal will still be required beyond the go-live date. He also noted that the City has used SumTotal for over a decade, originally under the name Cybershift, and that the transition to Workday aligns with the City Council's strategic initiative to improve government efficiency by consolidating multiple legacy systems into a unified platform.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda item 2025-247.

The motion passed with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-248 **<u>Consideration of a Contract with PDC Inc.</u>**
City Council is requested to consider a contract with PDC Inc. in the amount of $537,819.00 for Stormwater Maintenance and

authorize the appropriate City Official(s) to execute all necessary documents.

Melinda King, Assistant Public Services Director, presented the agenda item for the annual stormwater maintenance contract. She explained that the project was put out for bid, and three responses were received. PDC, Inc. submitted the lowest responsible bid in the amount of $537,819. This contract is intended to supplement the City's stormwater crews and provide additional support for larger maintenance projects that arise throughout the year. Funding for the contract is allocated in the FY 2025–2026 budget.

A motion was made by Chairman Moore, seconded by Council Member Holmes, to approve agenda item 2025-248.

The motion passed with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-249 **Consideration of a Task Order with Stantec Consulting Services, Inc.**

City Council is requested to consider a task order with Stantec Consulting Services Inc. in the amount of $523,050.00 for professional engineering services associated with the Whites Mill Lift Station Upgrade Project and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, presented a request to approve a task order with Stantec Consulting Services for contract administration and on-site resident project engineering related to the upcoming Whites Mill Lift Station project. The project will involve upgrading the existing lift station from its current capacity of approximately 310 gallons per minute to 1,000 gallons per minute in order to accommodate increased flow and future growth in the service area.

In addition to upgrading the lift station, the project includes the installation of new force mains, directional boring in certain areas, and associated valves and infrastructure improvements. The proposed task order with Stantec covers both contract administration and the services of a resident project engineer to oversee the work on site.

In response to a Chairman Moore, Mr. Stone noted that the increased capacity is directly related to current development patterns and projected growth through 2045 and 2050.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda item 2025-249.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-250 **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 $8,809,999.73 for upgrades to the Whites Mill Lift Station Project and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, presented a request to award the construction contract for the Whites Mill Lift Station project to Yates Construction Company. This project corresponds with the previously discussed task order with Stantec Consulting and includes the same scope of work: upgrading the existing lift station from a capacity of 310 gallons per minute to 1,000 gallons per minute, along with the installation of new force mains, directional boring, and associated infrastructure improvements. Four contractors submitted bids for the project, and Yates Construction Company was the lowest responsive bidder.

In response to Chairman Moore, Mr. Stone confirmed that the anticipated construction timeline for a project of this scale is approximately 18 months.

A motion was made by Chairman Moore, seconded by Council Member Peters, to approve agenda item 2025-250.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-251 **Consideration of a Contract with Mainlining America, LLC**

City Council is requested to consider a contract with Mainlining America, LLC in the amount of $2,614,625.00 for Water and Sewer Maintenance/Emergency and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, presented a request to approve a contract for supplemental water and sewer main maintenance services. This contract is similar in scope to the previously discussed stormwater maintenance agreement but is specifically intended to support the City's Water and Sewer Mains Division. It will provide additional capacity to address water main breaks and sewer utility repairs as they arise.

The project was initially bid out but had to be re-advertised due to an insufficient number of responses. Upon rebid, Mainlining America, LLC was identified as the lowest responsive bidder. While the City has not worked with Mainlining America in recent years, reference checks confirmed a positive performance history.

The current maintenance contract expires June 30, and the City anticipates issuing a Notice to Proceed on July 1 to ensure continuity of services. Funding is available in the approved FY 2025–2026 budget, and staff recommends awarding the contract to Mainlining America, LLC in the amount of $2,614,625.

In response to a Chairman Moore, Mr. Stone noted that while Mainlining America has worked with the City in the past, it has been several years. He added that the lack of responses during the initial bid solicitation was likely due to high demand in the current market environment.

A motion was made by Chairman Moore, seconded by Member Holmes, to approve agenda item 2025-251.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-254 **Consideration of a Contract with PC Construction Company, Inc.**

City Council is requested to consider a contract with PC Construction Company, Inc in the amount of $8,094,300.00 for the rehabilitation of filters 1-4 at the Frank L. Ward Water Treatment Plant (WTP) and authorize the appropriate City Official(s) to execute all necessary documents.

Robby Stone, Public Services Director, presented a request to approve a contract with PC Construction Company for the rehabilitation of Filters 1 through 4 at the Ward Water Treatment Plant. The plant, which began operation in the early 1980s, has experienced ongoing issues with these filters. A full-depth inspection determined that the internal components of the filters are in need of complete replacement.

The project will involve a full overhaul of the filter internals, while the structural components—such as the concrete tanks—will remain intact. In addition to the filter rehabilitation, the project scope includes replacement of valves and actuators, repainting of the associated pipe gallery, and several other miscellaneous repairs.

The project was originally bid out but had to be re-advertised due to an insufficient number of responses. PC Construction Company was the only bidder. Following the bid opening, City staff met with the company and engaged in a value engineering process, successfully reducing the total cost by approximately $188,000.

Mr. Stone clarified that while the structural components of the filters will be retained, the internal systems will be fully replaced, making “rehabilitation” a more accurate term than full replacement.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda item 2025-254.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-261 **<u>Consideration of Change Order #1 to Sharpe Brothers, A Division of Vecellio & Grogan, Inc.</u>**
City Council is requested to consider Change Order #1 with Sharpe Brothers, A Division of Vecellio & Grogan, Inc. in the amount of $461,111 and authorize the appropriate City Official(s) to execute all necessary documents.

Melinda King, Assistant Public Services Director, presented a request for a change order to the City's 2025 Resurfacing Project contract with Sharpe Brothers. She explained that additional funding had been identified in the operating budget as the fiscal year neared its close, allowing for the opportunity to expand the scope of the resurfacing work. The proposed change order, in the amount of $461,111, would add additional roads to the project and increase the total contract amount to $3,977,687.06.

When asked whether the additional roads had been identified, Ms. King stated that a list of candidate roads had been developed. However, the final determination will depend on contract underruns and fluctuating asphalt prices, which may affect the total mileage completed.

A discussion ensued regarding traffic impacts related to this and other public works projects. Ms. King and Public Services Director Robby Stone confirmed that resurfacing projects typically do not require road closures and that door hangers are distributed in advance to notify residents, particularly where on-street parking is affected. Regarding the Whites Mill Lift Station project, Mr. Stone noted that although portions of the force main will be installed in the roadway, full closures are not expected. Traffic will be shifted using cones and barrels to maintain two lanes where possible. In the event of any full road closures, the City will provide advance notice to affected neighborhoods.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda item 2025-261.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-253 **<u>Consideration of a Purchase from Barrs Recreation</u>**
City Council is requested to consider a purchase from Barrs Recreation in the amount of $197,874.74 for new accessible

playground equipment and related amenities at the High Point Athletic Complex, a budget ordinance amendment, and authorize the appropriate City official(s) to execute all necessary documents.

Lee Tillery, Parks and Recreation Director, presented an agenda item requesting approval for the purchase of new accessible playground equipment for the High Point Athletic Complex. He noted that this is one of only two fully accessible playground structures in the City's parks system, featuring poured-in-place surfacing designed to accommodate all mobility devices. The other comparable structure is located at Washington Terrace Park, which was completed with support from the Kiwanis Club several years ago.

Mr. Tillery emphasized that the playground at the Athletic Complex receives significant use, which has led to increased maintenance needs over time. The current equipment, now more than 15 years old, has been identified as a high priority for replacement due to its heavy usage and importance to the community.

He stated staff has identified additional revenue within the current year's budget to fund the project, and a corresponding budget ordinance amendment is included in the agenda packet. Working with the City's Aspire division, staff selected new playground equipment and amenities manufactured by BCI Burke and proposed for purchase through Barrs Recreation of Pittsboro, North Carolina.

The total amount of the purchase is $197,874.74. If approved, the equipment would be ordered with the goal of completing installation later in the fall. Staff recommends approval of the purchase and the associated budget ordinance amendment.

A motion was made by Chairman Moore, seconded by Council Member Holmes, to approve agenda item 2025-253.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-256 **Consideration of a Construction Contract with Frank L. Blum Company**

City Council is requested to consider a contract with Frank L. Blum in an amount not to exceed $12,019,736 for the construction of the Center for Active Adults and authorize the appropriate City Official(s) to execute all necessary documents.

Lee Tillery, Parks and Recreation Director, presented the agenda item for approval of the Guaranteed Maximum Price (GMP) construction contract for the new Center for Active Adults. This project is the second of two major Parks and Recreation initiatives *funded by the general obligation bonds approved by voters in 2019—the first being the City Lake Park improvements.*

Planning for the new center began in late 2023, followed by the design phase in early 2024. Through the Construction Manager at Risk (CMAR) selection process, Frank L. Blum Construction was brought on board in April 2024 and has been actively involved since the second phase of design. With design now complete, Blum was authorized to develop final pricing.

The proposed GMP for construction is $12,019,736, which is under the anticipated budget. The contract includes a 3% contractor contingency and a 1.5% escalation contingency, though no owner contingency is currently included. Blum's construction management fee is set at 3%, which staff deemed reasonable and appropriate.

Mr. Tillery noted that the projected Historically Underutilized Business (HUB) participation for the project is approximately 27%, reflecting strong outreach efforts by both City staff and the contractor to engage a broad range of subcontractors during the bid process. Subcontractor bids were opened on May 29, and staff sought to bring this contract forward promptly to lock in pricing before potential increases.

Construction is anticipated to begin in August or September 2025, with a projected duration of approximately 16 months, targeting completion in late 2026.

A motion was made by Chairman Moore, seconded by Council Member Andrew, to approve agenda item 2025-256.

The motion carried with the following vote:

***Aye**: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters*

2025-257 **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 2025 Taxes and collection of 2024 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.

Bobby Fitzjohn, Financial Services Director, presented the annual Order to Collect for Forsyth County. This item authorizes the newly appointed Forsyth County Tax Collector to collect property taxes on behalf of the City of High Point for properties located within that county. He noted that this is a routine item brought before the Finance Committee each year. However, staff plans to reach out to the new tax collector to explore the possibility of establishing a multi-year agreement, as has been done with other counties, to streamline the process and avoid the need for annual approval.

A motion was made by Chairman Moore, seconded by Council Member Peters, to approve agenda item 2025-257.

The motion carried with the following vote:

Aye: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters

2025-258 **Consideration of a Budget Ordinance Amendment**
City Council is requested to consider a Budget Ordinance Amendment to appropriate additional occupancy tax and print shop revenues.

Bobby Fitzjohn, Financial Services Director, presented an item requesting budget adjustments to appropriate additional revenues from occupancy tax collections and internal service charges related to the City's print shop operations for the current fiscal year.

He explained that occupancy taxes—assessed on hotel and motel stays and passed through to Visit High Point and the Market Authority—are projected to exceed budgeted amounts by the end of June. This appropriation will allow the City to make the final payment for June based on the higher-than-anticipated collections.

Mr. Fitzjohn also discussed the City's print shop and mailroom operations, which have been managed in partnership with Ricoh since 2024. The initiative has improved efficiency in printing and mailing services citywide. The print shop is accounted for as an internal service fund, meaning it is supported by user fees charged to individual departments rather than through general fund appropriations.

As this is the first full year of operation under the Ricoh partnership, budget adjustments are necessary to ensure sufficient appropriation to cover outstanding invoices through the end of June. He emphasized that this action does not increase departmental budgets that utilize the service, but rather adjusts the internal service fund budget to reflect the activity and ensure continued operations.

Chairman Moore made a motion, seconded by Council Member Andrew, to approve agenda item 2025-258.

The motion carried with the following vote:

***Aye**: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters*

2025-259 **Consideration of a Revenue Bond Budget Ordinance Amendment**
City Council is requested to consider a Revenue Bond Budget

Ordinance Amendment to appropriate additional revenue bond proceeds.

Bobby Fitzjohn, Financial Services Director, presented an item to appropriate the proceeds from the City's 2025 Water and Sewer Revenue Bonds. He noted that the bonds were issued in early June, immediately following approval by the Local Government Commission (LGC). The City issued slightly over $39 million in bonds, which will fund approximately $38.5 million in capital improvements to the City's water and sewer infrastructure.

Mr. Fitzjohn highlighted that the City's strong credit rating was reaffirmed by all three major rating agencies during the bond issuance process, which began in January and the City maintained its excellent credit standing with a stable outlook. He added that the all-in True Interest Cost (TIC) for the bonds was approximately 4.54%, representing the effective interest rate over the 25-year term.

A motion was made by Chairman Moore, seconded by Council Member Holmes to approve agenda item 2025-259.

The motion carried with the following vote:

***Aye**: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters*

2025-260 **Consideration of a Budget Ordinance Amendment for Capital Projects Technical Adjustment**

City Council is requested to consider a budget ordinance amendment to transition existing electrical and stormwater capital projects from the operating funds to the capital funds.

Bobby Fitzjohn, Financial Services Director, presented a budget ordinance amendment intended to reclassify existing capital project appropriations currently housed within enterprise operating funds and transfer them into their respective capital project funds. He explained that each enterprise fund—such as Electric, Water and Sewer, and Stormwater—maintains both an operating fund, used for day-to-day operations and personnel expenses, and a separate capital fund, which is used to manage long-term capital improvement projects.

While newer projects have already been budgeted directly within capital funds, this amendment serves to clean up older appropriations—such as the multi-year Advanced Metering Infrastructure (AMI) project—by formally relocating them to the appropriate capital fund. This practice improves financial clarity and planning by ensuring that operating and capital resources are properly segregated. It also supports more accurate capital planning and helps prevent overcommitment of operating cash.

A motion was made by Chairman Moore, seconded by Council Member Holmes to approve agenda item 2025-260.

The motion carried with the following vote:

***Aye**: Chairman Moore, Council Member Holmes, Tim Andrew, Monica Peters*

ADJOURNMENT

Council Member Andrew wished everyone a Happy and safe Juneteenth.

There being no further business to come before the Finance Committee, the meeting adjourned at 4:42 p.m.

Respectfully Submitted,

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Britt Moore, Chairman

Attest:

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Sandra Keeney, City Clerk