FINANCE COMMITTEE
Chaired by Acting Chair Mayor Pro Tempore Holmes
Committee Members: Moore, Peters, Holmes, and Andrew
February 1, 2024 – 4:00 P.M.
Council Chambers – Municipal Building

CALL TO ORDER

Mayor Pro Tempore Holmes, Acting Chair, called the meeting to order at 4:00 p.m. and noted all Committee Members were present. He welcomed Council Member Dr. Patrick Harman.

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

FINANCE COMMITTEE - Britt W. Moore, Chair

PRESENTATION OF ITEMS

2024-027 **Consideration of a Renewal Contract with Accruent, a Sole Source Vendor, for the Computerized Maintenance Management System Software (CMMS)**

City Council is requested to approve Accruent as a sole source vendor for the renewal contract for CMMS Software in the amount of $59,919.43 and authorize the appropriate City Official(s) to execute all necessary documents.

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

A discussion ensued regarding Accruent being a sole source vendor until City Works gets implemented.

A motion was made by Chairman Moore, seconded by Council Member Peters to approve agenda item 2024-027.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-029 **Consideration of a Contract with Breece Enterprises**

City Council is requested to approve a contract with Breece Enterprises in the amount of $1,337,803.00 for improvements along Kensington Dr. including stream restoration along Payne Creek Tributary and authorize the appropriate City Official(s) to execute all necessary documents.

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

A motion was made by Mayor Pro Tem Holmes, seconded by Chairman Moore, to approve agenda item 2024-029.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-031 **Consideration of a Task Order with HDR Engineering**

City Council is requested to approve a Task Order with HDR Engineering in the amount of $378,900 for professional engineering services to evaluate the Shadybrook sanitary sewer system and authorize the appropriate City Official(s) to execute all necessary documents.

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

A discussion ensued regarding the results of the master study.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-031.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-032 **Consideration of a Task Order with HDR Engineering**

City Council is requested to approve a Task Order with HDR Engineering in the amount of $344,400 for professional engineering services to upgrade filters 1-4 at the Ward Water 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.

A motion was made by Mayor Pro Tem Holmes, seconded by Chairman Moore, to approve agenda item 2024-032.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-033 **Consideration of Contract Amendment #1 to Machinex**

City Council is requested to approve contract amendment #1 to Machinex in the amount of $196,820.00, increasing the amount of purchase order 112532 to $1,496,820.00 and authorize the appropriate City Official(s) to execute all necessary documents.

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

Committee Member Peters made a motion, seconded by Chairman Moore, to approve agenda item 2024-033.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-030 **Consideration of a Nonprofit Organization Agreement with High Point Market Authority**

City Council is requested to approve a Nonprofit Organization Agreement with High Point Market Authority and authorize the appropriate City Officials to execute all necessary documents.

Damon Dequenne, Assistant City Manager, provided the staff report on this item.

Committee Member Peters and Mayor Pro Tempore Holmes recognized and thanked Tammy Nagem, President and Chief Executive Officer, for the High Point Market Authority.

Ms.Nagem thanked the Committee and stated she is looking forward to working with the City.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-030.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-034 **Consideration of a Contract with Community Housing Solutions**

City Council is requested to approve a contract with Community Housing Solutions in the amount $419,184 to construct six affordable homes in the Cedrow Affordable Housing Project, adopt a resolution approving conveyance of real property to a nonprofit corporation, and authorize the appropriate City Official(s) to execute all necessary documents.

Thanena Wilson, Director of Community Development & Housing, provided the staff report for this item.

Ms. Wilson noted sales proceeds from other units helped with the cost of these units.

Committee Member Andrew asked for more details regarding the cost.

A motion was made by Mayor Pro Tempore Holmes, seconded by Committee Member Peters, to approve agenda item 2024-034. Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-035 **Consideration of Acceptance of a Grant Award from the U.S. Small Business Administration**

City Council is requested to accept a grant award from the U.S. Small Business Administration in the amount of $2,000,000 for development of a commercial shared-use kitchen, approve a budget ordinance amendment, and authorize the appropriate City Official(s) to execute all necessary documents.

Thanena Wilson, Director of Community Development & Housing, provided the staff report for this item.

A discussion ensued regarding actual cost of the project.

A motion was made by Chairman Moore, seconded by Committee Member Andrew, to approve agenda item 2024-035.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-036 **Consideration of a Contract with Excel Truck Group**

City Council is requested to award a contract to Excel Truck Group in the amount of $156,642.00 for the purchase of 2024 Freightliner M2 106 Plus and authorize the appropriate City Official(s) to execute all necessary documents.

Tommy Reid, Fire Chief, provided the staff report for this item.

A motion was made by Mayor Pro Tempore Holmes, seconded by Chairman Moore, to approve agenda item 2024-036.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-037 **Consideration of a Contract with Triangle Grading and Paving, Inc.**

City Council is requested to approve a contract award to Triangle Grading and Paving, Inc. in the amount of $4,299,385.30 for the Samet Drive Extension Project, adopt a capital project ordinance amendment, and authorize the appropriate City Official(s) to execute all necessary documents.

Trevor Spencer, Engineering Director, provided the staff report for this item.

Mayor Pro Temopore Holmes and Council Member Peters thanked everyone for their hard work on this item.

A motion was made by Mayor Pro Tem Holmes, seconded by Committee Member Peters, to approve agenda item 2024-037.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-038 **Consideration of a Task Order with Michael Baker International**

City Council is requested to approve a task order with Michael Baker International in the amount of $275,000 for construction inspection and materials testing services for the Samet Drive Extension project, adopt a capital project ordinance amendment, and authorize the appropriate City Official(s) to execute all necessary documents.

Trevor Spencer, Engineering Director, provided the staff report for this item.

A motion was made by Chairman Moore, seconded by Committee Member Peters, to approve agenda item 2024-038.

Motion carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

2024-040 **Consideration of Contract with Trademark Properties**

City Council is requested to approve a contract with Trademark Properties in the amount of $120,000 to perform advisory services for planning, construction and delivery of a new City Hall and associated uses at 405 N. Main Street and authorize the appropriate City Official(s) to execute all necessary documents.

Eric Olmedo, Assistant City Manager, provided the staff report for this item.

A discussion ensued regarding how the city will pay for the new City Hall.

Mr. Olmedo stated a financial advisor provided some insight regarding a proposed 4 cent tax increase but that was not discussed among the City Council. He said the agenda item will help to determine next steps and noted there has not been a timeline implemented regarding the new City Hall.

Meghan Maguire, City Attorney, stated that the former City Council purchased the property and beyond that nothing has been decided. She explained procedures regarding if a Council Member wishes to pull an item off of the Consent Agenda at full Council.

A motion was made by Mayor Pro Tempore Holmes, seconded by Chairman Moore, to approve agenda item 2024-040.

Motin carried with the following vote:

Aye: Chair Moore, Committee Members Andrew, Holmes, and Peters

ADJOURNMENT

There being no further business to come before the Committee, the meeting adjourned at 4:31 p.m.

Respectfully Submitted,

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Britt W. Moore, Chairman
Finance Committee

Attest:

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Sandra Keeney, City Clerk