

AGENDA

FINANCE COMMITTEE

4:30 p.m., Monday, May 9, 2016

COMMITTEE ROOM

Room 239, City Hall

*COMMITTEE MEMBERS: Council Member Robert C. Clark, Chair
Council Member Denise D. Adams, Vice Chair
Council Member Vivian H. Burke
Council Member Derwin L. Montgomery*

GENERAL AGENDA

- G-1. RESOLUTION APPROVING THE FISCAL YEAR 2016-2017 OPERATING MEMORANDUM BETWEEN THE CITY OF WINSTON-SALEM AND THE RISK ACCEPTANCE MANAGEMENT CORPORATION.
- G-2. CONSIDERATION OF ADDITIONAL FINANCING FOR THE DEVELOPMENT OF SINGLE-FAMILY HOUSING IN RIDGEWOOD PLACE (SOUTHEAST WARD):
 - a. RESOLUTION AUTHORIZING ADDITIONAL FINANCING FOR DEVELOPMENT IN THE RIDGEWOOD PLACE SUBDIVISION TO S.G. ATKINS COMMUNITY DEVELOPMENT CORPORATION. [*\$1,325,000.*]
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.
- G-3. RESOLUTION AUTHORIZING UP TO \$236,000 IN ADDITIONAL PERMANENT FINANCING FOR THE DEVELOPMENT OF 64 UNITS OF RENTAL HOUSING FOR FAMILIES, TO BE KNOWN AS ROCKWOOD AT OLIVER'S CROSSING APARTMENTS (SOUTH WARD).
- G-4. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.

- G-5. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTER-LOCAL AGREEMENT WITH THE AIRPORT COMMISSION OF FORSYTH COUNTY FOR INFRASTRUCTURE AND HANGAR IMPROVEMENTS.

- G-6. PRESENTATION FROM THE HOUSING AUTHORITY OF WINSTON-SALEM REGARDING THE CHOICE NEIGHBORHOODS IMPLEMENTATION GRANT.

CONSENT AGENDAProperty Matters

- C-1. RESOLUTION AUTHORIZING THE SALE OF CERTAIN CITY-OWNED PROPERTY AT 630 BROOKWOOD BUSINESS PARK DRIVE UNDER THE UPSET BID PROCEDURE (N.C.G.S. 160A-269) (NORTHEAST WARD).
- C-2. RESOLUTION GRANTING PERMANENT UTILITY EASEMENTS PURSUANT TO N.C.G.S. 160A-273 TO DUKE ENERGY CAROLINAS, LLC FOR THE SITE OF POLICE DISTRICT ONE AT 7836 NORTH POINT BOULEVARD (NORTH WARD).
- C-3. RESOLUTION TO ACCEPT THE PROPOSAL OF TRIAD ECO ADVENTURES TO PURCHASE THE CITY'S TWO BUS TROLLEYS.

Community and Economic Development

- C-4. REPORT ON DEMOLITION ASSESSMENT AT 4640 INDIANA AVENUE.

Finance/Budget

- C-5. RESOLUTION REJECTING ALL BIDS FOR FIRE STATIONS 7 AND 9 RENOVATIONS.
- C-6. RESOLUTION REJECTING ALL BIDS FOR CONSTRUCTION OF SPRAYGROUNDS AT REYNOLDS PARK POOL AND SEDGE GARDEN PARK.
- C-7. RESOLUTION AWARDED PURCHASE ORDER FOR A FIRE PUMPER TRUCK - *The Sutphen Corporation* - \$521,424.65.
- C-8. RESOLUTION AUTHORIZING MODIFICATIONS TO REQUEST FOR FINANCIAL ASSISTANCE FROM WEXFORD SCIENCE & TECHNOLOGY (WEXFORD) FOR THE BAILEY POWER PLANT REDEVELOPMENT UNDER THE DOWNTOWN DEVELOPMENT PROVISIONS (N.C.G.S. 160A-458.3).
- C-9. CONSIDERATION OF AMENDMENTS TO THE FISCAL YEAR 2015-2016 BUDGET ORDINANCES FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA:
 - a. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL

YEAR 2015-2016.

- C-10. CONSIDERATION OF ITEMS RELATING TO THE 28TH STREET STORMWATER DRAINAGE IMPROVEMENTS AND WATER AND SEWER REPLACEMENT:
- a. RESOLUTION AUTHORIZING A CHANGE ORDER TO CHARLES D. LOWDER INC. IN THE AMOUNT OF \$308,000 FOR WORK ON THE 28TH STREET STORMWATER DRAINAGE IMPROVEMENTS AND WATER AND SEWER REPLACEMENT PROJECT (NORTHEAST WARD).
 - b. ORDINANCE AMENDING THE PROJECT BUDGET FOR THE CITY OF WINSTON SALEM FOR THE FISCAL YEAR 2015-2016.
- C-11. RESOLUTION AUTHORIZING THE ACCEPTANCE BY DONATION OF SURPLUS RIGHT-OF-WAY FROM THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (NORTHWEST WARD).

General Government

- C-12. RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE PROPERTY, BOILER/MACHINERY INSURANCE FROM BERKLEY INSURANCE COMPANY THROUGH SURRY INSURANCE. [*\$344,433*]
- C-13. APPROVAL OF FINANCE SUMMARY OF MINUTES - *April 11, 2016.*

Fiscal Year 2016-2017 Basic Payment for Auto, General, Excess Workers Compensation and Excess Health Care Liability Risks

According to the Operating Memorandum, RAMCO is to notify the City by March 31, preceding each renewal term as to the basic payment and any additional payment needed to provide sufficient funding of the program for the upcoming year. The basic payment for Fiscal Year 2016-2017 will be \$1,044,620, which is two percent higher than last fiscal year and is in accordance with the original contract. The Budget Office will include this amount in the proposed budget for Fiscal Year 2016-2017.

Administration and Payment Process Claims

Under the Operating Memorandum, RAMCO may settle claims, either for property damage or bodily injury less than \$10,000 after consultation with the City's Risk Management Director. If a claim exceeds \$10,000, approval by the Board of Directors of RAMCO is required. If a claim exceeds \$25,000, approval of the City Council is also required. The Operating Memorandum considers claims for property damage and bodily injury separately for approval and payment.

As of March 31, 2016, RAMCO has adjusted 8,738 auto and general liability claims filed against the City since the inception of the program. These claims have resulted in payments of \$12,120,040 during the twenty-seven and one-half year period. For the current fiscal year, 117 claims have been adjusted through March 31, 2016. During this period, payments to claimants totaled \$255,576 and payments to attorneys totaled \$26,568.

The Operating Memorandum allows RAMCO to use any and all defenses available to a municipality that does not have commercial liability insurance coverage including governmental immunity in administering the City's claims. Governmental immunity is a defense which may be raised in court proceedings. RAMCO makes every effort to reach settlement of claims for actual and reasonable damages before considering using the defense of governmental immunity. It is important to note that the Operating Memorandum is for claims administration services and is not to be construed as a contract for insurance.

RAMCO pays the costs of administration, investigation, and adjusting services of claims provided by personnel of the City and 50% of the net costs of the City's employee safety program. RAMCO will reimburse the City for expenditures incurred by the Risk Management Division related to these activities which is estimated to be \$418,970 for Fiscal Year 2016-2017.

Excess Claim Administration

The City transferred in August 1994, the balance of its reserve for excess liability claims (\$1,254,226) to RAMCO for investment which, together with any investment earnings thereon, shall be used to partially pay claims in excess of \$1 million but less than \$3 million. The balance of this reserve at March 31, 2016, was \$3,683,389. Should there be a claim or aggregate annual claims in excess of \$1 million, the payment will be made by RAMCO from the excess claim reserve and repaid by the City over a period of not more than five years. The Operating Memorandum allows the City the option of not repaying the reserve for the claim payment if the reserve balance at March 31 of the prior fiscal year (after the excess claim payment) exceeds \$3 million. The City may request the return of the unexpended excess liability reserve prior to the

adoption of any future fiscal year Operating Memorandum, and the ability of RAMCO to continue to provide excess claims payment will be reviewed at that time. As of March 31, 2016, there has been one claim in excess of \$1 million which was paid from the excess claim reserve. The claim payment was \$1.65 million in Fiscal Year 2007 of which \$650,000 was paid from the excess claim reserve.

Excess Workers' Compensation Claims Administration

Effective July 1, 2016, RAMCO will provide payment for individual workers' compensation claims that exceed \$250,000. In addition based on favorable operating results, RAMCO shall assume the costs of claims administration, investigation, and adjusting services provided by the Workers' Compensation staff of the Financial Management Services Department. For the Fiscal Year 2016-2017, RAMCO will reimburse the City \$401,700 for the estimated annual personnel budget of the Workers' Compensation Fund. Due to sufficient cash reserves, effective July 1, 2016, the City will discontinue the basic workers' compensation payments to RAMCO.

Excess Health Care Claims Administration

Effective July 1, 2016, RAMCO will provide payment for health care individual claims that exceed \$250,000.

We recommend approval of this resolution.

**RESOLUTION APPROVING THE FISCAL YEAR 2016-2017
OPERATING MEMORANDUM BETWEEN THE CITY OF
WINSTON-SALEM AND THE RISK ACCEPTANCE
MANAGEMENT CORPORATION**

WHEREAS, on June 20, 1988, the City Council approved the establishment of a new Risk Management Program for the City of Winston-Salem; and

WHEREAS, the program provides the City with the administration of its liability (automobile, general, public officials, excess workers' compensation and excess health care costs) risks, creation of reserves against those risks, and the payment of claims; and

WHEREAS, on July 18, 1988, the Council approved a long term contract between the City and the Risk Acceptance Management Corporation (RAMCO) to administer the new Risk Management Program; and

WHEREAS, the contract between the City and the Risk Acceptance Management Corporation requires the annual renewal of the Operating Memorandum; and

WHEREAS, as a result of favorable operating results, RAMCO has assumed the costs of claims administration, investigation, and adjusting services provided by personnel of the City's Risk Management Division including the City's employee safety and workers' compensation programs; and

WHEREAS, RAMCO will reimburse the City by June 30, 2017, the actual cost, estimated at \$820,670 for the Risk Management Division of the Financial Management Services Department for Fiscal Year 2016-2017; and

WHEREAS, according to the Operating Memorandum, RAMCO is to notify the City by March 31 preceding each renewal term as to the basic payment and any additional payments needed to provide for sufficient funding of the program for the upcoming fiscal year; and

WHEREAS, the RAMCO Board of Directors has determined that the total payment for automobile, general, excess workers' compensation and excess health care liability risks for Fiscal Year 2016-2017 will be the basic payment of \$1,044,620 which is sufficient for administration of the program; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the City Council, upon recommendation of the Finance Committee and the City Manager do hereby approve the attached Operating Memorandum for the period beginning July 1, 2016 and ending June 30, 2017.

BE IT FURTHER RESOLVED that the City Manager and City Secretary are hereby authorized to execute the Operating Memorandum on behalf of the City of Winston-Salem.

**OPERATING MEMORANDUM
CITY OF WINSTON-SALEM, NORTH CAROLINA
AND
RISK ACCEPTANCE MANAGEMENT CORPORATION**
Contract Year: July 1, 2016 to June 30, 2017

Section 1. Introduction. In consideration for the establishment of the Risk Management Program (Program) for the City of Winston-Salem, North Carolina (City) in order to provide a vehicle for the administration and payment of claims against the City, and in consideration for the prompt payment of all basic payments and additional payments to Risk Acceptance Management Corporation (Corporation), and in consideration for the execution of the Claim Administration Contract (Contract); the Corporation agrees to administer and pay claims for damages (established by judgment of a court of competent jurisdiction, or by settlement as hereinafter provided) arising from actions or inactions of the City or its elected officials, appointed officials, employees, or agents as outlined below.

The City agrees to make a basic payment in the amount of \$1,044,620 for the term of this Contract which is an amount equal to the basic payment for the immediately preceding term plus two percent thereof, which is estimated by the Corporation to be sufficient for administration of the Program as contemplated by the Contract and this Operating Memorandum, including the creation of reserves for claims, payment of claims and payment of fees and expenses of the Program. RAMCO has previously agreed to be responsible for normal claim payments and expenses of not more than \$1 million. In the event that the Corporation determines that 1) the basic payment is insufficient for administration of the Program as contemplated by the Contract, the Indenture and this Operating Memorandum, including creation of reserves for claims, payment of claims and payment of fees, and expenses of the Program, and 2) RAMCO's cash and investments are less than \$25,000,000, the City will pay such deficiency as an adjustment to the basic payment. The Corporation will provide the City with written notice of any such

deficiency and the amount thereof. Upon receipt of such notice, the City will pay an additional payment, provided, however, that a deficiency may be paid, at the City's option, in equal annual installments over a period of not more than five (5) years.

In addition to the other provisions hereof, the City transferred on August 15, 1994, the balance in its excess claim reserve (\$1,254,226) to RAMCO for investment and, together with any investment earnings thereon, shall be used to pay individual or annual aggregate claims in excess of \$1 million but less than \$3 million. Should there be a claim or annual aggregate claims in excess of \$1 million for which payment has to be made, the payment in excess of the \$1 million is to be made by RAMCO from the Excess Claims Reserve. It is the intention of the parties that any reduction of the Reserve by payment of claims in excess of \$1 million will be restored by the City over a five (5) year period but the City may choose not to reimburse the claim payment if the Reserve exceeds \$3 million at March 31 of the prior fiscal year after the excess payment is made. The City may request the return of the excess claim reserve prior to adoption of any future Operating Memorandum.

Section 2. Claims Subject to Administration by Corporation. Except as otherwise provided hereinafter, the Corporation shall be responsible for the administration of all claims for damages against the City which are not covered by commercial insurance (or participation in the Interlocal Risk Financing Fund of North Carolina or a similar "pooled fund") subject to either a \$1 million limit per occurrence or an aggregate of claims totaling \$1 million. The Corporation shall likewise be responsible for payment of any damages within the scope of its administration, if the damages are established by judgment of a court of competent jurisdiction or by settlement, consistent with the City policy on settlement of claims; provided, however, nothing herein shall be construed as indicating that governmental immunity shall not be used as a defense to any claim or to payment of any judgment, when applicable. The Corporation shall have authority to

settle claims, either bodily injury or property damage, if the amount to be paid in settlement is \$10,000 or less after consultation with the City's Risk Management Director. If either of these claims exceed \$10,000 but does not exceed \$25,000, the claim may be settled only upon action of the Board of Directors of the Corporation. If the amount of money required to settle either of these claims exceeds \$25,000, approval of the City Council of the City of Winston-Salem shall be required. For approvals of authority, settlement for bodily injury and property damage are considered separately.

The responsibility of the Corporation for administering claims and paying judgments, as stated in this Section, shall also be applicable to officers and employees of the City subject to, and in accordance with the provisions of a resolution entitled "**RESOLUTION RELATING TO CLAIMS AND JUDGMENTS SOUGHT OR ENTERED AGAINST CITY OFFICERS OR EMPLOYEES**".

Section 3. Claims Not Subject to Jurisdiction of Corporation. The obligation of the Corporation to administer claims and make payments pursuant to the Contract and this Operating Memorandum shall not include any claim for which the City or Corporation is indemnified by insurance coverage through commercial insurance or participation in a "pooled fund" program such as the Interlocal Risk Financing Fund of North Carolina. Further, the Corporation shall not have jurisdiction over claims arising from completed products, water utility products with the exception of sewer backups, environmental hazards, storm water drainage, intentional injury or intentional infliction of damages, uninsured motorist, underinsured motorist, any no-fault claims, and any claims to the extent that they exceed \$1 million per occurrence or annual aggregate claims in excess of \$1 million but less than \$3 million provided however those claims shall be subject to administration by RAMCO from the Reserve transferred by the City to RAMCO as described in Section 1 herein.

Section 4. Purchase of Liability Insurance. Nothing in the Contract is to be interpreted as preventing the City of Winston-Salem or the Corporation from purchasing commercial liability insurance or participating in a "pooled fund" insurance program. However, nothing in this Contract is to be interpreted as providing for liability insurance as the City does not have, and does not intend to have, insurance to pay basic claims except, as the City or Corporation shall notify the other party from time to time.

Section 5. Defenses Available to Corporation in Administering Program. It is the intent of the parties hereto that governmental immunity and any and all defenses available to a municipality that does not have liability insurance shall apply in the administration of this agreement, except to the extent the City is indemnified by purchased commercial liability insurance or a "pooled fund" program. It is understood that the Contract to which this Operating Memorandum is an exhibit is for risk administration and is not to be construed as a contract of insurance.

Section 6. No Liability Created. The parties hereto understand and agree that this Operating Memorandum and the Contract to which it is an exhibit are not intended to create any liability that would not otherwise exist.

Section 7. Claims Processing. Claims subject to the jurisdiction of the Corporation will normally be handled as follows: City personnel will initially receive and investigate all liability claims; upon determining that the claim is within the jurisdiction of the Corporation and is not of such a nature as to be summarily rejected, the City personnel shall furnish the claim and any investigative materials to the Corporation; the Corporation shall make such further investigation as it deems appropriate, settle the claim as herein before provided if deemed appropriate, and defend the claim if it results in litigation. To that end, the Corporation may

employ or contract for the services of actuaries, accountants, adjusters, attorneys, and such other employees or consultants as necessary to carry out its duties.

As a result of favorable operating results of RAMCO, beginning July 1, 1997, RAMCO shall assume the costs of claims administration, investigation, and adjusting services provided by personnel of the City and 50% of net costs of the City's employee safety program. Based upon the estimated annual budget for the Risk Management Division of the Financial Management Services Department, RAMCO will reimburse the City \$418,970 for the Fiscal Year 2016-2017.

Section 8. Administration and Payment of Workers' Compensation Claims Exceeding \$250,000. In addition to the other rights and responsibilities of the City and RAMCO as specified herein, the parties agree that RAMCO will administer and pay workers' compensation claims determined to be due and which exceed the sum of \$250,000. As a result of favorable operating results, beginning July 1, 2016, RAMCO shall assume the costs of claims administration, investigation, and adjusting services provided by the Workers' Compensation staff of the Financial Management Services Department. Based upon the estimated annual personnel budget for the Workers' Compensation Fund, RAMCO will reimburse the City \$401,700 for the Fiscal Year 2016-2017. In addition due to sufficient cash reserves, effective July 1, 2016, the City will discontinue the basic workers' compensation payments to RAMCO.

Section 9. Administration and Payment of Health Care Claims Exceeding \$250,000. In addition to the other rights and responsibilities of the City and RAMCO as specified herein, the parties agree that RAMCO will administer and pay health care claims determined to be due and which exceed the sum of \$250,000.

Section 10. Operating Memorandum as Part of Contract Between City and Corporation. Although denominated as an Operating Memorandum, and subject to annual

review, this document is a part of the Contract and is to be interpreted as if incorporated verbatim into the Contract.

Section 11. Term. This Operating Memorandum shall be for the contract year July 1, 2016 to June 30, 2017.

Executed this ____ day of _____, 2016.

City of Winston-Salem, North Carolina

By _____
City Manager

Attest: (SEAL)

By _____
City Secretary

Risk Acceptance Management Corporation

By _____
President

Attest: (SEAL)

By _____
Secretary

City Council – Action Request Form

Date: April 27, 2016

To: The City Manager

From: D. Ritchie Brooks, Director, Community and Business Development

Council Action Requested:

Authorize additional financing for development of single-family housing in Ridgewood Place (Southeast Ward)

Summary of Information:

On July 20, 2015, the Mayor and City Council approved the assignment for development of the Ridgewood Place subdivision from Unity Builders, Inc. to S.G. Atkins Community Development Corporations (CDC). The development agreement makes available up to \$727,600 in HOME Investment Partnership (HOME) funds for construction of five houses and homebuyer assistance to 12 homebuyers. Construction funds will be used to complete two houses begun by Unity Builders and to start two houses by S.G. Atkins CDC.

To continue development in Ridgewood, S.G. Atkins CDC has requested additional funds for the construction of ten houses and homebuyer assistance. Five of the homes will utilize HOME funds and must be sold to households at or below 80% of area median income (AMI). Funds will consist of \$115,200 for construction of each house plus up to \$14,800 available for homebuyer assistance, for a total of \$650,000. Five of the homes may include some slightly larger three and four bedroom homes that can be sold to households that are above 80% AMI. This will require a slightly higher sales price and access to construction funds that do not carry the income limitations of HOME funds. Funds will consist of \$125,000 for construction of each house plus up to \$10,000 available for homebuyer assistance, for a total of \$675,000. The total amount requested is \$1,325,000.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks: _____

The attached resolution requests \$650,000 in HOME funds, \$650,000 in 2014 General Obligation Bond funds, and \$25,000 in Housing Finance Assistance funds. The voters approved \$6,000,000 for housing/neighborhood development, of which \$650,000 is 10.8%. A total of \$6,000,000, or 100%, of the housing/neighborhood development bonds would be approved for S.G. Atkins CDC, Emmanuel Retirement Village, 757 North, and the Pepper Building. The project budget ordinance appropriates the local funds and transfers half of the HOME funds from existing program balances to the Ridgewood project. Since the project is multi-year, the balance of the HOME funds will be appropriated and/or transferred from repayment of construction loans or program balances.

S.G. Atkins CDC is required to adhere to all of the Restrictive Covenants with respect to development of the property for the use stipulated in the purchase contract. Such conditions include, but are not limited to:

1. All units must be sold to households for owner-occupancy;
2. At least 20% of the houses must be sold to households at or below 60% of area median income, with adjustments for household size;
3. Construction must comply with the minimum single-family development standards and restrictive covenants adopted for the area;
4. Eligible buyers will be required to complete a homebuyer education and counseling program prior to loan closing;
5. Single-family lots may be “drawn down” for purchase, and construction initiated, on a schedule set by the City, which will generally be as buyers are pre-approved for purchase and execute purchase contracts, and continuation of preferred developer status is tied to production performance.

EXHIBIT A
S.G. ATKINS COMMUNITY DEVELOPMENT CORPORATION
FINANCING COMMITMENT FOR
THE RIDGEWOOD PLACE SUBDIVISION

1. Purpose – Interim financing for the development of vacant lots in the Ridgewood Place subdivision, located near Hines Drive and I-40, and financing for homebuyer assistance for eligible buyers.
2. Amount – A total of up to \$1,325,000, to be derived from HOME Investment Partnership funds and local funds, for development of up to ten single-family houses for owner-occupancy, subject to determination of final cost and eligibility and continued availability of HOME and local funds through project completion.
3. Terms and Conditions – Homebuyer Assistance – Up to \$14,800 will be available to each buyer who is eligible under the HOME Program. Up to \$10,000 will be available to other buyers. The loan will be a subordinate, deferred loan that bears interest at 0% per annum. Repayment is deferred until the property is sold or transferred, the property ceases to be owner-occupied, or the first mortgage is paid in full. The loan will be evidenced by a Promissory Note and Deed of Trust. Basic underwriting criteria and program requirements and Other HOME Program Terms and Conditions of the HOME Subsidy Assistance Program will apply.
4. Terms and Conditions – Interim Financing – Interim financing may be used as a construction loan of up to \$110,000 per house for HOME-assisted houses and up to \$125,000 per house for local-funded houses to construct up to ten single-family houses for owner-occupancy. Each house must be pre-sold to a buyer. Funds may be used for construction, associated fees, e.g. permits, connection fees, and developer fee. Each loan will be evidenced by a Promissory Note and Deed of Trust. The loan will be a deferred loan, will bear interest at 0% per annum, and will be due upon sale of the house to the buyer.
5. Fees – The developer will be responsible for all fees and closing costs as well as the City’s direct legal and other expenses associated with processing the loan documents.
6. Other Financing - The developer will provide or otherwise attain commitments for the balance of the cost to develop and construct single-family housing.
7. Subdivision and Construction Standards - Financing eligibility requires attainment of zoning, subdivision, site plan, and erosion control plan approvals as applicable. Construction shall comply with all applicable state and local building codes and the restrictive covenants of the Ridgewood Place subdivision. This commitment is subject to review and approval of the scope of work and specifications and construction contract by the Community and Business Development Department of the City.
8. Other Conditions – The developer must comply with all applicable regulatory requirements of the HOME program, including, but not limited to, Environmental Review, Davis-Bacon,

G-2. DRAFT

Section 3, HUD Contractor-Consultant certification standing, Minority/Women Business Enterprise (M/WBE), subrecipients, and fair housing regulations.

**RESOLUTION AUTHORIZING ADDITIONAL FINANCING FOR
DEVELOPMENT IN THE RIDGEWOOD PLACE SUBDIVISION TO
S.G. ATKINS COMMUNITY DEVELOPMENT CORPORATION**

WHEREAS, on July 20, 2015, the Mayor and City Council approved the assignment for development of the Ridgewood Place subdivision from Unity Builders, Inc. to S.G. Atkins Community Development Corporations (CDC); and

WHEREAS, S.G. Atkins Community Development Corporation has requested financing to build additional houses in the Ridgewood Place subdivision.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem do hereby authorize up to \$1,325,000 in financing to S.G. Atkins Community Development Corporation, its affiliates and assigns, as preferred developer, to develop up to ten units of single-family housing on property located in the Ridgewood Place subdivision, in substantial conformance with the terms outlined in Exhibit A, attached hereto and incorporated herein by reference.

BE IT FURTHER RESOLVED, by the City Council, that the City Manager is authorized to review and approve the final terms and conditions of the project financing, construction loans, and homebuyer assistance and to execute contracts and documents necessary to carry out the activities herein authorized.

**ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE
CITY OF WINSTON-SALEM, NORTH CAROLINA
FOR THE FISCAL YEAR 2015-2016**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2015-2016 be amended to transfer 2014 General Obligation Bond funds, Housing Finance Assistance funds, and HOME Investment Partnership funds to S.G. Atkins Community Development Corporation (CDC) for the Ridgewood project.

SECTION 1. That the Project Budget Ordinance of the City of Winston-Salem, adopted on June 15, 2015 and amended on July 20, 2015, August 17, 2015, September 21, 2015, October 26, 2015, November 16, 2015, December 21, 2015, January 19, 2016, February 15, 2016, March 28, 2016, and April 18, 2016, shall be further amended by changing the expenditure appropriations in the following funds.

Special Revenue Funds

HOME Investment Partnership Fund	
Existing Program Balances	-\$325,000
Ridgewood Project	325,000
 Housing Finance Assistance Fund	
Transfer to Capital Projects Fund	\$25,000
 Total Special Revenue Funds Expenditures	 \$25,000

Capital Projects Fund

Housing Development Projects	
Housing/Neighborhood Development	-\$650,000
Ridgewood Project	675,000
 Total Capital Projects Fund Expenditures	 \$25,000

SECTION 2. That the following revenues will be available to meet the above listed

appropriations.

Special Revenue Funds

Housing Finance Assistance Fund Fund Balance Appropriation	\$25,000
Total Special Revenue Funds Revenues	\$25,000

Capital Projects Fund

Housing Development Projects Transfer from Housing Finance Assistance Fund	\$25,000
Total Capital Projects Fund Expenditures	\$25,000

SECTION 3. That this amendment to the Project Budget Ordinance shall become effective as of the date of adoption.

City Council – Action Request Form

Date: April 25, 2016

To: The City Manager

From: D. Ritchie Brooks, Director, Community and Business Development

Council Action Requested:
 Authorization of up to \$236,000 in additional permanent financing for development of 64 units of rental housing for families, to be known as Rockwood at Oliver’s Crossing Apartments (South Ward).

Summary of Information:
 On April 15, 2013, the Mayor and City Council approved up to \$550,000 for Rockwood at Oliver’s Crossing, to be derived from the HOME funds and Housing Finance Assistance Funds. On April 21, 2014, the Mayor and City Council approved an additional \$100,000 in HOME funds to cover cost overruns based largely on additional site costs required to develop the property and meet all City and Department of Transportation design standards. These included additional retaining walls, boring under Peters Creek Parkway to bring water and sewer to the property, and installing a turn lane. Construction of the project, located at 5180 Peters Creek Parkway and consisting of 64 rental units for families, is now complete and fully leased.

The developer, Rockwood at Oliver’s Crossing, LLC, its affiliates or assigns, which Majority Managing Member is Bradley Queener and Minority Managing Member is Traci Dusenbury, has requested an additional \$236,000 to address unforeseen costs, namely burial of debris that was undetected prior to start of the project and replacement of soil. The total project cost is \$9.1 million, compared to \$8.1 million originally. The developer is responsible for the remaining costs.

A resolution and project budget ordinance providing an additional \$236,000 in HOME funds, which would bring the total HOME funds to \$736,000 and the total loan to \$886,000, is presented for consideration. The total loan is an amortizing loan from cash flow at 2% annual interest for 20 years. Of the existing loan funds, 9% have been disbursed, and 10% will be disbursed once the developer has complied with HOME and North Carolina Housing Finance Agency’s requirements.

Committee Action:

Committee		Action	
For		Against	
Remarks:			

G-3. DRAFT

The development consists of 32 two-bedroom and 32 three-bedroom units, and serves families with incomes below 60% of area median income, with 33 of the units targeted to households with incomes below 50% of area median income. Amenities include a community room with kitchen, computer center with high-speed internet, laundry room, playground, tot lot, gazebo, and picnic area with grill. In addition to the City's funds, project funding includes \$5.2 million in federal tax credits, a \$1.65 million bank loan, a \$680,000 state tax credit loan, \$396,000 in owner investment, and \$340,000 in deferred developer fees.

**RESOLUTION AUTHORIZING ADDITIONAL PERMANENT FINANCING
FOR A 64-UNIT FAMILY RENTAL DEVELOPMENT
KNOWN AS ROCKWOOD AT OLIVER'S CROSSING**

WHEREAS, on April 21, 2013 the Mayor and City Council of the City of Winston-Salem approved \$550,000 in permanent financing to Rockwood at Oliver's Crossing, LLC, its affiliates or assigns, as the borrowing entity, and Bradley Queener, as Majority Managing Member, and Traci Dusenbury, as Minority Managing Members, to develop a 64-unit family rental development at 5180 Peters Creek Parkway, to be known as Rockwood at Oliver's Crossing; and

WHEREAS, on April 21, 2014, the Mayor and City Council approved an additional \$100,000 in HOME funds for the project to cover cost overruns; and

WHEREAS, the developers have requested additional funds to cover cost overruns, including burial of debris that was undetected at prior to the start of the project and replacement of soil.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Winston-Salem authorize up to \$236,000 in additional permanent financing for Rockwood at Oliver's Crossing to be added to the loan previously approved.

BE IT FURTHER RESOLVED, that the Mayor and City Council authorize the City Manager to review and approve final loan terms and conditions, negotiate permanent loan agreements, and execute contracts and documents necessary to carry out the activities herein authorized.

City Council – Action Request Form

Date: April 27, 2016

To: The City Manager

From: Ben Rowe, Assistant City Manager

Council Action Requested:
 Consideration of Amendments to the FY 15-16 Budget Ordinances for the City of Winston-Salem, North Carolina.

Summary of Information:

The proposed amendments to the FY 15-16 budget ordinances authorize adjustments for the following purposes.

Appropriation of Grants and Other Revenues Received

- o On February 15, 2016, an amendment appropriated \$192,960 in Emergency Solutions Grant funds from the State of North Carolina to provide operating support to emergency shelters and assistance for extremely low-income individuals and families who are homeless or at risk of becoming homeless. The Community and Business Development Department has now received an additional \$19,811 for rapid rehousing financial assistance from the State of North Carolina. United Way of Forsyth County, Inc. is the only agency administering rapid rehousing financial assistance. The proposed amendment appropriates these additional funds and awards them to United Way of Forsyth County for rapid rehousing financial assistance costs, such as rent, utilities, deposits, and moving costs.

Committee		Action
For	_____	Against
Remarks:	_____	_____

**ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE
CITY OF WINSTON-SALEM, NORTH CAROLINA
FOR THE FISCAL YEAR 2015-2016**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2015-2016 be amended to appropriate additional Emergency Solutions Grant funds received.

SECTION 1. That the Project Budget Ordinance of the City of Winston-Salem, adopted on June 15, 2015 and amended on July 20, 2015, August 17, 2015, September 21, 2015, October 26, 2015, November 16, 2015, December 21, 2015, January 19, 2016, February 15, 2016, March 28, 2016, and April 18, 2016, shall be further amended by changing the expenditure appropriations in the following fund.

Special Revenue Funds

Continuum of Care Grants Fund	
North Carolina Emergency Solutions Grant	\$19,820
Total Special Revenue Funds Expenditures	\$19,820

SECTION 2. That the following revenues will be available to meet the above listed appropriations.

Special Revenue Funds

Continuum of Care Grants Fund	
State of North Carolina	\$19,820
Total Special Revenue Funds Revenues	\$19,820

SECTION 3. That this amendment to the Project Budget Ordinance shall become effective as of the date of adoption.

City Council – Action Request Form

Date: May 3, 2016

To: The City Manager

From: Derwick L. Paige, Assistant City Manager

Council Action Requested:

Consideration of a Resolution Authorizing the City Manager to Enter into an Inter-Local Agreement with The Airport Commission of Forsyth County For Infrastructure and Hangar Improvements.

Summary of Information:

The City of Winston-Salem has received a request from the Forsyth County Commissioners to assist with necessary infrastructure improvements at Smith Reynolds Airport. The Airport Commission of Forsyth County (Airport Commission) has identified more than \$25 million in needed capital improvements over the next four years. Many of these projects have safety implications for the airport and adjoining neighborhoods including a taxiway extension; a new parallel taxiway (relocation of current taxiway) that currently does not meet separation requirements; clearing terrain obstructions; runway edge lighting; fencing around the entire perimeter of the airfield; and replacement of aging hangar facilities. Many of these improvements also are needed to meet mandatory federal requirements.

To assist in off-setting these costs, the City is proposing to provide up to \$1.2 million. The attached resolution authorizes the City to provide \$150,000/year from the general fund balance over an 8-year period to assist the Airport Commission complete some of its capital projects. Funds would be provided contingent upon equal matching operational or capital funds being provided by Forsyth County.

There are approximately 20 direct companies located at Smith-Reynolds Airport with a combined employment of 1,620 persons and an annual payroll of more than \$94,000,000. These direct jobs are from economic activities that result from tenants and other business users who have a direct involvement with the airport. These jobs provided a significant economic benefit to the community. However, one of these companies, North Sate Aviation, could be forced to relocate if some of these safety issues are not addressed.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

In addition to the direct jobs created by Smith-Reynolds Airport, it is estimated that another 2,020 indirect jobs with an annual payroll of nearly \$65,000,000 are impacted by Smith-Reynolds Airport. These indirect jobs result from economic activities that typically take place away from the airport, but are still attributable to the airport.

Other public benefits include: 1) with improved amenities, the airport can once again be a valued "port" for existing manufacturers and those considering the County/City as a potential expansion site; 2) a viable local airport is convenient for transportation of patients and organs for transplant at Wake Forest Baptist Hospital and Forsyth Medical Center; and 3) Smith Reynolds airport would be, and is, a valuable asset in moving resources and people during emergency management situations. Given all of the economic and other benefits that Smith-Reynolds Airport provides to the community and the safety enhancements that can be achieved through these capital projects, there appears to be adequate justification to support this request for funding. The attached resolution authorizes the City to provide up to \$1.2 million financial assistance to the Airport Commission as described herein. As part of the agreement, the City Council also could review the allocation annually to determine that the property remains within the corporate limits of the City of Winston-Salem. In addition, if Forsyth County pursues de-annexation of the airport during the term of the agreement, the agreement will become null and void.

Pursuant to N.C.G.S. 160A-460, the City can enter into an inter-local cooperation agreement with the Airport Commission of Forsyth County to execute any undertaking. The contracts and agreements shall be of reasonable duration, as determined by the participating units, and shall be ratified by resolution of the governing board of each unit spread upon its minutes.

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTER-LOCAL AGREEMENT WITH THE AIRPORT COMMISSION OF FORSYTH COUNTY FOR INFRASTRUCTURE AND HANGAR IMPROVEMENTS

WHEREAS, the Airport Commission of Forsyth County (Airport Commission) has identified more than \$25 million in needed capital improvements over the next four years and the City of Winston-Salem has received a request from the Forsyth County Commissioners to assist with these necessary infrastructure improvements at Smith Reynolds Airport; and

WHEREAS, many of these projects have safety implications for the airport and adjoining neighborhoods as well as are needed to meet mandatory federal requirements; and

WHEREAS, Smith-Reynolds Airport provides many direct and indirect jobs for the community as well as other benefits and is a significant economic benefit to the community; and

WHEREAS, some of these jobs could be lost if some of these safety issues are not addressed; and

WHEREAS, given the public benefit created by this project, the City of Winston-Salem is interested in assisting the Airport Commission with their capital improvement needs.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the City of Winston-Salem hereby authorize financial assistance from the general fund balance of up to \$1.2 million or \$150,000/year over an 8-year period to assist the Airport Commission complete some of its infrastructure and hangar improvement projects. The funds would be provided contingent upon equal matching funds being provided by Forsyth County.

BE IT FURTHER RESOLVED, that the allocation will be approved annually by City Council contingent upon the property remaining within the corporate limits of the City of Winston-Salem. In addition, if Forsyth County pursues de-annexation of the airport during the term of the agreement, the agreement will become null and void.

BE IT FURTHER RESOLVED, that the Mayor and Council of the City of Winston-Salem, pursuant to N.C.G.S. 160A-460, hereby authorize the City Manager to enter into an inter-local agreement with the Airport Commission for infrastructure improvements as described herein.

BE IT FURTHER RESOLVED, that the Mayor and Council of the City of Winston-Salem authorize the City Manager to execute any necessary agreements to consummate the arrangement, with all of the parties, upon the review and approval of the City Attorney.

Materials to be provided at the Finance Committee Meeting.

City Council – Action Request Form

Date: May 9, 2016
To: The City Manager
From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Authorizing the Sale of Certain City-owned Property at 630 Brookwood Business Park Drive Under the Upset Bid Procedure (N.C.G.S. 160A-269) (Northeast Ward)

Summary of Information:

In the Fall of 2014, construction was completed on a 7,500 square foot speculative building located at 630 Brookwood Business Park Drive in the Brookwood Business Park, adjacent to the Winston-Salem Joint Firearms Training Facility. The building is on a 4.03 acre site identified as Tax PIN 6836-67-7296 and the site contains 74 parking spaces. The shell building is a modern high-tech design with brick, glass, and insulated metal walls, two drive-in doors, and is ready for the buyer’s custom finish of the interior office area.

Dr. Cullen A. Taylor, Innovation Quarter, 525 Vine Street, Suite 210, Winston-Salem, North Carolina 27101 has submitted an offer of \$525,000 along with the required amount to purchase the property. Dr. Taylor is the managing member of Carolina Tissue Collaborative, LLC (dba GLAS). GLAS seeks to be the largest biorepository in the world, with its headquarters located in Winston-Salem, North Carolina. GLAS collects non-hazardous molecular samples. These samples are used for research and they are the life blood of researchers all around the world seeking to find a cure, or a special treatment that will defeat diseases such as cancer. Most of the samples are used for cancer research on the cutting edge of molecular biology. GLAS has already collected millions of samples and has pledged to collect millions more. It is expected this research will have a profound effect on life and also quality of life. Staff believes that this is a reasonable offer and this sale has the potential to generate further activity in the Brookwood Business Park.

Under the provisions of N.C.G.S. 160A-269, the City Secretary shall cause a notice of proposed sale, containing a general description of the property, the amount and terms of the offer, and a

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

C-1. DRAFT

notice that within ten days, of the notice any person may raise the bid by not less than 10% percent of the first \$1,000 and 5% of the remainder, to be published, and without further authorization of the City Council, shall re-advertise the offer at the increased bid; and this procedure shall be repeated until no further qualifying bids are received, at which time the City Council may accept the offer and sell the property to the highest bidder or reject any and all offers. In the event that no upset bid is received, the property will be sold to Cullen A. Taylor or his assigns without further City Council action. If raised bids are received, City Council confirmation is required.

The attached resolution authorizes the sale of Tax PIN 6836-67-7296, known as 630 Brookwood Business Park Drive for \$525,000 subject to the conditions in Exhibit A under the upset bid procedure to Cullen A. Taylor or his assigns as herein stated.

**RESOLUTION AUTHORIZING THE SALE OF CERTAIN CITY-OWNED
PROPERTY AT 630 BROOKWOOD BUSINESS PARK DRIVE UNDER
THE UPSET BID PROCEDURE (N.C.G.S. 160A-269)**

WHEREAS, the City is the owner of a 7,500 square foot building located at 630 Brookwood Business Park Drive in the Brookwood Business Park, adjacent to the Winston-Salem Joint Firearms Training Facility; and

WHEREAS, the building is on a 4.03 acre site identified as Tax PIN 6836-67-7296; and

WHEREAS, the City has received an offer to purchase such property and advertise it for upset bids all in accordance with N.C.G.S. 160A-269; and

WHEREAS, said offer in the amount of \$525,000 was submitted by Dr. Cullen A. Taylor, Innovation Quarter, 525 Vine Street, Suite 210, Winston-Salem, North Carolina 27101 and the required 5% deposit has been paid; and

WHEREAS, any potential buyer of the property must agree to the conditions in Exhibit A; and

WHEREAS, staff believes that this is a reasonable offer and this sale has the potential to generate further activity in the Brookwood Business Park.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem, upon the recommendation of the Finance Committee, hereby authorize the sale of property herein referenced, as Tax Pin 6836-67-7296 to Cullen A. Taylor or his assigns for \$525,000 subject to the conditions in Exhibit A and under the provisions of N.C.G.S. 160A-269; that the City Secretary shall cause a notice of proposed sale, containing a general description of the property, amount and terms of the offer, and a notice that within ten days any person may raise the bid by not less than 10% of the first \$1,000 and 5% of the remainder, be published, without further authorization of the Mayor and the City Council, shall re-advertise the

C-1. DRAFT

offer at the increased bid; and this procedure shall be repeated until no further qualifying bids are received, at which time the Mayor and the City Council may accept the offer and sell the property to the highest bidder or reject any and all offers.

BE IT FURTHER RESOLVED, in the event that no raised bid is received, the offer set forth above is hereby accepted, and that the appropriate City officials are hereby authorized to execute instruments required to complete the conveyance to Cullen A. Taylor or his assigns as stated herein and if the sale is not completed, the bid deposit submitted with the offer may be returned to the offeror.

BE IT FURTHER RESOLVED, the purchase of the property is voided and the refund of the earnest money or bid deposit is authorized if it is requested by the buyer within the due diligence period as specified in the Offer to Purchase Contract or the Bid Purchase of City Property Offer.

EXHIBIT A

CONDITIONS OF SALE

Any prospective buyer of the property at 630 Brookwood Business Park Drive agrees to the following conditions:

1. In addition to the purchase price, the Buyer shall spend a minimum of \$150,000 in additional costs to upfit the property.
2. The property upfit shall be completed no later than January 1, 2017.
3. The Buyer shall occupy the property and begin business operations immediately after the certificate of occupancy is issued, but no later than January 1, 2017.
4. The Buyer shall utilize the property in a manner that promotes the discovery, identification, treatment and/or resolution of health problems for at least three (3) years from date of purchase.



GLAS is a diverse group of local pathologists and professionals committed to finding a cure for cancer. While we are headquartered here in the Triad, our impact will reach globally. GLAS supplies the world's greatest researchers with diagnostic tissue samples that are disparately needed to identify, treat and ultimately cure cancer of all types. These tissue samples, acquired through routine diagnostic or treatment procedures, are perhaps the single greatest resource for advancing research. Our team ensures that scientists receive exactly what they need to secure precise and effective research outcomes.

We strive to have a positive impact on our local community in which we work. We envision GLAS will ultimately grow to a company that will stimulate job opportunities for a diverse group of motivated, qualified members of our community. We will work closely with local education institutes like Forsyth Tech, Wake Forest and Winston-Salem State to find the right talent needed to fulfil our mission. We will host community events on-site. These fun events will be held to educate people and facilitate their role in advancing cancer research.



GLAS/

Bridging the Gap between the research community and leading clinical care facilities
to streamline research and end cancer in our lifetime.

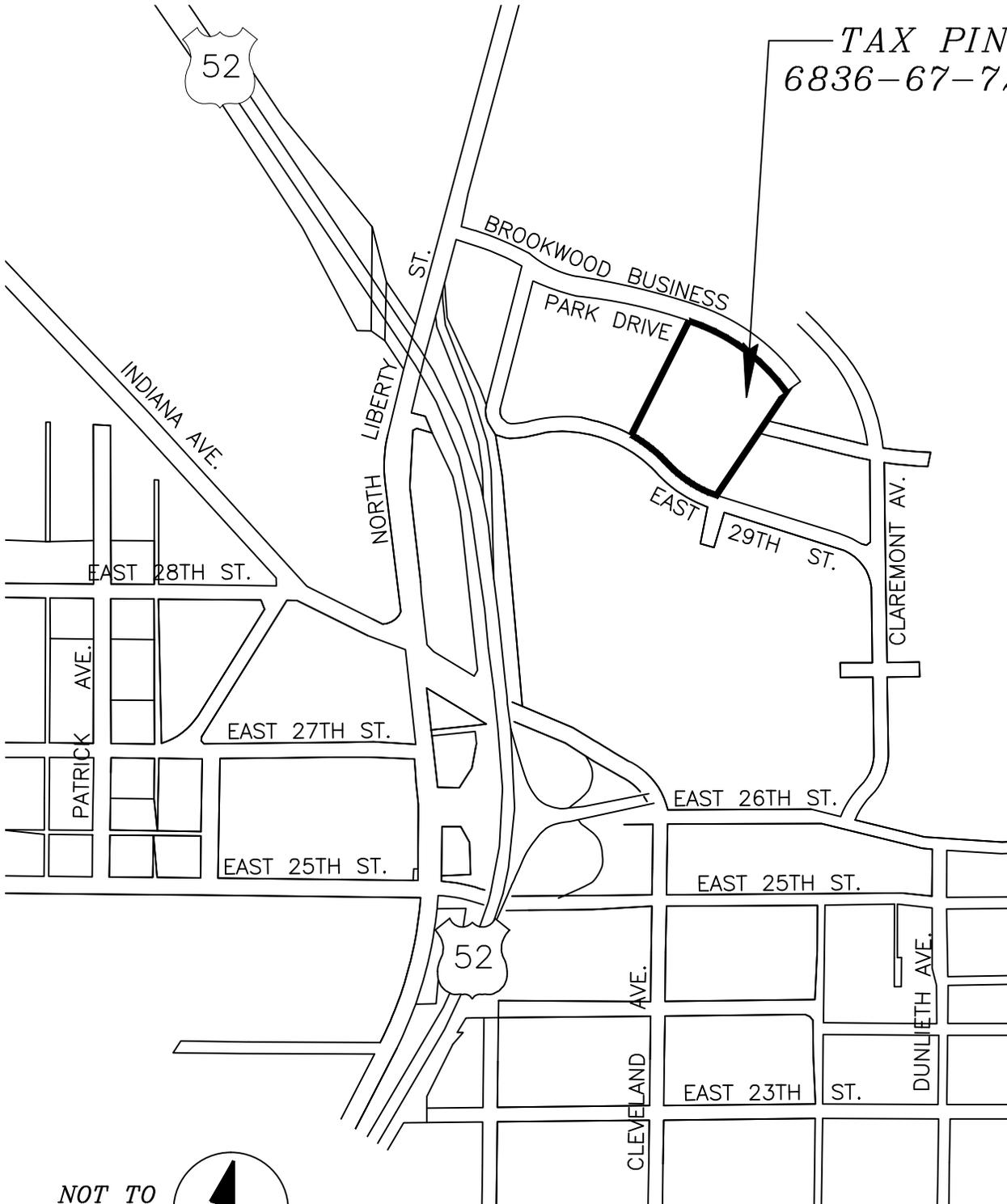


Innovation Quarter | 525 Vine St #210 | Winston Salem NC 27101

www.GLAS.bio

PROPOSED SALE

TAX PIN
6836-67-7296



NOT TO
SCALE



City Council – Action Request Form

Date: May 9, 2016

To: The City Manager

From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Granting Permanent Utility Easements Pursuant to N.C.G.S. 160A-273 to Duke Energy Carolinas, LLC for the Site of Police District One at 7836 North Point Boulevard (North Ward)

Summary of Information:

The City’s construction of the new Police District One at 7836 North Point Boulevard, Tax PIN 6827-36-1326, will require the relocation of current underground electrical facilities and the construction of new electrical facilities to serve the site. Duke Energy Carolinas, LLC (Duke Energy) has not determined the precise location of the needed easements. Since time is of the essence, authorization is requested for the precise location of the easements to be determined by Duke Energy at a later date, but those locations must be agreed upon by the City Manager and the easement in a form approved by the City Attorney.

The attached resolution authorizes the granting of permanent utility easements to Duke Energy Carolinas, LLC as described herein.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks: _____

**RESOLUTION GRANTING PERMANENT UTILITY EASEMENTS PURSUANT TO
N.C.G.S. 160A-273 TO DUKE ENERGY CAROLINAS, LLC FOR THE SITE OF
POLICE DISTRICT ONE AT 7836 NORTH POINT BOULEVARD**

WHEREAS, the City's construction of the new Police District One at 7836 North Point Boulevard, Tax PIN 6827-36-1326, will require the relocation of current underground electrical facilities and the construction of new electrical facilities to serve the site; and

WHEREAS, Duke Energy Carolinas, LLC (Duke Energy) has not determined the precise location of the needed easements; and

WHEREAS, since time is of the essence, authorization is requested for the precise location of the easements to be determined by Duke Energy at a later date; and

WHEREAS, those locations must be agreed upon by the City Manager and the easement in a form approved by the City Attorney.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the City Council of the City of Winston-Salem, upon the recommendation of the Finance Committee, hereby authorize the granting to Duke Energy Carolinas, LLC permanent utility easements in locations to be determined by Duke Energy on property at 7836 North Point Boulevard.

BE IT FURTHER RESOLVED the location of the easements must be in locations agreed upon by the City Manager and the easement in a form approved by the City Attorney.

DUKE ENERGY EASEMENT

TAX PIN 6827-36-1326



NOT TO
SCALE



Memorandum



TO: Lee D. Garrity, City Manager
FROM: Gregory M. Turner, Assistant City Manager
DATE: May 9, 2016
SUBJECT: Downtown Winston-Salem Parking Analysis

Office of the
City Manager

Gregory M. Turner, P.E.
Assistant City Manager

P.O. Box 2511
Winston-Salem, NC 27102
Tel 336.747.6866
Fax 336.748.3060
gregt@cityofws.org

At the Council Meeting on April 18, 2016 the Mayor and City Council approved a Council Action and a Resolution authorizing the City Manager to enter into an agreement with Triad Eco Adventures to purchase two Winston-Salem Bus trolleys. The attached Revised Council Action and Resolution are to correct the bid totals for the purchase of the Trolleys.

Please let me know if you need additional information.

City Council – Action Request Form

Date: May 9, 2016
To: The City Manager
From: Gregory M. Turner, Assistant City Manager

Council Action Requested:

Consideration of a Resolution to Accept the Proposal of Triad Eco Adventures to Purchase the City’s two Bus Trolleys.

Summary of Information:

The City of Winston-Salem Department of Transportation in conjunction with the Winston-Salem Transit Authority solicited proposals from non-profits, government agencies, non-government agencies, and private companies for the purchase of two bus trolleys. The solicitation period began on January 11, 2016 and concluded on February 01, 2016. Three proposals were submitted.

1. Triad ECO Adventures

Triad Eco Adventures is associated with Boil Twice, Inc., OBX, the Movie, and Hopeless Harold’s. The company originated in the Winston-Salem area. Triad Eco Adventures (TEA) provides outdoor adventure-style entertainment from electronic skateboarding to Segway tours. TEA currently offers paddle boarding lessons, electronic cycle tours, and intro TRIKE flights.

- § Bid Price: \$10,100 Total (\$5,300 for #1195, \$4,800 for #1094)
- § Primary Use of the Trolleys: Add-on to their current city tours; a way to transport groups into the downtown Winston-Salem area.
- § Secondary Use of the Trolleys: Downtown tours of Winston-Salem and to show off the city’s unique history and architecture.

2. Millennium Center

The Millennium Center (MC) is currently associated with Tart Sweets, Golden Flower Tai Chi, and David Poythress Designs. The MC is located downtown Winston-Salem; it is an event facility and full service venue offering event planning, catering, rehearsal dinners, wedding receptions, and celebrations of all types.

- § Bid Price: \$12,000 Total for Both Trolleys
- § Primary Use of the Trolleys: To offer tourist-style transportation of downtown historic sights, new developments, restaurants and attractions.
- § Secondary Use of the Trolleys: Safe transportation from special events, bars, and restaurants.

Committee Action:

Committee	Action
_____	_____
For	Against
_____	_____

Remarks:

3. Sunway Charters

Trolley Inc. is the parent company of Sunway Charters. Sunway Charters was established in Charlotte, NC and has since grown into surrounding cities and Myrtle Beach, SC. The company currently provides motor coach and vehicle for hire service.

- § Bid Price: \$10,002 Total (\$5,001/bus)
- § Primary Use of the Trolleys: Offer local group tours and sight-seeing in downtown Winston-Salem, Old Salem, and the surrounding areas.
- § Secondary Use of the Trolleys: Corporate events and transportation to Wake Forest University and Winston-Salem State University.

Selected Proposal

The evaluation committee selected Triad ECO Adventures based on their years of experience with similar projects, historical significance, and unique qualifications. Triad Eco Adventure's unique business model of combining the bus trolley tours with the current Segway tours in the downtown Winston-Salem area delivers a more effective use of the trolleys. Their experience within the tourism industry and long-term sustainability within the Winston-Salem area adds to the historical significance of their project proposal.

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH TRIAD ECO ADVENTURES TO PURCHASE THE CITY OF WINSTON-SALEM'S TWO BUS TROLLEYS

WHEREAS, the City of Winston-Salem Department of Transportation in conjunction with the Winston-Salem Transit Authority solicited proposals from non-profits, government agencies, non-government agencies, and private companies for the purchase of two bus trolleys; and

WHEREAS, three purchase proposals were submitted during the solicitation period which began on January 11, 2016, concluding on February 01, 2016; and

WHEREAS, Triad ECO Adventures, a local Segway tour provider submitted a bid of \$10,100 total for both buses; and

WHEREAS, Triad ECO Adventures intends to use the buses as a supplement to their current city tours; a way to transport groups into the downtown Winston-Salem area; and

WHEREAS, the proposal evaluation committee comprised of Winston-Salem Department of Transportation and Winston-Salem Transit Authority staff identified Triad ECO Adventures as the leading proposal, based on their years of experience with tour based services, knowledge of Winston-Salem's historical heritage, and unique business model as a Segway tour provider.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem hereby authorizes the City Manager and City Secretary to enter into an agreement with Triad ECO Adventures to purchase the City of Winston-Salem's two bus trolleys with a total purchase price of \$10,100.

Memorandum



Winston-Salem

Community and Business
Development Department

P.O. Box 2511
Winston-Salem, NC 27102
CityLink 311 (336.727.8000)
Fax 336.727.2878

TO: Mayor Joines and Members of the Finance Committee
FROM: D. Ritchie Brooks, Director of C&BD
DATE: April 25, 2016
SUBJECT: 4640 Indiana Ave. Demolition Assessment
CC: Derwick Paige, Assistant City Manager
Evan Raleigh, Deputy Director of C&BD

The following information is provided in response to City Council's request to remove the subject demolition assessment from its April 18, 2016 Consent Agenda and send it back to the Community Development General Government Committee for further staff investigation and Committee review.

On January 31, 2013, a letter was sent to the property owner, George Richardson, at 2505 Lewis St., Winston-Salem, NC 27107 informing him that the subject property would be considered for demolition by the CD/H/GG Committee at its March 19, 2013 meeting. The letter directed Mr. Richardson to arrange a meeting no later than February 25, 2013 if he "wished to be heard or to present any evidence concerning whether or not the referenced dwelling should be demolished" and advised that said meeting would provide him an opportunity to avoid the possibility of his property being demolished.

On February 8, 2013, Mr. Richardson came to the Community and Business Development Office and spoke with Bruce Bailiff, at which time he advised there was a No Trespassing Sign placed on the property and advised that Inspector Brown was not to enter upon the property. Mr. Bailiff explained the ordinance adoption and demolition process to Mr. Richardson, and informed him about the upcoming CD/H/GG Committee meeting.

The case was presented to the CD/H/GG Committee in March, 19, 2013. Mr. Richardson, was present at the meeting and stated that a lis pendens had been filed against the property before he purchased it in 2012 and that he intended to live in the dwelling once he had completed repairs. Council Member Adams asked how much time it would take to repair the structure, and Mr. Richardson indicated it would take more than three months to repair it and requested an extension until November to complete the repairs. Council Member Adams expressed concern about the safety of the structure, noting that neighbors grew weary of living near substandard properties. Council Member Taylor asked if the structure was secure, and Mr. Bailiff explained the side of the house needed to be enclosed and doors and windows should be installed to secure the structure. Mr. Richardson indicated he could cover the open portion of the structure within a week. Council Member Adams made a motion to allow Mr. Richardson 90 days to make improvements to the property and the motion was carried unanimously. The extension was due to expire in June 2013.

No repairs were made on the property within the extension period granted. A

CityLink311

Call 311 or 336-727-8000
citylink@cityofws.org

City Council: Mayor Allen Joines; Vivian H. Burke, Mayor Pro Tempore, Northeast Ward; Denise D. Adams, North Ward; Dan Besse, Southwest Ward; Robert C. Clark, West Ward; Molly Leight, South Ward; Jeff MacIntosh, Northwest Ward; Derwin L. Montgomery, East Ward; James Taylor, Jr., Southeast Ward; City Manager: Lee D. Garrity

demolition ordinance was adopted on the property on June 17, 2013. On July 10, 2013, a letter was mailed to George Richardson at 2505 Lewis St, Winston-Salem, NC 27107, notifying him that the property must be repaired or demolished within 90 days after June 17, 2013. A copy of the demolition ordinance was sent with the letter, which also informed Mr. Richardson that he should remove all items of personal property from the dwelling within 15 days of the expiration of the 90-day demolition period.

On June 4, 6, and 11, 2013, Mr. Bailiff called Mr. Richardson at the telephone number he provided in order to gain access to the property to determine if the violations had been brought into compliance, but was unable to make contact. On November 15, 2013, from an adjoining property, a reinspection revealed that the structure was unsecure (the front door was open and allowed visibility through the house) and no work was completed. Reinspections occurred on January 10, March 26, June 2, August 8, and December 1 of 2014, all of which showed no changes to the condition of the structure.

Staff checked with the Inspections Department, and found that a permit for an addition to a single-family dwelling was issued March 3, 2013. The only inspection after the permit was obtained occurred on July 24, 2013. As per Inspection's procedure, the permit was closed July 29, 2014 due to no work having been done since the previous inspection.

On December 9, 2014, Mr. Richardson was notified vial mail that since he had failed to repair or demolish the dwelling as prescribed by the demolition ordinance adopted by City Council, that he should remove any items of personal property from the dwelling within 15 days' receipt of this notification and that the dwelling would then be demolished and the cost of the demolition would be placed against the property. Reinspections occurred on February 20, May 7, and July 27, 2015, all of which showed no changes to the condition of the structure.

Mr. Richardson came into the office on September 23, 2015 and spoke with Mr. Bailiff advising that he had funding in place to begin repairs. Mr. Bailiff advised he would need additional details about funding and when the repairs would be completed. Mr. Richardson advised he would have the information no later than September 25, 2015.

Mr. Richardson did not provide the requested information and the structure was demolished on November 19, 2015.

Attached are copies of letters sent pertaining to the demolition process and photos of the structure during its inspection history.

Reinspection Report

INSPECTOR: OLA BROWN

C-4. DRAFT

CDPR4005 - Reinspection Report

CASE STATUS: CLOSE

ADDR NBR: 1268 PIN: 6827-57-7518.00 CASE NBR: 2010040245 TYPE:HSE
CASE OPEN DATE: 04/06/2010 FUNDING: OCCUPANCY: INSP AREA: SA-15
PROPERTY ADDR: 4640 INDIANA AV BLOCK: 2263 LOT: 102C
HEARING DATE: 5/24/2010 ORDER DATE: 5/27/2010 Ward: NORTH

IMPORTANT NAMES AND NUMBERS

OWNER NAME 1: GEORGE RICHARDSON
OWNER NAME 2:
OWNER ADDRESS: 2505 LEWIS ST , WINSTON-SALEM, NC 27107
TENANT:
CONTACT:
VIOLATOR:

NOTIFY:

NOTIFY

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>FAX</u>
TRIAD RESIDENTIAL SC		(336) 473-5866	

REMARKS RICHARDSONGEORGE4@GMAIL.COM**VISITS:**

<u>VISIT NBR</u>	<u>VISIT DATE</u>	<u>INSPECTOR</u>	<u>SCHEDULED</u>	<u>STATUS</u>	<u>REMARKS</u>
784551	04/06/2010	OLAB	4/6/2010	CLOSE	
784570	04/15/2010	TIFFANYT	4/6/2010	CLOSE	no pni
788293	04/22/2010	CATHYC	4/15/2010	CLOSE	SENT RNOH - R/C/P/LP; 10M1823 FILED 5/6/10
790789	05/24/2010	HEARING	5/24/2010	CLOSE	hrg...rvo30...no contact srvc cmrr
802776	05/27/2010	NICOLEW	5/25/2010	CLOSE	30 DAY RRVO SENT R/C/P
803896	07/16/2010	OLAB	7/12/2010	CLOSE	VAC; NO REPAIRS; RCL
814866	10/21/2010	OLAB	10/14/2010	CLOSE	VAC; NO REPAIRS; RCL
840503	01/20/2011	OLAB	1/19/2011	CLOSE	VAC; NO WRK; DEMO ELIGI
852861	10/27/2011	RESEARCH	1/20/2011	CLOSE	REINSPECTION. SND ORDER TO CLOSE AND SECURE
925288	11/09/2011	CANDYD	10/27/2011	CLOSE	REINSPECTION. SND LTR TO CLOSE AND SECURE
928218	12/07/2011	CANDYD	11/9/2011	CLOSE	SEND ORDER TO SECURE
933233	12/12/2011	CATHYJ	12/8/2011	CLOSE	OTS-7011 1570 0002 3118 7903
934295	01/11/2012	OLAB	1/11/2012	CLOSE	REINSPECTION. HAS NOT BEEN SECURED. WINDOWS UP
939592	02/21/2012	TIFFANYT	1/11/2012	CLOSE	mailed civil citation courtesy letter
947287	03/23/2012	OLAB	3/22/2012	CLOSE	REINSPECTION. NOT SECURED
953200	06/22/2012	RESEARCH	3/23/2012	CLOSE	
981586	12/20/2012	CIVIL	10/22/2012	CLOSE	taking to council
1028559	02/01/2013	TIFFANYT	5/29/2013	CLOSE	mailed letter regarding demolition consideration
1040871	02/22/2013	OLAB	2/22/2013	CLOSE	INSP BROWN GAVE DEMO NOTIFICATION POSTING TO D. GREEN FOR POSTING; POSTED
1036210	02/22/2013	OLAB	6/3/2013	CLOSE	02-08-13 4:31 OFFC VISIT. GEORGE RICHARDSON. 575-2417. ADVISED NO TRESP SIGN ON PROPERTY. BROWN TO NOT ENTER UPON PROPERTY. XPLND PROCESS THROUGH DEMO AMP; CMTE, CC MTG WBB
1040872	06/04/2013	BRUCEB	6/24/2013	CLOSE	06.04.13 1229. CALLED GEORGE RICHARDSON. 336-575-2417. NEED ACCESS TO STR TO DETERMINE COMPLIANCE WITH MHC & CC ORDER. NO ANSWER.
1076281	06/06/2013	BRUCEB	6/24/2013	CLOSE	06.06.13 0919 CALLED GEORGE RICHARDSON AT575-2417. NEED ACCESS TO PROPERTY FOR RI. NO ANSWER. NO VM.
1077238	06/11/2013	BRUCEB	6/24/2013	CLOSE	06.11.13 1055 CALLED GEORGE RICHARDSON AT 575-2417. NEED ACCESS TO PROPERTY FOR RI. NO ANSWER. NO VM.

Reinspection Report

INSPECTOR: OLA BROWN

CDPR4005 - Reinspection Report

CASE STATUS: CLOSE

ADDR NBR: 1268 PIN: 6827-57-7518.00 CASE NBR: 2010040245 TYPE:HSE
CASE OPEN DATE: 04/06/2010 FUNDING: OCCUPANCY: INSP AREA: SA-15
PROPERTY ADDR: 4640 INDIANA AV BLOCK: 2263 LOT: 102C
HEARING DATE: 5/24/2010 ORDER DATE: 5/27/2010 Ward: NORTH

IMPORTANT NAMES AND NUMBERS

OWNER NAME 1: GEORGE RICHARDSON
OWNER NAME 2:
OWNER ADDRESS: 2505 LEWIS ST , WINSTON-SALEM, NC 27107
TENANT:
CONTACT:
VIOLATOR:

1078580	07/10/2013	CANDYD	6/24/2013	CLOSE	ltr mailed to owner ref council approval
1089053	11/15/2013	OLAB	11/7/2013	CLOSE	REINSPECTION. PICS OF REAR TAKEN FROM ADJOINING PROPERTY NEXT DOOR
1127725	12/11/2013	CANDYD	11/15/2013	CLOSE	REINSPECTION. PICS TAKEN FROM LOT AT REAR WHILE COLLECTING WEEDED LOT POSTING SIGNS; ENTERED FROM TOBACCO STREET
1131246	01/10/2014	OLAB	1/10/2014	CLOSE	REINSPECTION. NO EVIDENCE OF FURTHER WRK; INSPEC FROM STREET; PICS; PROPERTY NOT SECURED (FRONT DOOR OPEN ALLOWING VISIBILITY THROUGH REAR TO OUTSIDE OF HOUSE)
1134931	01/24/2014	CANDYD	1/13/2014	CLOSE	waiting on demo
1137183	03/26/2014	OLAB	3/25/2014	CLOSE	REINSPECTION. NO CHANGES TO PROPERTY
1148074	06/02/2014	OLAB	5/27/2014	CLOSE	REINSPECTION. SAME CONDITION
1170989	08/01/2014	OLAB	8/1/2014	CLOSE	REINSPECTION. VACANT. UNSECURED.
1185731	12/01/2014	OLAB	12/1/2014	CLOSE	REINSPECTION. VACANT. UNSECURED. RECOMMEND DEMO
1209670	12/09/2014	CANDYD	12/1/2014	CLOSE	15 day ltr mailed to owner
1211057	02/20/2015	OLAB	2/9/2015	CLOSE	REINSPECTION. VACANT. UNSECURED. NO REPAIRS
1221467	03/01/2015	TIFFANYT	2/20/2015	CLOSE	
1222433	05/07/2015	CANDYD	4/30/2015	CLOSE	check list before demolition
1238825	07/27/2015	OLAB	7/27/2015	CLOSE	REINSPECTION. NO WRK. REMAINS IN VIOLATION. VACANT. UNSECURED.
1259325	07/31/2015	TIFFANYT	7/27/2015	CLOSE	
1260780	09/23/2015	BRUCEB	10/5/2015	CLOSE	RICHARDSON, PROPERTY OWNER, OFFICE VISIT. STATES FUNDING IN PLACE. BEGIN REPAIRS. ADVISED NEED DETAILS, FUNDING AND COMPLETION DATE. STATED WOULD HAVE INFO NO LATER THAN 25SEP2015.
1278953	10/16/2015	CATHYJ	10/5/2015	CLOSE	on hold per bruce
1284824	11/19/2015	OLAB	12/15/2015	CLOSE	final demo by city

LETTERS:

<u>REF TYPE</u>	<u>LETTER NAME</u>	<u>SEND DATE</u>	<u>CERT LTR ID</u>	<u>REMARKS</u>
CC	RNOH	04/22/2010		
CC	LIS PENDENS FOR	04/22/2010		10M1823 FILED 5/6/10
CC	POSTING VERIFIC	04/22/2010		
CC	SERVICE BY CERT	04/22/2010		
CC	HEARING VERIFIC	05/24/2010		
CC	RRVO	06/02/2010		
CC	POSTING VERIFIC	06/02/2010		
CC	SERVICE BY CERT	06/02/2010		
CC	POSTING VERIFIC	12/12/2011		

Reinspection Report

INSPECTOR: OLA BROWN

C-4. DRAFT

CDPR4005 - Reinspection Report

CASE STATUS: CLOSE

ADDR NBR: 1268 PIN: 6827-57-7518.00 CASE NBR: 2010040245 TYPE:HSE
CASE OPEN DATE: 04/06/2010 FUNDING: OCCUPANCY: INSP AREA: SA-15
PROPERTY ADDR: 4640 INDIANA AV BLOCK: 2263 LOT: 102C
HEARING DATE: 5/24/2010 ORDER DATE: 5/27/2010 Ward: NORTH

IMPORTANT NAMES AND NUMBERS

OWNER NAME 1: GEORGE RICHARDSON
OWNER NAME 2:
OWNER ADDRESS: 2505 LEWIS ST , WINSTON-SALEM, NC 27107
TENANT:
CONTACT:
VIOLATOR:

CC	SERVICE BY CERT	12/12/2011
CC	ORDER TO RECLOS	12/12/2011
CC	IMPORTED LETTER	03/10/2016
CC	CERT MAIL RECET	03/10/2016
CC	BOARD ACTION DE	
CC	BOARD ACTION EX	
CC	BOARD ACTION HI	
CC	CHECK LIST BEFO	
CC	CHECK LIST BEFO	
CC	CIVIL CITATION	
CC	DEMOLITION LETT	
CC	DEMOLITION LETT	
CC	DEMOLITION LETT	
CC	DEMOLITION PROC	
CC	EXHIBIT A CODE	

VIOLATIONS:

<u>GROUP</u>	<u>CODE</u>	<u>CURR COND</u>	<u>COMPLY DATE</u>	<u>VIOL. DATE</u>	<u>DESCRIPTION/REMARKS</u>
17	0500	UNFIT		04/06/2010	PROVIDE R-19 CEILING INSULATION
17	0600	UNFIT		04/06/2010	PROVIDE OPERABLE SMOKE DETECTOR
13	0700	UNFIT		04/06/2010	REPAIR PORCH COLUMNS DECAY
06	0700	UNFIT		04/06/2010	REPAIR DEFECTIVE SWITCHES AND/OR OUTLETS TO INCLUDE COVERS
02	0300	UNFIT		04/06/2010	REPLACE BROKEN WINDOW PANES
03	0300	UNFIT		04/06/2010	PROVIDE SAFE STEPS TO SERVE EXITS @ REAR-SIDE ENTRANCE
02	0700	UNFIT		04/06/2010	OTHER PROVIDE WINDOW UNIT @ REAR
06	0600	UNFIT		04/06/2010	REPAIR DEFECTIVE LIGHT FIXTURES
03	0400	UNFIT		04/06/2010	PROVIDE SAFE HANDRAILS TO SERVE EXITS @ FRONT (DECAY)

CDRAFT Reinspection Report

INSPECTOR: OLA BROWN

CDPR4005 - Reinspection Report

CASE STATUS: CLOSE

ADDR NBR: 1268 PIN: 6827-57-7518.00 CASE NBR: 2010040245 TYPE:HSE
 CASE OPEN DATE: 04/06/2010 FUNDING: OCCUPANCY: INSP AREA: SA-15
 PROPERTY ADDR: 4640 INDIANA AV BLOCK: 2263 LOT: 102C
 HEARING DATE: 5/24/2010 ORDER DATE: 5/27/2010 Ward: NORTH

IMPORTANT NAMES AND NUMBERS

OWNER NAME 1: GEORGE RICHARDSON
 OWNER NAME 2:
 OWNER ADDRESS: 2505 LEWIS ST , WINSTON-SALEM, NC 27107
 TENANT:
 CONTACT:
 VIOLATOR:

07	0300	UNFIT	04/06/2010	REPAIR FOUNDATION
08	0100	UNFIT	04/06/2010	REPAIR DEFECTIVE FLOORING
10	0100	UNFIT	04/06/2010	REPAIR HOLES IN WALLS AND CEILINGS
13	0300	UNFIT	04/06/2010	REPAIR OR REPLACE FRONT PORCH RAILINGS

NOTES: _____

**CODE ENFORCEMENT PURSUANT TO SEC. 10-203(f)(1) OF THE HOUSING
CODE**

CASE SUMMARY - HOUSING FILE NO. 2010040245
PROPERTY ADDRESS 4640 INDIANA AV
TAX BLOCK 2263 LOT(s) 102C
WARD NORTH
PROPERTY OWNER(s) GEORGE RICHARDSON
LIS PENDENS 10m1823 FILED 5/6/2010

DUE PROCESS

1. The current Complaint and Notice of Hearing was issued 4/22/2010 and service was obtained by certified mail regular post hand delivery ___ publication ___ on 4/24/2010. The hearing was held on 5/24/2010 and the owner/agent appeared and/or contacted the Community and Business Development Department regarding the complaint yes ___ no .
2. The **Finding and Order** was issued on 6/2/2010 and service was obtained by certified mail regular post hand delivery ___ publication ___ on 6/4/2010. The **Order** directed the owner to **vacate and close or repair** the dwelling with **30** days from receipt. Time for compliance expired on 7/4/2010. The dwelling was found vacated and closed on 7/16/2010.
3. The dwelling became eligible for demolition under the six (6) month rule on 1/16/2011.
4. The notification letter was sent 1/31/2013 advising the owner that the **Community and Development/Housing/General Government Committee** of the City Council would be considering demolition of this dwelling at their meeting on 3/19/2013. The notice further advised that if they intended to request an extension of time, they should present evidence of their intent to the Community and Business Development Director prior to the Committee meeting. Director was contacted yes ___ no .

COMMENTS:

COUNCIL CONSIDERATION

The estimated cost to make repairs needed to render this dwelling fit for human habitation is **less than fifty percent (<50%)** of the present value of the dwelling.

Estimated cost to repair **\$3,628**

Fair market value **\$10,000**

Based on the above information it is recommended that an Ordinance be adopted to cause this dwelling to be **repaired or demolished and removed within ninety (90) days. This structure can be repaired under In Rem provisions of the Minimum**

Housing Code with City Council approval.

**CITY OF WINSTON-SALEM
COMMUNITY & BUSINESS DEVELOPMENT DEPT.
(336) 727-8000**

**STUART MUNICIPAL BUILDING
100 E. FIRST ST., SUITE 423
WINSTON-SALEM, NC 27101**

1/31/2013

GEORGE RICHARDSON
2505 LEWIS ST
WINSTON-SALEM, NC27107

**RE: 4640 INDIANA AV
BLOCK 2263, LOT 102C, PIN #6827-57-7518.00, CASE NO:2010040245**
Pursuant to the 6 month vacancy Provision Section 10-203(f) (1)/(2)

Dear GEORGE RICHARDSON:

You are hereby advised that an Ordinance ordering the repair or demolition of the above referenced dwelling will be considered by the Community Development/Housing/General Government Committee of the City Council of the City of Winston-Salem on **March 19, 2013**. The meeting will be held at 6:00 pm in the City Council's Committee Room on the 2nd floor of City Hall, Room 239.

Pursuant to an ordinance adopted in December 1989, amended in December 1991, the City Council of the City of Winston-Salem may consider the adoption of a dwelling where (1) the owner has vacated and closed said dwelling and kept it vacated and closed for a period of one (1) year pursuant to an order and (2) the city Council of the City of Winston-salem finds, among other things, that the continuation of the dwelling in its vacated and closed status would be inimical to the health, safety, morals and welfare of the City and (3) it is shown that the repairs necessary to render the building fit for human habitation would cost less than fifty percent (-50%) of the present value of the dwelling.

If you wish to be heard or to present any evidence concerning whether or not the referenced dwelling should be demolished, you shall arrange a meeting with the Community and Business Development Director, D. Ritchie Brooks, for no later than **February 25, 2013**. Mr. Brooks' office is located at 100 E. 1st Street, and his telephone number is (336) 734-1250. If you want to request an extension, you should present evidence to Mr. Brooks of your intention to repair the structure, demolish the structure yourself, or sell the structure. A construction contract, demolition permit or a sales contract are examples of the types of evidence that are acceptable. **This does not prohibit you from attending the Council meeting and requesting an extension from the Council, and responding to their questions.**

Please be advised that the City Council of the City of Winston-Salem's Community Development/Housing/General Government Committee does not grant extensions except in extraordinary situations.

The meeting with the Community and Business Development Director is being provided to allow you an opportunity to avoid the possibility of your property being demolished. **If you fail to take advantage of this opportunity, the City Council Committee will consider this when your case is presented to them, and in past hearings they have not been very sympathetic to last minute presentations.**

Should you have any questions, please do not hesitate to call me at (336) 734-1257.

Very truly yours,

Bruce Bailiff

Bruce Bailiff
Housing Conservation Administrator

CC:

CODE DEFICIENCIES - EXHIBIT A

CASE NO: 2010040245
NEIGHBORHOOD CONSERVATION OFFICER:
Ola Brown - (336)734-1260
4640 INDIANA AV

<u>VIOL NBR</u>	<u>VIOLATION DESCRIPTION</u>	<u>STATUS/ORDINANCE</u>
672396	PROVIDE R-19 CEILING INSULATION UNFIT V-10-197(I)	-
672400	PROVIDE OPERABLE SMOKE DETECTOR UNFIT V-10-197(L)(1)	-
672407	REPAIR PORCH COLUMNS UNFIT V-10-197(G)(7)	- DECAY
672408	REPAIR DEFECTIVE SWITCHES AND/OR OUTLETS TO INCLUDE COVERS UNFIT V-10-197(F)(1)	-
672367	REPLACE BROKEN WINDOW PANES UNFIT V-10-197(B)(4)	-
672368	PROVIDE SAFE STEPS TO SERVE EXITS ENTRANCE UNFIT V-10-197(C)(2)	- @ REAR-SIDE
672371	OTHER UNFIT V-10-197	- PROVIDE WINDOW UNIT @ REAR
672374	REPAIR DEFECTIVE LIGHT FIXTURES UNFIT V-10-197(F)(1)	-
672376	PROVIDE SAFE HANDRAILS TO SERVE EXITS UNFIT V-10-197(C)(2)	- @ FRONT (DECAY)
672380	REPAIR FOUNDATION UNFIT V-10-197(G)(1)	-
672383	REPAIR DEFECTIVE FLOORING UNFIT V-10-197(G)(2)	-
672385	REPAIR HOLES IN WALLS AND CEILINGS UNFIT V-10-197(G)(4)	-
672390	REPAIR OR REPLACE FRONT PORCH RAILINGS UNFIT V-10-197(G)(7)	-

Date: 5/7/2015

Inspection Area SA-15

Assigned Inspector **OLAB**

Case #2010040245 Block2263 Lot102C

Property Address 4640 INDIANA AV

Date of inspection _____

Please inspect this property and indicate whether or not the following conditions still exist: Please return to Candace Dobson within three (3) days of receipt.

____vacant ____ unsecured ____65% violation ____violations corrected _____violations exist

Please identify any violations that have been corrected and write completed on the exhibit A code deficiencies sheet below:

CODE DEFICIENCIES - EXHIBIT A

**CASE NO: 2010040245
CONSERVATION OFFICER:**

NEIGHBORHOOD

Ola Brown - (336)734-1260

4640 INDIANA AV

<u>VIOL NBR</u>	<u>VIOLATION DESCRIPTION</u>	<u>STATUS/ORDINANCE</u>
-----------------	------------------------------	-------------------------

672396	PROVIDE R-19 CEILING INSULATION	-
	UNFIT V-10-197(I)	

672400	PROVIDE OPERABLE SMOKE DETECTOR	-
	UNFIT V-10-197(L)(1)	

672407	REPAIR PORCH COLUMNS	- DECAY
	UNFIT V-10-197(G)(7)	

672408	REPAIR DEFECTIVE SWITCHES AND/OR OUTLETS TO INCLUDE COVERS	-
	UNFIT V-10-197(F)(1)	

672367	REPLACE BROKEN WINDOW PANES	-
	UNFIT V-10-197(B)(4)	

672368	PROVIDE SAFE STEPS TO SERVE EXITS	- @ REAR-SIDE ENTRANCE
	UNFIT V-10-197(C)(2)	

672371	OTHER	- PROVIDE WINDOW UNIT @ REAR
	UNFIT V-10-197	

C-4. DRAFT

672374 REPAIR DEFECTIVE LIGHT FIXTURES -
UNFIT V-10-197(F)(1)

672376 PROVIDE SAFE HANDRAILS TO SERVE EXITS - @ FRONT (DECAY)
UNFIT V-10-197(C)(2)

672380 REPAIR FOUNDATION -
UNFIT V-10-197(G)(1)

672383 REPAIR DEFECTIVE FLOORING -
UNFIT V-10-197(G)(2)

672385 REPAIR HOLES IN WALLS AND CEILINGS -
UNFIT V-10-197(G)(4)

672390 REPAIR OR REPLACE FRONT PORCH RAILINGS -
UNFIT V-10-197(G)(7)

CITY OF WINSTON-SALEM
COMMUNITY & BUSINESS DEVELOPMENT DEPT.
(336) 727-8000

STUART MUNICIPAL BUILDING
100 E. FIRST ST., SUITE 423
WINSTON-SALEM, NC 27101

7/10/2013

GEORGE RICHARDSON
2505 LEWIS ST
WINSTON-SALEM, NC 27107

Re: Condemnation of Dwelling at 4640 INDIANA AV
Tax Block 2263 Lot(s) 102C File No. 2010040245

Dear: GEORGE RICHARDSON:

You are hereby advised that on June 17, 2013, the Winston-Salem City Council adopted an Ordinance ordering the repair or demolition of the above reference dwelling within ninety (90) days from said date. A copy of the Ordinance is enclosed herein.

You are further advised that if the subject dwelling is not demolished within the above time frame, a public officer of the City of Winston-Salem will cause said dwelling to be demolished and a lien for said cost, less the proceeds from the sale of salvageable materials, will be assessed against your property. **Before the subject property is demolished you will have an opportunity to remove any and all personal property, fixtures or appurtenances found in or attached to the dwelling; however, this removal effort must be completed within fifteen (15) days of the expiration of the aforementioned 90 day demolition period. This is the only notice you will receive regarding your right to remove any and all personal property, fixtures or appurtenances found in or attached to the dwelling prior to demolition by the City or contractors retained by the City. To the extent there are any salvageable materials remaining in or attached to the subject property, said items will be subject to sale in accordance with Chapter 10, Article V of the City Code.**

Should you have any questions, please do not hesitate to call me at (336) 734-1257.

Very truly yours,

Bruce Bailiff

Bruce Bailiff
Housing Conservation Administrator

Enclosure

cc:

CODE DEFICIENCIES - EXHIBIT A

**CASE NO: 2010040245
CONSERVATION OFFICER:**

NEIGHBORHOOD

Ola Brown - (336)734-

**1260
4640 INDIANA AV**

<u>VIOL NBR</u>	<u>VIOLATION DESCRIPTION</u>	<u>STATUS/ORDINANCE</u>
672396	PROVIDE R-19 CEILING INSULATION UNFIT V-10-197(I)	-
672400	PROVIDE OPERABLE SMOKE DETECTOR UNFIT V-10-197(L)(1)	-
672407	REPAIR PORCH COLUMNS UNFIT V-10-197(G)(7)	- DECAY
672408	REPAIR DEFECTIVE SWITCHES AND/OR OUTLETS TO INCLUDE COVERS UNFIT V-10-197(F)(1)	-
672367	REPLACE BROKEN WINDOW PANES UNFIT V-10-197(B)(4)	-
672368	PROVIDE SAFE STEPS TO SERVE EXITS ENTRANCE UNFIT V-10-197(C)(2)	- @ REAR-SIDE
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672374	REPAIR DEFECTIVE LIGHT FIXTURES UNFIT V-10-197(F)(1)	-
672376	PROVIDE SAFE HANDRAILS TO SERVE EXITS UNFIT V-10-197(C)(2)	- @ FRONT (DECAY)
672380	REPAIR FOUNDATION UNFIT V-10-197(G)(1)	-
672383	REPAIR DEFECTIVE FLOORING UNFIT V-10-197(G)(2)	-
672385	REPAIR HOLES IN WALLS AND CEILINGS UNFIT V-10-197(G)(4)	-

672390 REPAIR OR REPLACE FRONT PORCH RAILINGS - UNFIT V-10-
197(G)(7)

CITY OF WINSTON-SALEM
COMMUNITY & BUSINESS DEVELOPMENT DEPT.
(336) 727-8000

STUART MUNICIPAL BUILDING
100 E. FIRST ST., SUITE 423
WINSTON-SALEM, NC 27101

12/9/2014

GEORGE RICHARDSON
2505 LEWIS ST
WINSTON-SALEM, NC 27107

**RE: Condemnation of Dwelling at 4640 INDIANA AV
Tax Block 2263, Lot 102C, File # 2010040245**

Dear GEORGE RICHARDSON:

You are here hereby advised that on June 17, 2013, the Winston-Salem Council of the City of Winston-Salem adopted an Ordinance ordering the demolition of the above referenced structure within ninety (90) days from said date. A copy of the Ordinance is enclosed herein.

Because you have failed to demolish said dwelling within the prescribed time period, the city will proceed to demolish said dwelling pursuant to the ordinance adopted by the Council. You are hereby advised to remove any and all articles of personal property, fixtures or appurtenances found in or attached to the aforementioned dwelling within fifteen (15) days of receipt of this notice. If you fail to remove said items, they shall be deemed abandoned and shall be subject to sale by the City in accordance with Section 10-203(g) of the City Code. The dwelling will then be demolished and the cost of the demolition, less the proceeds from the sale, will be placed against the property.

Should you have any questions, please do not hesitate to call me at (336) 734-1272.

Very truly yours,

Stephanie M. Stimpson

Stephanie M. Stimpson
Acting Housing Conservation Administrator

cc:

CODE DEFICIENCIES - EXHIBIT A

CASE NO: 2010040245
 CONSERVATION OFFICER:

NEIGHBORHOOD

Ola Brown - (336)734-

1260
 4640 INDIANA AV

<u>VIOL NBR</u>	<u>VIOLATION DESCRIPTION</u>	<u>STATUS/ORDINANCE</u>
672396	PROVIDE R-19 CEILING INSULATION UNFIT V-10-197(I)	-
672400	PROVIDE OPERABLE SMOKE DETECTOR UNFIT V-10-197(L)(1)	-
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672367	REPLACE BROKEN WINDOW PANES UNFIT V-10-197(B)(4)	-
672368	PROVIDE SAFE STEPS TO SERVE EXITS ENTRANCE UNFIT V-10-197(C)(2)	- @ REAR-SIDE
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672374	REPAIR DEFECTIVE LIGHT FIXTURES UNFIT V-10-197(F)(1)	-
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672380	REPAIR FOUNDATION UNFIT V-10-197(G)(1)	-
672383	REPAIR DEFECTIVE FLOORING UNFIT V-10-197(G)(2)	-
672385	REPAIR HOLES IN WALLS AND CEILINGS UNFIT V-10-197(G)(4)	-

672390 REPAIR OR REPLACE FRONT PORCH RAILINGS -
UNFIT V-10-197(G)(7)

CD-Plus Report - Code Case Images

CODE CASE NBR IMAGE DATE
2010040245 2/25/2013

IMAGE DESCRIPTION

4640 Indiana Avenue



CODE CASE NBR IMAGE DATE
2010040245 2/25/2013

IMAGE DESCRIPTION

4640 Indiana Avenue



CODE CASE NBR IMAGE DATE
2010040245 2/25/2013

IMAGE DESCRIPTION

4640 Indiana Avenue



C-4. DRAFT

CODE CASE NBR IMAGE DATE
2010040245 2/25/2013

IMAGE DESCRIPTION

4640 Indiana Avenue



CODE CASE NBR IMAGE DATE
2010040245 2/25/2013

IMAGE DESCRIPTION

4640 Indiana Avenue



CODE CASE NBR IMAGE DATE
2010040245 2/25/2013

IMAGE DESCRIPTION

4640 Indiana Avenue



CODE CASE NBR IMAGE DATE
2010040245 3/19/2013

IMAGE DESCRIPTION

DESCRIPTION FOR 108_6458[1].JPG



CODE CASE NBR IMAGE DATE
2010040245 3/19/2013

IMAGE DESCRIPTION

DESCRIPTION FOR 108_6459[1].JPG



CODE CASE NBR IMAGE DATE
2010040245 3/19/2013

IMAGE DESCRIPTION

DESCRIPTION FOR 108_6457[1].JPG



C-4. DRAFT

CODE CASE NBR IMAGE DATE
2010040245 11/15/2013

IMAGE DESCRIPTION

DESCRIPTION FOR DSC01968.JPG



CODE CASE NBR IMAGE DATE
2010040245 11/15/2013

IMAGE DESCRIPTION

DESCRIPTION FOR DSC01970.JPG



CODE CASE NBR IMAGE DATE
2010040245 11/15/2013

IMAGE DESCRIPTION

DESCRIPTION FOR DSC01969.JPG



CODE CASE NBR IMAGE DATE
2010040245 12/11/2013

IMAGE DESCRIPTION

DESCRIPTION FOR DSC02367.JPG



CODE CASE NBR IMAGE DATE
2010040245 12/11/2013

IMAGE DESCRIPTION

DESCRIPTION FOR DSC02371.JPG



CODE CASE NBR IMAGE DATE
2010040245 12/11/2013

IMAGE DESCRIPTION

DESCRIPTION FOR DSC02368.JPG



C-4. DRAFT

CODE CASE NBR IMAGE DATE
2010040245 12/11/2013

IMAGE DESCRIPTION

DESCRIPTION FOR DSC02369.JPG



CODE CASE NBR IMAGE DATE
2010040245 12/11/2013

IMAGE DESCRIPTION

DESCRIPTION FOR DSC02370.JPG



CODE CASE NBR IMAGE DATE
2010040245 1/10/2014

IMAGE DESCRIPTION

DESCRIPTION FOR DSC02566.JPG



CODE CASE NBR IMAGE DATE
2010040245 1/10/2014

IMAGE DESCRIPTION

DESCRIPTION FOR DSC02565.JPG



CODE CASE NBR IMAGE DATE
2010040245 7/27/2015

IMAGE DESCRIPTION



CODE CASE NBR IMAGE DATE
2010040245 7/27/2015

IMAGE DESCRIPTION



C-4. DRAFT

CODE CASE NBR IMAGE DATE
2010040245 7/27/2015

IMAGE DESCRIPTION



CODE CASE NBR IMAGE DATE
2010040245 7/27/2015

IMAGE DESCRIPTION



City Council – Action Request Form																											
Date:	May 16, 2016																										
To:	The City Manager																										
From:	Jerry Bates, Purchasing Director																										
Council Action Requested:																											
Adoption of Resolution Rejecting All Bids for Fire Stations 7 (West Ward) and 9 (Northeast Ward) Renovations.																											
Summary of Information:																											
<p>Bids were scheduled to be received March 22, 2016, for Fire Stations 7 and 9 renovations. North Carolina General Statute (N.C.G.S.) 143-132(a) requires a minimum of three bids for formal construction and repair contracts; however, only one bid was offered. Therefore, as authorized by N.C.G.S. 143-129, the project was readvertised and bids were then opened on March 31, 2016.</p> <p>Project scope at Fire Station 7 included adding a double engine bay, a new access driveway and parking, convert existing engine bay into living quarters, and making other facility renewal updates. Project scope at Fire Station 9 included adding a single engine bay with new access driveway, convert existing engine bay into living quarters, and making other facility renewal updates. The following bids were received:</p> <table border="0" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 35%;"></th> <th style="width: 25%; text-align: center;"><u>City/State</u></th> <th style="width: 20%; text-align: center;"><u>Base Bid</u></th> <th style="width: 20%; text-align: center;"><u>Total of Add Alternates</u></th> </tr> </thead> <tbody> <tr> <td>J.G. Coram Co., Inc.</td> <td style="text-align: center;">Mount Airy, NC</td> <td style="text-align: right;">\$2,684,850</td> <td style="text-align: right;">\$276,151</td> </tr> <tr> <td>Hayco Construction, LLC</td> <td style="text-align: center;">Pilot Mountain, NC</td> <td style="text-align: right;">3,344,626</td> <td style="text-align: right;">468,600</td> </tr> <tr> <td>R.P. Murray, Inc.</td> <td style="text-align: center;">Kernersville, NC</td> <td style="text-align: right;">3,392,000</td> <td style="text-align: right;">602,762</td> </tr> <tr> <td>Wishon & Carter Builders, Inc.</td> <td style="text-align: center;">Yadkinville, NC</td> <td style="text-align: right;">3,496,440</td> <td style="text-align: right;">402,557</td> </tr> <tr> <td>K.M.D. Construction, LLC</td> <td style="text-align: center;">Salisbury, NC</td> <td style="text-align: right;">3,554,250</td> <td style="text-align: right;">58,494</td> </tr> </tbody> </table> <p>The low bidder, J.G. Coram Co., Inc., has agreed to subcontract goals less than those established for this project of 10% with minority-owned businesses and 10% with women-owned businesses; therefore, pursuant to the City’s M/WBE Policy, the Internal M/WBE Committee reviewed all documentation and the Citizen's M/WBE Advisory Committee met on April 26, 2016, to review and consider all documentation of the bidder's good faith efforts, a summary of which is attached to the resolution. Both committees determined that the bidder did not make necessary good faith efforts to achieve the established project goals.</p>					<u>City/State</u>	<u>Base Bid</u>	<u>Total of Add Alternates</u>	J.G. Coram Co., Inc.	Mount Airy, NC	\$2,684,850	\$276,151	Hayco Construction, LLC	Pilot Mountain, NC	3,344,626	468,600	R.P. Murray, Inc.	Kernersville, NC	3,392,000	602,762	Wishon & Carter Builders, Inc.	Yadkinville, NC	3,496,440	402,557	K.M.D. Construction, LLC	Salisbury, NC	3,554,250	58,494
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Committee Action:																											
Committee		Action																									
For		Against																									
Remarks:																											

C-5. DRAFT

Should the Council agree with the findings of the Internal M/WBE Committee, the Citizen's M/WBE Advisory Committee, and that all remaining bids substantially exceeded the construction estimate of \$2,577,772 for this project, it is recommended that all bids for this project be rejected.

M/WBE comment: This project was advertised on the City's website and iSQFT electronic plan room, with 52 general contractors, including four minority and four woman owned contractors, directly notified of this opportunity. No M/WBE contractors submitted a bid.

**RESOLUTION REJECTING ALL BIDS FOR
FIRE STATIONS 7 AND 9 RENOVATIONS**

WHEREAS, bids were scheduled to be received at 3:00 p.m., Tuesday, March 22, 2016, for Fire Stations 7 and 9 renovations but only one bid was offered; and

WHEREAS, N.C.G.S. 143-132(a) requires a minimum of three bids for formal construction and repair contracts and N.C.G.S. 143-129 authorizes the project to be readvertised; and

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 3:00 p.m., Thursday, March 31, 2016, for Fire Stations 7 and 9 renovations and the following bids were received:

	<u>City/State</u>	<u>Base Bid</u>	<u>Total of Add Alternates</u>
J.G. Coram Co., Inc.	Mount Airy, NC	\$2,684,850	\$276,151
Hayco Construction, LLC	Pilot Mountain, NC	3,344,626	468,600
R.P. Murray, Inc.	Kernersville, NC	3,392,000	602,762
Wishon & Carter Builders, Inc.	Yadkinville, NC	3,496,440	402,557
K.M.D. Construction, LLC	Salisbury, NC	3,554,250	58,494

WHEREAS, the low bidder, J.G. Coram Co., Inc., agreed to M/WBE subcontract goals other than those established for this project; and

WHEREAS, the City’s Internal M/WBE Committee and the Citizen's M/WBE Advisory Committee met to consider the bidder's good faith efforts and both committees determined that the bidder did not make necessary good faith efforts to achieve the goals established for this project; and

WHEREAS, all remaining bids substantially exceeded the construction estimate of \$2,577,772 for this project; and

C-5. DRAFT

WHEREAS, it is the recommendation of the Finance Committee that a contract for Fire Stations 7 and 9 renovations not be awarded and that all bids be rejected.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that a contract for Fire Stations 7 and 9 renovations will not be awarded and that all bids be rejected.

M/WBE COMMENTS
CONTRACT: Fire Station 7 & 9
General Contractor: J.G. Coram Company, Inc.

The established M/WBE participation goals for this contract were MBE 10%, WBE 10%. The apparent lowest bidder, J.G. Coram Company, Inc. failed to meet the established goals; therefore, they have submitted documentation or responded to the following good faith criteria outlining their efforts to meet the goal. The criteria and their responses are as follows:

Awarded/Possible Points

- (a) Attending pre-solicitation or pre-bid meetings that are scheduled by the City to inform M/WBEs of contracting, subcontracting and supply opportunities.

A company representative did attend the pre-bid conference.

10/10 points

- (b) Advertising in general circulation, trade association, and minority-focus media concerning subcontracting opportunities.

The company did not advertise in three of the required media sources.

11/15 points

(c) Submit copies of solicitations for quotes to at least three (3) minority business firms from the source list provided by the Owner for each subcontract to be let under this contract. Each solicitation shall contain a specific description of the work to be subcontracted, location where bid documents can be reviewed, representative of the prime bidder to contact, and location, date and time when quotes must be received. Solicitation was made at least 10 days before bids were due.

They provided a bid solicitation letter that listed where the plans can be found, their address, contact person, and phone number.

12/15 points

- (d) Submit a copy of a telephone log listing follow-up calls to each firm sent a solicitation.

The company did not provide follow up documentation in the form of a phone log to M/WBE firms.

1/10 points

- (e) Identifying and selecting portions of the work to be performed by M/WBEs in order to increase the likelihood of M/WBE participation (including where appropriate, breaking down contracts into economically feasible units to facilitate M/WBE participation).

The company identified the portions of work to be performed by MWBE's by including subcontracting opportunities through a shared file.

12/15 points

C-5. DRAFT

- (f) Providing interested M/WBEs with equal access to specifications, plans, and requirements of the contract.

The company sent solicitation letters via e-mail. 10/10 points

- (g) Negotiating fairly with interested M/WBEs. For subcontracts where a minority business firm is not considered the lowest responsible sub-bidder, submit copies of quotes received from all firms submitting quotes for that particular subcontract.

The company did not provide sufficient evidence to support that they received quotes from interested M/WBEs. 11/25 points

- (h) Using the services of the City of Winston-Salem or correspondence with minority business, community, or contractor organizations utilized in an attempt to meet the goal.

The company used the City of Winston M/WBE HUB Directory, the State of NC HUB directory. 10/10 points

- (i) Assisting minority businesses in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letter of credit, including waiving credit that is ordinarily required.

The company did not offer assistance in this area. 2/20 points

- (j) Providing assistance in obtaining required bonding or insurance or providing alternatives to bonding or insurance for subcontractors.

This assistance was not offered. 4/25 points

- (k) Did the company offer to joint venture or partner with MWBE firms?

The opportunity was not offered. 1 /10 points

- (l) Provide quick pay agreements and policies to enable minority contractors and suppliers to meet cash flow demands.

Quick pay agreements were not offered. 1/15 points

The City's Good Faith Effort Committee reviewed the documentation on **April 26, 2016** and found that JG Coram Company, Inc. did not demonstrate a Good Faith Effort to meet the recommended goals for **the Fire Station 7 and 9 Project**. The company accumulated an average score of **71 points out of the possible 180**. **Not meeting the 115 required point criteria** to reflect that they demonstrated a Good Faith Effort.

C-6. DRAFT

All remaining bids received exceeded the dollar threshold which requires Performance and Payment Bonds per N.C.G.S. 44A-26 and the establishment of M/WBE subcontracting goals for construction/repair projects costing \$300,000 or more per N.C.G.S. 143-128.2.

It is recommended that all bids for the Sprayground at Reynolds Park Pool and Sedge Garden Park be rejected and rebid in accordance with the statutory requirements.

M/WBE comment: Notices of this opportunity were sent to 36 general contractors, including four minority and three woman-owned general contractors. Construction Concepts and Design, Inc. and W.C. Construction Co., LLC are minority-owned businesses. DreamBuilt Construction, Inc. is a woman-owned businesses.

**RESOLUTION REJECTING ALL BIDS FOR
SPRAYGROUNDS AT REYNOLDS PARK POOL AND SEDGE GARDEN PARK**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 2:00 p.m., Thursday, April 21, 2016, for construction of spraygrounds at Reynolds Park Pool and Sedge Garden Park; and the following bids for each park location were received:

Reynolds Park Pool

	<u>City/State</u>	<u>Base Bid</u>
Construction Concepts and Design, Inc.	Winston-Salem, NC	\$223,900
DreamBuilt Construction, Inc.	Advance, NC	314,575

Sedge Garden Park

	<u>City/State</u>	<u>Base Bid</u>
Construction Concepts and Design, Inc.	Winston-Salem, NC	\$207,000
W.C. Construction Co., LLC	Winston-Salem, NC	336,545
DreamBuilt Construction, Inc.	Advance, NC	346,150

WHEREAS, the low bidder for each project location, Construction Concepts and Design, Inc., failed to include pricing in each bid for the Vortex interactive water play features for spraygrounds as required in the bid specifications; therefore their bid may not be considered for award and rejected as non-responsive for failing to meet the project specifications; and

WHEREAS, all remaining bids received exceeded the dollar threshold which requires Performance and Payment Bonds per N.C.G.S. 44A-26 and the establishment of M/WBE subcontracting goals for construction/repair projects costing \$300,000 or more per N.C.G.S. 143-128.2; and

WHEREAS, it is the recommendation of the Finance Committee that all bids for the sprayground at Reynolds Park Pool and at Sedge Garden Park be rejected and rebid in accordance with the statutory requirements.

C-6. DRAFT

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that that all bids for the sprayground at Reynolds Park Pool and Sedge Garden Park be rejected and rebid in accordance with the statutory requirements.

City Council – Action Request Form	
Date:	May 16, 2016
To:	The City Manager
From:	Jerry Bates, Purchasing Director
Council Action Requested:	
Adoption of Resolution Awarding Purchase Order for a Fire Pumper Truck.	
Summary of Information:	
<p>Winston-Salem Fire Department has the need to purchase one fire pumper truck. The new truck will replace truck #17, a 1995 HME/Quality pumper with 162,135 miles and has amounted \$220,371 of repair and maintenance costs over its life. On August 13, 2015, Houston-Galveston Alliance Cooperative received bids for fire service apparatus and The Sutphen Corporation has been awarded competitive bid contract #FS12-15 product code DDC04 specifications for this equipment and offers the fire pumper truck at a cost of \$521,424.65.</p> <p>N.C.G.S. 143-129(e)(3) authorizes “purchases made through a competitive bidding group purchasing program, which is a formally organized program that offers competitively obtained purchasing products and services at discount prices to two or more public agencies.”</p> <p>It is recommended that a purchase order be awarded to The Sutphen Corporation for the purchase of one fire pumper truck per bid contract #FS12-15 product code DDC04 specifications in the total amount of \$521,424.65. This recommendation is in accordance with N.C.G.S. 143-129(e)(3).</p> <p>The City’s FY 2015-16 capital equipment budget includes \$570,000 for this purchase which will be financed through the North Carolina Municipal Leasing Corporation. Funding for the lease payments is available in the General Fund FY 2015-16 budget.</p> <p>M/WBE comment: There are no known area minority or woman-owned companies that sell this equipment.</p> <p>Workforce Demographics: See Exhibit A</p>	
Committee Action:	
Committee	Action
For	Against
Remarks:	

**RESOLUTION AWARDING PURCHASE ORDER
FOR A FIRE PUMPER TRUCK**

WHEREAS, Winston-Salem Fire Department (WSFD) has the need to purchase one fire pumper truck to replace truck #17, a 1995 HME/Quality pumper with 162,135 miles and has amounted \$220,371 of repair and maintenance costs over its life; and

WHEREAS, on August 13, 2015, Houston-Galveston Alliance Cooperative (HGAC) received bids for fire service apparatus and The Sutphen Corporation has been awarded competitive bid contract #FS12-15 product code DDC04 specifications for this equipment and offers the fire pumper truck at a cost of \$521,424.65; and

WHEREAS, N.C.G.S. 143-129(e)(3) authorizes “purchases made through a competitive bidding group purchasing program, which is a formally organized program that offers competitively obtained purchasing products and services at discount prices to two or more public agencies”; and

WHEREAS, it is the recommendation of the Finance Committee that a purchase order be awarded to The Sutphen Corporation for one fire pumper truck per bid contract #FS12-15 product code DDC04 specifications in the total amount of \$521,424.65.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that a purchase order is hereby awarded to The Sutphen Corporation for one fire pumper truck per bid contract #FS12-15 product code DDC04 specifications in the total amount of \$521,424.65, and that the bid specifications, the company’s proposal, and the City’s purchase order will constitute the contract.

BE IT FURTHER RESOLVED that award of this purchase order constitutes a preliminary determination as to the qualifications of the bidders. The City is not legally bound to perform the purchase order until the purchase order is duly executed by the City.

C-7. DRAFT

BE IT FURTHER RESOLVED that the purchase is included in the FY 2015-16 capital budget and will be financed through the North Carolina Municipal Leasing Corporation with funding for the lease payments available in the FY 2015-16 General Fund budget.

BE IT FURTHER RESOLVED that the City may reimburse itself for the capital expenditures identified herein with the proceeds from the sale of debt obligations.

Exhibit A

Project/Bid Description: Contract for Fire Pumper Truck

Bidder's Company Name: The Sutphen Corporation

City/State: Dublin, OH

WORKFORCE DEMOGRAPHICS

Gender		Race/Ethnic Identification					Total
Male	Female	White	African-American	Hispanic	Asian	American	
<u>224</u>	<u>22</u>	<u>234</u>	<u>2</u>	<u>0</u>	<u>1</u>	<u>0</u>	<u>246</u>

	% of Total	91.1%	8.9%	95.1%	0.8%	0.0%	0.4%	0.0%
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The above demographic data is provided to reflect generally the company's efforts to achieve diversity in the workplace in compliance with the applicable equal employment opportunity laws; however, this information is not dispositive of such and may not be used as the basis for awarding or rejecting a bid contract.

City Council – Action Request Form

Date: April 27, 2016

To: The City Manager

From: Derwick L. Paige, Assistant City Manager

Council Action Requested:

Approve modifications to request for financial assistance from Wexford Science & Technology (Wexford) for the Bailey Power Plant Redevelopment under the Downtown Development provisions (N.C.G.S. 160A-458.3)

Summary of Information:

In December 2015, the Mayor and City Council approved a request for \$3,000,000 financial assistance from Wake Forest Innovation Quarter (WFIQ) and Wexford for the redevelopment of the 60s Buildings in the Central Business District of downtown Winston-Salem (“CBD”), and the proposed redevelopment of the Bailey Power Plant (also in the CBD) into a mixed used facility which will include amenities such as restaurants, office, laboratory space, research and development space, entertainment space, open and public access space and small suites designated as innovation centers to support minority business initiatives and encourage early and growth-stage entrepreneurial endeavors (collectively “Bailey Power Plant”). This assistance was approved pursuant to N.C.G.S. 160A-458.3.

As the legal documents were being prepared, two minor issues have been identified that require the Mayor and City Council’s approval.

- 1) **Ownership.** WFIQ has sold the property to Wexford so WFIQ will no longer be part of the downtown development agreement. As Wexford has demonstrated their ability to perform in this market, this modification should not have any adverse impact on the project. The attached resolution clarifies that Wexford or its designated developer entity can receive the assistance rather than Wexford and WFIQ.

- 2) **Timing.** The original authorization did not address how to deal with the timing of assistance payments because this project involves two separate facilities with different construction timelines. The estimated construction timelines for those facilities have not changed, but clarification is needed to address this issue. As proposed, the 60s Buildings will be completed in 2016 and become taxable in 2017 with a guaranteed taxability period of seven years. However, Bailey Power Plant likely will not be completed until

Committee Action:

Committee		Action	
For		Against	
Remarks:			

2017 and may not be fully taxable until 2019. As a result, the proposed assistance to Wexford would be adversely impacted because, as approved, the total assistance was being paid over a 10-year period after completion of the project; thus, up to two years’ payments based upon the 60s Buildings could be lost since it will be completed sooner, which was not the intent of the original authorization. The attached resolution modifies the payment schedule so there is a 7-year payment schedule on the 60s Buildings and a 10-year payment schedule on Bailey Power Plant. It is anticipated that the schedules will overlap for 5 years. This modification does not change the total assistance that was previously authorized, but it allows a longer period of time over which to spread the total incentive.

By way of example, the annual installment payments for Years 1 and 2 will be lower because they will be based on the completion of the 60s Buildings, which comprise part of the overall combined project. Years 3 through 7 will have the highest annual installment amounts because they will be based on both the 60s Buildings and the Bailey Power Plant since they will both be complete and taxable during that period. Lastly, Years 8-12 will result in lower annual installment payments because those amounts will be based on Bailey Power Plant alone, as the 60s Buildings may not be taxable during those years:

Year 1:	\$ 146,667 (60s Buildings)
Year 2:	\$ 146,667 (60s Buildings)
Year 3:	\$ 344,000 (60s Buildings + Bailey Power)
Year 4:	\$ 344,000 (60s Buildings + Bailey Power)
Year 5:	\$ 344,000 (60s Buildings + Bailey Power)
Year 6:	\$ 344,000 (60s Buildings + Bailey Power)
Year 7:	\$ 344,000 (60s Buildings + Bailey Power)
Year 8:	\$ 197,333 (Bailey Power)
Year 9:	\$ 197,333 (Bailey Power)
Year 10:	\$ 197,333 (Bailey Power)
Year 11:	\$ 197,333 (Bailey Power)
Year 12:	\$ 197,333 (Bailey Power)

TOTAL: not to exceed \$3,000,000.00

A third modification also is being requested by Wexford.

- 3) **Catch-up provision.** Under this provision, if the taxable valuable on the completed project is less than anticipated in a particular year, then the annual incentive payment would be proportionately reduced. However, Wexford is requesting a “catch-up” provision for the 60s Buildings and Bailey Power Plant, which would allow for the assistance payments to be increased proportionately in subsequent years if the tax value exceeds the anticipated minimum tax value, except such amount shall in no event exceed the total financial assistance of \$3,000,000 approved by the Mayor and City Council. To be eligible for this provision, the applicable property still would have to be taxable, or a payment in lieu of taxes equal to the full City tax increment would have to be paid. This modification does not change the total assistance previously authorized the Mayor and City Council. The attached resolution also authorizes this modification.

RESOLUTION AUTHORIZING MODIFICATIONS TO REQUEST FOR FINANCIAL ASSISTANCE FROM WEXFORD SCIENCE & TECHNOLOGY (WEXFORD) FOR THE BAILEY POWER PLANT REDEVELOPMENT UNDER THE DOWNTOWN DEVELOPMENT PROVISIONS (N.C.G.S. 160A-458.3)

WHEREAS, in December 2015, the Mayor and City Council approved a request for \$3,000,000 financial assistance from Wake Forest Innovation Quarter (WFIQ) and Wexford for the redevelopment of the 60s Buildings and the Bailey Power Plant, both in the Central Business District of downtown Winston-Salem; and

WHEREAS, three issues that do not impact the City's overall financial commitment to the project have been identified that require the Mayor and City Council's approval; and

WHEREAS, the City of Winston-Salem supports this project because of the public benefit created for its citizens; and

WHEREAS, this project also is supported by the Downtown Plan, The Legacy Comprehensive Plan, and the City of Winston-Salem Strategic Plan.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Winston-Salem, upon the recommendation of the Finance Committee, that pursuant to N.C.G.S. 160A-458.3, the City shall provide up to \$3,000,000 for building & site improvements and renovation, and green/open space development not reimbursed by Forsyth County as part of the old Bailey Power Plant development project with the first annual payment being made on or about July 1 following the first year that the property taxes have been paid on the completed redevelopment project.

BE IT FURTHER RESOLVED, that the City's participation is contingent upon equal participation by Forsyth County and the combined projects (Bailey Power Plant and the 60s Buildings) having a total investment of at least \$150,000,000.

BE IT FURTHER RESOLVED, that contingent upon the combined projects described above having a total investment of at least \$150,000,000 that the following modifications are authorized:

- 1) **Ownership.** Wexford or its designated developer entity will receive the assistance rather than Wexford and WFIQ.
- 2) **Timing.** The payment schedule is modified so there is a 7-year payment schedule on the 60s Buildings and a 10-year payment schedule on Bailey Power Plant.
- 3) **Catch-up provision.** A “catch-up” provision for the 60s Buildings and Bailey Power Plant is granted, which allows for the assistance payments to be increased proportionately in subsequent years if the tax value exceeds the anticipated minimum tax value, except such amount shall in no event exceed the total financial assistance of \$3,000,000. To be eligible for this provision, the applicable property still would have to be taxable, or a payment in lieu of taxes equal to the full City tax increment would have to be paid.

BE IT FURTHER RESOLVED, that the City Manager and City Attorney are authorized to execute the necessary documents pursuant to review and approval by the City Attorney.

City Council – Action Request Form	
Date:	April 27, 2016
To:	The City Manager
From:	Ben Rowe, Assistant City Manager
Council Action Requested:	
Consideration of Amendments to the FY 15-16 Budget Ordinances for the City of Winston-Salem, North Carolina.	
Summary of Information:	
The proposed amendments to the FY 15-16 budget ordinances authorize adjustments for the following purposes.	
Recreation and Parks Department Technical Adjustment	
<ul style="list-style-type: none"> ○ The Recreation and Parks Department will begin tracking concession sales at Salem Lake using a more standard accounting method. Rather than using a reimbursable account to record both inflows and outflows, the department will begin recognizing revenues and expenses separately, which is more consistent with generally accepted accounting principles. Because of this new accounting method, the proposed amendment appropriates \$45,000 in expenses to vendors and this will be covered by recognizing that same amount in operating revenues. This amendment has no net effect on the general fund and does not change operations. 	
Committee	Action
For	Against
Remarks:	

Appropriation of Grants and Other Revenues Received

- In February, the Mayor and City Council authorized the City's application for a 2016 Clean Fuel Advanced Technology (CFAT) grant through the North Carolina Clean Energy Technology Center at North Carolina State University. City staff recently received notification that the City's application has been approved for funding.

The grant award of \$69,960 would fund two projects—an alternative fuel vehicle conversion project and expansion of the City's electric vehicle (ev) service equipment. Through the first project, the City would convert nine Ford 150's in the current City fleet from single-fuel, gasoline to bi-fuel vehicles operating primarily on propane after their conversion. Once completed, these vehicles would produce somewhere between 12-15% less greenhouse gas emissions and displace over 4,240 gallons of gasoline out of the City's fuel operations annually. The second project would expand the current platform of two EV charging stations to five stations. The new locations would target the Central Business District, West End, and the area surrounding Hanes Mall. The benefit of all-electric vehicles is the zero-emissions at the tailpipe.

The grant would require a local match of \$17,490, which would be appropriated from general fund balance. The proposed amendment appropriates the grant award of \$69,960, along with the local match, for a total budget of \$87,450.

Tree Well Fencing in the Downtown Winston-Salem Business Improvement District

- The FY 2015-16 work plan for the Downtown Winston-Salem Business Improvement District included funds for the installation of tree well fencing in the Enhanced Physical Appearance area. The Downtown Winston-Salem Partnership has worked with the Vegetation Management Division of the Property and Facilities Management Department to identify the locations for tree well fencing along Fourth Street between Marshall Street and Liberty Street. The specific locations are attached. The proposed amendment appropriates \$78,000 in reserves from the Downtown Winston-Salem Business Improvement District Fund for this project. The FY 2016-17 work plan will include identification of other sites within the business improvement district for additional tree well fencing locations.

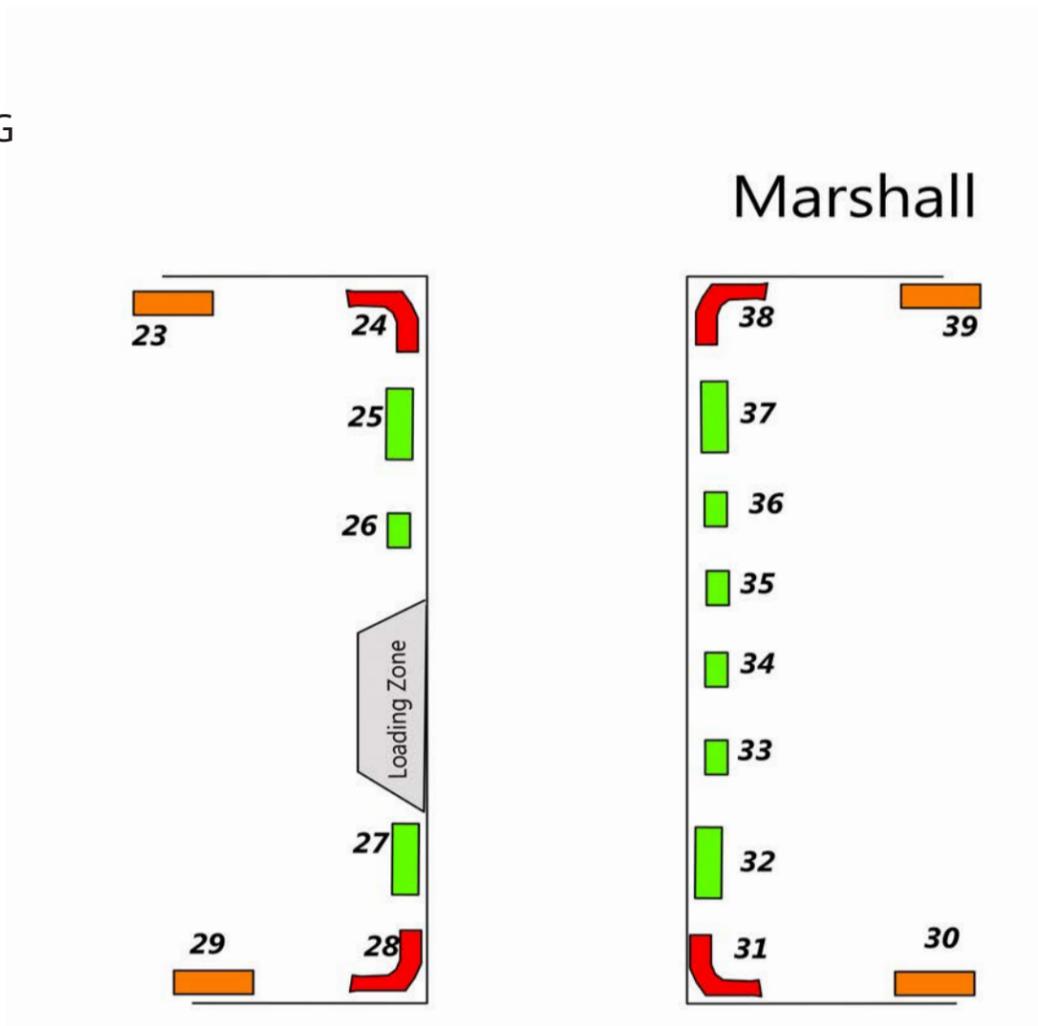
Business 40 Betterments

- On October 26, 2015, the Mayor and City Council approved the appropriation of contributions from the Creative Corridors Coalition and City capital reserves to

provide local matching funds for two Congestion Mitigation and Air Quality (CMAQ) grants for the Business 40 Multi-Use Path. The project budget ordinance adopted at that time created an available balance of \$423,600 that Council chose not to appropriate. This appearance of a positive balance created questions for NCDOT. The proposed amendment replaces \$423,600 of the capital reserves appropriation with previously appropriated general obligation bond funds.

TREE WELL FENCING DOWNTOWN WINSTON-SALEM

- DO NOTHING
- BRICK OVER
- ADD TREE FENCING



Trade

Liberty

**ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY
ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA
FOR THE FISCAL YEAR 2015-2016**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Annual Appropriation and Tax Levy Ordinance for the Fiscal Year 2015-2016 be amended to cover changes in the following funds as described herein.

SECTION 1. That the Annual Appropriation and Tax Levy Ordinance of the City of Winston-Salem, adopted on June 15, 2015 and amended on August 17, 2015, September 21, 2015, October 26, 2015, November 16, 2015, January 19, 2016, February 15, 2016, March 28, 2016, and April 18, 2016, shall be amended by changing the expenditure appropriations in the following funds.

General Fund

Interdepartmental Services	
Property and Facilities Management	
Transfer to Grants Fund (local match for Clean Fuel Grant)	\$17,490
Recreation and Culture	
Recreation and Parks	
Salem Lake	45,000
Total General Fund Expenditures	\$62,490

Special Revenue Funds

Downtown Winston-Salem Business Improvement District Fund	
Transfer to Capital Projects Fund (Tree Well Fencing)	\$78,000
Total Special Revenue Funds Expenditures	\$78,000

SECTION 2. That the following revenues will be available to meet the above listed appropriations.

General Fund

Fund Balance Appropriation	\$17,490
Concessions (Salem Lake)	45,000
Total General Fund Revenues	\$62,490

Special Revenue Funds

Downtown Winston-Salem Business Improvement District Fund	
Fund Balance Appropriation	\$78,000
Total Special Revenue Funds Revenues	\$78,000

SECTION 3. That this amendment to the Annual Appropriation and Tax Levy Ordinance shall become effective as of the date of adoption.

**ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE
CITY OF WINSTON-SALEM, NORTH CAROLINA
FOR THE FISCAL YEAR 2015-2016**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2015-2016 be amended to cover changes in the following funds as described herein.

SECTION 1. That the Project Budget Ordinance of the City of Winston-Salem, adopted on June 15, 2015 and amended on July 20, 2015, August 17, 2015, September 21, 2015, October 26, 2015, November 16, 2015, December 21, 2015, January 19, 2016, February 15, 2016, March 28, 2016, and April 18, 2016, shall be further amended by changing the expenditure appropriations in the following funds.

Special Revenue Funds

Grants Fund	
General Government Grants	
2016 Clean Fuel Advanced Technology Grant	\$87,450
Total Special Revenue Funds Expenditures	\$87,450

Capital Projects Fund

Transportation Projects	
Business 40 Betterments (local match for CMAQ grant)	-\$423,600
Miscellaneous Citywide Improvements (Sidewalks)	423,600
	<hr/>
	0
Economic Development Projects	
Downtown Tree Well Fencing	78,000
Total Capital Projects Fund Expenditures	\$78,000

SECTION 2. That the following revenues will be available to meet the above listed appropriations.

Special Revenue Funds

Grants Fund	
General Government Grants	
State of North Carolina	\$69,960
Transfer from General Fund	17,490
Total Special Revenue Funds Revenues	\$87,450

Capital Projects Fund

Economic Development Projects	
Transfer from Downtown Winston-Salem Business Improvement District Fund	\$78,000
Total Capital Projects Fund Expenditures	\$78,000

SECTION 3. That this amendment to the Project Budget Ordinance shall become effective as of the date of adoption.

City Council – Action Request Form

Date: May 10, 2016
To: The City Manager
From: Gregory M. Turner, Assistant City Manager

Council Action Requested:

Consideration of items relating to the 28th Street Stormwater Drainage Improvements and Water and Sewer Replacement:

- a) Consideration of a resolution authorizing a change order to Charles D. Lowder Inc. in the amount of \$308,000 for work on the 28th Street stormwater drainage improvements and water and sewer replacement project (Northeast Ward);
- b) Ordinance Amending the Project Budget for the fiscal year 2015-2016 to appropriate funds.

Summary of Information:

On December 14, 2014 City Council awarded a unit price construction contract to Charles D. Lowder Inc. in the estimated amount of \$6,399,703. The purpose of this capital improvement project was to repair, rehabilitate, and/or replace deficient drainage, sewer, and water infrastructure in an area bounded by Indiana Avenue to the north, Liberty Street to the east, 25th Street and Blum Park to the south, and Ivy Avenue to the west. An integral part of the drainage work was the re-purposing of a portion of Blum Park that frequently flooded. This area was converted to a constructed wetland, i.e. a natural stormwater management facility (SMF) that provides flooding attenuation and water quality enhancements.

During the month of October construction was shut down and traffic control was removed in order to minimize traffic conflicts during the the Dixie Classic Fair and Wake Forest sporting events. This suspension required a contractor demobilization and subsequent remobilization. In addition, extra work was required for the contractor to manage known contaminated areas and additional manufactured sand and geotextile fabric was required throughout the project to address unsuitable soils.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

C-10. DRAFT

Based on previous change orders the contract value is \$6,669,703. To cover the cost of the excavation, pipe, material for subgrade, retaining wall and pavement repairs a contract change order of \$308,000 is requested. Approval of the requested change order will adjust the total contract value to \$6,977,703 for Charles D. Lowder Inc.

The attached budget amendment covers the cost of these change orders, as well as the cost for additional engineering, inspection and testing expenses.

**RESOLUTION AUTHORIZING A CHANGE ORDER TO CHARLES D. LOWDER INC.
IN THE AMOUNT OF \$308,000 FOR WORK ON THE 28TH STREET STORMWATER
DRAINAGE IMPROVEMENTS AND WATER AND SEWER REPLACEMENT
PROJECT**

WHEREAS, on December 14, 2014, City Council awarded a unit price construction contract to Charles D. Lowder Inc. in the estimated amount of \$6,399,703 for 28th Street drainage improvements and water and sewer replacement; and

WHEREAS, this drainage improvement and utility replacement project is a unit price contract and the City pays for actual quantities used; and

WHEREAS, during construction, a project shutdown was required to avoid traffic conflicts which required a contractor demobilization and subsequent remobilization; and

WHEREAS, extra work was required for the contractor to manage known contaminated areas and additional manufactured sand and geotextile fabric was required throughout the project to address unsuitable soils.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council that an increase in the purchase order in the amount of \$308,000 is authorized to Charles D. Lowder Inc. for additional quantities of work and additional contract contingency associated with the 28th Street drainage improvements and water and sewer replacement project.

**ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE
CITY OF WINSTON-SALEM, NORTH CAROLINA
FOR THE FISCAL YEAR 2015-2016**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2015-2016 be amended to transfer funds for change orders to the 28th Street Stormwater Drainage Improvements project.

SECTION 1. That the Project Budget Ordinance of the City of Winston-Salem, adopted on June 15, 2015 and amended on July 20, 2015, August 17, 2015, September 21, 2015, October 26, 2015, November 16, 2015, December 21, 2015, January 19, 2016, February 15, 2016, March 28, 2016, and April 18, 2016, shall be further amended by changing the expenditure appropriations in the following funds.

Enterprise Capital Projects Funds

Stormwater Capital Projects Fund	
Stormwater Infrastructure Projects	-\$308,000
28 th Street Stormwater Drainage Improvements	308,000
Total Enterprise Capital Projects Funds Expenditures	\$0

SECTION 2. That this amendment to the Project Budget Ordinance shall become effective as of the date of adoption.

City Council – Action Request Form	
Date:	May 9, 2016
To:	The City Manager
From:	S. Kirk Bjorling, Real Estate Administrator
Council Action Requested:	
Consideration of a Resolution Authorizing the Acceptance by Donation of Surplus Right-of-Way from the North Carolina Department of Transportation (Northwest Ward)	
Summary of Information:	
<p>The North Carolina Department of Transportation (NCDOT) is the owner of surplus right-of-way adjacent to, and north of, US Highway 421/Business 40, between the Northbound Highway 421 exit ramp at First Street and Hawthorne Road. NCDOT has offered to donate to the City a portion of this surplus property on the condition that the City pay for the cost of surveys, recording fees, and relocating the control of access fencing. The City would also have to hold the property in perpetuity and not dispose of it to another entity. The area to be donated consists of approximately 15,004.24 square feet as shown on the attached Exhibit A, and subject to survey. Upon acquisition of the property, the City may choose to lease this property to an adjoining property owner.</p> <p>The attached resolution authorizes the acquisition by donation from NCDOT of 15,004.24 square feet of surplus right-of-way as shown on the attached Exhibit A, and subject to survey.</p>	
Committee Action:	
Committee	Action
For	Against
Remarks:	

**RESOLUTION AUTHORIZING THE ACCEPTANCE BY DONATION OF
SURPLUS RIGHT-OF-WAY FROM THE NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION**

WHEREAS, the North Carolina Department of Transportation (NCDOT) is the owner of surplus right-of-way adjacent to, and north of, US Highway 421/Business 40, between the Northbound Highway 421 exit ramp at First Street and Hawthorne Road; and

WHEREAS, NCDOT has offered to donate to the City a portion of this surplus property on the condition that the City pay the cost of surveys, recording fees, and relocating the control of access fencing; and

WHEREAS, the City would also have to hold the property in perpetuity and not dispose of it to another entity; and

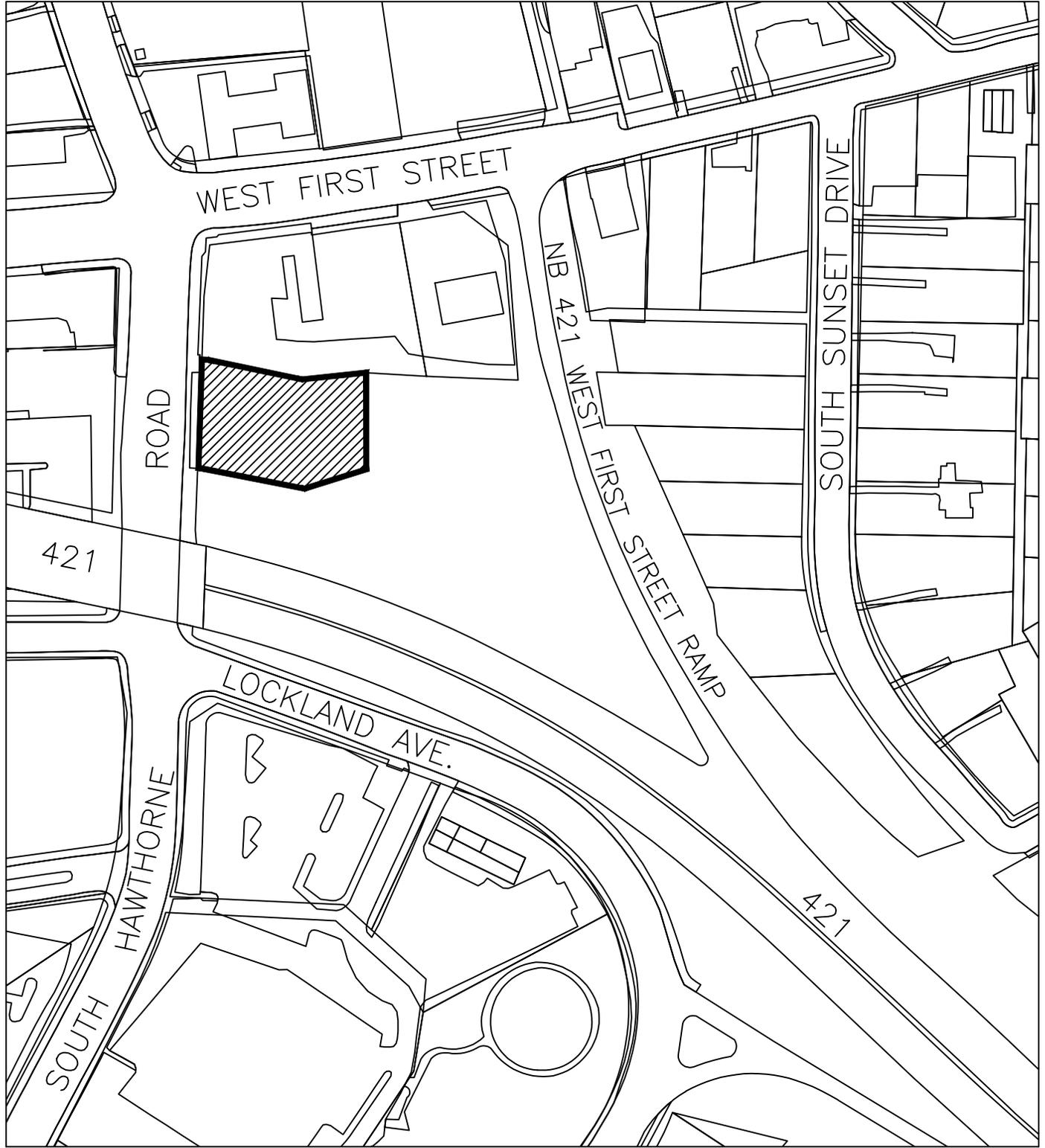
WHEREAS, the area to be donated consists of approximately 15,004.24 square feet as shown on the attached Exhibit A, and subject to survey; and

WHEREAS, upon acquisition of the property, the City may choose to lease this property to an adjoining property owner.

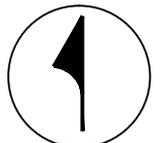
NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Winston-Salem, upon the recommendation of the Finance Committee and the City Manager, that the donation of the surplus right-of-way from NCDOT described in Exhibit A is hereby accepted, subject to a final survey.

BE IT FURTHER RESOLVED that the appropriate City officials are hereby authorized to take the necessary action and to execute instruments required to complete the acceptance of the donations herein set forth.

DONATION OF SURPLUS RIGHT-OF-WAY



NOT TO SCALE



City Council – Action Request Form

Date: May 18, 2016

To: The City Manager

From: Lisa M. Saunders, Chief Financial Officer

Council Action Requested:

Resolution Authorizing the City Manager to Purchase Property, Boiler/Machinery from Berkley Insurance Company Through Surry Insurance.

Summary of Information:

The attached resolution recommends purchasing property insurance from Berkley Insurance Company through a contract awarded to Surry Insurance, the City’s insurance broker, for property, boiler/machinery at a rate of \$0.0378/\$100 of value for FY 2016-2017. This is a rate decrease of \$0.0126/\$100 of value, or 25% compared to the premium for 2015-2016.

The quote for property insurance was received as part of the Request for Proposals (RFP) process, whereby proposals were accepted for brokerage services, with each bidding broker providing their best property insurance quote, as well as information pertaining to their experience working with the public sector, and additional services offered. There were three respondents to the RFP: Surry Insurance, Arthur J. Gallagher, and Moore & Johnson Insurance.

Broker	Headquarters Address	Winston-Salem Location	Property Quote	Insurance Carrier
Surry Insurance (incumbent)	Dobson, NC	Yes	\$ 344,433	Berkley Insurance
Arthur J. Gallagher	Itasca, IL	No	396,589	Travelers
Moore & Johnson	Raleigh, NC	No	681,543	Alliant Property Insurance

Surry Insurance presented to the City a property, boiler/machinery premium of \$0.0378/\$100 of value \$250,000,000 of coverage for FY 2016-2017, which was the lowest of the three respondents. Using the City’s current property replacement value of \$1,011,370,106, less the 10% property value discount offered by Berkley Insurance Company, the annual premium will be approximately \$344,433.00. The proposed fiscal year 2016-2017 budget includes funding for this premium. The City’s fiscal year 2015-2016 premium was \$440,040 using the rate of \$0.0504/\$100 of value with a property replacement value of \$974,715,127.06.

Committee Action:

Committee _____ **Action** _____
For _____ **Against** _____

Remarks:

It is recommended that a contract be awarded to Surry Insurance for the \$344,433.00 annual premium for property and boiler machinery coverage.

In addition to the property insurance, Surry Insurance is also recommended to continue as the City's insurance broker. Surry Insurance was the lowest cost provider as chosen through the RFP process. They also have significant experience working with the public sector, and provide a variety of additional useful services. They are also headquartered in nearby Dobson, NC, and have an office in Winston-Salem, NC. Neither of the other respondents had a Winston-Salem, NC office.

Workforce Demographics: See Exhibit A.

RESOLUTION AUTHORIZING THE CITY MANAGER TO PURCHASE PROPERTY, BOILER/MACHINERY FROM BERKLEY INSURANCE COMPANY THROUGH SURRY INSURANCE.

WHEREAS, the City seeks to purchase property, boiler/machinery insurance from a carrier admitted in North Carolina with the assistance of a local broker, both of which are experienced in the public entities market; and

WHEREAS, the City conducted a Request for Proposals (RFP) process, requesting bids detailing each responding broker's experience working with the public sector, services offered, and their best property and boiler/machinery quote; and

WHEREAS, Surry Insurance submitted the lowest proposed premium quote among all RFP respondents, through Berkley Insurance Company providing \$250,000,000 of coverage at a rate of approximately \$0.0378/\$100 of property replacement value. Based on the City's current property values, the premium at this rate will be approximately \$344,433. This is a decrease in comparison to last year's premium; and

WHEREAS, Surry Insurance offers a myriad of useful brokerage services, and maintains an office in Winston-Salem, NC.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council, upon recommendation of the Chief Financial Officer and the City Manager, does hereby award the contract to provide insurance brokerage services for the City to Surry Insurance, and does hereby approve the execution of the contract to purchase property, boiler/machinery coverage from Berkley Insurance Group at a rate of \$0.0378/\$100 of value.

BE IT FURTHER RESOLVED that the City Manager and City Secretary are hereby authorized to execute any and all documents necessary to effectuate the transaction on behalf of the City of Winston-Salem.

Exhibit A

Project/Bid Description: Request for Proposals - Insurance Broker & Property/Boiler Coverage
 Bidder's Company Name: Surry Insurance
 City/State: 300 Bethesda Place, Suite 404, Winston-Salem, NC 27103

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification				Total
	Male	Female	White	African-American	Hispanic	Asian	
	5	7	11	1			12
% of Total	40	60	91.0	9.0			

The above demographic data is provided to reflect generally the company's efforts to achieve diversity in the workplace in compliance with the applicable equal employment opportunity laws; however, this information is not dispositive of such and may not be used as the basis for awarding or rejecting a bid contract.

SUMMARY OF MINUTES

FINANCE COMMITTEE

4:30 p.m., Monday, April 11, 2016

COMMITTEE ROOM

Room 239, City Hall

MEMBERS PRESENT: Mayor Allen Joines
Council Member Robert C. Clark, Chair
Council Member Denise D. Adams, Vice Chair
Council Member Vivian H. Burke
Council Member Derwin L. Montgomery

OTHERS PRESENT: Council Member Dan Besse (in at 4:35 p.m.)
Council Member Jeff MacIntosh
Council Member James Taylor, Jr.

Chair Clark called the meeting to order and stated without objection, the Committee would first consider the Consent Agenda. Council Member Montgomery removed Item C-3, and Council Member Burke removed Item C-7. No other items were removed.

Council Member Montgomery made a motion to approve the balance of the Consent Agenda. The motion was duly seconded by Council Member Adams and carried unanimously.

CONSENT AGENDA

Property Matters

C-1. RESOLUTION ACQUIRING EASEMENTS FOR THE BETHABARA ROAD IMPROVEMENTS PROJECT - 2014 BOND PROJECTS BY DEED OR CONDEMNATION (NORTH WARD) - *Properties located off of Bethabara Road and Hickory Knoll Road.*

Community and Economic Development

C-2. RESOLUTION APPROVING MODIFICATIONS TO A PREVIOUSLY APPROVED LOAN TO LAKE PARK DEVELOPMENT, INC.

Finance/Budget

C-4. CONSIDERATION OF ITEMS RELATED TO CONTRACTS:

- a. RESOLUTION AWARDED CONTRACT FOR CEDAR TRAIL GREENWAY CONNECTION (WEST WARD) - *Carolina Environmental Contracting, Inc.* - \$870,522.65.
 - b. RESOLUTION AWARDED PURCHASE ORDER FOR MAIN SERVER SYSTEM EQUIPMENT - *Data Network Solutions, Inc.* - \$166,685.
 - c. RESOLUTION AWARDED A CONTRACT FOR CONSTRUCTION OF SPRAYGROUNDS AT HATHAWAY PARK AND LITTLE CREEK COMMUNITY CENTER. (WEST WARD, SOUTHWEST WARD) - *Creative Design and Construction, Inc.* - \$369,690 (Estimated Amount).
 - d. RESOLUTION AWARDED A CONTRACT FOR CONSTRUCTION OF FAIRVIEW PARK RENOVATIONS (NORTHEAST WARD) - *Creative Design and Construction, Inc.* - \$207,960 (Estimated Base Bid Amount).
 - e. RESOLUTION APPROVING A CONTRACT FOR COMPUTER APPLICATION SERVERS - *NWN Corporation* - \$101,487.68.
- C-5. CONSIDERATION OF AMENDMENTS TO THE FISCAL YEAR 2015-2016 BUDGET ORDINANCES FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA:
- a. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE FISCAL YEAR 2015-2016.
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE FISCAL YEAR 2015-2016.
- C-6. CONSIDERATION OF A REQUEST TO FORGIVE OUTSTANDING DEBT ON CITY-OWNED PROPERTY:
- a. RESOLUTION APPROVING THE FORGIVENESS OF OUTSTANDING DEBT ON CITY-OWNED PROPERTY ON SECOND STREET AND APPROVE CONVERSION OF THE PROPERTY TO A PASSIVE PARK.
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.

General Government

- C-8. RESOLUTION DECLARING CERTAIN CITY-OWNED EQUIPMENT SURPLUS AND AUTHORIZING THE SALE THEREOF.
- C-9. APPROVAL OF FINANCE SUMMARY OF MINUTES. - *March 21, 2016.*

Leisure Services

C-3. REVIEW OF THE RECREATION AND PARKS DEPARTMENT USER FEES.

Mr. Ben Rowe, Assistant City Manager, gave the staff presentation on this item.

Council Member MacIntosh requested staff investigate if the fees can be increased for non-residents of Winston-Salem.

Transportation

C-7. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH TRIAD ECO ADVENTURES TO PURCHASE TWO WINSTON-SALEM TROLLEY BUSES.

Mr. Gregory Turner, Assistant City Manager, gave the staff report on this item.

In response to Council Member Burke, Mr. Turner stated the trolleys would be sold to Triad Eco Adventures and will be used for tourism activities.

Council Member Adams made a motion to approve the item. The motion was duly seconded by Council Member Montgomery and carried unanimously.

GENERAL AGENDA

G-1. CONSIDERATION OF ITEMS RELATING TO PERMANENT FINANCING FOR THE DEVELOPMENT OF RENTAL HOUSING:

- a. RESOLUTION AUTHORIZING PERMANENT FINANCING FOR DEVELOPMENT OF 50 UNITS OF RENTAL HOUSING KNOWN AS EMMANUEL RETIREMENT VILLAGE. (EAST WARD) [*\$2,500,000*]
- b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.

Mr. Ritchie Brooks, Director of Community and Business Development, gave a brief report on the item, and introduced Mr. Larry Weston, 1383 Glenwood Road, Kernersville, for the presentation.

In response to Council Member Taylor, Mr. Weston explained they have a variety of fundraising activities planned such as bingo and day trips.

In response to Mayor Joines, Mr. Weston explained they plan on collecting deposits from the people who have expressed serious interest in units, and he expects they will have a waiting list.

Council Member Burke requested information on previous projects like this the City has invested in, how much investment the City provided, how many residents live in the properties, and if the residents were ever surveyed about how their experience has been.

In response to Chair Clark, Mr. Weston stated their intentions are to serve residents 62 years of age and older. He explained they have spoken with five contractors, and the one they chose provided a lower bid and has previous experience in this area. He clarified the increased rent does reflect the inclusion of utilities.

Chair Clark requested a copy of the bank agreement be provided to the Council.

Council Member Adams made a motion to approve the item. The motion was duly seconded by Council Member Montgomery and carried unanimously.

- G-2. RESOLUTION APPROVING THE FISCAL YEAR 2017 HOUSING AND COMMUNITY DEVELOPMENT PROGRAM AND AUTHORIZING SUBMISSION OF THE 2016-2017 ANNUAL PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

Council Member Adams made a motion to excuse Council Member Montgomery from voting on this item. The motion was duly seconded by Council Member Clark and carried unanimously.

Council Member Adams made a motion to approve the item. The motion was duly seconded by Council Member Burke and carried unanimously.

- G-3. RESOLUTION AUTHORIZING TRANSFER OF CONTINUUM OF CARE HOMELESS GRANTS, ACCEPTANCE OF GRANT FUNDS, AND EXECUTION OF AGREEMENTS.

Council Member Adams made a motion to excuse Council Member Montgomery from voting on this item. The motion was duly seconded by Council Member Clark and carried unanimously.

Council Member Adams made a motion to approve the item. The motion was duly seconded by Council Member Burke and carried unanimously.

- G-4. RESOLUTION GIVING PRELIMINARY APPROVAL TO ISSUANCE OF REVENUE BONDS TO FINANCE THE ACQUISITION, REHABILITATION AND EQUIPPING OF AN AFFORDABLE HOUSING DEVELOPMENT (ROLLING HILLS APARTMENTS).

Mrs. Lisa Saunders, Chief Finance Officer, Finance Department, gave the staff report on this item.

In response to Council Member MacIntosh, Mrs. Saunders explained there is no loss of City funds or taxpayer funds and it does not affect the City's bond rating.

In response to Council Member Adams, Mr. David Asarch, 6875 East Evans Drive, Denver, Colorado, stated work on the units will be completed while the residents are out during the day. If the work displaces a resident from their unit, they will be provided with alternate housing during that time. He explained all issues inside and outside will be repaired.

Council Member Montgomery made a motion to approve the item. The motion was duly seconded by Council Member Adams and carried unanimously.

G-5. SECOND REPORT OF THE CITIZENS' BOND OVERSIGHT COMMITTEE.

Mr. Rowe gave the introduction for this item.

Mr. Mark Lively, 1417 Brookstown Avenue, gave the report on this item.

In response to Council Member Burke, Mr. Lively explained he felt the City is very transparent and provides the public with information on the progress of bond projects regularly.

In response to Council Member Burke, Mr. Lee Garrity, City Manager, replied the paving of Robinhood Road and N. Stratford Road could be included in the North Carolina Department of Transportation resurfacing projects to occur sometime next year.

Chair Clark requested a member of the Oversight Committee gather feedback from the contractors that bid on the Benton Convention Center remodel project.

Adjournment: 5:44 p.m.

