

AGENDA

FINANCE COMMITTEE

4:30 p.m., Monday, October 10, 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. CONSIDERATION OF ITEMS RELATING TO THE ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS (ROLLING HILLS APARTMENTS) SERIES 2016:
 - a. RESOLUTION APPROVING FINANCE TEAM AND MAKING CERTAIN FINDINGS WITH RESPECT TO THE ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS (ROLLING HILLS APARTMENTS), SERIES 2016. [*\$7,800,000*]
 - b. RESOLUTION AUTHORIZING ISSUANCE AND SALE OF MULTIFAMILY HOUSING REVENUE BONDS (ROLLING HILLS APARTMENTS), SERIES 2016.

- G-2. CONSIDERATION OF ITEMS AUTHORIZING MODIFICATIONS TO AGREEMENT FOR RENTAL ASSISTANCE WITH THE HOUSING AUTHORITY OF THE CITY OF WINSTON-SALEM:
 - a. RESOLUTION AUTHORIZING MODIFICATIONS TO AGREEMENT FOR RENTAL ASSISTANCE WITH THE HOUSING AUTHORITY OF THE CITY OF WINSTON-SALEM (HAWS).
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.

- G-3. RESOLUTION AUTHORIZING SUBMISSION OF YOUTH HOMELESSNESS DEMONSTRATION PROGRAM APPLICATION AND EXECUTION OF AGREEMENTS.

- G-4. RESOLUTION AUTHORIZING A COMMITMENT OF FUNDS TO S. G. ATKINS COMMUNITY DEVELOPMENT CORPORATION FOR THE ENTERPRISE CENTER. [*\$165,000*]
- G-5. ORDINANCE DESIGNATING CERTAIN PROPERTY AS A HISTORIC LANDMARK - *The John L. And Emma J. Gilmer House, 605 West Cascade Avenue, Winston-Salem and a Portion of an Unopened Alley. [Item continued from the September meetings of the Finance and Community Development/Housing/General Government Committees.]*
- G-6. INFORMATION ON WINSTON-SALEM LAKE YMCA. (EAST WARD)

CONSENT AGENDAProperty Matters

- C-1. CONSIDERATION OF A RESOLUTION AUTHORIZING EXECUTION OF A LEASE FOR SURPLUS CITY-OWNED PROPERTY AT 115 NORTH MAIN STREET UNDER THE PROVISIONS OF N.C.G.S. 160A-272. (SOUTH WARD).
- C-2. RESOLUTION AUTHORIZING EASEMENT ACQUISITIONS FOR THE LANTERN RIDGE GREENWAY CONNECTION BY DEED OR CONDEMNATION (WEST WARD). [*\$7,970*]
- C-3. RESOLUTION AUTHORIZING THE ISSUANCE OF A QUIT CLAIM DEED TO THE BOARD OF TRUSTEES FOR FORSYTH TECHNICAL COMMUNITY COLLEGE (NORTHEAST WARD).
- C-4. RESOLUTION AUTHORIZING FEE SIMPLE AND TEMPORARY CONSTRUCTION ACQUISITION OF PROPERTIES FOR EBERT STREET - 2014 BOND PROJECTS BY DEED OR CONDEMNATION (SOUTHWEST WARD). [*\$9,625*]
- C-5. RESOLUTION ACQUIRING FEE SIMPLE AND TEMPORARY CONSTRUCTION EASEMENTS FOR THE ARDMORE ROAD SIDEWALK PROJECT BY DEED OR CONDEMNATION (SOUTH WARD). [*\$5,540*]
- C-6. RESOLUTION AUTHORIZING THE ABANDONMENT OF A SEWER EASEMENT IN THE BARRINGTON OAKS DEVELOPMENT.

Finance/Budget

- C-7. CONSIDERATION OF ITEMS RELATED TO CONTRACTS:
- a. RESOLUTION AWARDED PURCHASE ORDER FOR POLICE PURSUIT VEHICLES - *Ginn Chrysler Jeep Dodge, LLC* - \$ 1,516,914.
 - b. RESOLUTION AWARDED PURCHASE ORDER FOR REAR LOADING REFUSE TRUCKS - *Triad Freightliner of Greensboro, Inc.* - \$1,705,780.
 - c. RESOLUTION AWARDED PURCHASE ORDER FOR CHEVROLET TAHOE SPECIAL SERVICE VEHICLES - *Modern Automotive Network, LLC* - \$209,616.
 - d. RESOLUTION AWARDED CONTRACT FOR POLICE UNIFORMS - *D & E Distributors, Inc. dba Harrison's Public Safety*- \$304,000. (Estimated Amount).
 - e. RESOLUTION AWARDED CONTRACTS FOR FURNITURE AND

FURNISHINGS FOR POLICE DISTRICTS #1 AND #3 (Northeast Ward and Southwest Ward) - *Simmons Office Interiors, Inc.* - \$201,847.94, *PMC Commercial Interiors, Inc.* - \$71,116.00, *Delve Interiors, LLC* - \$23,093.72.

- f. RESOLUTION AWARDING CONTRACT FOR SELF-CONTAINED BREATHING APPARATUS EQUIPMENT - *Municipal Emergency Services, Inc.* - \$185,056.
 - g. RESOLUTION AWARDING CONTRACT FOR PURCHASE OF TURNOUT GEAR - *Atlantic Emergency Solutions, Inc.* - \$162,171.62.
 - h. RESOLUTION AWARDING CONTRACT FOR CONSTRUCTION OF WINSTON LAKE GOLF COURSE RESTROOM FACILITY - *DreamBuilt Construction, Inc.* - \$365,385. (Estimated Amount).
 - i. RESOLUTION AWARDING CONTRACT FOR UNION STATION RESTORATION AND RENOVATION – PHASE 2 (EAST WARD) - *New Atlantic Contracting, Inc.* - \$11,099,000. (Estimated Amount.)
 - j. RESOLUTION APPROVING A CONTRACT FOR SOFTWARE MAINTENANCE AND SUPPORT SERVICES FOR PAYROLL AND HUMAN RESOURCES - *Sum Total Systems* - \$407,582.
 - k. RESOLUTION APPROVING A CONTRACT FOR HAZEN AND SAWYER TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE LOCKLAND PARK DRAINAGE IMPROVEMENT PROJECT [*\$190,655*] (SOUTHWEST WARD).
- C-8. CONSIDERATION OF ITEMS RELATING TO A CONTRACT FOR CONSTRUCTION OF BOWMAN GRAY METHANE REMEDIATION PROJECT: (EAST WARD)
- a. RESOLUTION AWARDING CONTRACT FOR CONSTRUCTION OF BOWMAN GRAY METHANE REMEDIATION PROJECT - *SCS Field Services, Inc.* - \$1,790,068 (Estimated Amount).
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.
- C-9. CONSIDERATION OF AMENDMENTS TO THE FISCAL YEAR 2016-17 BUDGET ORDINANCES FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA:
- a. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE FISCAL YEAR 2016-2017.

- b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE FISCAL YEAR 2016-2017.
- C-10. DISCUSSION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MCGUIRE WOODS CONSULTING, LLC.
- C-11. RESOLUTION APPROVING FUNDING TO S.G. ATKINS COMMUNITY DEVELOPMENT CORPORATION TO COMPLETE THE EAST END MASTER PLAN.

Transportation

- C-12. CONSIDERATION OF ITEMS RELATED TO THE RELOCATION OF TRAFFIC SIGNAL CABINETS:
 - a. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR THE RELOCATION OF TRAFFIC SIGNAL CABINETS.
 - b. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.
 - c. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.
- C-13. RESOLUTION AUTHORIZING THE REPAIR OF DAMAGED RETAINING WALLS WITH BOND SIDEWALK FUNDS IN THE EAST WARD.

General Government

- C-14. RESOLUTION DECLARING CERTAIN CITY OWNED EQUIPMENT SURPLUS AND AUTHORIZING THE SALE THEREOF.
- C-15. APPROVAL OF FINANCE COMMITTEE SUMMARY OF MINUTES - *September 12, 2016.*

City Council – Action Request Form

Date: October 17, 2016

To: The City Manager

From: D. Ritchie Brooks, Community & Business Development Director
Lisa Saunders, Chief Financial Officer

Council Action Requested:

Actions Regarding the Issuance of Multifamily Housing Revenue Bonds - Rolling Hills Apartments, Series 2016 (East Ward).

Summary of Information:

On September 19, 2016, the City Council of the City of Winston-Salem, North Carolina, adopted a resolution amending preliminary approval of issuance of multifamily housing revenue bonds – Rolling Hills Apartments.

The following items complete the process to issue the Multifamily Housing Revenue Bonds – Rolling Hills Apartments, Series 2016:

A. Public hearing on the issuance of Multifamily Housing Revenue Bonds –Rolling Hills Apartments, Series 2016.

1. Motion to open the public hearing.
2. After all present have had an opportunity to speak on the issuance of multifamily housing revenue bonds –Rolling Hills Apartments, Series 2016, a motion to close public hearing.

B. Consideration of the Resolutions separately:

1. Resolution Approving Financing Team and Making Certain Findings with Respect to the Issuance of Multifamily Housing Revenue Bonds (Rolling Hills Apartments), Series 2016.
2. Resolution Authorizing Issuance and Sale of Multifamily Housing Revenue Bonds (Rolling Hills Apartments), Series 2016.

We recommend approval of the accompanying resolutions.

Committee Action:

Committee	Action
For	Against
_____	_____
Remarks:	

RESOLUTION APPROVING FINANCING TEAM AND MAKING CERTAIN FINDINGS WITH RESPECT TO THE ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS (ROLLING HILLS APARTMENTS), SERIES 2016

WHEREAS, Steele Rolling Hills LLC, a North Carolina limited liability company, or a related entity (the “Borrower”), has requested that the City of Winston-Salem, North Carolina (the “City”) assist it in financing a portion of the cost of the acquisition, renovation and equipping of a multifamily residential rental facility known as Rolling Hills Apartments, consisting of 110 units located on an approximately 7.83-acre site at 770 Ferrell Court in Winston-Salem, North Carolina (the “Development”) and the City has agreed to do so; and

WHEREAS, pursuant to Section 160A-456(b) of the General Statutes of North Carolina the City is authorized to exercise the powers granted to housing authorities under the North Carolina Housing Authorities Law, Article 1 of Chapter 157 of the General Statutes of North Carolina, as amended (the “Act”); and

WHEREAS, the City finds the financing of the Development through tax-exempt bonds will fulfill the purpose of the Act to provide for the construction, reconstruction, improvement, alteration or repair of any housing project, which is defined in the statute to include “loans and other programs of financial assistance to public or private developers of housing for persons of low income, or moderate income, or low and moderate income;” and

WHEREAS, the City proposes to provide the financing for the Development by the issuance of its Multifamily Housing Revenue Bonds (Rolling Hills Apartments), Series 2016 (the “Bonds”); and

WHEREAS, the North Carolina Local Government Commission has requested the City to make certain findings with respect to the Bonds consistent with Section 159-153 of the North Carolina General Statutes; and

WHEREAS, it is anticipated the Bonds will be privately placed with a single investor (the “Purchaser”) to be identified by FMSBonds, Inc. (the “Placement Agent”); and

WHEREAS, the Borrower has requested the City approve its selection of the following financing team members for the issuance and sale of the Bonds, on the terms and at the fees set forth in the documents and financial information relating to the financing, providing for the issuance and sale by the City and the purchase by the Purchaser of the Bonds and in the financial information provided to the City with respect to the Bonds:

Bond Counsel:	McGuireWoods LLP
City’s Counsel:	Angela I. Carmon, City Attorney
Trustee:	U.S. Bank National Association
Borrower’s Counsel:	Applegate & Thorne-Thomson
Placement Agent:	FMSBonds, Inc.
Servicer:	R4 Servicer LLC

Tax Credit Investor:	NDC Corporate Equity Fund, L.P.
Tax Credit Investor's Counsel:	Law Office of Mark D. Foster
Servicer Counsel:	Kutak Rock LLP

WHEREAS, based upon information and evidence received by the City, it has determined to approve the Borrower's request.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, as follows:

1. The above financing team for the issuance and sale of the Bonds by the City is hereby authorized and approved.

2. The City hereby finds financing is necessary and expedient to further the purpose of promoting low and moderate income housing in Winston-Salem, North Carolina, and that the acquisition and renovation of the Development proposed by the Borrower are necessary and sufficient to accomplish the City's purposes with respect to the properties involved.

3. The City hereby finds that the Borrower has demonstrated the amount of debt to be incurred in connection with the Development and the fees to be paid in connection therewith are sufficient but not excessive for the purpose of acquiring and renovating the Development.

4. The City hereby finds, based on (i) information provided by the Borrower, (ii) the commitment of R4 Capital Funding to arrange for the private placement of the Bonds through FMSBonds, Inc., as Placement Agent, and (iii) the award of bond volume cap allocation by the North Carolina Tax Reform Allocation Committee at the recommendation of the North Carolina Housing Finance Agency, the Borrower has demonstrated (a) it is financially responsible and capable of fulfilling its obligations to make loan repayments and other payments under the Loan Agreement between the City and the Borrower (the "Loan Agreement"), which will provide the funds to pay principal and interest on the Bonds, and (b) the Development will generate sufficient revenues to make loan repayments and other payments under the Loan Agreement, to operate, repair and maintain the Development at its own expense and to discharge such other responsibilities as may be imposed under the Loan Agreement. The City further finds that adequate provision has been made for the payment of the principal of, redemption premium, if any, and interest on the Bonds, and the operation, repair and maintenance of the Development at the expense of the Borrower.

5. The City hereby finds the use of the proceeds of the Bonds for a loan to finance the costs of the Development and for the other purposes stated above will accomplish the public purposes set forth in the Act and hereby approves such use of proceeds.

6. This Resolution shall take effect immediately upon its passage.

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF MULTIFAMILY HOUSING REVENUE BONDS (ROLLING HILLS APARTMENTS), SERIES 2016

WHEREAS, Steele Rolling Hills LLC, a North Carolina limited liability company, or a related entity (the “Borrower”), has requested the City of Winston-Salem, North Carolina (the “City”) assist it in financing a portion of the cost of the acquisition, renovation and equipping of a multifamily residential rental facility known as Rolling Hills Apartments, consisting of 110 units located on an approximately 7.83-acre site at 770 Ferrell Court in Winston-Salem, North Carolina (the “Development”) and the City has agreed to do so; and

WHEREAS, the City proposes to provide the financing for the Development by the issuance of its Multifamily Housing Revenue Bonds (Rolling Hills Apartments), Series 2016 (the “Bonds”); and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), requires that any bonds issued by the City for the Development may only be issued after approval of the plan of financing by the City following a public hearing with respect to such plan; and

WHEREAS, on this day the City held a public hearing with respect to the issuance of the Bonds to finance, in part, the Development (as evidenced by the Certificate and Summary of Public Hearing attached hereto); and

WHEREAS, the Bonds will be issued pursuant to an Indenture of Trust dated as of November 1, 2016 (the “Indenture”), between the City and U.S. Bank National Association, as trustee (the “Trustee”); and

WHEREAS, it is anticipated the Bonds will be privately placed with a single investor that is a qualified institutional buyer or accredited investor (as defined in the Indenture) (the “Purchaser”) to be identified by FMSBonds, Inc. (the “Placement Agent”) pursuant to a Bond Placement Agreement, to be dated the date of sale of the Bonds, among the City, the Borrower, the Placement Agent and the Purchaser (the “Bond Placement Agreement”); and

WHEREAS, the proceeds of the Bonds will be loaned to the Borrower pursuant to a Loan Agreement dated as of November 1, 2016 (the “Loan Agreement”), between the City and the Borrower, for the purpose of (i) paying a portion of the costs of the acquisition, renovation and equipping of the Development, and (ii) paying certain issuance expenses in connection with the issuance of the Bonds; and

WHEREAS, the Borrower’s obligations under the Loan Agreement will be secured by a Deed of Trust, Assignment of Rents and Leases, Security Agreement and Fixture Filing dated as of November 1, 2016 (the “Deed of Trust”), from the Borrower to the deed of trust trustee named therein for the benefit of the City, and various other security documents, all of which will be assigned to the Trustee for the benefit of the holder of the Bonds; and

WHEREAS, staff and bond counsel to the City have reviewed the draft forms of the following instruments (collectively, the “City Documents”), which the City proposes to execute to carry out the transactions described above, copies of which instruments shall be filed with the records of the City:

- (a) the Indenture, together with the form of the Bond attached thereto;
- (b) the Loan Agreement;
- (c) the promissory note of the Borrower in favor of the City (the “Borrower Note”), which will be assigned by the City to the Trustee;
- (d) the Bond Placement Agreement;
- (e) the Regulatory Agreement and Declaration of Restrictive Covenants dated as of November 1, 2016 (the “Regulatory Agreement”), pursuant to which the Borrower will be required to operate the Development in accordance with Section 142(d) of the Internal Revenue Code of 1986, as amended; and
- (f) the Deed of Trust.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem CITY COUNCIL OF THE CITY OF WINSTON-SALEM AS FOLLOWS:

1. The City hereby determines to provide financing to the Borrower for the acquisition, renovation and equipping of the Development through the issuance of the Bonds pursuant to the North Carolina Housing Authorities Law, Article 1 of Chapter 157 of the General Statutes of North Carolina, as amended, and Section 160A-456(b) of the General Statutes of North Carolina, as amended, the loan of the proceeds thereof and the deposit of such proceeds with the Trustee in accordance with the Indenture and the Loan Agreement.
2. The City hereby authorizes the issuance and sale of the Bonds pursuant to and in accordance with the terms set forth in the Indenture. The Bonds will bear interest at the rates and will mature and be redeemed in the years and amounts all as set forth in the Indenture; provided, however, the aggregate principal amount of the Bonds shall not exceed \$7,800,000.
3. The issuance of the Bonds to finance a portion of the cost of the Development in an amount not to exceed \$7,800,000 is hereby approved for purposes of Section 147(f) of the Code.
4. Each of the Mayor, the City Manager and the Chief Financial Officer of the City or his or her respective designee is hereby authorized and directed to execute and deliver the City Documents to the other parties thereto. Each of the Mayor, the City Manager and the Chief Financial Officer of the City or his or her respective designee, is authorized and directed to execute and deliver such endorsements, assignments and other instruments as may be necessary to assign the Borrower Note, the Deed of Trust and other security documents to the Trustee.

5. Each of the Mayor, the City Manager and the Chief Financial Officer of the City is hereby authorized and directed to execute and deliver the Bonds in the manner and subject to the conditions provided in the Indenture to the Trustee for authentication, and to cause the Bonds so executed and authenticated to be delivered to or for the account of the Purchaser, or any affiliate thereof, upon payment of the purchase price therefor.

6. The Indenture, the Loan Agreement, the Regulatory Agreement, the Bond Placement Agreement, the Subordination Agreement, the Borrower Note (and assignment thereof) and the Bonds are hereby approved, with such completions, omissions, insertions and changes as may be necessary or convenient to reflect the final terms of the Bonds, and as otherwise approved by the officers of the City executing them after consultation with counsel to the City and bond counsel, their execution to constitute conclusive evidence of their approval of any such completions, omissions, insertions and changes.

7. Any authorization made hereby to the officers of the City to execute a document shall include authorization to each of the Mayor, the City Manager and the Chief Financial Officer of the City, or their respective designees, to execute the document, authorization to the City Secretary or any Assistant City Secretary to affix the seal of the City to such document and attest such seal and where appropriate, to deliver it to the other parties thereto, all in the manner provided in the City Documents.

8. Such officers are hereby authorized and directed to execute and deliver any and all other documents, agreements, instruments, and certificates in the name and on behalf of the City as may be necessary or desirable to the issuance of the Bonds. All other acts of the officers of the City that are in conformity with the purposes and intent of this resolution and in furtherance of the undertaking of the Development and the issuance and sale of the Bonds are hereby ratified, confirmed and approved.

9. This resolution shall take effect immediately.

* * * * *

I, Melanie Johnson, City Secretary of the City of Winston-Salem, North Carolina, DO HEREBY CERTIFY that the foregoing is a true and exact copy of a Resolution adopted by the City Council for the City of Winston-Salem, North Carolina, in regular session convened on October 17, 2016.

WITNESS my hand and the corporate seal of the City of Winston-Salem, North Carolina, this the 17th day of October, 2016.

(SEAL)

Secretary

CERTIFICATE AND SUMMARY OF PUBLIC HEARING

The undersigned City Secretary for the City of Winston-Salem, North Carolina hereby certifies:

1. Notice of a public hearing (the “Hearing”) to be held on October 17, 2016, with respect to the issuance of bonds by the City of Winston-Salem, North Carolina for the benefit of Steele Rolling Hills LLC was published on _____, 2016, in the *Winston-Salem Journal*.

2. The presiding officer of the Hearing was Mayor Allen Joines.

3. The following is a list of the names and addresses of all persons who spoke at the Hearing:

4. The following is a summary of the oral comments made at the Hearing:

WITNESS my hand and the corporate seal of the City of Winston-Salem, North Carolina, this the 17th day of October, 2016.

Melanie Johnson, City Secretary

(SEAL)

City Council – Action Request Form

Date: September 28, 2016

To: The City Manager

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

Council Action Requested:
 Authorize \$90,000 in additional Housing Finance Assistance Funds for rental assistance for the bridge fund.

Summary of Information:

The Housing Authority of Winston-Salem (HAWS) administers rental assistance programs for special populations using Continuum of Care and HOME Investment Partnership (HOME) funds provided by the City. Most of the beneficiaries are disabled homeless individuals.

The City must execute grant agreements with the U.S. Department of Housing and Urban Development (HUD) and then execute subgrantee agreements with HAWS before it can disburse funds to HAWS. HAWS has advised the City that HUD holds its reserves and that it no longer had funds on hand to pay landlords without the City’s funds. As a result, the Mayor and City Council authorized creation of a revolving bridge fund in March 2014. The City pays HAWS using the bridge fund, and once the City receives grant agreements from HUD and the subgrantee agreements have been executed, the grants repay the bridge fund.

Delays in HUD agreements and increased rental assistance program participation have depleted the bridge fund. In September, City Council authorized use of HOME funds from the prior year agreement and added \$30,000 in Housing Finance Funds to the bridge fund, which covered September costs. The HOME agreement was received in late September and HOME funds are available going forward. However, Continuum of Care grant agreements remain in process with HUD. The bridge fund has a balance of \$3,793 while the HAWS billing for rental assistance under Continuum of Care grants for October is \$92,558. To meet the immediate need to pay HAWS and avoid having tenants lose their housing, staff supports adding \$90,000 to the bridge fund from Housing Finance Assistance Funds.

Committee Action:

Committee	Action
_____	_____
For	Against
_____	_____
Remarks:	

G-2. DRAFT

If agreements with HUD are in place by the end of October, these measures will be sufficient. If agreements with HUD are not in place by the end of October, staff will need to request additional measures to cover rental assistance costs for November until the HUD agreements can be put in place.

An appropriate resolution and project budget ordinance are attached.

**RESOLUTION AUTHORIZING MODIFICATIONS
TO AGREEMENT FOR RENTAL ASSISTANCE WITH THE
HOUSING AUTHORITY OF THE CITY OF WINSTON-SALEM (HAWS)**

WHEREAS, the City of Winston-Salem and the Housing Authority of the City of Winston-Salem (HAWS) entered into a subgrantee agreement to provide bridge funding, on a revolving basis, for the operation of rental assistance programs for disabled, homeless households; and

WHEREAS, due to delays in receipt of funding agreements from HUD, sufficient grant funds are unavailable to reimburse HAWS for payments to owners for assisted tenants for an interim period.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem authorize commitment of up to \$90,000 in additional Housing Finance Assistance Funds to HAWS to provide bridge funding, on a revolving basis, for the operation of the rental assistance programs.

BE IT FURTHER RESOLVED that the Mayor and City Council of the City of Winston-Salem authorize the City Manager to negotiate and 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 2016-2017**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2016-2017 be amended to appropriate additional bridge funding for the Housing Authority of Winston-Salem to address a temporary shortage of funds in rental assistance programs.

SECTION 1. That the Project Budget Ordinance of the City of Winston-Salem, adopted on June 20, 2016 and amended on August 15, 2016 and September 19, 2016, shall be further amended by changing the expenditure appropriations in the following fund.

Special Revenue Funds

Housing Finance Assistance Fund	
Housing Authority of Winston-Salem – Bridge Funding	\$90,000
Total Special Revenue Funds Expenditures	\$90,000

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	\$90,000
Total Special Revenue Funds Revenues	\$90,000

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: September 27, 2016

To: The City Manager

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

Council Action Requested:

Authorize submission of Youth Homelessness Demonstration application to the U.S. Department of Housing and Urban Development (HUD); authorize execution of agreements with HUD; and authorize execution of agreements with local agencies as required for the application.

Summary of Information:

On August 22, 2016, HUD announced that it will select up to 10 communities to participate in the Youth Homelessness Demonstration Program (YHDP) to learn how communities can prevent and end youth homelessness for young people under age 24. Special emphases of the program are pregnant and parenting youth; Lesbian, Gay, Bisexual, Transgender, and Questioning (LGBTQ) youth; and minors. To ensure representation, a Youth Advisory Board will be incorporated into the Continuum of Care (CoC) to ensure youth participation in policymaking decisions.

The 10 communities selected by HUD will be announced in January of 2017. Each community will develop and implement a Coordinated Community Plan to prevent and end youth homelessness. HUD will make at least \$1 million available per community for projects. One-year nonrenewable planning grants and 2-year renewable project applications may be submitted on a rolling basis and will be reviewed through the Continuum of Care rating process. Eligible projects may be renewed through the CoC process.

Only the CoC Collaborative Applicant, which is the City of Winston-Salem, may apply. The local Continuum of Care has requested that the City submit an application. In addition to the Youth Advisory Board, other key stakeholders involved in the initiative will include youth program providers. The accompanying resolution authorizes the City Manager to submit the application to HUD, execute agreements with HUD, and negotiate and execute appropriate agreements with agencies as required for the application submission.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

**RESOLUTION AUTHORIZING SUBMISSION OF YOUTH HOMELESSNESS
DEMONSTRATION PROGRAM APPLICATION AND EXECUTION OF
AGREEMENTS**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has announced the Youth Homelessness Demonstration Program; and

WHEREAS, Continuum of Care member agencies have requested that the City of Winston-Salem, as the Continuum of Care's Collaborative Applicant, submit an application; and

WHEREAS, it is necessary to have agreements between the City and local agencies to submit with the application.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Winston-Salem, upon the recommendation of the Finance and Community Development/Housing/General Government Committees, hereby authorize the City Manager to submit an application to HUD for the Youth Homelessness Demonstration Program.

BE IT FURTHER RESOLVED that the Mayor and City Council of the City of Winston-Salem hereby authorize the City Manager to execute funding agreements with HUD and execute and submit required technical documentation and periodic progress reports to HUD.

BE IT FURTHER RESOLVED that the Mayor and City Council of the City of Winston-Salem hereby authorize the City Manager to execute agreements with agencies necessary for submission of the application.

HUD YOUTH HOMELESSNESS DEMONSTRATION PROGRAM

PROPOSED OPTIONS TO CONTRACT FOR CONSULTANT SERVICES

Submitted to the City of Winston-Salem by Jacqueline M. Hundt

The consultant proposes to provide the services described below in Option 1 or Option 2.

Option 1: Up to 30 hours of consultant services at \$125 per hour to provide grant development support and technical guidance for the HUD Youth Homelessness Demonstration Program. Services would include working with principal grant writers (i.e., staff from City of Winston-Salem and United Way of Forsyth County) to edit and provide strategic feedback on the 30-page grant narrative and grant attachments created for the Youth Homelessness Demonstration Program grant application. Services also would include: preparing a timeline for the grant submission process; reviewing related federal/national publications on youth homelessness; and consulting with City of Winston-Salem staff by email, phone, or in meetings to coordinate and assist with the overall grant application process. *(Proposed Total Contract Amount not to exceed \$3,750)*

OR

Option 2: Up to 60 hours of consultant services at \$125 per hour to provide grant development support and technical guidance for the HUD Youth Homelessness Demonstration Program. Services would include: serving as a principal grant writer on the 30-page grant narrative, alongside other designated grant writers (i.e., staff from City of Winston-Salem and United Way of Forsyth County); editing and providing strategic feedback on narrative prepared by others; and editing or creating grant attachments necessary for the Youth Homelessness Demonstration Program grant application. Services also would include: preparing a timeline for the grant submission process; reviewing related federal/national publications on youth homelessness; and consulting with staff from the City of Winston-Salem, United Way of Forsyth County, and other partner organizations by email, phone, or in meetings to coordinate and collect information critical for the grant application. *(Proposed Total Contract Amount not to exceed \$7,500)*

The services will be provided on a schedule consistent with HUD's deadline of November 30, 2016, in the NOFA for the Youth Homelessness Demonstration Program.

**Youth Homelessness Demonstration Program
Timeline**

Sept 20	Continuum of Care Meeting Discussion
Sept 22	Meeting at Family Services with potential partner agencies
Sept 23	Draft City Council action item
Sept 28	City Council Action item due to City Secretary
Oct 10	City Council Finance Committee
Oct 11	City Council Community Development, Housing & General Gov't Committee
Oct 17	City Council
Nov 15	Target first submission date
Nov 30	HUD Deadline for final, corrected submission

City Council – Action Request Form

Date: September 23, 2016

To: The City Manager

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

Council Action Requested:

Approval of a commitment of funds to S.G. Atkins Community Development Corporation (CDC) for the Enterprise Center.

Summary of Information:

In June 2010, the City approved a total of \$710,000 in funding to S.G. Atkins CDC to redevelop part of the former Boys and Girls Club building at 1922 South Martin Luther King, Jr. Drive into the Enterprise Center. This funding from Housing Finance Assistance Funds and 2000 General Obligation Bonds helped to transform the second floor into a small business incubator. The CDC also developed part of the first floor into teaching space for the Winston Salem State University nursing program. In November 2011, the City approved \$209,000 in Community Development Block Grant (CDBG) funds to convert the old gymnasium into a multipurpose room that can be used for training classes, community meetings, conferences and other events. In addition, through the Fiscal Year 2013-14 City budget, the City approved \$500,000 in CDBG funds to convert the lower level into additional space for the business incubator. There are currently 34 businesses in the incubator.

S.G. Atkins CDC is now requesting \$165,000 to create a shared-use, licensed commercial kitchen that will provide entrepreneurs time-share access to production facilities, at a reasonable fee, and will allow them the opportunity to start and expand specialty food and catering businesses without the excessive cost of establishing their own commercial kitchen. The CDC will supplement this grant with existing funding of \$65,000 to pay part-time staff for kitchen management. It will also create an advisory committee, which will include staff from the Cooperative Extension Service, the Farmers' Market, local growers, caterers, and the County environmental health officer.

Committee		Action	
For		Against	
Remarks:			

G-4. DRAFT

The kitchen upfit includes construction and equipment. The construction will include plumbing, electrical and mechanical systems. Drywall must be completed along with installation of a hood and creation of designated storage areas. The grease trap and some HVAC installation is already in place. The kitchen equipment list was created with the help of experienced chefs and includes hand sink, vegetable prep sink, three-compartment sink, stainless steel worktables, ice maker and bin, door type dish wash machine, six-burner gas range, three-door refrigerator, worktop with under counter refrigerator, convection oven, two-door reach-in freezer, dry storage shelving, work table with prep sink, two-door sandwich unit, water heater, steam table, mop sink and drain board area for dishwasher.

The funds will be Community Development Block Grant funds and will be a deferred loan that is forgiven at the end of 20 years. Funds are already appropriated for this type of project. An appropriate resolution is attached.

**RESOLUTION AUTHORIZING A COMMITMENT OF FUNDS TO
S. G. ATKINS COMMUNITY DEVELOPMENT CORPORATION
FOR THE ENTERPRISE CENTER**

WHEREAS, the City of Winston-Salem and S.G. Atkins Community Development Corporation entered into a deferred loan agreement and amendments to provide a total of \$1,419,000 to redevelop the building located at 1922 South Martin Luther King, Jr. Drive in Winston-Salem into the Enterprise Center, a small business incubator and space for complementary community programs; and

WHEREAS, S.G. Atkins Community Development Corporation has requested additional funding from the City to build out and equip the kitchen in the building into a shared-use, licensed commercial kitchen.

NOW, THEREFORE, BE IT RESOLVED the Mayor and City Council of the City of Winston-Salem authorize \$165,000 in Community Development Block Grant funds to S.G. Atkins Community Development Corporation for said additional rehabilitation of a building for the Enterprise Center.

BE IT FURTHER RESOLVED that the Mayor and City Council authorize the City Manager to execute contracts and documents necessary to carry out the activities herein authorized.

Memorandum

TO: Mayor Allen Joines and Members of the City Council
FROM: A. Paul Norby, Director of Planning and Development Services
DATE: September 27, 2016
SUBJECT: Responses to September Finance Committee Discussion about
 Historic Landmarks

Bryce A. Stuart I
 100 E. I
 P.O. F
 Winston-Sal
 CityLink 311
 Fax 336

At the September 12, 2016 Finance Committee discussion about a requested Historic Landmark designation for the John L. and Emma G. Gilmer House located in the Washington Park neighborhood, Council members requested information concerning a number of things related to the Landmark program, in particular, the designation of single family homes. There was also discussion about the options available for City Council in deciding on Landmark designation.

The following materials summarize relevant information concerning these questions. Included are brief summaries of the State legislation and criteria for designating landmarks; how the associated property tax deferral works here in Forsyth County; the benefits to the larger surrounding area of a Landmark designation; a total of existing Landmarks by zoning category; a map and listing of existing Landmarks; examples of the higher costs of restoring and maintaining an historic structure; ways that historic resources including Landmarks are publicized or could be further publicized; and additional things that City Council could do in deciding whether and how much of a Landmark designation could be given on a particular property. The options available to City Council under current state statutes open up new opportunities to explore with future applicants how important Landmark designation is to their restoration efforts as well as their willingness to allow the property to be viewed by the public in some form.

The staff would not at this time recommend seeking state legislative change concerning Landmarks, but rather working within the authority we already have to make full use of these options. Staff will be available at the October 10 and 11 meetings to discuss this information.

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

Forsyth County Commissioners: David R. Plyler, Chairman; Don Martin, Vice Chair; Ted Kaplan; Richard V. Linville; Walter Marshall; Gloria D. Whisenhunt; Everette Witherspoon; County Manager: Dudley Watts, Jr.

City-County Planning Board: Arnold G. King, Chair; Allan Your -27- Chair; George M. Bryan, Jr.; Melynda Dunigan; Tommy Hicks; Clarence R. Lambe, Jr.; Darryl Little; Paul W. Mullican; Brenda J. Smith

Winston-Salem's Local Historic Landmark Program

Purpose and History of the Local Landmark Program

During the 1970s, the North Carolina General Assembly enacted a statute establishing the designation of certain properties as Local Historic Landmarks.

Winston-Salem's landmark program was inaugurated October 4, 1976, when 32 properties were designated by the Winston-Salem Board of Aldermen.

What is a Landmark?

A building, structure, site, area, or object that has individual historical, architectural, archaeological, or cultural that has:

1. A property **should be 50 years old** to qualify (it cannot be just any 50 year old property)
2. **special significance** (associated with history, architecture, culture, or archaeology)
3. **integrity** (a strong degree of original physical integrity)

These are the properties that if demolished or inappropriately altered would negatively affect the community as a whole. As such, retaining these properties over time in a manner that respects their physical integrity is paramount.

Property Restrictions Placed on the Owner.

The property becomes **subject to architectural and site review** and all work must be approved by the Historic Resources Commission (HRC).

Before making changes to any portion of a designated landmark (including interiors, when designated), the property owner must obtain what is called a Certificate of Appropriateness from the HRC to ensure that alterations to the property are in keeping with its historical and architectural character.

Property Tax Deferral and Forsyth County Policy

Under State law, an owner of a local landmark is eligible to receive **up to 50% property tax** deferral from the Forsyth County Tax Assessor, if the property continues to comply with the Landmark restriction described above.

In Forsyth County the tax deferral is **only** on the designated portions of the Landmark. There are only two other cities in North Carolina that interpret the State legislation this way. Typically, no matter what is designated, a 50% tax deferral is given on the entire property value. In Forsyth County, the tax assessor has a formula that will take into consideration only what is

designated and apply the 50% to only that portion, therefore the total tax deferral may not be 50% of the total property value. For example, not designating the entire interior of a Landmark property would potentially bring the deferral down to anywhere from 10% or lower.

According to State statute, the tax deferral runs in perpetuity, unless the integrity of the property is lost, substantially impaired, or if the designation ordinance has been repealed.

The tax deferral was established not as a reward or a prize, but to help offset the often higher cost of conducting appropriate restoration or repair work on a Landmark.

Current property owners may not need public financial assistance in the proper maintenance of Landmark properties. However, there is no guarantee that subsequent owners would have the same situation.

Therefore, the tax deferral has been seen statewide as being highly important in retaining these pivotal properties for future generations.

Benefits to the Neighborhood or Area the Landmark is Located

Pursuant to State Statute 160A-400.1, the historical heritage of our State is one of our most valued and important assets. The conservation and preservation of Historic Districts and Landmarks stabilize and increase property values in their areas and strengthen the overall economy of the State.

Therefore, aside from the honor to have one of its properties designated as a Landmark, the neighborhood or area surrounding the resource could also enjoy continued stabilization of both property values and physical soundness; maintain its historic character; contribute in telling the history of the neighborhood/City; increase maintenance of other Historic Properties; and the introduction of economic development, especially Heritage Tourism (Segway, bikes, trolley, walking, and car tours).

A new study, the 2015-2016 Visitor Intercept Survey, released by the Winston-Salem Convention & Visitors Bureau and completed by the Randall Travel Marketing, reports that what makes Winston-Salem distinct/unique is its *“history-charm-quaint-artsy-Downtown-restaurant-atmospheric”* vibe. *That is the essence that Winston-Salem needs to protect and preserve.* Visitors responded in surveys that 37.1% visited an attraction, museum, historic site, or winery, while in Winston-Salem.

Basic Data on Winston-Salem’s Landmarks

A. Number of Local Historic Landmarks

Currently there are 133 Local Historic Landmarks in Forsyth County, as the table below indicates:

Jurisdiction Winston-Salem Broken down by Zoning Jurisdiction	Number of Landmarks
Winston-Salem Single-Family Residential	17
Old Salem (Historic District)	53
Bethabara (Historic District)	4
West End (Historic Overlay District) (Pedestrian Business-3, Residential Multifamily 8-1)	4
Winston-Salem - Campus	1
Winston-Salem - Central Business	2
Winston-Salem - Central Business -WO	9
Winston-Salem - Central Industrial	4
Winston-Salem - General Business	2
Winston-Salem - Institutional and Public	1
Winston-Salem - Light Industrial	2
Winston-Salem - Limited Office	4
Winston-Salem - Pedestrian Business	4
Winston-Salem --Pedestrian Business -WO	2
Winston-Salem Residential Single Family-9 (Shell Station/Oddfellows Cemetery)	2
Forsyth County	1
Bethania	6
Clemmons	1
Kernersville	8
Pfafftown	3
Rural Hall	2
Walkertown	1

B. Examples of Higher Cost to Maintain a Landmark Single-Family House

To maintain a Landmark property requires a higher cost than the average house in Winston-Salem. Below are some examples of projects and costs of two scenarios. As with any project there are a variety of approaches. However, with historic homes/buildings, it is preferred that the original material is maintained and preserved.

Houses/buildings can vary in size, condition, and level of specialty. The figures were given by a local contractor who has within the last three years completed two historic house restorations.

Action	Modern Approach	Cost	Historic Approach	Cost
Roof	Architectural Asphalt Shingles	\$400/\$450 per square (a square is 100 square foot)	Slate	\$1000 to \$1600 per square
Windows	Vinyl Replacement windows of "typical" size	\$350 each	Restoration of original wood windows	Approximately \$1,000 range for each
Interior Floors (Depends heavily on condition)	Carpet	\$3.00 per square foot range	Good Condition: buff and refinish every two years	\$2.00 per square foot
	Prefinished Hardwoods Installed	\$4.00 per square foot range	Worse Condition: Full sand and refinish	\$4.00 per square foot (Cost would rise if spot repairs were needed)
Interior Walls	Drywall: Ready to paint installed in a prepared wall	\$2.00 per square foot	Plaster	\$16.00-\$18.00 per square foot
Exterior Painting	Vinyl Siding	\$25,000 +	Paint (every 5 years)	\$25,000

When restoring old houses, an owner may have to remove all of the old knob and tube wiring which typically means rewiring the entire house, otherwise there is a threat of a fire hazard. Another issue that typically needs to be addressed is the plumbing and HVAC systems, which can be costly.

Existing Ways the Historic Resources Commission Educates about Landmarks

1. Plaques on Designated Buildings
2. City of Winston-Salem Web Site
 - a. Information Sheets
 - b. Interactive Map
3. Preservation Month Activities
 - a. Open Houses
 - b. Tours: Walking, Trolley, etc.
 - c. Spot Light Article on the Web Site

Other Events that Include Landmark Properties

1. Neighborhood Open House Events
2. Tours of various parts of the City

Ideas to Increase Landmarks Visibility

1. Signs in the Right-of-Way in front of properties where the plaque cannot be seen
2. 3D Video Tours of Landmarks
3. Presentation of the House Plaque to the Landmark owner at the City Council meeting
4. Tours of Landmarks

Ideas to Facilitate Single Family Historic Landmark Applications at the City Council

Pursuant to State Statute, the Historic Resources Commission along with the City Council are to assist in:

- (1) Safeguarding the heritage of the city or county by preservation any district or landmark therein that embodies important elements of its culture, history, architectural history, or prehistory;
- (2) Promoting the use and conservation of such districts and landmarks for the **education, pleasure and enrichment of the residents of the city** or county and the State as a whole.

Therefore, for the **education, pleasure and enrichment of the residents of the City**, the City Council may request additional information of Landmark applicants that could include the following:

1. Would the applicant be willing to open their home at least once a year to the public?
2. Would the applicant be willing to sponsor an open house event during May, Historic Preservation Month?
3. Would the applicant be willing to have their house photographed (in 3D or any other means)?
4. Has the house been recently renovated, within the last five years? What were the costs?
5. Do you plan to renovate the house in the next five years? What are the anticipated costs?
6. Is the house currently for sale?

Ways to Assist the Council When the Designation Application is Presented

1. A review sheet supplied by the Historic Resources Staff that will give City Council members the answers to the questions above.

Summary/Conclusion

Placing these items into the Historic Resources Staff Report to be presented along with the Historic Resources Commission recommendations at the City Council public meeting will allow the City Council to ensure the **education, pleasure and enrichment of the residents of the City** as a whole, while giving a fair tax deferral based on only the portions of the property that will be designated for this end.

Staff believes this additional information and City Council procedure will resolve further single-family Landmark issues in the future.

The City Council can use the information provided in the application, staff report, and review sheet to determine what, if any, Landmark designation to give. The options could be any of the following:

1. Full designation of the property, the exterior and interior of the building(s);
2. Designation of the exterior of the building(s) only;
3. Designation of only a portion of the building exterior and/or interior;
4. No designation.

Appendix

- Comprehensive List of Single Family Residences that are Local Historic Landmarks in Winston-Salem
- One Page Review Sheet for City Council When Designation Is Requested
- Map of Winton-Salem Landmarks

**Local Historic Landmarks in Winston-Salem that are Residential and not in Old Salem or Bethabara Historic Districts
September 20, 2016**

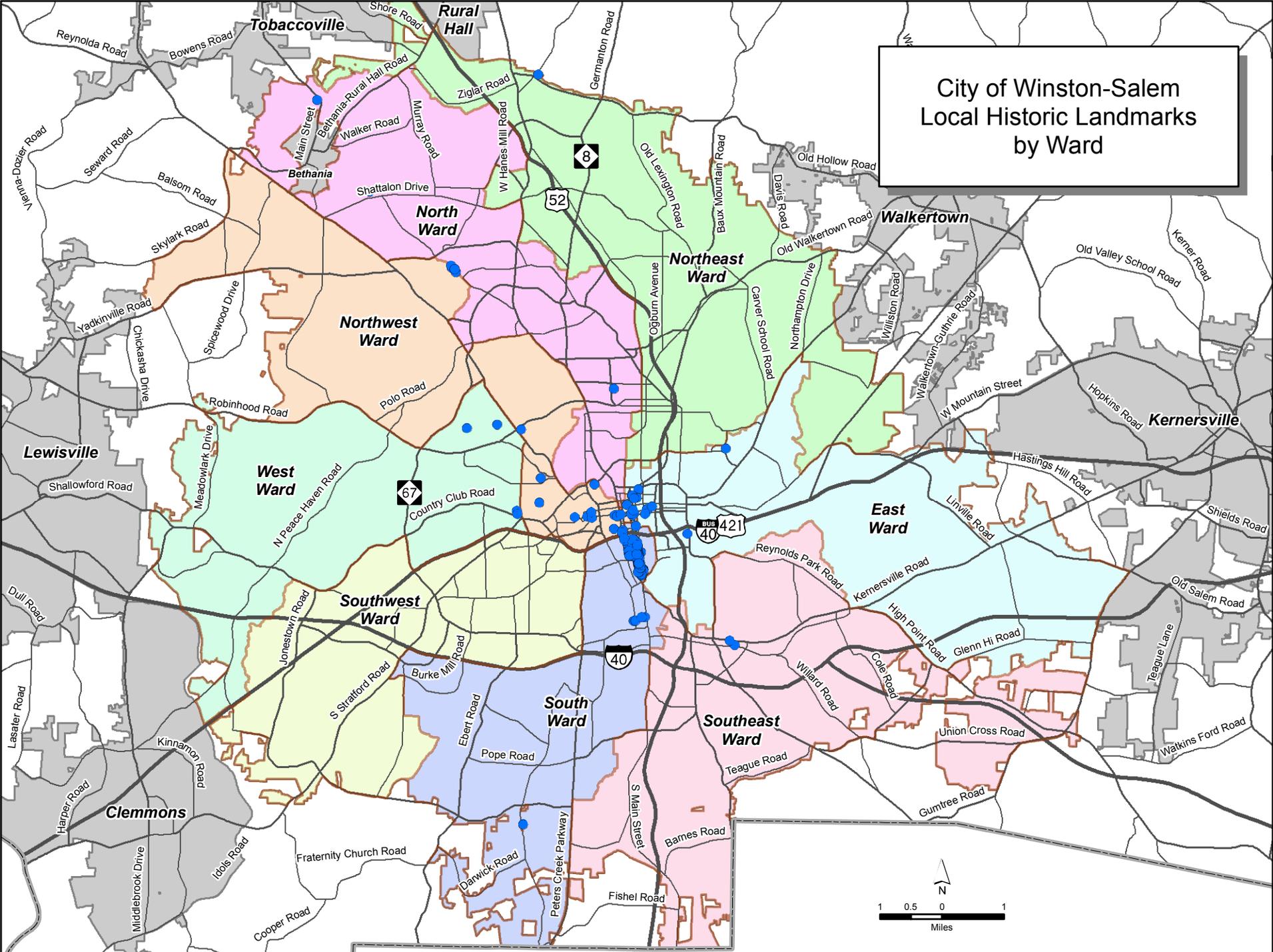
Name	Address	Zoning	Ward	National Register Historic District	Historic or Historic Overlay Local District	Date Landmarked	Tax Value As Of 9/20/16	Tax Deferral In 2016
David Reed House	1820 S. Main Street	RS9	South	Washington Park	No	1982	\$323,100	\$2,126
Peter Blum House	111 N. Poplar Street	RSQ	Northwest	Holly Avenue	No	1982	\$177,000	\$1,164
Cicero Francis Lowe House	204 West Cascade Avenue	RS9	South	Washington Park	No	1989	\$397,600	\$2,616
John Ackerman House	500 Factory Row	RS9	South	South Trade Street Houses	No	1990	\$291,800	\$1,920
Edwin Theophilus Ackerman House	440 Factory Row	RS9	South	South Trade Street Houses	No	1991	\$322,200	\$2,120
Livingston N. Clinard House	512 Factory Row	RS9	South	South Trade Street Houses	No	1993	\$448,800	\$2,953
Mamie Gray Galloway House	1040 Arbor Road	RS30	Northwest	No	No	1993	\$1,596,100	\$10,445
Joseph Franklin Bland House	1809 Virginia Road	RS12	Northwest	No	No	1993	\$1,432,500	\$9,425
William Milton Scott House	1941 Georgia Avenue	RS12	Northwest	No	No	1997	\$746,900	\$4,914
John Wesley Snyder House	2715 Old Salisbury Road	RS9	South	No	No	2000	\$259,700	\$1,020
Burton Craig House	134 West Cascade Avenue	RS9	South	Washington Park	No	2001	\$620,700	\$4,084
Charles R. Fogle House	29 Cascade Avenue	RS9	South	Washington	No	2003	\$373,800	\$2,453
Henry L. Mickey House	1162 Waughtown Street	RS9	Southeast	Waughtown-Belview	No	2003	\$82,600	\$543
Robert M. Hanes House	140 N. Stratford Road	RS12	West	No	No	2011	\$1,365,300	\$8,983
George Black House	111 Dellabrook Road	RS9	East	No	No	2011	\$15,050	\$198
Thurmond and Lucy Hanes Chatham House	112 North Stratford Road	RS40	West	No	No	2015	\$1,037,200	\$6,824
Middleton House	2770 Chatham Farm Road	RS12	West	No	No	2003	\$1,477,100	Not taken deferral
TOTALS							\$10,967,450	\$61,788

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G-5. DRAFT

 Forsyth County Historic Resources Commission LOCAL HISTORIC LANDMARK DESIGNATION APPLICATION				
Historic Name:				
Current Name:				
Physical Address:				
Zoning:	Ward:	Block (s)#:	Lot(s)#:	PIN#(s):
Date of Construction:				
Lot Size / Acreage:				
Original Use:				
Present Use:				
Restoration/Renovation (Check One):				
<input type="checkbox"/> in the last Five years		<input type="checkbox"/> Proposed for the next Five Years		
Cost:		Estimated Cost:		
Ownership (Check One):		<input type="checkbox"/> Private	<input type="checkbox"/> Public	
Status (Check One):		<input type="checkbox"/> Occupied	<input type="checkbox"/> Unoccupied	<input type="checkbox"/> Work in Progress
Public Access (Check One):		<input type="checkbox"/> Restricted	<input type="checkbox"/> Unrestricted	<input type="checkbox"/> None
Landmark Designation for (Check Appropriate Boxes):		<input type="checkbox"/> Complete Exterior	<input type="checkbox"/> Complete Interior	<input type="checkbox"/> Complete Exterior and Interior
		<input type="checkbox"/> Partial Exterior or Interior or Other, Explain:		
Meets Special Significance Requirement:		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Meets Integrity Requirement:		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Applicant is willing to open home at least once a year to the public		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Applicant is willing to sponsor an event during May, Historic Preservation Month		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Applicant is willing to have their house photographed		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Has the house been recently renovated, within the last five years? What were the costs?		<input type="checkbox"/> Yes <input type="checkbox"/> No Cost:		
Will the house be renovated, within the next five years? What are the anticipated costs?		<input type="checkbox"/> Yes <input type="checkbox"/> No Cost:		
Is the house currently for sale?		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Authorized Elected Body Action				
1. Full designation of the property, the exterior and interior of the building(s);				
2. Designation of the exterior of the building(s) only;				
3. Designation of only a portion of the building exterior and/or interior;				
4. No designation.				
Signature of Owner:			Date:	

City of Winston-Salem Local Historic Landmarks by Ward



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G-5.
DRAFT

City Council – Action Request Form	
Date:	August 24, 2016
To:	The Honorable Mayor and Members of the City Council
From:	Michelle McCullough, Historic Resource Officer, Historic Resources Commission
Council Action Requested:	
<p>Adoption of an ordinance for Local Historic Landmark Designation of the John L. and Emma J. Gilmer House, 605 West Cascade Avenue, Winston-Salem (Tax Block 1151, Lots 010, 011, 012, 013, 014, 015, 016, 017, 018, 019, and 020D/PIN # 6834-08-7013) and a portion of an unopened alley.</p>	
Summary of Information:	
<p>Local Historic Landmark Designation is a program administered by the Historic Resources Commission (HRC). Landmark designation is authorized by N.C. law and signifies recognition that a property is important to the heritage and character of the community and that its protection enriches the community's residents. The effects of landmark designation are as follows: (1) the property owner must have plans reviewed and approved by the Historic Resources Commission; and, (2) the owner of a landmark property may apply for an annual property tax deferral of up to 50% for as long as the property's important historical features are retained.</p> <p>An application has been submitted by Richard W. Sickles for the complete exterior and interior of the John L. and Emma J. Gilmer House and the entire property upon which it sits and a portion of an unopened alley, excluding the swimming pool, garden shed, and greenhouse at 605 West Cascade Avenue in Winston-Salem (Tax Block 1151 Lot 010, 011, 012, 013, 014, 015, 016, 017, 018, 019, and 020D/PIN #6834-08-7013.) The current tax value of the property is \$627,400 and the tax office will calculate the new tax value with a reduction based on the amount of the building that is designated. The HRC held a public hearing on the application on July 6, 2016, and recommended approval.</p> <p>Since that date, the HRC has reviewed the criteria for landmark designation set by the state, and the documentation required locally for landmark applicants. A new application form specifying additional details which more specifically address the criteria was approved on August 16, 2016, and will apply to all future landmark applications, as explained further in an attached memo.</p>	
Committee	Action
For	Against
Remarks:	

John L. and Emma J. Gilmer

The Forsyth County Historic Resources Commission finds that the property meets Sections B and C of the Local Historic Landmark designation guidelines. The property is a significant example of Forsyth County's history, architecture and culture that possesses integrity of location, design, setting, material, workmanship, feeling, and association.

The Gilmer House was built at its current location in 1929 for John L. and Emma J. Gilmer, replacing their circa 1903 home on the site, which was destroyed by fire. The Gilmers owned the home until 1948. The current owner is the third owner of the property. The original lot was 16 acres but is now 3.32 acres. The house was designed by the Winston-Salem architectural firm of Northrup and O'Brien, and the Fogle Brothers of Winston-Salem constructed the house. The cast-iron fountain is original to the Gilmer property, but was located in the former garden on the south side of Cascade Avenue. When that portion of the property was sold after John Gilmer's death, the fountain was moved to its present location. The house has no additions, however, at some point prior to 1983, the porch at the rear of the house was enclosed to enlarge the kitchen. Mr. Sickles, the third owner, updated the kitchen and pantry, finished the unfinished basement and attic, replaced the existing radiator heat with a central HVAC system, enlarged the dormer at the rear of the house, and added a gabled dormer to the attic-level bedroom. In 1989, a tornado took fifty-two trees on the property, damaging the perimeter chain-link fence and uprooting trees behind the house. After the tornado, Mr. Sickle replanted many trees, replaced the chain-link fence with an ironwork picket fence, installed an in-ground swimming pool with a stone patio that matched the stones on the existing walkway, and replaced two windows at the rear of the living room with a double-leaf French door. The garden shed and greenhouse construction dates are unknown, but it is speculated they are from 1948-1983.

This house meets Guideline B of the Local Historic Landmark designation guidelines because it is associated with John Lash Gilmer who was significant in the development of Winston-Salem's commerce for nearly half a century. In 1893, Mr. Gilmer left the University of North Carolina to come to Winston-Salem to run his father's mercantile business, Gilmer, Marler and Company. In 1901, after being joined by his brother Powell, the business' name was changed to Gilmer Brothers Company, with John Gilmer serving as president. His contribution to the development of Winston-Salem's local commerce included: a retail and wholesale dry goods business; a cotton mill shipments and commission business; the early development of automobiles sales and related automotive businesses in Winston-Salem; the development of both commercial and residential real estate with a particular focus on the expansion of commerce along West Fourth Street; a chain of retail department stores in North Carolina, South Carolina, and Virginia; and the establishment and expansion of the Camel City Coach Company that extended over a multistate territory until merging with Atlantic Greyhound Lines, of which he was vice-president and sales manager. The house is the best physical manifestation of his overall accomplishment and status in the community.

This house meets Guideline C of the Local Historic Landmark designation guidelines because it embodies the distinctive architectural characteristics of the Colonial Revival style and is an excellent representation of the residential work of the distinguished and prolific Winston-Salem architectural firm of Northrup and O'Brien. The 605 West Cascade Avenue home was built to have a commanding presence on the hilltop setting overlooking Washington Park and is well preserved, in excellent condition, and a well-articulated example of the Colonial Revival style on both the exterior and interior.

**ORDINANCE DESIGNATING CERTAIN PROPERTY
AS A HISTORIC LANDMARK**

WHEREAS, all of the prerequisites to the adoption of this ordinance as prescribed by Chapter 160A, Article 19, Part 3C of the North Carolina General Statutes have been met; and

WHEREAS, the Forsyth County Historic Resources Commission has submitted a report, which is incorporated herein by reference, and recommends after a separate public hearing that the property described below be designated a historic landmark; and

WHEREAS, the City Council after a separate public hearing finds that the property described herein is of historical, architectural, and/or cultural significance, and the property's preservation should be encouraged, and that the qualifying elements exist as set forth in the Historic Resources Commission report:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem as follows:

Section 1. The following described property is hereby designated a historic landmark: John L. Gilmer and Emma J. Gilmer House, 605 West Cascade Avenue, specifically: the complete exterior and interior of the John L. and Emma J. Gilmer House and the entire property upon which it sits and a portion of an unopened alley, excluding the swimming pool, garden shed, and greenhouse at 605 West Cascade Avenue in Winston-Salem (Tax Block 1151 Lot 010, 011, 012, 013, 014, 015, 016, 017, 018, 019, and 020D/PIN #6834-08-7013.) This property is owned by Richard W. Sickles.

Section 2. The review process provided by law shall be observed prior to demolition, alteration, rehabilitation, or removal of the designated property.

Section 3. This ordinance shall be effective from and after its adoption.



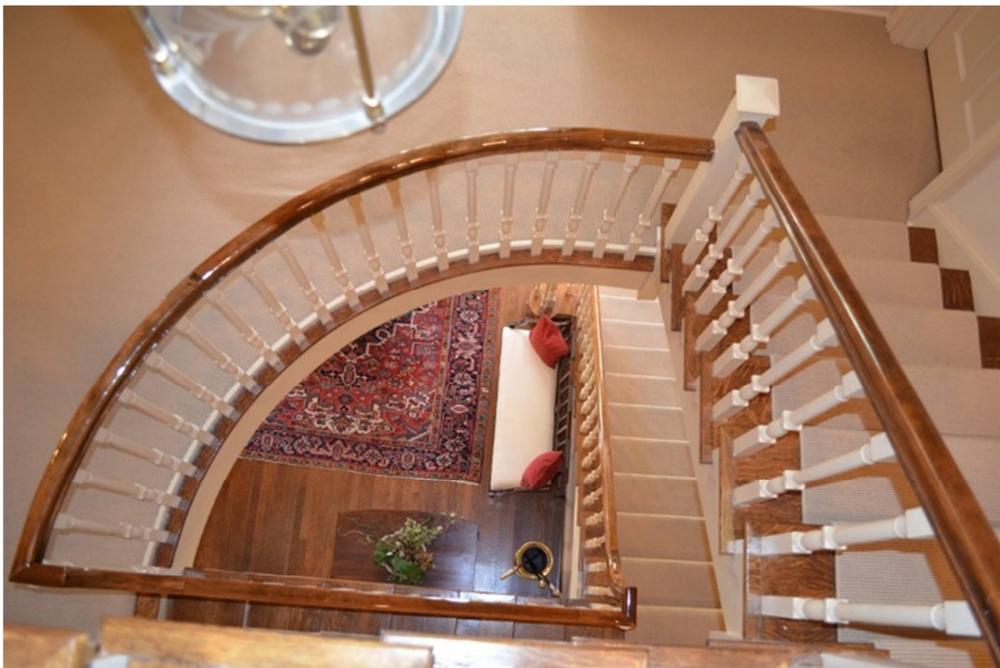
**John L. And Emma J. Gilmer House
605 West Cascade Avenue, Winston-Salem
Tax Block 1151, Lots 010, 011, 012, 013, 014, 015, 016, 017, 018, 019,
and 020D
PIN #: 6834-08-7013**



**John L. And Emma J. Gilmer House
605 West Cascade Avenue, Winston-Salem
Tax Block 1151, Lots 010, 011, 012, 013, 014, 015, 016, 017, 018, 019,
and 020D
PIN #: 6834-08-7013**



**John L. And Emma J. Gilmer House
605 West Cascade Avenue, Winston-Salem
Tax Block 1151, Lots 010, 011, 012, 013, 014, 015, 016, 017, 018, 019,
and 020D
PIN #: 6834-08-7013**



**John L. And Emma J. Gilmer House
605 West Cascade Avenue, Winston-Salem
Tax Block 1151, Lots 010, 011, 012, 013, 014, 015, 016, 017, 018, 019,
and 020D
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and 020D
PIN #: 6834-08-7013**

Memorandum



Bryce A. Stuart Municipal Building
100 East First Street
P.O. Box 2511
Winston-Salem, NC 27102
CityLink 311 (336.727.8000)
[www.cityofws.org/departments/
planning-and-development-services](http://www.cityofws.org/departments/planning-and-development-services)

TO: Mayor Allen Joines and Members of the City Council
FROM: A. Paul Norby, Director of Planning and Development Services
DATE: August 31, 2016
SUBJECT: Revisions Made to Local Historic Landmark Application and Explanation of Criteria by the Historic Resources Commission

Local Historic Landmark Designation is a program administered by the Forsyth County Historic Resources Commission. Landmark designation is authorized by North Carolina law and signifies recognition that a property is important to the heritage and character of the community and that its protection enriches the community's residents. The North Carolina State Historic Preservation Office establishes the criteria for Landmark designation.

The effects of landmark designation are as follows: (1) the property owner who wishes to make changes to a designated landmark property must first have the plans reviewed and approved by the Historic Resources Commission; and, (2) the owner of a landmark property may apply for an annual property tax deferral of up to 50% for as long as the property's important historical features are retained.

The Historic Resources Commission created a subcommittee to review the criteria for Landmark designation and confirm that the criteria meets the requirements created and established by the NC State Historic Preservation Office. A revised application form outlines the specific individual criterion that must be addressed and the documentation necessary to support the criterion.

The Historic Resources Commission on August 16, 2016 reviewed and approved the criteria and revised application unanimously. Proposed Landmark applications received by the Historic Resources Commission after August 16, 2016 will be required to use the new application.

Although the criteria and procedures to be followed in designating Local Historic Landmarks are prescribed by the State, cannot be changed, and must be followed by the Historic Resources Commission, the final decision on whether to grant Local Landmark status remains with the elected body. The new application retains the required specific significant and integrity criteria, however, it now requires a quantifiable demonstration of how these two criterion are met. The applicant is also required to submit a higher level of evidence of the historic items of the property as part of the application. Only the portions of the Landmark that meet the criteria will be recommended for designation and it will only be this portion of the property that will receive the property tax deferral.

A copy of the approved revisions is attached.



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

Forsyth County Commissioners: David R. Plyler, Chairman; Don Martin, Vice Chair; Ted Kaplan; Richard V. Linville; Walter Marshall; Gloria D. Whisenhunt; Everette Witherspoon; County Manager: Dudley Watts, Jr.

City-County Planning Board: Arnold G. King, Chair; Allan Younger, Vice-Chair; George M. Bryan, Jr.; Melynda Dunigan; Tommy Hicks; Clarence R. Lambe, Jr.; Darryl Little; Paul W. Mullican; Brenda J. Smith

CRITERIA				
<input type="checkbox"/> Property Over Fifty Years Old Fifty years is a general estimate of the time needed to develop historical perspective and to evaluate special significance. (Complete Sections A, B, & C)	<input type="checkbox"/> Property Under Fifty Years Old Evidence of exceptional importance is required. (Complete Sections A, A.1, B, and C)	<input type="checkbox"/> Relocation The building has been moved from its original site of construction. (Complete Sections A, B, and C)	<input type="checkbox"/> Reconstruction (Complete Sections D and E)	
A.1 Historical Significance				
Special Significance Area (Check All That Apply):	<input type="checkbox"/> history	<input type="checkbox"/> architecture	<input type="checkbox"/> culture	<input type="checkbox"/> archaeology
Significance Category (Check All That Apply):				
<input type="checkbox"/>	A.	Property is associated with events that have made a significant contribution to the broad patterns of our history		
<input type="checkbox"/>	B.	Property is associated with the lives of persons significant in our past		
<input type="checkbox"/>	C.	Property embodies the distinctive characteristics of a type, period, or method of construction, or that represents the work of a master, or that possesses high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction		
<input type="checkbox"/>	D.	Property has yielded, or may be likely to yield, information important in prehistory or history		
A.2 Exceptional Importance				
Fifty years is a general estimate of the time needed to develop historical perspective and to evaluate special significance. This consideration guards against the listing of properties of passing contemporary interest and ensures that the landmark is truly a historic place. If the property is less than fifty years old, it must possess a level of significance greater than if it were more than fifty years old, that is, it must possess exceptional significance.				
If applying for a property constructed less than fifty years ago, the criteria in Section A above as well as those below must be met.				
<input type="checkbox"/>	1. The property was constructed less than fifty years ago and is exceptionally important . As defined by the National Park Service, exceptional importance does not necessarily mean national significance; rather, it is a measure of a property’s importance within the appropriate historic context, whether the geographic scale of that context is local, state, or national.			
<input type="checkbox"/>	2. The property was constructed fifty years or more ago but achieved its exceptional importance less than fifty years ago.			

G-5. DRAFT

A. Integrity The property has integrity if its significance can be seen or experienced, not just imagined.	
Must meet at least five (5) of the criteria listed below: Check the applicable boxes below.	
<input type="checkbox"/>	1. Integrity of location – The historic location where the building was original constructed.
<input type="checkbox"/>	2. Integrity of design – The historic organization of form, space, proportion, scale, technology and materials can be seen or experienced.
<input type="checkbox"/>	3. Integrity of setting – The physical environment related to the property’s function, role, or design retains its historic character and its significance can be seen or experienced.
<input type="checkbox"/>	4. Integrity of workmanship – The physical evidence of a craft or crafts of the culture or people during the period of significance of the property can be seen or experienced.
<input type="checkbox"/>	5. Integrity of materials – The majority of historic materials that were combined to form the property have been preserved and not recreated, other than appropriate maintenance and repairs.
<input type="checkbox"/>	6. Integrity of feeling – The historic or aesthetic sense of the property’s period of significance can be experienced because its physical features evoke a sense of its historical character.
<input type="checkbox"/>	7. Integrity of association – The property is the location of a significant activity or event, or is the place where a significant person lived or engaged in significant historic actions. The property is sufficiently intact to allow such connection to be experienced.

B. Report Material and Layout Architectural Description, Significance & Integrity Statements	
<p>Applications must include a report that includes items 1-7, and item 8 and 9 if applicable. Submit a clear, concise, complete narrative so that the HRC will be able to make a decision.</p>	
<input type="checkbox"/>	<p>1. Introduction Include a clear statement summarizing the property’s significance and integrity level in two to four sentences.</p>
<input type="checkbox"/>	<p>2. Property Description Include a comprehensive description of all elements of the site proposed for designation. The description should delineate significant character-defining features of the setting, exterior, interior, and secondary resources.</p>
<input type="checkbox"/>	<p>3. Restoration/Rehabilitation Description (Completed or Currently Proposed) Include information about any restoration and/or rehabilitation efforts, additions, and/or alterations, including details of the date and scope of work. Include whether the work was completed under the supervision of an of experienced preservation professional or historic preservation organization.</p>
<input type="checkbox"/>	<p>4. Statement of Significance Include a statement of significance that explains in detail how the property meets the relevant criteria identified in the Significance section above (A). Clearly define the special significance of the property for each. Include all major owners and names of people known or believed to have worked on the structure (such as architects, carpenters etc.). A bibliography is required. Include an ownership chain of title, showing all known owners with deed book and page and other relevant documentation if the property is significant for its association with a historically significant person.</p>
<input type="checkbox"/>	<p>5. Integrity Statement Include a statement of integrity that explains in detail how the property meets the relevant criteria in the Integrity section above (B). Clearly define the level of integrity for all significant physical elements of the proposed property to be designed, including the exterior, interior, outbuildings, and/or the site. Explain how the property retains elements of its original or early design, materials, location, workmanship, setting, historic association and feeling.</p>
<input type="checkbox"/>	<p>6. Historical Background Summary Include an explanation of the property’s place, time, and theme:, i.e. the context in the history of the community, the region, the state, or the nation. Once this is identified, show how the property relates to other properties that fall into that same context if the property is important due to its association with events that have made a significant contribution to the broad patterns of our history.</p>

G-5. DRAFT

	<p>7. Architectural Context If the property is of architectural significance include biographical information for the architect(s) if known and explain why their work is important at the local, state, and/or national level.</p>
<input type="checkbox"/>	<p>8. Approved National Register Nomination If a National Register nomination for this property has been approved and is still accurate, specifically the description of the property, it may be submitted with the application form and other supporting documents; however, any special significance areas and/or integrity issues not included in the nomination must be addressed in supplemental information. Subsequent alterations must be submitted in photographs and other documentations to explain all changes in detail. This could include, but is not limited to, Federal and/or State Historic Preservation Tax Credit applications and approvals for Parts 2 and 3, along with a written summary of changes made since the nomination was approved.</p>
<input type="checkbox"/>	<p>9. Exceptional Importance Statement Attach a statement explaining how the property meets the identified criteria in the Exceptional Importance Section above (A.2.)</p>

C. RECONSTRUCTED PROPERTIES

The HRC will consider landmark applications only for reconstructions located in locally zoned Historic Districts (H), such as Old Salem or Bethabara. This does not include Historic Overlay Districts (HO), such as West End.

After the passage of fifty years, a reconstructed property may attain special significance for what it reveals about the period in which it was built, rather than the historic period it was intended to depict. If that is the case, complete sections A, B, and C, not D and E.

Reconstruction is defined as the reproduction of the exact form and detail of a vanished building, structure, object, or a part thereof, as it appeared at a specific period of time. Examples include: a property in which most or all of the fabric is not original or of historic period. Examples of properties that are NOT considered reconstructions are properties that have been remodeled or renovated and retain the majority of their original or early fabric.

The HRC will not designate a reconstructed property that necessitated or contributed to the demolition or relocation of a historic property which has been recommended for local designation by the HRC, is listed on the State Study List for the National Register of Historic Places, has been determined eligible for or is listed in the National Register of Historic Places and /or has any other type of local, State, or national historic designation.

Must meet all the criteria below.

<input type="checkbox"/>	<p>1. It is accurately executed in a suitable environment.</p> <p>The reconstruction must be based upon sound archaeological, architectural, and historic data concerning the historic construction and appearance of the resource. That documentation should include both analysis of any above or below ground material and research in written and other records.</p> <p>The reconstructed property must be located on the original site as the original. It must also be situated in its original grouping of buildings, structures, and objects (as many as are extant), and that grouping must retain integrity. In addition, the reconstruction must not be misrepresented as an authentic historic property. One approach to signify a reconstruction is to place a small sign that states the building is a reconstruction.</p>
<input type="checkbox"/>	<p>2. It is presented in a dignified manner as part of a restoration master plan.</p> <p>A restoration master plan is defined, for the purposes of this application, as a comprehensive or far-reaching written plan of action, encompassing a locally-zoned Historic District (H), and approved by a community, government, or organization/institution, and is designed to reintroduce something that existed before, specifically historic buildings or structures.</p> <p>A reconstructed property must be identified in the restoration master plan as a component of that historic district and part of the overall restoration plan for the district.</p>

<input type="checkbox"/>	<p>3. No other building or structure with the same associations has survived.</p> <p>A reconstruction is appropriate only if the historic property was the only one in the district associated with a particular activity or event of special significance or no other property with the same associative values has survived.</p>
<p>D. RECONSTRUCTION DOCUMENTATION</p> <p>In order to be considered, the HRC must determine if there is enough information supporting the accuracy of the reconstruction, so that there could be a truly accurate portrayal.</p>	
<p>Reconstruction Documentation</p>	
<input type="checkbox"/>	<p>1. Attach a report that explains in detail how the property meets each criterion identified in Section D. above. Include text, drawings, photographs, historic documents and other evidence as necessary.</p>
<input type="checkbox"/>	<p>2. A detailed history of the historic building or structure represented in the reconstruction.</p> <p>Include: Date(s) of original construction, early additions and pertinent alterations Date of demolition Year reconstruction represents and reason that date was selected History of original owners History of the original use(s), including that of the interpretation period Current use of reconstructed property Location of the historic building or structure Description of the interpretive use that coordinates with the restoration master plan</p>
<input type="checkbox"/>	<p>3. A detailed architectural description of the historic building or structure and of the reconstructed building or structure.</p> <p>Include the following in the descriptions of both the historic building or structure and of the reconstructed building or structure when known: Size of the building or structure Number of stories Material(s) of construction Construction method(s) Appearance of the building or structure including the placement of such features as doors and windows Detailed drawings of significant features reconstructed, such as architectural details, roofs, windows, doors, and porches Elevations noting known elements and/or features Elevations noting elements and/or features changed from the original Notation of reconstructed elements surmised from study but not known Explanation of approach when details or features were unknown Site plan or survey</p>

Reconstruction Research Documentation Types

A detailed report indicating thorough research and analysis of the below documentation types must be submitted. The report should include substantive information on the research gathered and sources. Resources searched but revealing no pertinent information must be discussed in the report. Copies of visual materials such as, but not limited to, photographs, maps, drawings, plans, and artwork should be labeled, with title, description, known or approximate year created, known or possible creator, and source.

<input type="checkbox"/>	1. A copy of the section(s) of the restoration master plan pertinent to the subject property. Include the cover, date, and summary pages or sections that describe the purpose, approach, and physical boundaries of the plan.
<input type="checkbox"/>	2. Evidence that the historic property on which the reconstruction was based was the only one in the district associated with a particular activity or event of special significance or that no other property with the same associative values has survived.
<input type="checkbox"/>	3. Written archival records, including but not limited to diaries, journals, letters, deeds, legal documents, other primary sources and secondary sources.
<input type="checkbox"/>	4. Relevant historic photographs or artwork.
<input type="checkbox"/>	5. Relevant historic plans and/or drawings.
<input type="checkbox"/>	6. Archaeological findings.
<input type="checkbox"/>	7. Any other historical information used as a basis for the reconstruction.

Memorandum



Winston-Salem

Office of the
City Manager

Derwick L. Paige
Assistant City Manager

P.O. Box 2511
Winston-Salem, NC 27102
Tel 336.747.7473
Fax 336.748.3060
derwickp@cityofws.org

To: Mayor Allen Joines and Members of the City Council
From: Derwick L. Paige, Assistant City Manager
Date: September 20, 2016
Subject: Winston Lake YMCA

For several months, staff has been in conversation with Mr. Curt Hazelbaker, President & CEO of the YMCA of Northwest North Carolina and his staff regarding the City of Winston-Salem assuming ownership of the Winston Lake YMCA.

Under the proposal, the YMCA would sell the facility to the City for \$1, then lease back a portion of the facility for \$1/year for up to fifty years (for a minimum of five years). The facility would be named the Mo Lucas Senior Inclusive Recreation Center and the YMCA would operate approximately 8,300 square feet of the facility including a weight room, adult locker rooms, whirlpool, sauna and steam areas along with the racquetball courts. The YMCA would also make a capital investment of approximately \$150- 200,000 to upgrade these areas.

In return, the City would be responsible for the maintenance and upkeep of the building. The building was built in 1985 and is approximately 50,600 square feet. The current tax value of the facility is \$3.96 million; however, due to the age of the facility some major maintenance issues will need to be addressed in the next few years including the roof, H/VAC, chillers, and flooring. The estimated maintenance needs over the next five years will cost between \$750,000 and \$1,250,000. Annual utility costs (water, electric, and gas) for the facility have averaged \$140,000 over the last three years.

As proposed, the Recreation and Parks Department would operate the facility with a focus on special needs and senior populations and events such as Special Olympics and Senior Games. The Special Populations staff would be relocated from their current location at the Black-Phillips-Smith to oversee this facility. While no additional staffing is currently anticipated, as new programming is developed especially around aquatics, staffing needs may change.

Based upon direction provided by the Finance Committee, staff can prepare an item for City Council's future consideration.

Derwick L. Paige

Derwick L. Paige

pc: Lee D. Garrity, City Manager

City Council – Action Request Form

Date: October 10, 2016

To: The City Manager

From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Authorizing Execution of a Lease for Surplus City-owned Property at 115 North Main Street under the Provisions of N.C.G.S. 160A-272. (South Ward)

The City of Winston-Salem became the owner of the ground floor of the Bryce A. Stuart Municipal Building at 115 North Main Street on September 30, 2014. Part of the ground floor of the building composed of units 1 and 15, was the site of the Twin City Chop House Restaurant for a number of years and this same site was also the location of the Phoenix Grille for a short period of time.

The City has been approached by Edson Munekata and Chi Kuo Lee, for the Cowboy Brazilian Steakhouse, seeking to lease the approximate 8,000 sq. ft. restaurant space. The base rent would be \$3,000 per month, with additional yearly increases of 5% per year, with incentive for the City to share in the success of the restaurant by collecting an additional 3% of the net sales over \$1,000,000 per year. The term of the lease would be for five years, with three additional five year options. The tenant will pay for interior renovations, which have not been done since the space first opened. The tenant anticipates spending approximately \$200,000 on renovation to the City-owned space. To aid in this renovation by the tenant, it is proposed that no rent will be due for the first nine months of the lease. The attached resolution accommodates this proposal.

This lease would provide space for a new downtown restaurant operation and provide income to the City for space that is currently empty. The attached resolution authorizes a lease to Edson Munekata and Chi Kuo Lee, for the Cowboy Brazilian Steakhouse as described herein and as approved by the City Attorney.

Committee

Action

For

Against

Remarks:

RESOLUTION AUTHORIZING EXECUTION OF A LEASE FOR SURPLUS CITY-OWNED PROPERTY AT 115 NORTH MAIN STREET UNDER THE PROVISIONS OF N.C.G.S. 160A-272

WHEREAS, the City of Winston-Salem became the owner of the ground floor of the Bryce A, Stuart Municipal Building at 115 North Main Street on September 30, 2014; and

WHEREAS, a portion of this ground floor includes units 1 and 15 which is configured for approximate 8,000 sq. ft. of restaurant space; and

WHEREAS, the City has been approached by Edson Munekata and Chi Kuo Lee, for the Cowboy Brazilian Steakhouse, seeking to lease this restaurant space; and

WHEREAS, the base rent would be \$3,000 per month with additional yearly increases of 5% per year, with incentive for the City to share in the success of the restaurant by collecting an additional 3% of the net sales over \$1,000,000 per year; and

WHEREAS, the term of the lease would be five years with three additional five year options; and

WHEREAS, to aid in the tenant's renovation of the City-owned space, it is proposed that no rent will be due for the first nine months of the lease; and

WHEREAS, this lease would provide space for a new downtown restaurant operation and provide income to the City for space that is currently empty.

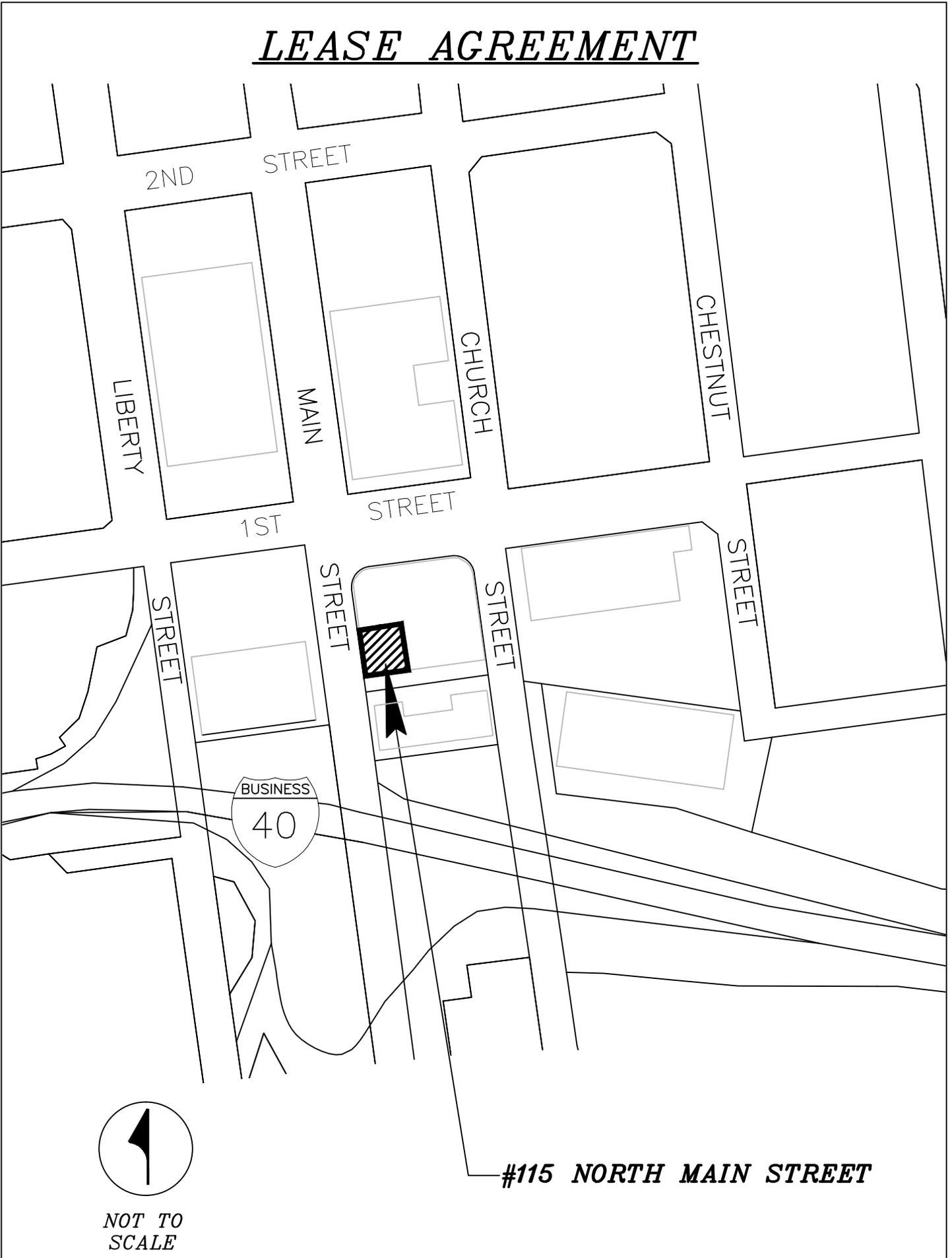
NOW, THEREFORE, BE IT RESOLVED that the Mayor and the City Council of the City of Winston-Salem, hereby authorize the execution by the appropriate City Officials of a lease, approved by the City Attorney, for a part of the ground floor of the Bryce A. Stuart Municipal Building composed of the restaurant space in units 1 and 15 at 115 North Main Street, as described herein and shown on in Exhibit A, to Edson Munekata and Chi Kuo Lee or their assigns, for the Cowboy Brazilian Steakhouse, for a term of five years with three additional five

C-1. DRAFT

year options at a rate of \$3000 per month with yearly increases of 5%, and an additional 3% of net sales over \$1,000,000 per year.

BE IT FURTHER RESOLVED, that to aid in the tenant's renovation of the City-owned space, no rent will be due for the first nine months of the lease.

LEASE AGREEMENT



NOT TO
SCALE

#115 NORTH MAIN STREET

City Council – Action Request Form

Date: October 10, 2016
To: The City Manager
From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Authorizing Easement Acquisitions for the Lantern Ridge Greenway Connection by Deed or Condemnation (West Ward)

Summary of Information:

The Lantern Ridge Greenway Connection Project provides for the construction of a greenway connection, approximately 800 feet in length, from Lantern Ridge Drive to the existing Muddy Creek Greenway, in Winston-Salem, Forsyth County, North Carolina. Construction proposed with this project includes clearing, grading, paving a ten feet wide asphalt greenway, grassed shoulders and a pedestrian bridge across Muddy Creek.

It is necessary that the City of Winston-Salem acquire the properties for this project, as shown on the attached exhibits. These values are based on tax values. If the property owner rejects the initial attached offer based on tax value, then condemnation is authorized based on the appraised value. The Assistant City Manager’s existing \$1,000 authority may be used to negotiate final settlements if necessary. This procedure will help decrease the potential delays in future road, sidewalk, and greenway construction projects.

The attached resolution authorizes staff to proceed with the acquisition of the properties as stated herein.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

RESOLUTION ACQUIRING EASEMENTS FOR LANTERN RIDGE GREENWAY CONNECTION BY DEED OR CONDEMNATION

WHEREAS, it is necessary that the City of Winston-Salem acquire easements based on tax value of the properties specified in the attached exhibit, which is incorporated in this resolution by reference, for the Lantern Ridge Greenway Connection; and

WHEREAS, if the property owner rejects the initial attached offer based on tax value, then condemnation is authorized based on the appraised value; and

WHEREAS, the Assistant City Manager's existing \$1,000 authority may be used to negotiate settlements; and

WHEREAS, it may become necessary to purchase additional easement square footage for reasons such as unforeseen field conditions or recommended design revisions during construction that result in net cost savings to the project.

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 acquisition of said easements by deed or condemnation as described herein and that the total recommended tax based purchase price of \$7,970; and

BE IT FURTHER RESOLVED that in the event the tax value offer is not accepted, staff is hereby authorized to offer the appraised value, and if the same is not accepted even after staff's exercise of its settlement authority, then staff is further authorized to proceed with the condemnation of properties described herein and to charge all costs associated with the purchase or condemnation to Account No. 304-531103-543004.

BE IT FURTHER RESOLVED that it is the intent of the City Council that the City Manager or his appropriate designee(s) proceed with the acquisition of said easements by deed or

C-2. DRAFT

condemnation and that the City Manager or his designee(s) may acquire additional easement square footage in a dollar amount not to exceed \$90 for reasons such as unforeseen field conditions or design revisions during construction that would result in net cost savings to the project.

Sheet No. 1 of 1, dated October 10, 2016 attached to Resolution Authorizing Acquisition of properties by Deed or Condemnation. All square footage is approximate. Figures rounded as needed and appropriate.

PROJECT: Lantern Ridge Greenway Connection

PROJECT NO.: 304-531103-543004

INTEREST TO BE ACQUIRED: Easements:

- Permanent Greenway Easement (PGE)
- Permanent Drainage Easement (PDE)
- Temporary Construction Easement (TCE)

Property Owner	Description	Tax Value Amount	Recommended Purchase Price
Lantern Ridge Association Attn: Brenda R. Lidbom, President PO Box 25153 Winston-Salem, NC 27114	Tax PIN: 5895-85-1860 23,207 sq. ft PGE 2,164 sq. ft PDE 622 sq. ft TCE Lantern Ridge Drive	\$2,115	\$2,115
Lantern Ridge Association Attn: Brenda R. Lidbom, President PO Box 25153 Winston-Salem, NC 27114	Tax PIN: 5895-85-5214 3,202 sq. ft PGE 1,025 sq. ft TCE Lantern Ridge Drive	\$400	\$400
Brookberry Park Apartments, LLC Attn: Sue D. White Manager 1834 Bank Street, Suite 3 Greensboro, NC 27408	Tax PIN: 5895-75-0542 4,984 sq. ft PGE 1,092 sq. ft TCE 100 Brookberry Drive	\$5,455	\$5,455
Total			\$7,970

EXHIBIT A



BROOKBERRY PARK
ASSOCIATION, LLC



EXISTING MUDDY CREEK GREENWAY

LANTERN RIDGE
ASSOCIATION, INC.



PROPOSED GREENWAY
EASEMENT
(APPROX. LOCATION)

LANTERN RIDGE
ASSOCIATION, INC.



LANTERN

RIDGE

PROP. GREENWAY PROJ. NO. 200901

NOT TO
SCALE

DATE
10-17-16

LANTERN RIDGE GREENWAY CONNECTOR

City Council – Action Request Form

Date: October 10, 2016

To: The City Manager

From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Authorizing the Issuance of a Quit Claim Deed to the Board of Trustees for Forsyth Technical Community College (Northeast Ward)

Summary of Information:

Forsyth Technical Community College (Forsyth Tech) has recently applied for a building permit for their facility located at 4255 North Patterson Avenue, Tax PIN 6828-73-5762. A sewer line, that is assumed to be public, exists on the property. The line was built in 1973 and no agreement or easements can be found for the line. The proposed building plans submitted to the Inspections Department have the new building encroaching within 10 feet of the sewer line. Additionally, there is already an existing building situated built over the sewer line. Conditional approval was given for construction/siting of the new building, as long as Forsyth Tech assumes ownership, and maintenance responsibility for the line on its property starting at the right-of-way. Forsyth Tech has requested that a quit claim deed be issued by the City releasing any ownership rights as well as maintenance responsibility for this unrecorded sewer line and any interest in the underlying property.

The City/County Utility Commission and staff are supportive of this request.

The attached resolution authorizes the issuance of a quit claim deed to Forsyth Tech as described herein.

Committee Action:

Committee _____ **Action** _____

For _____ **Against** _____

Remarks: _____

RESOLUTION AUTHORIZING THE ISSUANCE OF A QUIT CLAIM DEED TO THE BOARD OF TRUSTEES FOR FORSYTH TECHNICAL COMMUNITY COLLEGE

WHEREAS, Forsyth Technical Community College (Forsyth Tech) has recently applied for a building permit for their facility located at 4255 North Patterson Avenue, Tax PIN 6828-73-5762; and

WHEREAS, a sewer line, that is assumed to be public, exists on the property; and

WHEREAS, the line was built in 1973 and no agreement or easements can be found for the line; and

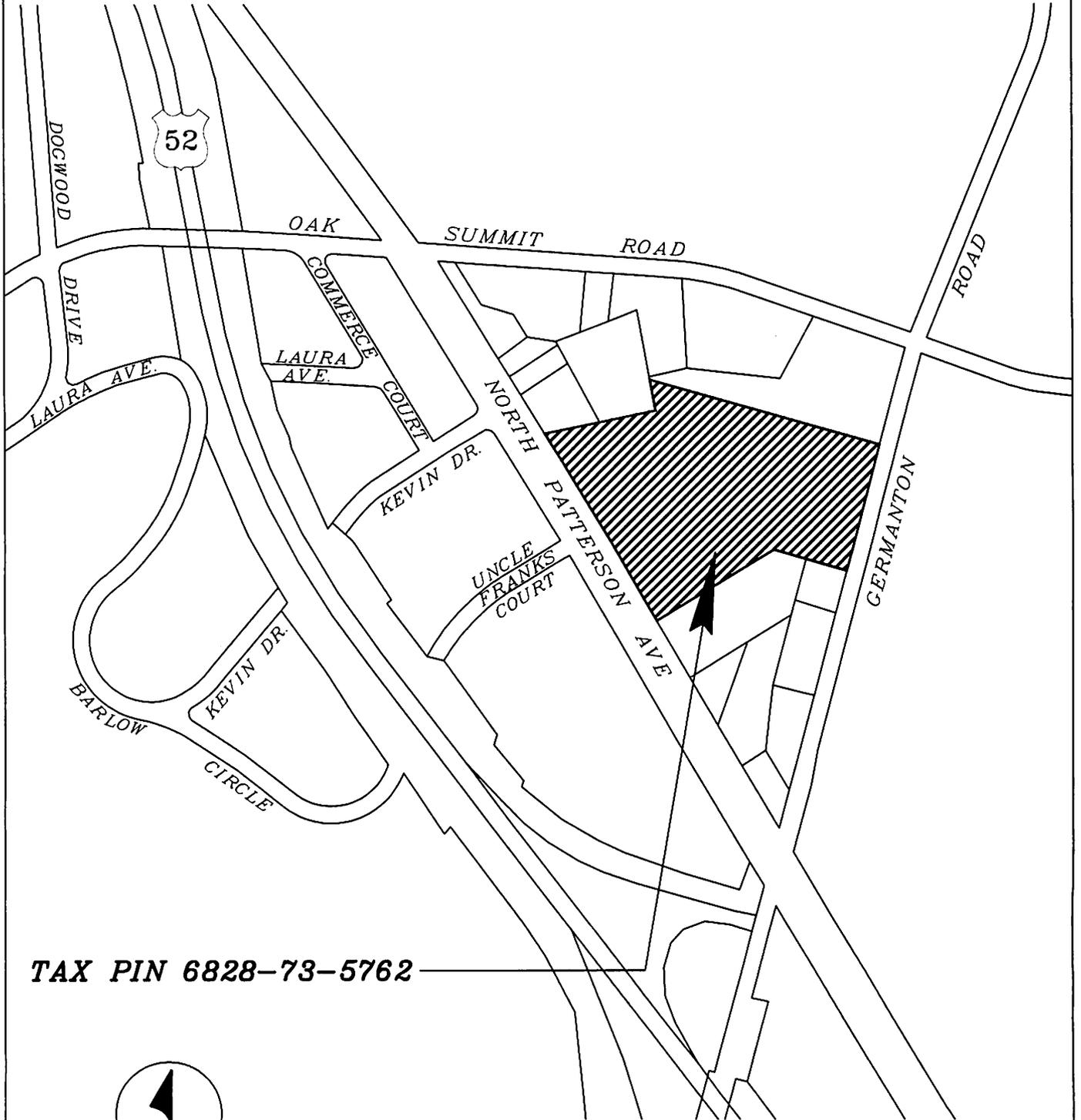
WHEREAS, Forsyth Tech has requested that a quit claim deed be issued by the City releasing any ownership rights as well as maintenance responsibility for this unrecorded sewer line and any interest in the underlying property; and

WHEREAS, the City/County Utility Commission and staff are supportive of this request; and

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 issuance of a quit claim deed for a sewer line located at 4255 North Patterson Avenue on Tax PIN 6828-73-5762 and as further illustrated in the attached exhibit.

BE IT FURTHER RESOLVED that the appropriate City officials are hereby authorized to execute instruments required to complete the actions herein set forth.

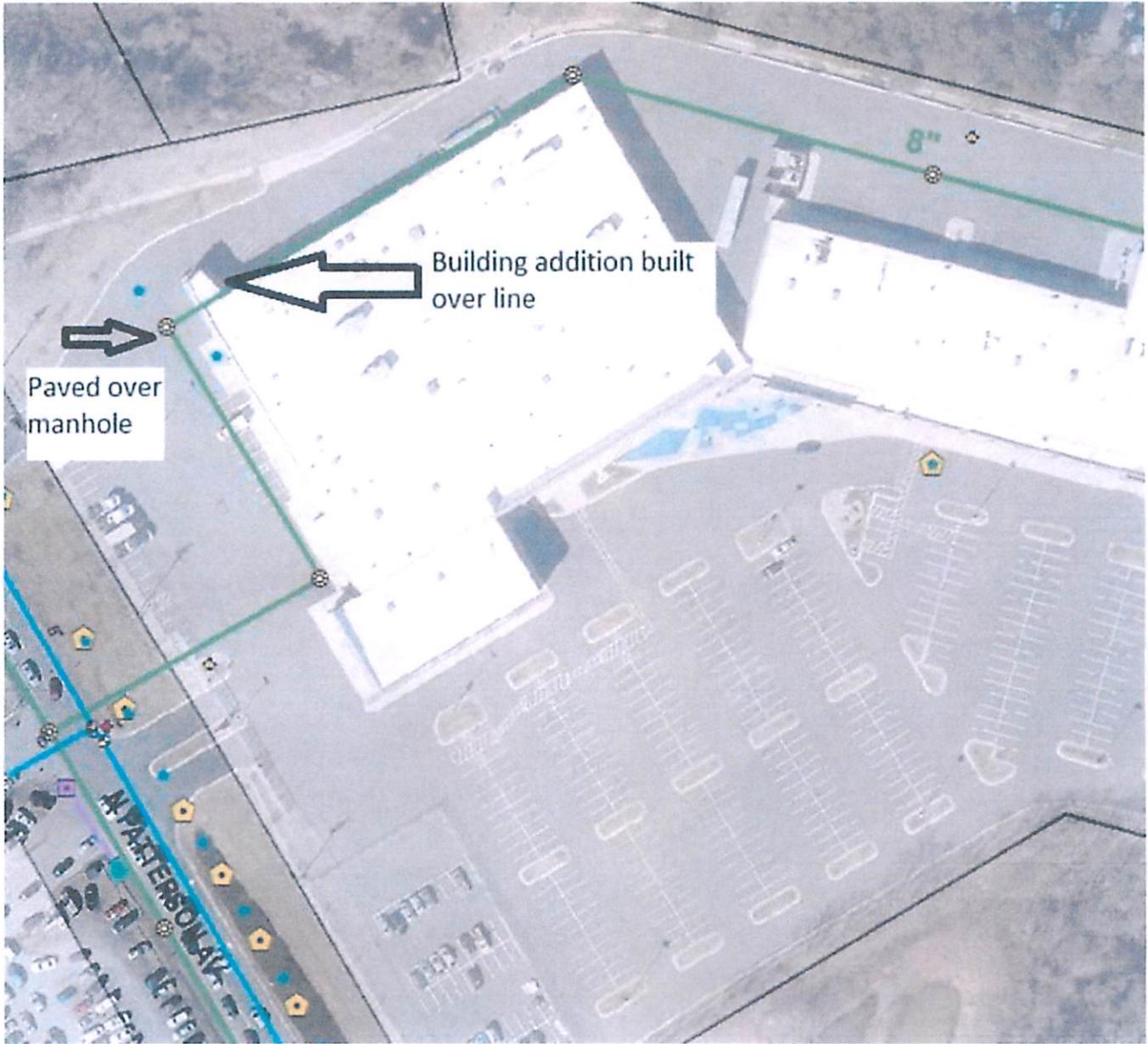
SEWER LINE
QUIT CLAIM DEED REQUEST



TAX PIN 6828-73-5762



NOT TO SCALE



City Council – Action Request Form

Date: October 10, 2016
To: The City Manager
From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Authorizing Fee Simple and Temporary Construction Acquisition of Properties for Ebert Street - 2014 Bond Projects by Deed or Condemnation (Southwest Ward)

Summary of Information:

The area of the Ebert Street Sidewalk – 2014 Bond Project requiring acquisition of property involves road widening, installation of curb and guttering and sidewalks from Silas Creek Parkway to Cherokee Lane. It is necessary that the City of Winston-Salem acquire the properties for this project, as shown on the attached exhibits. These values are based on tax values. If the property owner rejects the initial attached offer based on tax value, then condemnation is authorized based on the appraised value. The Assistant City Manager’s existing \$1,000 authority may be used to negotiate final settlements if necessary. This procedure will help decrease the potential delays in future road, sidewalk, and greenway construction projects.

The attached resolution authorizes staff to proceed with the acquisition of the properties as stated herein.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

**RESOLUTION ACQUIRING FEE SIMPLE AND TEMPORARY CONSTRUCTION
EASEMENTS FOR THE EBERT STREET SIDEWALK PROJECT BY DEED OR
CONDEMNATION**

WHEREAS, it is necessary that the City of Winston-Salem acquire fee simple and temporary construction easements based on tax value of the properties specified in the attached exhibit, which is incorporated in this resolution by reference, for the Ebert Street Sidewalk Project – 2014 Bond Project; and

WHEREAS, if the property owner rejects the initial attached offer based on tax value, then condemnation is authorized based on the appraised value; and

WHEREAS, the Assistant City Manager’s existing \$1,000 authority may be used to negotiate settlements; and

WHEREAS, it may become necessary to purchase additional easement square footage for reasons such as unforeseen field conditions or recommended design revisions during construction that result in net cost savings to the project.

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 acquisition of said fee simple and temporary construction easements by deed or condemnation as described herein and that the total recommended tax based purchase price of \$9,625 and

BE IT FURTHER RESOLVED that in the event the tax value offer is not accepted, staff is hereby authorized to offer the appraised value, and if the same is not accepted even after staff’s exercise of its settlement authority, then staff is further authorized to proceed with the condemnation of properties described herein and to charge all costs associated with the purchase or condemnation to Account No. 304-531103-541208.

BE IT FURTHER RESOLVED that it is the intent of the City Council that the City Manager or his appropriate designee(s) proceed with the acquisition of said fee simple and temporary construction easements by deed or condemnation and that the City Manager or his designee(s) may acquire additional easement square footage in a dollar amount not to exceed \$1,120 for reasons such as unforeseen field conditions or design revisions during construction that would result in net cost savings to the project.

Sheet No. 1 of 1, dated October 10, 2016 attached to Resolution Authorizing Acquisition of properties by Deed or Condemnation. All square footage is approximate. Figures rounded as needed and appropriate.

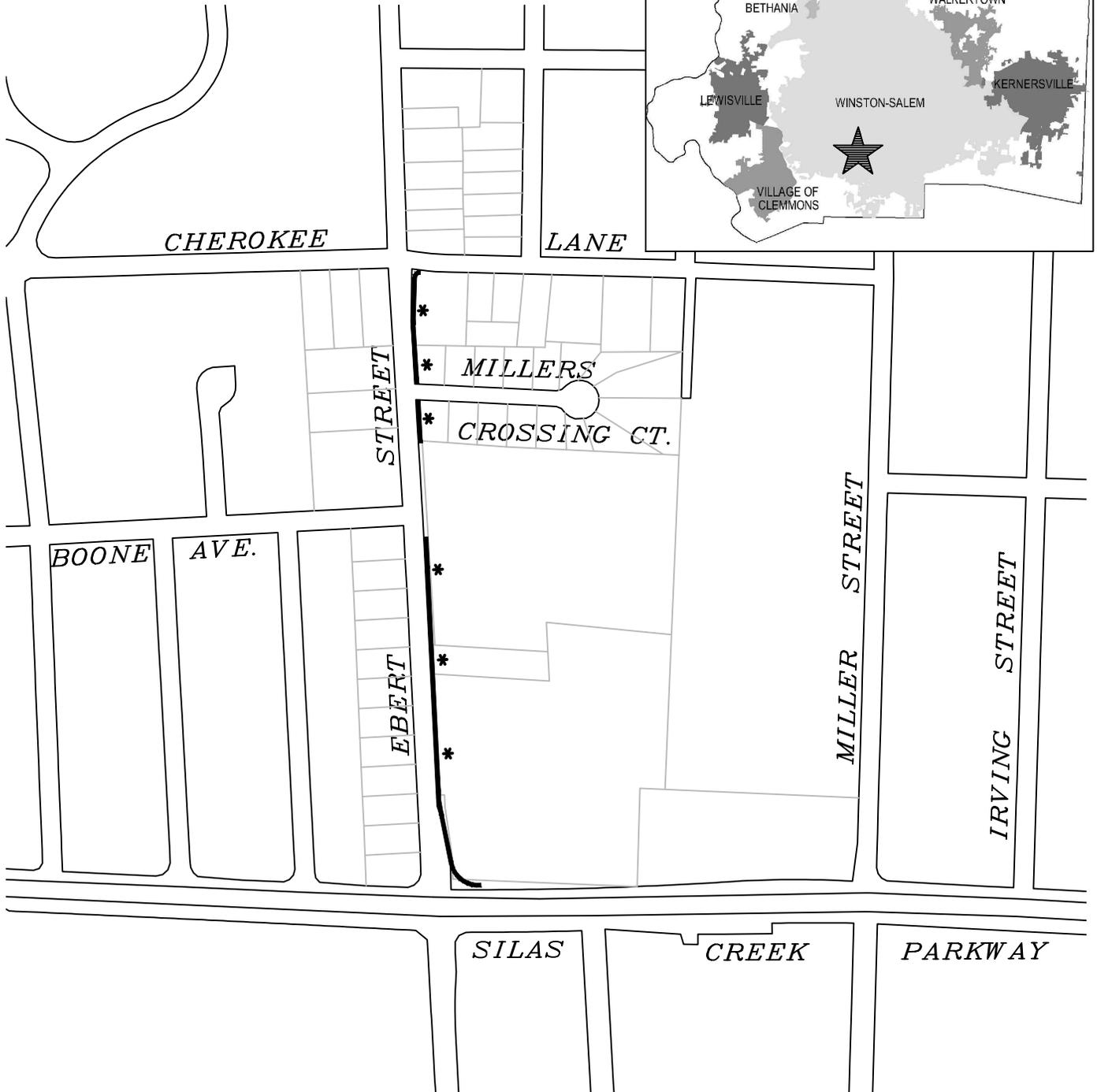
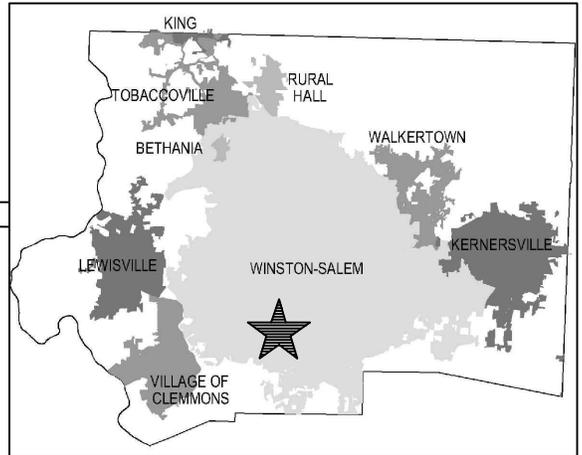
PROJECT: Ebert Street Sidewalk – 2014 Bond Project

PROJECT NO.: 304-531103-541208

INTEREST TO BE ACQUIRED: Easements:
 Fee Simple (FS)
 Temporary Construction Easement (TCE)

Property Owner	Description	Tax Value Amount	Recommended Purchase Price
Bill & Jane Ebert Revocable Trust Bill Ebert Trustee 437 Clark Hop Road Sparta, NC 28675	Tax PIN: 6824-27-7176 2,298 sq. ft TCE 1451 Ebert Street	\$415	\$415
Nancy Calloway Henry L. Manning 1425 Ebert Street Winston-Salem, NC 27103	Tax PIN: 6824-27-6337 445 sq. ft TCE 1425 Ebert Street	\$200	\$200
Twin City Baptist Church 1337 Ebert Street Winston-Salem, NC 27103	Tax PIN: 6824-27-7772 521 sq. ft TCE Improvements 1337 Ebert Street	\$755	\$755
J. Michael & Anna H. Tucker 100 Miller Crossing Court Winston-Salem, NC 27103	Tax PIN: 6824-28-4082 54 sq. ft FS 972 sq. ft TCE Improvements 100 Miller Crossing Court	\$2,305	\$2,305
Whitney J. French Lara L. Bruce 105 Miller Crossing Court Winston-Salem, NC 27103	Tax PIN: 6824-28-4176 856 sq. ft TCE Improvements 105 Miller Crossing Court	\$3,920	\$3,920
James J. & Mary E. Murphy 1301 Ebert Street Winston-Salem, NC 27103	Tax PIN: 6824-28-4391 1,124 sq. ft TCE Improvements 1301 Ebert Street	\$2,030	\$2,030
Total			\$9,625

EASEMENT ACQUISITIONS



NOT TO SCALE

City Council – Action Request Form

Date: October 10, 2016

To: The City Manager

From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Authorizing Fee Simple and Temporary Construction Acquisition of Properties for Ardmore Road - 2014 Bond Projects by Deed or Condemnation (South Ward)

Summary of Information:

The area of the Ardmore Road Sidewalk – 2014 Bond Project requiring acquisition of property involves road widening, installation of curb and guttering and sidewalks from Highfield Park Drive to Old Salisbury Road. It is necessary that the City of Winston-Salem acquire the properties for this project, as shown on the attached exhibits. These values are based on tax values. If the property owner rejects the initial attached offer based on tax value, then condemnation is authorized based on the appraised value. The Assistant City Manager’s existing \$1,000 authority may be used to negotiate final settlements if necessary. This procedure will help decrease the potential delays in future road, sidewalk, and greenway construction projects.

The attached resolution authorizes staff to proceed with the acquisition of the properties as stated herein.

Committee Action:

Committee _____ **Action** _____

For _____ **Against** _____

Remarks: _____

**RESOLUTION ACQUIRING FEE SIMPLE AND TEMPORARY CONSTRUCTION
EASEMENTS FOR THE ARDMORE ROAD SIDEWALK PROJECT BY DEED OR
CONDEMNATION**

WHEREAS, it is necessary that the City of Winston-Salem acquire fee simple and temporary construction easements based on tax value of the properties specified in the attached exhibit, which is incorporated in this resolution by reference, for the Ardmore Road Sidewalk Project – 2014 Bond Project; and

WHEREAS, if the property owner rejects the initial attached offer based on tax value, then condemnation is authorized based on the appraised value; and

WHEREAS, the Assistant City Manager’s existing \$1,000 authority may be used to negotiate settlements; and

WHEREAS, it may become necessary to purchase additional easement square footage for reasons such as unforeseen field conditions or recommended design revisions during construction that result in net cost savings to the project.

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 acquisition of said fee simple and temporary construction easements by deed or condemnation as described herein and that the total recommended tax based purchase price of \$5,540 and

BE IT FURTHER RESOLVED that in the event the tax value offer is not accepted, staff is hereby authorized to offer the appraised value, and if the same is not accepted even after staff’s exercise of its settlement authority, then staff is further authorized to proceed with the condemnation of properties described herein and to charge all costs associated with the purchase or condemnation to Account No. 304-531103-541213.

BE IT FURTHER RESOLVED that it is the intent of the City Council that the City Manager or his appropriate designee(s) proceed with the acquisition of said fee simple and temporary construction easements by deed or condemnation and that the City Manager or his designee(s) may acquire additional easement square footage in a dollar amount not to exceed \$525 for reasons such as unforeseen field conditions or design revisions during construction that would result in net cost savings to the project.

Sheet No. 1 of 2, dated October 10, 2016 attached to Resolution Authorizing Acquisition of properties by Deed or Condemnation. All square footage is approximate. Figures rounded as needed and appropriate.

PROJECT: Ardmore Road Sidewalk – 2014 Bond Project

PROJECT NO.: 304-531103-541213

INTEREST TO BE ACQUIRED: Easements:
 Fee Simple (FS)
 Temporary Construction Easement (TCE)

Property Owner	Description	Tax Value Amount	Recommended Purchase Price
Jack R. & Nikki S. Walters 106 Kathland Avenue Thomasville, NC 27360	Tax PIN: 6823-47-1927 746 sq. ft TCE 2005 Ardmore Village Lane	\$300	\$300
James E. McDuffie 157 Rosemary Drive Winston-Salem, NC 27107	Tax PIN: 6823-47-3708 997 sq. ft TCE Improvements 1684 Ardmore Road	\$2,430	\$2,430
Melissa Renee Cox 1644 Ardmore Road Winston-Salem, NC 27103	Tax PIN: 6823-47-5507 1,500sq. ft TCE Improvements 1644 Ardmore Road	\$420	\$420
Gaye Speaks Mize 4906 Gladwyne Drive Winston-Salem, NC 27104	Tax PIN: 6823-47-5592 1,559 sq. ft TCE 1640 Ardmore Road	\$235	\$235
Bur Miz Investment Co., Inc. 3221 Old Salisbury Road Winston-Salem, NC 27127	Tax PIN: 6823-47-6458 441 sq. ft TCE Ardmore Road	\$90	\$100 (Token)
Teman D. & Jamie D. Willard 1636 Ardmore Road Winston-Salem, NC 27127	Tax PIN: 6823-47-7417 1,524 sq. ft TCE 1636 Ardmore Road	\$305	\$305

Sheet No. 2 of 2, dated October 10, 2016 attached to Resolution Authorizing Acquisition of properties by Deed or Condemnation. All square footage is approximate. Figures rounded as needed and appropriate.

PROJECT: Ardmore Road Sidewalk – 2014 Bond Project

PROJECT NO.: 304-531103-541213

INTEREST TO BE ACQUIRED: Easements:

Fee Simple (FS)

Temporary Construction Easement (TCE)

Property Owner	Description	Tax Value Amount	Recommended Purchase Price
Felix Hernandex-Soleno 1616 Ardmore Road Winston-Salem, NC 27127	Tax PIN: 6823-47-9308 1,355 sq. ft TCE 1616 Ardmore Road	\$285	\$285
Leonardo Sanchez Espinoza Juana Nicolas Banos 1610 Ardmore Road Winston-Salem, NC 27127	Tax PIN: 6823-47-9384 1,113 sq. ft TCE 1610 Ardmore Road	\$235	\$235
Charles S. & Carol s. Bledsoe 1453 Hannaford Road Winston-Salem, NC 27103	Tax PIN: 6823-57-1227 100 sq. ft FS 550 sq. ft TCE Improvements 2005 Old Salisbury Road	\$1,230	\$1,230
Total			\$5,540

EASEMENT ACQUISITIONS



PROPOSED PROJECT 541213

NOT TO SCALE

DATE
9-22-16

ARDMORE ROAD SIDEWALK IMPROVEMENTS

City Council – Action Request Form

Date: October 10, 2016
To: The City Manager
From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Authorizing the Abandonment of a Sewer Easement in the Barrington Oaks Development

Summary of Information:

A request has been received from the developer of the Barrington Oaks Development to abandon a sewer easement containing approximately 10,800 square feet on Barrington Oaks Drive. A new line was installed by the developer in another location to replace this existing line; thus, the existing line is no longer needed. The area requested for abandonment is further described in attached exhibits.

The City/County Utility Commission and staff are supportive of this request.

The attached resolution authorizes the abandonment of a sewer easement in the Barrington Oaks Development as described herein.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

RESOLUTION AUTHORIZING THE ABANDONMENT OF A SEWER EASEMENT IN THE BARRINGTON OAKS DEVELOPMENT

WHEREAS, a request has been received from the developer of the Barrington Oaks Development to abandon a sewer easement containing approximately 10,800 square feet on Barrington Oaks Drive; and

WHEREAS, a new line was installed by the developer in another location to replace this existing line; thus, the existing line is no longer needed; and

WHEREAS, the area requested for abandonment is further described in attached exhibits; and

WHEREAS, the City/County Utility Commission and staff are supportive of the request.

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 abandonment of a sewer easement of approximately 10,800 square feet as illustrated in the attached exhibit.

BE IT FURTHER RESOLVED that the appropriate City officials are hereby authorized to execute instruments required to complete the actions herein set forth.

Legal Description for Sanitary Sewer Easement Abandonment

Being an easement twenty feet wide centered on the following description.

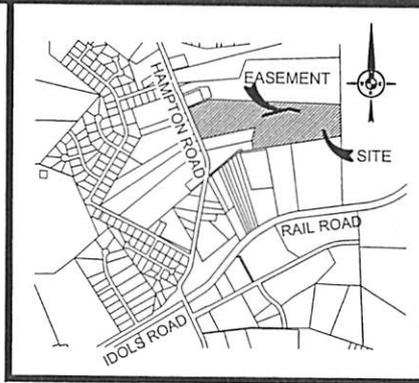
Beginning at an existing sanitary sewer manhole (smh57517), said manhole being the beginning point of easement abandonment; thence along the centerline of sanitary sewer N 73° 45' 01" E for a distance of 210.08 feet to a manhole; thence N 74°47'31" E for a distance of 178.04 feet to a manhole; thence S 77°21'57" E for a distance of 164.44 feet to an existing sanitary sewer manhole (smh57514), said manhole also being the end of the easement abandonment and containing approximately 10,800 SqFt of sanitary sewer easement.



A handwritten signature in blue ink is written over a circular notary seal. The seal contains the text "VINCENT C. TOMBS" and "9/13/16".

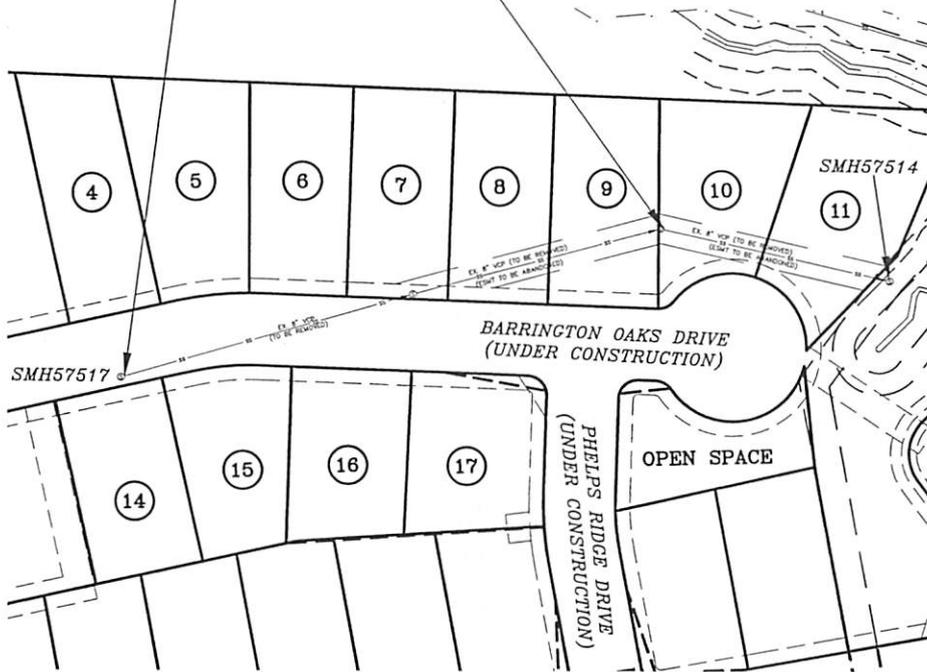
OVERALL SITE DATA:

- 1) DEED REFERENCE – FORSYTH COUNTY REGISTRY:
 - i. PB 51, PG 54 (PROPERTY)
 - ii. PB 52, PG 54 (SEWER EASEMENT)
 - iii. DB 3252, PG 2221
- 2) PARCEL ID: 5892-55-6545.00
TOTAL PARCEL AREA : ±16.59 AC
- 3) ZONING: RS-9
- 4) CURRENT LAND USE: UNDEVELOPED
- 5) PROPOSED LAND USE: SINGLE FAMILY



VICINITY MAP
1" = 2000'

REQUESTED ABANDONMENT AREA OF
EXISTING APPROX. 540 LF. OF
8" VCP SANITARY SEWER
& 10,800± SqFt OF EASEMENT

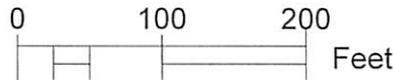


BARRINGTON OAKS, PHASE 2B
(FUTURE CONSTRUCTION)



OWNER/DEVELOPER:

GREEN GROUP OF NORTH CAROLINA, LLC
502 HICKORY RIDGE DRIVE
GREENSBORO, NC 27409



SANITARY SEWER ABANDONMENT EXHIBIT FOR GREEN GROUP OF NORTH CAROLINA, LLC		
SUBDIVISION	DATE	
BARRINGTON OAKS, PHASE 2	09/6/2016	
CITY/TOWNSHIP	COUNTY	SCALE
CLEMMONS	FORSYTH	1" = 100'
LOT NO.	SECTION/PAHSE NO.	PLAT REF. DATE
	PHASE 2A	JUNE 13,2006
PLAT BOOK	PAGE	DRAWN BY
51	54	JAM

7A WENDY CT
GREENSBORO, NC 27409
Tel: 336.294.9394
certificate no. P-0826
www.greenmountainengineers.com



DATE	REV. NO.	DESCRIPTION
9-8-2016	1	ADD MANHOLE ID NUMBERS

PROJ. NO.: 7A15-019

City Council – Action Request Form

Date: October 17, 2016

To: The City Manager

From: Jerry Bates, Purchasing Director

Council Action Requested:
 Adoption of Resolution Awarding Purchase Order for Police Pursuit Vehicles.

Summary of Information:
 On September 7, 2016, bids were accepted for the purchase of 63 Dodge Charger police pursuit vehicles as scheduled replacements for vehicles that have exceeded their intended life. See Exhibit A following the Resolution for vehicle replacement information and Exhibit B for a detailed bid tabulation. Summary of bids received:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
Ginn Chrysler Jeep Dodge, LLC	Covington, GA	\$24,078	\$1,516,914
Performance Automotive Group, Inc.	Clinton, NC	24,170	1,522,710
Horace G. Ilderton, LLC*	High Point, NC	24,177	1,523,151
Horace G. Ilderton, LLC**	High Point, NC	24,612	1,550,556

* Horace G. Ilderton, LLC holds the North Carolina Sheriff's Association Contract

** Horace G. Ilderton, LLC holds the North Carolina State Contract

The City's FY 2016-17 capital equipment budget includes \$1,575,000 for this purchase; therefore, it is recommended that a purchase order be awarded to Ginn Chrysler Jeep Dodge, LLC, low bidder meeting specifications, for the purchase of 63 Dodge Charger Police Pursuit Vehicles in the total bid amount of \$1,516,914 and that all other bids are rejected.

The purchase of these vehicles will be financed through the North Carolina Municipal Leasing Corporation. Funding for the lease payments is available in the General Fund FY 2016-17 budget.

M/WBE comment: There are no known M/WBE dealerships who can supply these vehicles.

Workforce Demographics: See Exhibit C

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

RESOLUTION AWARDING PURCHASE ORDER FOR POLICE PURSUIT VEHICLES

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 11:00 a.m., September 7, 2016, for the purchase of 63 Dodge Charger police pursuit vehicles as scheduled replacements; and the following bids were received:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
Ginn Chrysler Jeep Dodge, LLC	Covington, GA	\$24,078	\$1,516,914
Performance Automotive Group, Inc.	Clinton, NC	24,170	1,522,710
Horace G. Ilderton, LLC	High Point, NC	24,177	1,523,151
Horace G. Ilderton, LLC	High Point, NC	24,612	1,550,556

WHEREAS, City’s FY 2016-17 capital equipment budget includes \$1,575,000 for this purchase; therefore, it is the recommendation of the Finance Committee that a purchase order be awarded to Ginn Chrysler Jeep Dodge, LLC for the purchase of 63 Dodge Charger police pursuit vehicles per bid specifications at \$24,078 each for the total bid amount of \$1,516,914.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a purchase order for 63 Dodge Charger police pursuit vehicles per bid specifications at \$24,078 each is hereby awarded to Ginn Chrysler Jeep Dodge, LLC in the total bid amount of \$1,516,914 and that all other bids are rejected.

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

BE IT FURTHER RESOLVED that the purchase is included in the FY 2016-17 capital budget and will be financed through the North Carolina Municipal Leasing Corporation with funding for the lease payments available in the FY 2016-17 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 tax-exempt obligations.

EXHIBIT A

**Equipment Replacement Information
Dodge Charger Police Pursuit Vehicles**

Vehicle#	0193	3206	1238	1329
Year	2008	2006	2006	2006
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W48X152593	2FAFP71W16X156436	2FAFP71W36X154221	2FAFP71W76X156442
Mileage	94,707	126,193	139,177	113,415
Acquired Cost	\$22,403.23	\$20,926.07	\$20,818.05	\$20,530.54
Repairs Over Life of Vehicle	\$28,106.43	\$27,456.23	\$26,155.27	\$22,971.67

Vehicle#	0055	1168	0051	1242
Year	2005	2007	2007	2006
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W65X148310	2FAFP71W27X147066	2FAFP71WX7X145176	2FAFP71W06X154225
Mileage	121,689	114,827	133,321	108,933
Acquired Cost	\$22,361.37	\$21,078.82	\$21,779.72	\$20,536.10
Repairs Over Life of Vehicle	\$22,579.63	\$21,698.16	\$21,416.66	\$20,939.10

Vehicle#	0072	1292	1357	1139
Year	2006	2005	2006	2002
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAFP71W56X156438	2FAHP71WX5X148309	2FAFP71W96X156460	2FAFP71W92X155805
Mileage	110,897	113,144	122,072	103,550
Acquired Cost	\$21,539.86	\$20,722.54	\$20,572.34	\$21,057.48
Repairs Over Life of Vehicle	\$20,677.50	\$20,427.15	\$20,348.81	\$19,699.55

Vehicle#	1248	1391	1108	1387
Year	2006	2006	2006	2006
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAFP71W86X154229	2FAFP71W46X156463	2FAFP71WX6X156449	2FAFP71WX6X154216
Mileage	139,696	114,915	114,488	135,960
Acquired Cost	\$21,738.31	\$20,486.10	\$20,523.32	\$20,675.47
Repairs Over Life of Vehicle	\$18,539.08	\$18,483.18	\$18,399.64	\$18,314.93

Vehicle#	1089	0047	1193	1307
Year	2003	2006	2006	2005
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W73X183838	2FAFP71W66X154231	2FAFP71W86X156451	2FAHP71W35X148314
Mileage	113,322	135,938	148,500	135,219
Acquired Cost	\$21,094.02	\$20,905.93	\$20,614.89	\$20,854.26
Repairs Over Life of Vehicle	\$18,027.51	\$17,767.13	\$17,659.21	\$17,651.02

**Equipment Replacement Information
Dodge Charger Police Pursuit Vehicles**

Vehicle#	1319	1240	0905	1323
Year	2005	2006	2002	2005
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W55X148315	2FAFP71WX6X156435	2FAFP71W82X155794	2FAHP71W65X148324
Mileage	126,373	91,241	126,317	123,724
Acquired Cost	\$21,004.53	\$20,536.10	\$20,691.50	\$20,613.53
Repairs Over Life of Vehicle	\$17,620.81	\$17,594.89	\$17,524.28	\$17,348.52

Vehicle#	1359	1237	1176	0136
Year	2005	2006	2008	2004
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W25X148305	2FAFP71W46X154230	2FAHP71V58X152604	2FAHP71W94X163611
Mileage	137,442	126,766	103,515	109,594
Acquired Cost	\$20,597.58	\$20,565.57	\$21,771.35	\$20,128.12
Repairs Over Life of Vehicle	\$16,868.80	\$16,754.65	\$16,680.91	\$16,649.04

Vehicle#	0187	1045	0076	1036
Year	2007	2007	2004	2007
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAFP71W37X145195	2FAFP71W77X145183	2FAHP71W44X163628	2FAFP71W17X147060
Mileage	133,184	129,291	112,548	137,324
Acquired Cost	\$20,896.01	\$20,796.54	\$20,496.17	\$27,623.16
Repairs Over Life of Vehicle	\$16,366.83	\$16,360.31	\$16,264.84	\$16,241.99

Vehicle#	1353	1038	1318	1348
Year	2004	2007	2007	2006
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W74X163607	2FAFP71W57X147062	2FAFP71W27X147052	2FAFP71W76X156456
Mileage	120,707	116,636	113,981	119,000
Acquired Cost	\$20,406.95	\$20,700.22	\$20,791.17	\$20,572.26
Repairs Over Life of Vehicle	\$16,093.31	\$16,009.83	\$15,997.74	\$15,952.87

Vehicle#	1080	1241	1463	1339
Year	2004	2006	2009	2004
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W84X163616	2FAFP71WX6X156452	2FAHP71V79X129505	2FAHP71W04X163626
Mileage	115,221	131,978	68,655	119,905
Acquired Cost	\$20,488.02	\$21,312.23	\$21,499.94	\$20,414.51
Repairs Over Life of Vehicle	\$15,800.40	\$15,680.89	\$15,470.29	\$15,346.60

Vehicle#	0156	0934	1158	1106
Year	2007	2012	2005	2008
Make	Ford	CHEVROLET	Ford	Ford
Model	Crown Victoria	CAPRICE	Crown Victoria	Crown Victoria
Serial Number	2FAFP71W37X145181	6G1MK5U27CL640435	2FAHP71W85X148325	2FAHP71V48X152609
Mileage	100,170	23,762	124,677	92,628
Acquired Cost	\$20,746.79	\$25,649.80	\$21,220.60	\$21,557.68
Repairs Over Life of Vehicle	\$15,166.74	\$15,115.56	\$15,024.44	\$14,852.88

EXHIBIT A

**Equipment Replacement Information
Dodge Charger Police Pursuit Vehicles**

Vehicle#	1071	1367	1167	0946
Year	2007	2005	2006	2006
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAFP71W27X145172	2FAHP71W55X148301	2FAFP71W16X154220	2FAFP71W46X156432
Mileage	117,684	173,507	114,888	81,357
Acquired Cost	\$20,744.05	\$20,678.69	\$20,708.04	\$20,575.53
Repairs Over Life of Vehicle	\$14,720.46	\$14,692.25	\$14,475.53	\$14,459.27

Vehicle#	1042	1299	1025	1049
Year	2005	2008	2006	2006
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W75X148316	2FAHP71V98X149706	2FAFP71W66X154228	2FAFP71W66X156447
Mileage	130,198	101,378	117,624	89,975
Acquired Cost	\$20,739.28	\$21,561.93	\$20,859.53	\$20,643.71
Repairs Over Life of Vehicle	\$14,328.90	\$14,290.35	\$14,265.91	\$22,689.37

Vehicle#	1337	1316	1350	1262
Year	2005	2007	2007	2004
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W05X148318	2FAFP71W57X145179	2FAFP71W87X147055	2FAHP71W34X163619
Mileage	100,434	122,170	114,072	134,816
Acquired Cost	\$21,104.58	\$20,780.21	\$20,661.10	\$20,450.63
Repairs Over Life of Vehicle	\$18,680.80	\$18,146.16	\$17,629.87	\$16,987.00

Vehicle#	1058	0925	1073	1333
Year	2002	2008	2006	2005
Make	Ford	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAFP71W42X155792	2FAHP71V08X149707	2FAFP71W06X156444	2FAHP71W85X148308
Mileage	124,539	77,678	114,395	141,434
Acquired Cost	\$20,624.00	\$21,482.55	\$20,637.32	\$21,858.39
Repairs Over Life of Vehicle	\$16,475.65	\$16,155.90	\$15,808.94	\$15,345.24

Vehicle#	1173	0148	1363
Year	2003	2003	2007
Make	Ford	Ford	Ford
Model	Crown Victoria	Crown Victoria	Crown Victoria
Serial Number	2FAHP71W93X182979	2FAHP71W43X183828	2FAFP71W17X145194
Mileage	110,294	135,372	103,801
Acquired Cost	\$20,648.78	\$20,584.04	\$20,853.83
Repairs Over Life of Vehicle	\$14,779.52	\$14,346.63	\$20,811.25

Exhibit B

<div style="display: flex; justify-content: space-between; align-items: center;">  <div style="text-align: center;"> <p>Bid Tabulation</p> <p>(63) Dodge Charger Police Pursuit Vehicles</p> </div>  </div>					
Company Name	Year	Model	Price Each	Price for 63	Delivery
Ginn Chrysler Jeep Dodge, LLC	2017	Dodge Charger PPV	\$24,078.00	\$1,516,914.00	56-70
Performance Automotive Group, Inc.	2017	Dodge Charger PPV	\$24,170.00	\$1,522,710.00	90-120
Horace G. Ilderton, LLC*	2017	Dodge Charger PPV	\$24,177.00	\$1,523,151.00	90-120
Horace G. Ilderton, LLC**	2017	Dodge Charger PPV	\$24,612.00	\$1,550,556.00	90-120

* Horace G. Ilderton, LLC holds the North Carolina Sheriff's Association Contract

** Horace G. Ilderton, LLC holds the North Carolina State Contract

WORKFORCE DEMOGRAPHICS

Project/Bid Description: Police Pursuit Vehicles

Bidder's Company Name: Ginn Chrysler Jeep Dodge, LLC

City/State: Covington, GA

Gender		Race/Ethnic Identification					Total
Male	Female	White	African-American	Hispanic	Asian	Native-American	
88	31	96	23				119
% of Total	73.9%	26.1%	80.7%	19.3%	0.0%	0.0%	0.0%

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.

City Council – Action Request Form

Date: October 17, 2016
To: The City Manager
From: Jerry Bates, Purchasing Director

Council Action Requested:
 Adoption of Resolution Awarding Purchase Order for Rear Loading Refuse Trucks.

Summary of Information:
 On September 13, 2016, bids were accepted for the purchase of ten rear loading refuse trucks intended for use by the Sanitation Division as scheduled replacements for equipment that has exceeded its useful life and has regular down time with excessive maintenance and costly repairs. See Exhibit A following the Resolution for vehicle replacement information and Exhibit B for a detailed bid tabulation. Summary of bids received:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
Triad Freightliner of Greensboro, Inc.	Greensboro, NC	\$170,578	\$1,705,780
White’s Tractor and Truck Co., LLC	Greensboro, NC	172,724	1,727,240
Piedmont Peterbilt, LLC	Greensboro, NC	176,497	1,764,970

The City’s FY 2016-17 capital equipment budget includes \$1,804,000 for this purchase; therefore, it is recommended that a purchase order be awarded to Triad Freightliner of Greensboro, Inc., low bidder meeting specifications, for the purchase of ten rear loading refuse trucks in the total bid amount of \$1,705,780 and that all other bids are rejected.

The purchase of these trucks will be financed through the North Carolina Municipal Leasing Corporation. Funding for the lease payments is available in the General Fund FY 2016-17 budget.

M/WBE comment: There are no known M/WBE companies who offer this equipment.

Workforce Demographics: See Exhibit B

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

**RESOLUTION AWARDING PURCHASE ORDER FOR REAR LOADING
REFUSE TRUCKS**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 10:00 a.m., September 13, 2016, for the purchase of ten rear loading refuse trucks as scheduled replacements; and the following bids were received:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
Triad Freightliner of Greensboro, Inc.	Greensboro, NC	\$170,578	\$1,705,780
White's Tractor and Truck Co., LLC	Greensboro, NC	172,724	1,727,240
Piedmont Peterbilt, LLC	Greensboro, NC	176,497	1,764,970

WHEREAS, City's FY 2016-17 capital equipment budget includes \$1,804,000 for this purchase; therefore, it is the recommendation of the Finance Committee that a purchase order be awarded to Triad Freightliner of Greensboro, Inc. for the purchase of ten rear loading refuse trucks per bid specifications at \$170,578 each for the total bid amount of \$1,705,780.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a purchase order for ten rear loading refuse trucks per bid specifications at \$170,578 each is hereby awarded to Triad Freightliner of Greensboro, Inc. in the total bid amount of \$1,705,780 and that all other bids are rejected.

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

BE IT FURTHER RESOLVED that the purchase is included in the FY 2016-17 capital budget and will be financed through the North Carolina Municipal Leasing Corporation with funding for the lease payments available in the FY 2016-17 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 tax-exempt obligations.

Exhibit A

**Equipment Replacement Information
Rear-Loading Refuse Trucks**

Vehicle#	463	440	435	467
Year	1998	1998	2001	2002
Make/Model	Volvo WG64	Volvo WG64	Volvo WG64	Volvo VHD
Mileage	130,086	129,060	104,616	171,665
Acquired Cost	\$123,570.85	\$123,570.85	\$123,570.85	\$119,952.89
Repairs Over Life of Vehicle	\$157,792.67	\$122,912.00	\$161,163.85	\$144,541.57

Vehicle#	457	442	432	466
Year	2002	2002	2002	2002
Make/Model	Volvo VHD	Volvo VHD	Volvo VHD	Volvo VHD
Mileage	107,306	102,473	95,147	111,836
Acquired Cost	\$119,952.89	\$119,952.89	\$119,952.89	\$119,952.89
Repairs Over Life of Vehicle	\$138,504.43	\$137,801.04	\$127,571.12	\$126,688.39

Vehicle#	468	456
Year	2004	2004
Make/Model	Sterling	Sterling
Mileage	100,465	93,509
Acquired Cost	\$125,455.33	\$125,455.33
Repairs Over Life of Vehicle	\$151,756.68	\$140,609.21



Exhibit B

27 Yard Rear-Loading Refuse Trucks
Bid Tabulation

Business	Price Each	Price for 10	Manufacturer	Model	Delivery	Exceptions
Triad Freightliner of Greensboro, Inc.	\$170,578	\$1,705,780	Freightliner/Heil	108SD/Durapack 5000	180	None
White's Tractor and Truck Co., LLC	\$172,724	\$1,727,240	International/Heil	7400/Durapack 5000	150-175	None
Piedmont Peterbilt, LLC	\$176,497	\$1,764,970	Peterbilt/Heil	348/Durapack 5000	120-150	None
Amick Equipment Co. Inc. / Bid #1	\$181,104	\$1,811,040	Freighliner/Loadmaster	108SD/Excel S	180-210	Loadmaster Body*
Amick Equipment Co. Inc. / Bid #2	\$187,757	\$1,877,570	Freighliner/New Way	108SD/Cobra Magnum	180-210	New Way Body*
Amick Equipment Co. Inc. / Bid #3	\$188,359	\$1,883,590	Peterbilt/Loadmaster	348/Excel S	180-210	Loadmaster Body*
Amick Equipment Co. Inc. / Bid #4	\$192,042	\$1,920,420	Peterbilt/New Way	348/Cobra Magnum	180-210	New Way Body*

* All Amick Equipment Co. Inc. bids failed to meet the bid specifications rejected.

WORKFORCE DEMOGRAPHICS

Project/Bid Description: (10) 27 Yard Rear-Loading Refuse Trucks
 Bidder's Company Name: Triad Freightliner of Greensboro, Inc.
 City/State: Greensboro, NC

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	98	14	106	3	3	0	0	112
% of Total	87.5%	12.5%	94.6%	2.7%	2.7%	0.0%	0.0%	

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.

City Council – Action Request Form

Date: October 17, 2016

To: The City Manager

From: Jerry Bates, Purchasing Director

Council Action Requested:
 Adoption of Resolution Awarding Purchase Order for Chevrolet Tahoe Special Service Vehicles.

Summary of Information:
 On September 21, 2016, bids were accepted for the purchase of six Chevrolet Tahoe special service vehicles for the Winston-Salem Police Department Forensic Services Division. These vehicles are additions to the fleet so that the Division may provide additional coverage due to the merging of services with the Forsyth County Sheriff’s Office. See Exhibit A following the Resolution for a detailed bid tabulation. Summary of bids received:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
Modern Automotive Network, LLC	Winston-Salem, NC	\$34,936.00	\$209,616.00
Parks Chevrolet, Inc.	Kernersville, NC	35,020.00	210,120.00
Mynatt Enterprises, Inc.	Concord, NC	35,871.41	215,228.46
Ginn Motor Company	Covington, GA	37,235.04	223,410.24

The City’s FY 2016-17 capital equipment budget includes \$216,000 for this purchase; therefore, it is recommended that a purchase order be awarded to Modern Automotive Network, LLC, low bidder meeting specifications, for the purchase of six Chevrolet Tahoe special service vehicles in the total bid amount of \$209,616 and that all other bids are rejected.

The purchase of these vehicles will be financed through the North Carolina Municipal Leasing Corporation. Funding for the lease payments is available in the General Fund FY 2016-17 budget.

M/WBE comment: There are no known M/WBE dealerships who can supply these vehicles.

Workforce Demographics: See Exhibit A

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

**RESOLUTION AWARDING PURCHASE ORDER FOR CHEVROLET TAHOE
SPECIAL SERVICE VEHICLES**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 10:00 a.m., September 21, 2016, for the purchase of six Chevrolet Tahoe special service vehicles for the Winston-Salem Police Department Forensic Services Division as additions to the fleet; and the following bids were received:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
Modern Automotive Network, LLC	Winston-Salem, NC	\$34,936.00	\$209,616.00
Parks Chevrolet, Inc.	Kernersville, NC	35,020.00	210,120.00
Mynatt Enterprises, Inc.	Concord, NC	35,871.41	215,228.46
Ginn Motor Company	Covington, GA	37,235.04	223,410.24

WHEREAS, City’s FY 2016-17 capital equipment budget includes \$216,000 for this purchase; therefore, it is the recommendation of the Finance Committee that a purchase order be awarded to Modern Automotive Network, LLC, low bidder meeting specifications, for the purchase of six Chevrolet Tahoe special service vehicles per bid specifications at \$34,936 each for the total bid amount of \$209,616.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a purchase order for six Chevrolet Tahoe special service vehicles per bid specifications at \$34,936 each is hereby awarded to Modern Automotive Network, LLC in the total bid amount of \$209,616 and that all other bids are rejected.

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

BE IT FURTHER RESOLVED that the purchase is included in the FY 2016-17 capital budget and will be financed through the North Carolina Municipal Leasing Corporation with funding for the lease payments available in the FY 2016-17 General Fund budget.

C-7.c. DRAFT

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

Exhibit A

<div style="display: flex; justify-content: space-between; align-items: center;">  <div style="text-align: center;"> <p>Bid Tabulation</p> <p>(6) Chevrolet Tahoe Special Service Vehicles</p> </div>  </div>					
Company Name	Year	Model	Price Each	Price for 63	Delivery
Modern Automotive Network, LLC	2017	Tahoe	\$34,936.00	\$209,616.00	90-120
Parks Chevrolet, Inc.	2017	Tahoe	\$35,020.00	\$210,120.00	60-120
Ben Mynatt Chevrolet	2017	Tahoe	\$35,871.41	\$215,228.46	75-90
Ginn Motor Company	2017	Tahoe	\$37,235.04	\$223,410.24	84-98

WORKFORCE DEMOGRAPHICS

Project/Bid Description: Chevrolet Tahoe Special Service Vehicles
 Bidder's Company Name: Modern Automotive Network, LLC
 City/State: Winston-Salem, NC

Gender		Race/Ethnic Identification					
Male	Female	White	African-American	Hispanic	Asian	Native-American	Total
725	180	761	104	29	10	1	905
% of Total	80.1%	19.9%	84.1%	11.5%	3.2%	1.1%	0.1%

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

City Council – Action Request Form													
Date:	October 17, 2016												
To:	The City Manager												
From:	Jerry Bates, Purchasing Director												
Council Action Requested:													
Adoption of Resolution Awarding Contract for Police Uniforms.													
Summary of Information:													
<p>Bids were received for the purchase of uniforms worn by the Winston-Salem Police Department. The bid specifications listed estimated quantities for the various uniforms to be ordered as needed by the department from the period of date of award through September 30, 2019. All prices would remain firm for the contract period. Based on the estimated quantities the following bids were received:</p> <table border="0" style="width: 100%; margin-left: 40px;"> <thead> <tr> <th style="width: 60%;"></th> <th style="text-align: center;"><u>City/State</u></th> <th style="text-align: center;"><u>Total Bid</u></th> </tr> </thead> <tbody> <tr> <td>D & E Distributors, Inc. dba Harrison’s Public Safety</td> <td style="text-align: center;">Winston-Salem, NC</td> <td style="text-align: right;">\$304,000</td> </tr> <tr> <td>American Uniform Sales, Inc.</td> <td style="text-align: center;">Fayetteville, NC</td> <td style="text-align: right;">321,300</td> </tr> <tr> <td>Galls, LLC</td> <td style="text-align: center;">Lexington, KY</td> <td style="text-align: right;">337,740</td> </tr> </tbody> </table> <p>It is recommended that a contract be awarded to D & E Distributors, Inc., dba Harrison’s Public Safety, low bidder meeting specifications, for the purchase of police uniforms to be ordered as needed by the department from the period of date of award through September 30, 2019, in the estimated total bid amount of \$304,000.</p> <p>M/WBE comment: There are no minority or women owned businesses that supply these police uniforms.</p> <p>Workforce Demographics: See Exhibit A</p>			<u>City/State</u>	<u>Total Bid</u>	D & E Distributors, Inc. dba Harrison’s Public Safety	Winston-Salem, NC	\$304,000	American Uniform Sales, Inc.	Fayetteville, NC	321,300	Galls, LLC	Lexington, KY	337,740
	<u>City/State</u>	<u>Total Bid</u>											
D & E Distributors, Inc. dba Harrison’s Public Safety	Winston-Salem, NC	\$304,000											
American Uniform Sales, Inc.	Fayetteville, NC	321,300											
Galls, LLC	Lexington, KY	337,740											
Committee Action:													
Committee	Action												
For	Against												
Remarks:													

RESOLUTION AWARDING CONTRACT FOR POLICE UNIFORMS

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 10:00 a.m. Tuesday, March 21, 2016, for the purchase of police uniforms in estimated quantities to be ordered as needed by the department from the period of date of award through September 30, 2019; and the following bids were received:

	<u>City/State</u>	<u>Total Bid</u>
D & E Distributors, dba Harrison's Workwear	Winston-Salem, NC	\$304,000
American Uniform Sales, Inc.	Fayetteville, NC	321,300
Galls, LLC	Lexington, KY	337,740

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to D & E Distributors, dba Harrison's Workwear, low bidder meeting specifications, for the purchase of police uniforms to be ordered as needed by the department from the period of date of award through September 30, 2019, in the estimated total bid amount of \$304,000.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a contract for police uniforms per bid specifications is hereby awarded to D & E Distributors, dba Harrison's Workwear to be ordered as needed by the department from the period of date of award through September 30, 2019, in the estimated total bid amount of \$304,000.

BE IT FURTHER RESOLVED that the award of this contract constitutes a preliminary determination as to the qualification of the bidder. The City is not legally bound to perform the contract until duly executed by the City.

BE IT FURTHER RESOLVED that funds are available for this purchase in the FY 2016-17 budget.

Project/Bid Description: Police Uniforms

Bidder's Company Name: D & E Distributors, dba Harrison's Workwear

City/State: Winston-Salem, NC

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	2	0	1			1	0	2
% of Total	100.0%	0.0%	50.0%	0.0%	0.0%	50.0%	0.0%	

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.

**RESOLUTION AWARDING CONTRACT FOR FURNITURE AND FURNISHINGS
FOR POLICE DISTRICTS #1 AND #3**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 9:00 a.m., Wednesday, August 17, 2016, for furniture and furnishings for the Winston-Salem Police Department, District #1 and #3 facilities; and

WHEREAS, terms of the bid document allows the City to select the lowest responsive, responsible bidder for each of eight product groups and a summary of the lowest responsive, responsible bidder for each of eight product groups follows:

	<u>City/State</u>	<u>Lowest Bid by Group</u>
Simmons Office Interiors, Inc.	Greensboro, NC	\$201,847.94
PMC Commercial Interiors, Inc.	Greensboro, NC	71,116.00
Delve Interiors, LLC	Greensboro, NC	23,093.72

WHEREAS, following the review and evaluation of bids received by City staff and the Interior Designer, it is recommended that contracts be awarded to Simmons Office Interiors, Inc. in the amount of \$201,847.94, to PMC Commercial Interiors, Inc. in the amount of \$71,116, and to Delve Interiors, LLC in the amount of \$23,093.72; and

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to Simmons Office Interiors, Inc. in the amount of \$201,847.94, to PMC Commercial Interiors, Inc. in the amount of \$71,116, and to Delve Interiors, LLC in the amount of \$23,093.72 and all other bids rejected.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that the contracts for furniture and furnishings for the Winston-Salem Police Department, District #1 and #3 facilities be awarded to Simmons Office Interiors, Inc. in the amount of \$201,847.94, to PMC Commercial Interiors, Inc. in the amount of \$71,116, and to

Delve Interiors, LLC in the amount of \$23,093.72 and that the City Manager and City Secretary are hereby authorized to execute these contracts on behalf of the City, contract forms to be approved by the City Attorney.

BE IT FURTHER RESOLVED that the award of this contract constitutes a preliminary determination as to the qualification of the bidder. The City is not legally bound to perform the contract until the contract is duly executed by the City.

BE IT FURTHER RESOLVED that funds have been previously appropriated and will be made available to cover the cost of these contracts.

Exhibit A

**Bid Tabulation
WSPD District #1**

	Group I	Group II	Group III	Group IV	Group V	Group VI	Group VII	Group VIII	Total for Lowest Bid by Group
Alfred Williams & Company	\$3,971.50	\$5,447.18	\$12,731.86	\$148,139.42	\$2,972.36	\$6,454.76	\$8,967.92	\$9,454.08	
Delve Interiors, LLC	\$5,186.00	\$5,425.00	\$12,966.00	\$135,264.86	\$2,826.00	\$6,756.00	\$8,520.72	\$12,052.00	\$11,346.72
Institutional Interiors, Inc.	\$5,938.00	\$4,903.00	No Bid	No Bid	No Bid	No Bid	\$9,489.00	No Bid	
PMC Commercial Interiors, Inc.	\$2,761.00	\$4,573.00	\$11,750.00	\$103,575.00	\$2,862.00	\$5,940.00	\$8,889.00	\$8,880.00	\$33,904.00
Simmons Office Interiors, Inc	No Bid	\$4,817.66	No Bid	\$100,923.97	No Bid	No Bid	\$9,235.33	No Bid	\$100,923.97
Storr Office Environments, Inc.	\$5,514.50	\$5,186.78	\$13,315.54	\$136,707.57	\$3,221.43	\$6,769.12	\$9,168.17	No Bid	

WSPD District #3

	Group I	Group II	Group III	Group IV	Group V	Group VI	Group VII	Group VIII	Total for Lowest Bid by Group
Alfred Williams & Company	\$3,115.61	\$5,447.04	\$15,356.12	\$148,139.42	\$2,969.84	\$7,332.55	\$9,623.05	\$9,454.08	
Delve Interiors, LLC	\$3,842.00	\$5,425.00	\$15,449.00	\$136,039.36	\$2,826.00	\$7,723.00	\$8,921.00	\$12,052.00	11,747.00
Institutional Interiors, Inc.	\$4,873.00	\$4,903.00	No Bid	No Bid	No Bid	No Bid	\$9,918.00	No Bid	
PMC Commercial Interiors, Inc.	\$2,838.00	\$4,573.00	\$14,141.00	\$103,575.00	\$2,862.00	\$6,780.00	\$9,317.00	\$8,880.00	37,212.00
Simmons Office Interiors, Inc	No Bid	\$4,817.66	No Bid	\$100,923.97	No Bid	No Bid	\$9,735.72	No Bid	100,923.97
Storr Office Environments, Inc.	\$4,092.50	\$5,186.78	\$16,324.56	\$138,196.61	\$3,201.36	\$7,684.96	\$9,168.17	No Bid	

Exhibit B

WORKFORCE DEMOGRAPHICS

Project/Bid Description: Contract for Furniture and Furnishings for Police Districts #1 and #3
 Bidder's Company Name: Simmons Office Interiors, Inc.
 City/State: Greensboro, NC

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	3	2	5	0	0	0	0	5
% of Total	60.0%	40.0%	100.0%	0.0%	0.0%	0.0%	0.0%	

WORKFORCE DEMOGRAPHICS

Project/Bid Description: Contract for Furniture and Furnishings for Police Districts #1 and #3
 Bidder's Company Name: PMC Commercial Interiors, Inc.
 City/State: Greensboro, NC

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	36	59	82	8	4	1	0	95
% of Total	37.9%	62.1%	86.3%	8.4%	4.2%	1.1%	0.0%	

WORKFORCE DEMOGRAPHICS

Project/Bid Description: Contract for Furniture and Furnishings for Police Districts #1 and #3
 Bidder's Company Name: Delve Interiors, LLC
 City/State: Greensboro, NC

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	19	18	32	4	1	0	0	37
% of Total	51.4%	48.6%	86.5%	10.8%	2.7%	0.0%	0.0%	

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.

**RESOLUTION AWARDING CONTRACT FOR
SELF-CONTAINED BREATHING APPARATUS EQUIPMENT**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 10:00 a.m., on Tuesday, September 13, 2016, for the purchase of self-contained breathing apparatus (SCBA) equipment for the Winston-Salem Fire Department and the following bids were received:

	<u>City/State</u>	<u>Total</u>
Municipal Emergency Services, Inc.	Charlotte, NC	\$185,056.00
Hagemeyer North America, Inc.	Raleigh, NC	204,880.50

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to Municipal Emergency Services, Inc., low bidder meeting specifications, in the amount of \$185,056.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a contract for the purchase of SCBA equipment for the Winston-Salem Fire Department is hereby awarded to Municipal Emergency Services, Inc., in the amount of \$185,056. The City Manager and City Secretary are hereby authorized to execute the contract on behalf of the City, contract forms to be approved by the City Attorney.

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

BE IT FURTHER RESOLVED that the purchase is included in the FY 2016-17 capital budget and will be financed through the North Carolina Municipal Leasing Corporation with funding for the lease payments available in the FY 2016-17 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 tax-exempt obligations.

Project/Bid Description: Self-Contained Breathing Apparatus Equipment

Bidder's Company Name: Municipal Emergency Services, Inc.

City/State: Charlotte, NC

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	276	64	310	5	19	3	3	340
% of Total	81.2%	18.8%	91.2%	1.5%	5.6%	0.9%	0.9%	

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:	October 17, 2016												
To:	The City Manager												
From:	Jerry Bates, Purchasing Director												
Council Action Requested:													
Adoption of Resolution Awarding Contract for Purchase of Turnout Gear.													
Summary of Information:													
<p>The Winston-Salem Fire Department has the need to purchase turnout gear as scheduled replacement for gear that will soon reach the 10 year expiration per NFPA 1851 and for fire academy graduates. Bids were received September 8, 2016, for a contract to purchase turnout gear. Below is a summary of the bids received:</p> <table style="margin-left: auto; margin-right: auto; border: none;"> <thead> <tr> <th style="text-align: left;"></th> <th style="text-align: center;"><u>City/State</u></th> <th style="text-align: center;"><u>Total</u></th> </tr> </thead> <tbody> <tr> <td>Atlantic Emergency Solutions, Inc.</td> <td style="text-align: center;">Manassas, VA</td> <td style="text-align: right;">\$162,171.62</td> </tr> <tr> <td>Municipal Emergency Services, Inc.</td> <td style="text-align: center;">Charlotte, NC</td> <td style="text-align: right;">193,076.00</td> </tr> <tr> <td>Newton’s Fire & Safety Equip., Inc.</td> <td style="text-align: center;">Swepsonville, NC</td> <td style="text-align: right;">212,240.00</td> </tr> </tbody> </table> <p>It is recommended that a contract be awarded to Atlantic Emergency Solutions, Inc., low bidder meeting specifications, in the amount of \$162,171.62.</p> <p>The City’s FY 2016-17 capital equipment budget includes \$169,200 for the purchase of this turnout gear and will be financed through the North Carolina Municipal Leasing Corporation. Funding for the lease payments is available in the FY 2016-17 General Fund budget.</p> <p>M/WBE COMMENT: There are no known area minority or woman-owned companies that supply this type of fire gear.</p> <p>Workforce Demographics: See Exhibit A</p>			<u>City/State</u>	<u>Total</u>	Atlantic Emergency Solutions, Inc.	Manassas, VA	\$162,171.62	Municipal Emergency Services, Inc.	Charlotte, NC	193,076.00	Newton’s Fire & Safety Equip., Inc.	Swepsonville, NC	212,240.00
	<u>City/State</u>	<u>Total</u>											
Atlantic Emergency Solutions, Inc.	Manassas, VA	\$162,171.62											
Municipal Emergency Services, Inc.	Charlotte, NC	193,076.00											
Newton’s Fire & Safety Equip., Inc.	Swepsonville, NC	212,240.00											
Committee Action:													
Committee	Action												
For	Against												
Remarks:													

RESOLUTION AWARDING CONTRACT FOR PURCHASE OF TURNOUT GEAR

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 9:00 a.m., on Thursday, September 8, 2016, for the purchase of turnout gear for the Winston-Salem Fire Department and the following bids were received:

	<u>City/State</u>	<u>Total</u>
Atlantic Emergency Solutions, Inc.	Manassas, VA	\$162,171.62
Municipal Emergency Services, Inc.	Charlotte, NC	193,076.00
Newton’s Fire & Safety Equip., Inc.	Swepsonville, NC	212,240.00

WHEREAS, it is the recommendation of the Finance Committee that a contract for turnout gear be awarded to Atlantic Emergency Solutions, Inc., the low bidder meeting specifications, in the amount of \$162,171.62.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a contract for turnout gear per bid specifications for the Winston-Salem Fire Department is hereby awarded to Atlantic Emergency Solutions, Inc., in the total amount of \$162,171.62

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

BE IT FURTHER RESOLVED that the purchase is included in the FY 2016-17 capital budget and will be financed through the North Carolina Municipal Leasing Corporation with funding for the lease payments available in the FY 2016-17 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 tax-exempt obligations.

Project/Bid Description: Turnout Gear

Bidder's Company Name: Atlantic Emergency Solutions, Inc.

City/State: Manassas, VA

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	194	18	200	9	0	1	2	212
% of Total	91.5%	8.5%	94.3%	4.2%	0.0%	0.5%	0.9%	

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:	October 17, 2016									
To:	The City Manager									
From:	Jerry Bates, Purchasing Director									
Council Action Requested:										
Adoption of Resolution Awarding Contract for Construction of Winston Lake Golf Course Restroom Facility. (East Ward and Northeast Ward).										
Summary of Information:										
<p>Bids were scheduled to be received August 26, 2016, for the construction of Winston Lake Golf Course restroom facility project. This facility will provide an on course restroom that is remotely located from the clubhouse. The scope of work includes: a 320 sq.ft. restroom building, access stairs and asphalt cart paths, site clearing, tree removal and landscaping.</p> <p>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 two bids were offered. Therefore, as authorized by N.C.G.S. 143-129, the project was readvertised and bids were then opened on September 20, 2016, with the summary of bids received as follows:</p> <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;"></th> <th style="text-align: center; border-bottom: 1px solid black;"><u>City/State</u></th> <th style="text-align: center; border-bottom: 1px solid black;"><u>Total Bid</u></th> </tr> </thead> <tbody> <tr> <td style="padding-left: 20px;">DreamBuilt Construction, Inc.</td> <td style="text-align: center;">Advance, NC</td> <td style="text-align: right;">\$365,385</td> </tr> <tr> <td style="padding-left: 20px;">Bar Construction, Inc.</td> <td style="text-align: center;">Greensboro, NC</td> <td style="text-align: right;">401,640</td> </tr> </tbody> </table> <p>The low bidder, DreamBuilt Construction, Inc., agreed to meet the subcontracting goals established for this project of 7% with minority-owned businesses and 7% with women-owned businesses.</p> <p>It is recommended that a contract be awarded to DreamBuilt Construction, Inc., the low bidder meeting specifications, in the estimated amount of \$365,385. The designer’s estimate for this project was \$250,457.</p> <p>M/WBE comment: This project was advertised on the City’s website and several electronic plan rooms. Additionally, 27 general contractors and 8 M/WBE subcontractors were notified directly of this opportunity. DreamBuilt Construction, Inc. is a woman-owned business.</p> <p>Workplace Demographics: See Exhibit A</p>			<u>City/State</u>	<u>Total Bid</u>	DreamBuilt Construction, Inc.	Advance, NC	\$365,385	Bar Construction, Inc.	Greensboro, NC	401,640
	<u>City/State</u>	<u>Total Bid</u>								
DreamBuilt Construction, Inc.	Advance, NC	\$365,385								
Bar Construction, Inc.	Greensboro, NC	401,640								
Committee Action:										
Committee	Action									
For	Against									
Remarks:										

RESOLUTION AWARDING CONTRACT FOR CONSTRUCTION OF WINSTON LAKE GOLF COURSE RESTROOM FACILITY

WHEREAS, bids were scheduled to be received August 26, 2016, for the Winston Lake Aquatic Park project but only two bids were offered; and

WHEREAS, North Carolina General Statute (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., Tuesday, September 20, 2016, for construction of a restroom facility on Winston Lake Golf Course and the following bids were received:

	<u>City/State</u>	<u>Total Bid</u>
DreamBuilt Construction, Inc.	Advance, NC	\$365,385
Bar Construction, Inc.	Greensboro, NC	401,640

WHEREAS, the low bidder, DreamBuilt Construction, Inc., agreed to meet the subcontracting goals established for the project; and

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to DreamBuilt Construction, Inc., the low bidder meeting specifications, for construction of the Winston Lake Golf Course restroom facility in the total estimated amount of \$365,385.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that the contract for construction of the Winston Lake Golf Course restroom facility is hereby awarded to DreamBuilt Construction, Inc. in the total estimated amount of \$365,385. The City Manager and City Secretary are authorized to execute the contract on behalf of the City, with contract and bond forms to be approved by the City Attorney.

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

BE IT FURTHER RESOLVED that DreamBuilt Construction, Inc. will be required to subcontract as a minimum 7% of this contract with certified minority-owned businesses and 7% with certified women-owned businesses as indicated on the Affidavit “C” submitted by the company.

BE IT FURTHER RESOLVED that funds have been previously appropriated and are available in account no. 305-533109-563205 to cover the cost of this contract.

Exhibit A

Project/Bid Description: Contract for Winston Lake Golf Course Restroom Facility
 Bidder's Company Name: Dreambuilt Construction, Inc.
 City/State: Advance, NC

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	2	3	5	0	0	0	0	5
% of Total	40.0%	60.0%	100.0%	0.0%	0.0%	0.0%	0.0%	

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.

City Council – Action Request Form														
Date:	October 17, 2016													
To:	The City Manager													
From:	Jerry Bates, Purchasing Director													
Council Action Requested:														
Adoption of Resolution Awarding Contract for Union Station Restoration and Renovation – Phase 2. (East Ward)														
Summary of Information:														
<p>Bids were received September 23, 2016, for construction of Union Station Restoration and Renovation – Phase 2 project. This project will restore Union Station, which is on the National Register of Historic Places and has been designated as a local landmark by Forsyth County as a regional and local bus terminal. The renovation would restore each of its three floors. The top floor would be reserved for transit uses, while the middle and bottom floors would be used for retail, office space, or related uses and offices for City DOT.</p> <p>In addition to the base bid, the bid specifications included 13 alternates. A detailed bid tabulation (Exhibit A) follows the resolution. Below is a summary of the base bids accepted:</p> <table style="margin-left: auto; margin-right: auto; border: none;"> <thead> <tr> <th style="text-align: left;"></th> <th style="text-align: center;"><u>City/State</u></th> <th style="text-align: center;"><u>Base Bid</u></th> </tr> </thead> <tbody> <tr> <td style="text-align: left;">New Atlantic Contracting, Inc.</td> <td style="text-align: center;">Winston-Salem, NC</td> <td style="text-align: right;">\$10,496,000</td> </tr> <tr> <td style="text-align: left;">Hickory Construction Company</td> <td style="text-align: center;">Hickory, NC</td> <td style="text-align: right;">12,500,000</td> </tr> <tr> <td style="text-align: left;">H.M. Kern Corporation</td> <td style="text-align: center;">Greensboro, NC</td> <td style="text-align: right;">13,000,000</td> </tr> </tbody> </table> <p>The low bidder, New Atlantic Contracting, Inc., has agreed to subcontract goals other than those established for this project; therefore, pursuant to the City’s M/WBE Policy, the Internal M/WBE Committee and the Citizen's M/WBE Advisory Committee met to review and consider all documentation of the bidder's good faith efforts which are attached to this resolution. Both committees determined that the bidder did make necessary good faith efforts to achieve the established project goals. The specialized nature of the historic project work affected the number of subcontractors available for trades such as painting, plastering, and masonry which typically attract M/WBE subcontract participation. The Council may consider this and other factors in its decision.</p>				<u>City/State</u>	<u>Base Bid</u>	New Atlantic Contracting, Inc.	Winston-Salem, NC	\$10,496,000	Hickory Construction Company	Hickory, NC	12,500,000	H.M. Kern Corporation	Greensboro, NC	13,000,000
	<u>City/State</u>	<u>Base Bid</u>												
New Atlantic Contracting, Inc.	Winston-Salem, NC	\$10,496,000												
Hickory Construction Company	Hickory, NC	12,500,000												
H.M. Kern Corporation	Greensboro, NC	13,000,000												
Committee Action:														
Committee	Action													
For	Against													
Remarks:														

Should the City Council agree with the findings of the Internal M/WBE Committee and the Citizen's M/WBE Advisory Committee, it is recommended that a contract for construction of Union Station Restoration and Renovation – Phase 2 project be awarded to New Atlantic Contracting, Inc., low bidder meeting specifications, in the estimated base bid amount of \$10,496,000 and to accept all 13 alternates in the amount of \$603,000 making the total award in the amount of \$11,099,000.

The construction budget for this project is \$13,624,000.

M/WBE comment: This project was advertised on the City's website and 24 general contractors were notified directly of this opportunity.

Workforce Demographics: See Exhibit B

**RESOLUTION AWARDING CONTRACT FOR UNION STATION
RESTORATION AND RENOVATION – PHASE 2**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 2:00 p.m., Friday, September 23, 2016, for the construction of Union Station Restoration and Renovation – Phase 2 project; and the following bids were received:

	<u>City/State</u>	<u>Base Bid</u>
New Atlantic Contracting, Inc.	Winston-Salem, NC	\$10,496,000
Hickory Construction Company	Hickory, NC	12,500,000
H.M. Kern Corporation	Greensboro, NC	13,000,000

WHEREAS, in addition to the base bid, the bid specifications included 13 alternates identified on Exhibit A following the resolution; and

WHEREAS, New Atlantic Contracting, 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 make necessary good faith efforts to achieve the goals established for this project; and

WHEREAS, it is the recommendation of the Finance Committee that a contract for construction of the Union Station Restoration and Renovation – Phase 2 project be awarded to New Atlantic Contracting, Inc., low bidder meeting specifications, in the estimated base bid amount of \$10,496,000 and to accept all 13 alternates in the amount of \$603,000 making the total award in the amount of \$11,099,000.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that a contract for construction of the Union Station Restoration and

Renovation – Phase 2 project be awarded to New Atlantic Contracting, Inc., low bidder meeting specifications, in the estimated base bid amount of \$10,496,000 and to accept all 13 alternates in the amount of \$603,000 making the total award in the amount of \$11,099,000, and that all other bids are rejected, and that the City Manager and City Secretary are authorized to execute the contract on behalf of the City, contract forms to be approved by the City Attorney and bid deposit retained until the successful bidder has provided satisfactory contract, performance and labor and materials payment bonds.

BE IT FURTHER RESOLVED that the award of this contract constitutes a preliminary determination as to qualifications of the bidder. The City is not legally bound to perform the contract until the contract is duly executed by the City. The bid deposit shall be retained if the bidder fails to execute the contract or give satisfactory surety as required by N.C.G.S. 143-129.

BE IT FURTHER RESOLVED that New Atlantic Contracting, Inc., will be required to subcontract as a minimum 5.91% of participation with certified minority and 9.11% women owned businesses as indicated on the Affidavit “D” submitted by the company.

BE IT FURTHER RESOLVED that funds have been previously appropriated and are available in account no. 3114-532102-4405 to cover the cost of this contract.

M/WBE COMMENTS
CONTRACT: Union Station Phase II
General Contractor: New Atlantic Contracting, Inc.

The established M/WBE participation goals for this contract were MBE 12%, WBE 6%. The apparent lowest bidder, New Atlantic Contracting, 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 advertise in three of the required mediums.

14/15 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.

The company provided an invitation to bid, which included where the plans can be found, their address, contact person, and phone number. The list sent via Blue Book included M/WBE and non-M/WBE subcontractors.

14/15 points

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

The company followed up by phone and/or email with M/WBE firms.

9/10 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 portions of work to be performed by MWBE's, but did not completely break it down into economically feasible units.

12/15 points

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

The company sent an invitation to bid via email, Blue Book, iSquare Foot, and through Construction Data Company.

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 provided evidence to support that they received quotes from interested M/WBEs. There was no evidence of negotiation with M/WBE firms.

21/25 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-Salem's M/WBE Office, and the Hispanic Contractors Association of the Carolinas (HCAC).

9/10 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, but provided evidence of past implementation.

14/20 points

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

The company did not offer assistance in this area, but ensured the

committee that they would not require bonding of M/WBE firms on this project. They also included examples of past projects which showed payment and performance bonds not being a requirement.

16/25 points

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

The assistance was not offered but documentation was provided to show an association agreement with an M/WBE firm on a past project.

6/10 points

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

Quick pay agreements were offered in the solicitation letter and examples of past implementation was shared with the committee.

12/15 points

The City's M/WBE Citizen's Advisory Committee reviewed the documentation on September 27, 2016 and found that New Atlantic Contracting, Co. did demonstrate a Good Faith Effort to meet the recommended goals for **The Union Station Phase II Project**. The company accumulated an average score of **147 points out of the possible 180**, surpassing the **115 required point criteria** for demonstrating a Good Faith Effort.

Exhibit A

**Union Station Restoration and Renovation – Phase 2
Bid Tabulation**

	New Atlantic Contracting, Inc.	Hickory Construction Company	H.M. Kern Corporation
Base Bid Amount	\$10,496,000	\$12,500,000	\$13,000,000
Alternate No. 1:	129,000	No Bid	140,000
Alternate No. 2:	26,000	29,300	32,000
Alternate No. 3:	18,000	24,800	11,000
Alternate No. 4:	26,000	32,500	35,000
Alternate No. 5:	60,000	55,400	33,000
Alternate No. 6:	4,000	11,400	20,000
Alternate No. 7:	33,000	50,000	50,000
Alternate No. 8:	29,000	29,500	33,000
Alternate No. 9:	26,000	16,900	14,000
Alternate No. 10:	155,000	161,000	167,000
Alternate No. 11:	26,000	25,000	29,000
Alternate No. 12:	44,000	60,000	61,000
Alternate No. 13:	27,000	No Bid	28,000
Total All Alternates	\$603,000	\$495,800	\$653,000

- Alternate No. 1: Storm Windows
- Alternate No. 2: North Parking Lot - paving, curb & gutters, curb inlets, pavement markings, and wheel stops
- Alternate No. 3: Operable Partition - the addition of the Operable Partition
- Alternate No. 4: Table Display Cases
- Alternate No. 5: Equipment Screen Louvers
- Alternate No. 6: Entrance Grilles - substitute Stainless Steel Floor Grilles
- Alternate No. 7: Redundant Cooling System
- Alternate No. 8: Finish Paint - addition of all finished top coats
- Alternate No. 9: Transformer Enclosure - 8" masonry walls, precast concrete wall cap, metal gates and fence
- Alternate No. 10: Oak Benches
- Alternate No. 11: Enhanced Landscaping
- Alternate No. 12: Stock Light Fixtures
- Alternate No. 13: Access Control

Exhibit B

WORKFORCE DEMOGRAPHICS

Project/Bid Description: Union Station Restoration and Renovation – Phase 2
 Bidder's Company Name: New Atlantic Contracting, Inc.
 City/State: Winston-Salem, NC

Gender		Race/Ethnic Identification					
Male	Female	White	African-American	Hispanic	Asian	Native-American	Total
39	8	46	1		0	0	47
% of Total	83.0%	17.0%	97.9%	2.1%	0.0%	0.0%	0.0%

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.

City Council – Action Request Form

Date: September 23, 2016

To: The City Manager

From: Thomas Kureczka, Chief Information Officer

Council Action Requested:

Consideration of a Resolution Approving a Contract with SumTotal Systems for Software Maintenance and Support Services for Payroll and Human Resources.

Summary of Information:

Software from SumTotal Systems, formally known as Cyborg, is used by the City as the system of record and to manage and support Payroll activities and Human Resources’ business needs. Cyborg was deployed in 1996, and has gone through many upgrades in order to satisfy modifications in laws, federal and state regulations, stay compatible with evolving computer platforms, and meet the changing needs of the City. New software, upgrades, and security patches are provided by the vendor, along with standard support services as needed, through an existing three year services contract. This contract will expire on October 31, 2016.

The City entered into the current contract and three year commitment in order to reduce our cost of these services, with an agreement on SumTotal Systems’ part to limit annual increases to 3%. Prior to 2013 these annual increases were in the range of 5% to 8%. These services are only available from SumTotal Systems.

The Information Systems department requested a proposal from SumTotal Systems for the renewal of these services for a three year period. The total cost of these services over three years is \$407,582. The following table shows the cost of the services spread over three years.

Year	Software License	Support Services	Annual Total	% Increase
Year 1	\$109,214	\$25,000	\$134,214	3%
Year 2	\$110,853	\$25,000	\$135,853	1.5%
Year 3	\$112,515	\$25,000	\$137,515	1.5%
Three Year Total	\$332,582	\$75,000	\$407,582	6%

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

It is very unlikely that the City would not renew the support services with SumTotal Systems for the next three years. If the City were to consider an alternative software provider for Payroll and Human Resources, it would take at least 18 months to procure and implement another solution. Given that there are no plans at this time to start a replacement process, there is every reason to expect that we will use SumTotal's software into the third year.

Since the City entered the current contract three years ago, SumTotal Systems has implemented a practice of bundling hours of service to be provided by their professional consultants with each customer's maintenance contract. These services are intended to assist the customer with major application upgrades, end-of-year tax and regulation updates, and in our case custom integration with our time keeping system and updates to in-house written interfaces with other business systems. Information Systems has purchased these types of services often in previous years. The annual price of these consulting services is \$25,000, and we will be invoiced for this on a quarterly basis.

The total cost of the first year of the contract, including the maintenance support and consulting services, is \$134,214. Funding is available in the approved FY16-17 Information Systems operating budget for the first year of the contract. It is recommended that the City enter into an agreement with SumTotal Systems for the purchase of these maintenance and support services.

Exhibit A includes workforce demographics for SumTotal Systems.

% Annual Increase
3%
1.5%
1.5%
6%

RESOLUTION APPROVING A CONTRACT WITH SUMTOTAL SYSTEMS FOR SOFTWARE MAINTENANCE AND SUPPORT SERVICES

WHEREAS, software from SumTotal Systems is used by the City as the system of record and to manage and support Payroll activities and Human Resources' business needs; and

WHEREAS, since being deployed in 1996 the software has gone through many upgrades in order to satisfy modifications in laws, federal and state regulations, stay compatible with evolving computer platforms, and meet the changing needs of the City; and

WHEREAS, new software, upgrades, and security patches are provided by the vendor, along with standard support services as needed, through an existing three year maintenance contract that expires on October 31, 2016; and

WHEREAS, the Information Systems department requested a proposal from SumTotal Systems for the renewal of the software license for a three year period, with a total cost over three years of \$332,582; and

WHEREAS, SumTotal Systems has implemented a practice of adding additional hours for service from their professional consultants with each customer's maintenance contract; and

WHEREAS, these services, at an annual price of \$25,000, are intended to assist the customer with major application upgrades, end-of-year tax and regulation updates, and in our case custom integration with our time keeping system and updates to in-house written interfaces with other business systems; and

WHEREAS, funding is available in the approved FY16-17 Information Systems operating budget for the first year of the contract; and

WHEREAS, it is recommended that the City enter into an agreement with SumTotal Systems for the purchase of software maintenance and support services.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem authorize the City Manager to enter into a three year contract with SumTotal Systems for software license renewal and consulting services for a total cost of \$407,582.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to execute the contract on behalf of the City.

Exhibit A

Project/Bid/ Description: Contract with SumTotal Systems for Software Maintenance and Support Services for Payroll and Human Resources
 Bidder’s Company Name: SumTotal Systems
 City/State: Gainesville, FL

WORKFORCE DEMOGRAPHICS

Gender			Race/Ethnic Identification						
Male	Female		White	African-American	Hispanic	Asian	Native-American	Two or More Races	Total
332	145		362	19	21	70	1	4	477
% of Total	70%	30%	76%	4%	4%	15%	.2%	.8%	

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:	October 11, 2016
To:	The City Manager
From:	Gregory M. Turner, Assistant City Manager
Council Action Requested:	
<p>Consideration of a Resolution Approving a Contract for Hazen and Sawyer to Provide Professional Engineering Services for the Lockland Park Drainage Improvement Project.</p>	
Summary of Information:	
<p>The City of Winston Salem solicited Letters of Interest and Statements of Qualifications (LOI/SOQs) from qualified engineering firms to perform professional engineering services for upgrading a deficient drainage system at Lockland Park and the adjacent streets. At the upper end of the park, near the intersection of Elizabeth and Lockland Avenues, drainage systems merge and convey stormwater runoff under and through Lockland Avenue Park. These aged and deteriorated pipe systems are failing and creating sinkholes in the park. This project will need to address open trench replacement of failing drainage components in the upper end of the park and trenchless replacement of the drainage system under the existing playground equipment.</p> <p>Staff selected Hazen and Sawyer to assist in the project through a Request for Qualifications process. Hazen and Sawyer, a consultant skilled in stormwater design, is familiar with the needs of the City and operates within 20 miles of the project location (615 St. George Square Court, Winston-Salem, N.C.) The City and Hazen and Sawyer negotiated a scope of professional engineering services to include engineering designs, specifications and permitting for this work.</p> <p>Based on these negotiations, a fee of \$190,665 has been submitted by Hazen and Sawyer to provide professional engineering services. Staff believes this fee is fair and reasonable based on the scope of services to be provided.</p> <p>Staff requests approval of a contract for Hazen and Sawyer in the amount of \$190,665.</p>	
Committee Action:	
Committee	Action
For	Against
Remarks:	

RESOLUTION APPROVING A CONTRACT FOR HAZEN AND SAWYER TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE LOCKLAND PARK DRAINAGE IMPROVEMENT PROJECT

WHEREAS, the City of Winston-Salem solicited Letters of Interest and Statements of Qualifications for drainage system improvements in the area of Lockland Park, at Elizabeth and Lockland Avenues where flooding and failure of drainage system has occurred; and

WHEREAS, services from a professional engineer are needed to provide engineering plans for the construction phase of this project; and

WHEREAS, the City selects firms for professional engineering services in accordance with public policy established in N.C.G.S. §143-64.31, which provides for a qualifications-based selection process; and

WHEREAS, City staff identified Hazen and Sawyer in a Letter of Interest/Statement of Qualifications process as the most qualified firm to provide professional engineering services for this project; and

WHEREAS, The City and Hazen and Sawyer have negotiated a fee of \$190,665 for engineering designs, specifications and permitting for this work.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem, upon the recommendation of the Finance and Public Works Committees, authorize the City Manager and the City Secretary to enter into a contract with Hazen and Sawyer to provide professional engineering services for the Lockland Park Drainage Improvement Project for a fee of \$190,665.

Lockland Park Drainage Improvement Project (Exhibit Map)

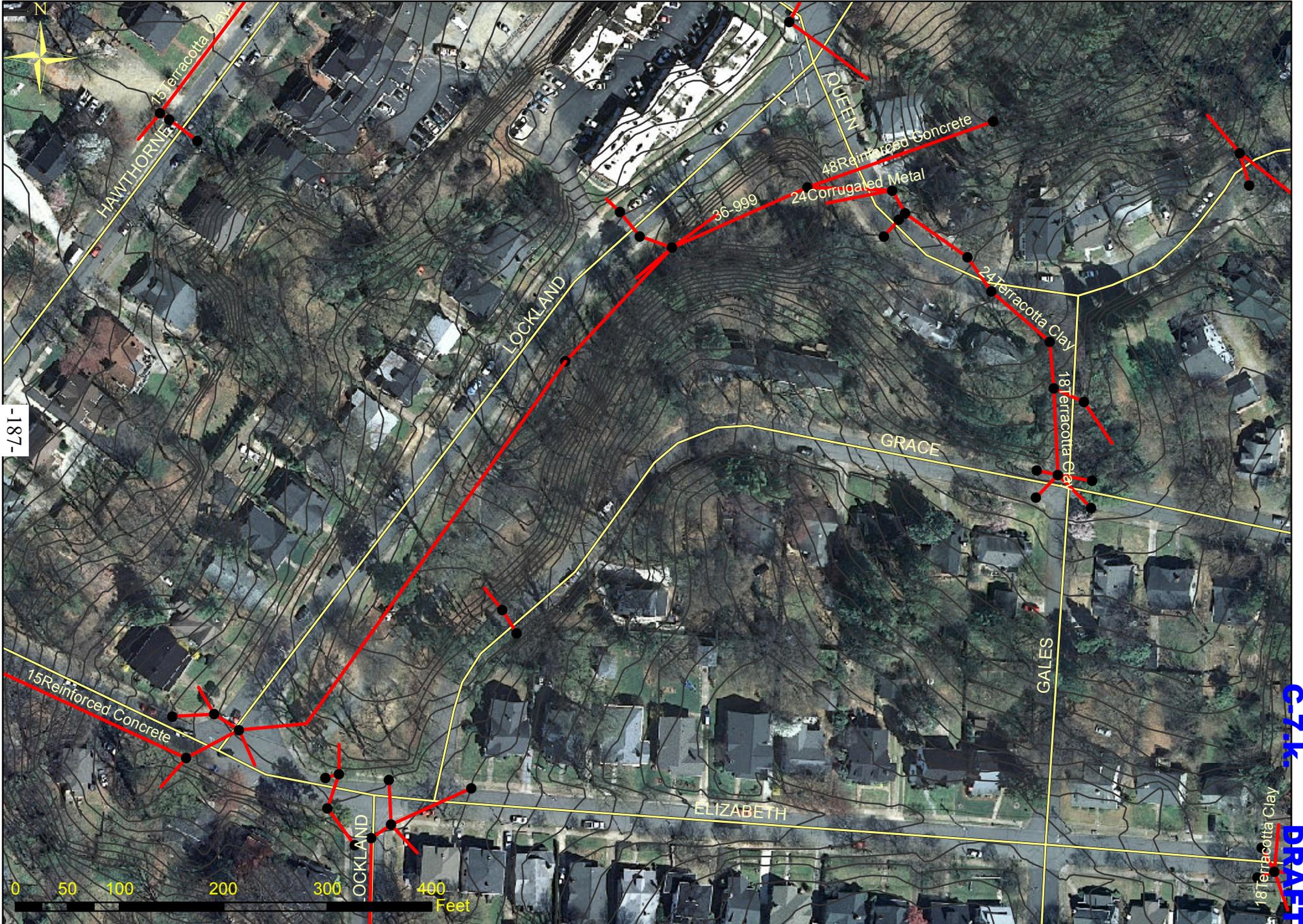


Exhibit A**Information – Bowman Gray Stadium Property Methane Remediation Strategy**

At the July 14th meeting of the Public Works Committee information was provided on the response to elevated concentrations of methane found in soil tests at the Bowman Gray property. Staff has worked with a consultant to conduct surface methane testing of the property. Surface methane testing was performed to determine if methane is seeping out of the soil and into a structure or the open environment. Concentrations of 5% methane is equal to 100% of the lower explosive limit. Some of the soil readings adjacent to the landfill units at the southwest lot and the east parking lots exceed 40% methane.

Surface testing of the Bowman Gray property including all buildings/parking areas/fields/etc. was completed in July. All results were non-detectable or below 1% of the lower explosive limit with the following exception. One crack in the soil immediately west of the SW Lot that appeared to be over the sewer line and adjacent to the light poles. This crack was approximately 10 feet long and 1 inch wide. Emissions from the crack were within the lower explosive limit. The crack was repaired hydrated bentonite and compost after identification.

Methane testing of several houses was performed along Williamson St, Fitch St, Gholson Ave and Diggs Blvd (at the request of the owner). In addition, two soil gas probes were installed on Timlic Street to determine the extent of landfill gas (LFG) migration in this area. To date, fifteen homes have been tested and no structure had detectable gas levels within the house or around the foundation. Several homes have been tested two times to assure there were no detectable levels of gas.

The main sanitary sewer and storm drainage lines in the southwest lot were TV'd and the footage studied to observe deficiencies in both systems. It appears there is a significant sag in the sewer line which could be adding moisture to the waste, thereby increasing methane concentrations.

Based on the high concentrations of methane at the southwest and east parking lots, it was determined that design and implementation of a LFG remediation system was needed. The Committee directed staff engage the consultant to prepare a report of remediation options to address LFG concentrations in the southwest and east lots. Options considered by the consultant included removal of the waste, extraction wells, interception trenches and passive or active venting to the atmosphere.

The consultant determined that interception trenches, coupled with a blower system and spark ignited flare is the best remediation option for both the southwest and east lots. Interception trenches are intended to act as a barrier to “cut-off” the lateral migration of land fill gas beyond the areas containing waste. Interception trenches are designed to extend below ground surface to groundwater, bedrock, or below the depth of waste. These trenches typically range from two (2) to four (4) feet in width, 15 feet in depth, and are filled with stone or other porous material. A vacuum blower system is appropriate for situations where off-site migration of LFG is

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2

occurring to draw back gas that has migrated off-site, and prevent future migration. Spark ignited LFG flares are typically used to control odors and destroy LFG.

Exhibit B

WORKFORCE DEMOGRAPHICS

Project/Bid Description: Bowman Gray methane remediation project

Bidder's Company Name: SCS Field Services, Inc.

City/State: _____

Gender		Race/Ethnic Identification					
Male	Female	White	African- American	Hispanic	Asian	Native- American	Total
548	210	570	27	100	39	2	758
% of Total	72.3%	27.7%	75.2%	3.6%	13.2%	5.1%	0.3%

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.

**RESOLUTION AWARDING CONTRACT FOR CONSTRUCTION OF
BOWMAN GRAY METHANE REMEDIATION PROJECT**

WHEREAS, bids were scheduled to be received September 16, 2016, for the construction of the Bowman Gray methane remediation project but only one bid was offered; and

WHEREAS, North Carolina General Statute (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 2:00 p.m., Tuesday, September 27, 2016, for construction of the Bowman Gray methane remediation project and the following bid was received:

	<u>City/State</u>	<u>Total Bid</u>
SCS Field Services, Inc.	Raleigh, NC	\$1,790,068

WHEREAS, the low bidder, SCS Field Services, Inc., submitted subcontracting goals that exceeded those established for this project; and

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to SCS Field Services, Inc., the low bidder meeting specifications, for construction of the Bowman Gray methane remediation project in the total estimated amount of \$1,790,068.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that the contract for construction of the Bowman Gray methane remediation project is hereby awarded to SCS Field Services, Inc., in the total estimated amount of \$1,790,068. The City Manager and City Secretary are authorized to execute the contract on behalf of the City, with contract and bond forms to be approved by the City Attorney.

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

BE IT FURTHER RESOLVED that SCS Field Services, Inc. will be required to subcontract as a minimum 16% of this contract with certified minority-owned businesses and 5% with certified women-owned businesses as indicated on the Affidavit “C” submitted by the company.

BE IT FURTHER RESOLVED that funds have been previously appropriated and are available in account no. 819-8192-533102-651601 to cover the cost of this contract.

**ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE
CITY OF WINSTON-SALEM, NORTH CAROLINA
FOR THE FISCAL YEAR 2016-2017**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2016-2017 be amended to appropriate additional funds for the construction of a methane gas extraction system at the Bowman Gray Stadium site.

SECTION 1. That the Project Budget Ordinance of the City of Winston-Salem, adopted on June 20, 2016 and amended on August 15, 2016 and September 19, 2016, shall be amended by changing the expenditure appropriations in the following fund.

Enterprise Capital Projects Fund

Solid Waste Disposal Fund	
Bowman Gray Stadium Methane Gas Remediation	\$1,300,000
Total Enterprise Capital Projects Fund Expenditures	\$1,300,000

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

Enterprise Capital Projects Fund

Solid Waste Disposal Fund	
Fund Balance Appropriation	\$1,300,000
Total Enterprise Capital Projects Fund Revenues	\$1,300,000

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: September 28, 2016

To: The City Manager

From: Ben Rowe, Assistant City Manager

Council Action Requested:

Consideration of Amendments to the FY 2016-17 Budget Ordinances for the City of Winston-Salem, North Carolina.

Summary of Information:

The proposed amendments to the FY 2016-17 budget ordinances authorize adjustments for the following purposes.

Appropriation of Grants and Other Revenues Received

- o The proposed amendment appropriates additional revenue of \$5,390 from contributions and sponsorships for the Human Relations International Village event. This includes \$3,050 in contributions and sponsorships that were coordinated for the Fair Housing program. The Winston-Salem Foundation made a contribution of \$200 to the Youth Advisory Council for general support. A face painting fundraiser by the Youth Advisory Council generated an additional \$200 of revenue. There was additional revenue of \$1,940 from the International Village event. These contributions have been received by the Human Relations Department.

Committee

Action

For

Against

Remarks:

Additional Funds for Concrete Base Streets Rehabilitation

- On June 20, 2016, the Mayor and City Council adopted a resolution awarding the contract for concrete base streets rehabilitation. The City has several streets that were built with concrete, and had substandard curbs and gutters. Subsequent resurfacing with asphalt has left them with inadequate gutters to drain Stormwater, and the thin layer of surface asphalt is continually eroding. Additional funding is needed for unanticipated replacement of undercut materials. The proposed amendment transfers \$225,320 from existing street resurfacing project balances.

**ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY
ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA
FOR THE FISCAL YEAR 2016-2017**

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 2016-2017 be amended to cover changes in the following fund as described herein.

SECTION 1. That the Annual Appropriation and Tax Levy Ordinance of the City of Winston-Salem, adopted on June 20, 2016 and amended on August 15, 2016 and September 19, 2016, shall be further amended by changing the expenditure appropriations in the following fund.

General Fund

General Government	
Human Relations	
International Village Event	\$1,940
Youth Advisory Council	400
Total General Fund Expenditures	\$2,340

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

General Fund

General Government	
Human Relations	
Contributions	\$2,340
Total General Fund Revenues	\$2,340

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 2016-2017**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2016-2017 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 20, 2016 and amended on August 15, 2016 and September 19, 2016, shall be amended by changing the expenditure appropriations in the following funds.

Special Revenue Funds

Grants Fund	
Fair Housing Grants	
International Village Event	\$3,050
Total Special Revenue Funds Expenditures	\$3,050

Capital Projects Fund

Transportation Projects	
2014 GO Bond - Concrete Base Streets Rehabilitation	\$225,320
Street Resurfacing Balances	-225,320
Total Capital Projects Fund Expenditures	\$0

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

Special Revenue Funds

Grants Fund	
Fair Housing Grants	
Contributions and Sponsorships	\$3,050
Total Special Revenue Funds Revenues	\$3,050

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

Memorandum

**Winston-Salem****City Attorney's Office**

TO: Mayor and City Council
FROM: Angela I. Carmon, City Attorney
DATE: September 28, 2016
SUBJECT: McGuire Woods Consulting, LLC (Information Only)
CC: Lee Garrity, City Manager

P.O. Box 2511
 Winston-Salem, NC 27102
 CityLink 311 (336.727.8000)
 Fax 336.748.3816

During the 2016 Short Session of the North Carolina General Assembly, the City, as part of a pilot program, retained the lobbying services of McGuire Woods Consulting, LLC ("McGuire Woods") which firm clearly demonstrated its capacity to carry forward, successfully, the city's legislative priorities and provide information and feedback on a "real time" basis to the Forsyth County Legislative Delegation regarding other legislation of interest to the City.

It would be beneficial to the City to have a firm to advocate for its interest during the 2017 Session of the North Carolina General Assembly and to facilitate the navigation of its legislative priorities through the General Assembly. McGuire Woods has provided the City with a reasonable quote of \$67,500 for the provision of lobbying services for the 2017 and 2018 sessions of the North Carolina General Assembly.

The attached resolution authorizes the city manager to execute a contract with McGuire Woods Consulting, LLC for lobbying services for 2017-2018 in an amount not to exceed \$67,500, and if desired, to renew the contract for up to two additional years.

At this time, this item is for information only. This item will be placed on the November 2016 General Government Committee and City council agenda for approval.

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MCGUIRE WOODS CONSULTING, LLC

WHEREAS, the City retained the lobbying services of McGuire Woods Consulting, LLC (“McGuire Woods”) during the 2016 Short Session of the North Carolina General Assembly; and

WHEREAS, McGuire Woods demonstrated that it has the capacity to serve as an effective advocate for the City; and

WHEREAS, McGuire Woods also has the resources to provide the Forsyth County Legislative Delegation on a “real time” basis information and feedback regarding legislation impactful to the City; and

WHEREAS, the City has a robust legislative agenda for the 2017 Session of the North Carolina General Assembly (“2017 Session); and

WHEREAS, there were a number of bills eligible for consider during the 2017 Session of interest to the City; and

WHEREAS, it would be vital to the City’s interest to have a firm in Raleigh with the capacity to carry forward its legislative agenda; and appropriately express the City’s position regarding other legislation; and

WHEREAS, McGuire Woods has provided the City with a reasonable rate of \$67,500 for lobbying services commencing on January 11, 2017 and concluding with the long session in 2018.

NOW THEREFORE BE IT RESOLVED, that the Mayor and the Winston-Salem City Council hereby authorizes the City Manager to execute a contract with McGuire Woods Consulting LLC for lobbying services for 2017-2018 in an amount not to exceed \$67,500.

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BE IT FUTHER RESOLVED, that the City Manager is hereby authorized to renew the contract up to 2 additional years provided the City is satisfied with the services rendered, the funds are in the budget and the amount of the contract does not exceed the City Manager's contracting authority.

City Council – Action Request Form

Date: September 28, 2016

To: The City Manager

From: Derwick L. Paige, Assistant City Manager

Council Action Requested:

Approve funding to S.G. Atkins Community Development Corporation to complete and implement the East End Master Plan.

Summary of Information:

In February 2016, Ayers Saint Gross (ASG) held a planning session with stakeholders and interested property owners in the area located to the east of Wake Forest Innovation Quarter (WFIQ) and bordered by Martin Luther King, Jr. Drive, Business 40, and US 52. As a result of this charrette, a series of next steps were identified for connecting East End to WFIQ while establishing a vision for the neighborhood.

This item authorizes funding to S.G. Atkins Community Development Corporation to enter into contract with ASG to lead the planning efforts for East End to identify catalytic and transformative projects that support the vision and guide opportunities for potential public-private partnerships. Other objectives of the plan include:

- Aligning development with the vision for the East End and other existing plans.
- Engaging residents, landowners, neighborhood institutions with development entities to creatively reimagine the East End and spur appropriate revitalization for the area.

Including information gathering, community workshops and consensus building among the stakeholders, it is estimated to take approximately six months to complete the plan. City-County Planning will provide technical assistance and data collection assistance to ASG.

The estimated cost for the Master Plan is \$100,000. Staff recommends using the “excess” business privilege license tax revenues that were set aside from electronic sweepstakes operations in the RUCA areas. These funds also were used for the Polo/Cherry study and the MLK/Waughtown study. The current balance in this fund is \$290,756.

Committee Action:

Committee		Action	
For		Against	

Remarks:

C-11. DRAFT

In addition, this item authorizes \$60,000/year for the next three years from the Housing Finance Assistance (HFA) fund to assist S.G. Atkins with the implementation of this plan by hiring a Real Estate Development Project Manager. The undesignated balance in the HFA is \$2,057,233.

**RESOLUTION APPROVING FUNDING TO S.G. ATKINS COMMUNITY
DEVELOPMENT CORPORATION TO COMPLETE
THE EAST END MASTER PLAN**

WHEREAS, in February 2016, a planning session was held with stakeholders and interested property owners in the area located to the east of Wake Forest Innovation Quarter (WFIQ) and bordered by Martin Luther King, Jr. Drive, Business 40, and US 52; and

WHEREAS, as a result of this charrette, a series of next steps were identified for connecting East End to WFIQ while establishing a vision for the neighborhood; and

WHEREAS, S.G. Atkins Community Development Corporation has received a proposal from Ayers Saint Gross (ASG) to lead the planning efforts for East End to identify catalytic and transformative projects that support the vision and guide opportunities for potential public-private partnerships; and

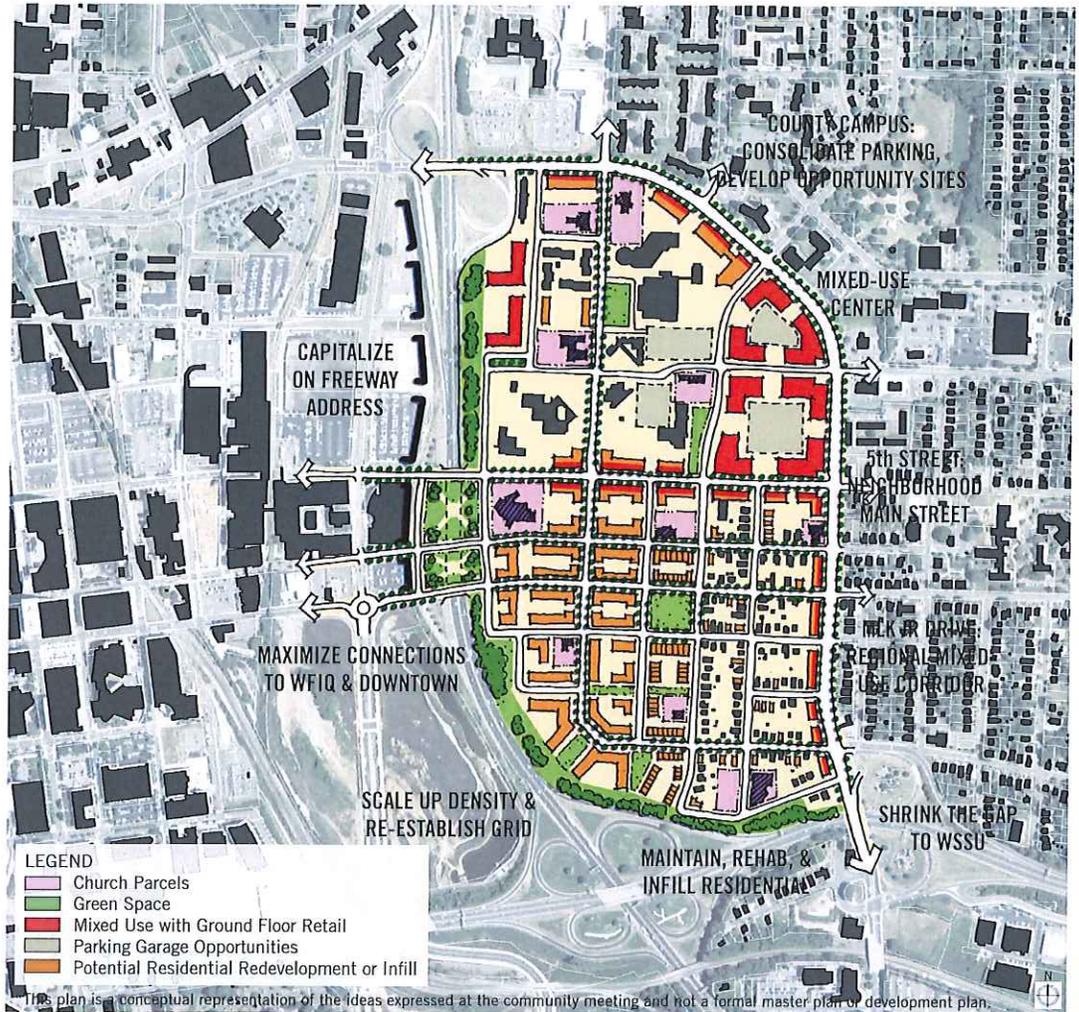
WHEREAS, said Master Plan could assist in the revitalization efforts of the East End area by creating a holistic strategy to redevelop the area.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Winston Salem, that the City hereby approves up to \$100,000 funding to S.G. Atkins Community Development Corporation to enter into contract with ASG to complete a Master Plan for the East End area, and that funding come from the “excess” business privilege license tax revenues that were set aside from electronic sweepstakes operations in the RUCA areas.

BE IT FURTHER RESOLVED, that the Mayor and City Council hereby authorize \$60,000/year for the next three years from the Housing Finance Assistance (HFA) fund to assist S.G. Atkins Community Development Corporation with the implementation of this plan by hiring a Real Estate Development Project Manager.

VISION

- Reinforce MLK as a major commercial and mixed-use corridor that takes advantage of freeway access.
- Transform 5th Street into a Main Street with neighborhood-oriented retail.
- Reconceive the shopping center as a more urban town center, with a mix of retail, office, entertainment, and other uses. New buildings should wrap or conceal parking areas and define the edges of streets and public spaces.
- Consolidate parking in the county-owned parcels to open up land for new county facilities and private development.
- Maximize & improve connections to downtown and WFIQ, especially on the bridges across US-52.
- Consider redeveloping large apartment complexes as a mix of multi- and single-family residential. This housing should attract new residents, accommodate a mix of incomes/ages, and increase housing options without displacing existing residents.
- Improve connectivity and walkability by connecting the gaps in the street grid.
- Capitalize on freeway frontage with more prominent and taller buildings that take advantage of visibility and downtown views.
- Create a series of public parks, open spaces, & greenways throughout the neighborhood.



EAST END COMMUNITY VISIONING MEETING
 WINSTON-SALEM, NC
 FEBRUARY 10, 2016



City Council – Action Request Form	
Date:	October 10, 2016
To:	The City Manager
From:	Gregory M. Turner, Assistant City Manager
Council Action Requested:	
<p>Consideration of Items Related to the Relocation of Traffic Signal Cabinets:</p> <ul style="list-style-type: none"> a) Consideration of a Resolution Authorizing the City Manager to Enter into An Agreement with the North Carolina Department of Transportation for the Downtown Traffic Signal Cabinet Relocation Project; b) Project Budget Ordinance Amendment to Appropriate Funds 	
Summary of Information:	
<p>The Traffic Signal System Upgrade Project is in the final stages of completion. As part of an agreement with Duke Energy, the City and the North Carolina Department of Transportation (NCDOT) will now begin removing traffic signal cabinets from existing metal poles downtown and placing them on concrete bases or metal pedestals. The project is estimated to cost \$250,000. Funds from the Motor Vehicle Privilege Tax were previously approved for the project through the Capital Plan in Program Code 548831 and is anticipated to be complete by December 2018.</p> <p>The NCDOT will allocate \$250,000 from the Secretary of Transportation’s statewide contingency funds for the project.</p> <p>Using NCDOT funding for the Traffic Signal Cabinet project will allow the City to reallocate the Motor Vehicle Privilege Tax funds to other transportation projects funded from the general fund. The general fund revenue will then be available to support community cycling events in Winston-Salem and parking needs for the National Cycling Center.</p>	
Committee Action:	
Committee	Action
For	Against
Remarks:	

Twenty parking spaces are available in the 4th/Church Street deck. The cost of these spaces are \$80 per month. A five-year lease of these 20 spaces costs \$96,000. The balance of \$154,000 will be used to support community cycling events.

This Council Action package includes:

- 1) A resolution authorizing the City Manager to enter into agreements with the NCDOT for acceptance of the \$250,000 in contingency funds for the design and construction cost of the downtown traffic signal cabinet relocation project.
- 2) A Project Budget Ordinance to accept \$250,000 in statewide contingency funds, reallocate \$250,000 in previously approved motor vehicle privilege tax funds to other transportation projects, and allocate general fund support for community cycling events and parking incentives for the National Cycling Center.

A future amendment may be necessary for the swap of general funds and motor vehicle privilege tax funds.

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR THE DOWNTOWN TRAFFIC SIGNAL CABINET RELOCATION PROJECT

WHEREAS, the Downtown Traffic Signal Cabinet relocation project is estimated to cost \$250,000 to move cabinets from metal poles to concrete bases or metal pedestals; and

WHEREAS, the North Carolina Department of Transportation (NCDOT) will participate in the cost for the relocation of traffic signal cabinets in downtown; and

WHEREAS, the NCDOT will appropriate \$250,000 in statewide contingency to be used for the cost of these projects; and

WHEREAS, this project was previously approved in the Capital Plan using \$250,000 of motor vehicle license tax funds; and

WHEREAS, the previously approved motor vehicle license tax funds will be reallocated to other transportation projects funded with general funds; and

WHEREAS, \$154,000 in general fund revenue will be used to support community cycling events in Winston-Salem and \$96,000 will be used to support parking needs for the National Cycling Center.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem authorizes the City Manager and City Secretary to sign and execute a municipal agreement with the NCDOT for the design and construction improvements for the Downtown Traffic Signal Cabinet Relocation Project.

**ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY
ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA
FOR THE FISCAL YEAR 2016-2017**

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 2016-2017 be amended to replace previously appropriated motor vehicle privilege tax funds with an appropriation of NCDOT statewide contingency funds for the downtown traffic signal cabinet relocation project.

SECTION 1. That the Annual Appropriation and Tax Levy Ordinance of the City of Winston-Salem, adopted on June 20, 2016 and amended on August 15, 2016 and September 19, 2016, shall be further amended by changing the expenditure appropriations in the following funds.

General Fund

Contribution for Cycling Events in City of Winston-Salem	\$154,000
Transfer to Parking Fund	96,000
Total General Fund Expenditures	\$250,000

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

General Fund

Motor Vehicle Privilege Tax	\$250,000
Fund Balance Appropriation	<u>-250,000</u>
	0
Fund Balance Appropriation	250,000
Total General Fund Revenues	\$250,000

Enterprise Funds

Parking Fund	
Transfer from General Fund	\$96,000

C-12.b. DRAFT

Fund Balance Appropriation	-96,000
Total Enterprise Funds Revenues	\$0

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 2016-2017**

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2016-2017 be amended to replace previously appropriated motor vehicle privilege tax funds with an appropriation of NCDOT statewide contingency funds for the downtown traffic signal cabinet relocation project.

SECTION 1. That the Project Budget Ordinance of the City of Winston-Salem, adopted on June 20, 2016 and amended on August 15, 2016 and September 19, 2016, shall be amended by changing the revenue appropriations in the following fund.

Capital Projects Fund

Transportation Projects	
North Carolina Department of Transportation	\$250,000
Motor Vehicle Privilege Tax	-250,000
Total Capital Projects Fund Revenues	\$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:	October 10, 2016
To:	The City Manager
From:	Gregory M. Turner, Assistant City Manager
Council Action Requested:	
Consideration of a Request to Repair Damaged Retaining Walls with Bond Sidewalk Funds in the East Ward.	
Summary of Information:	
<p>The November 2014 Bond Package included \$10,000,000 for sidewalk construction and repairs. City Council approved a list of potential sidewalk projects based upon an equal distribution of \$1,250,000 for sidewalk construction in each ward.</p> <p>In the East Ward approximately \$800,000 was budgeted for new sidewalk projects. Council Member Montgomery has requested that some of the Bond sidewalk funds be used in the East Ward to repair damaged retaining walls which are adjacent to existing sidewalk and within the City’s right-of-way. Three locations have been identified thus far along Rich Avenue and Eighth Street. Staff has estimated these repairs to total approximately \$55,000. The attached resolution would authorized the reallocation of these funds and the wall repair project.</p>	
Committee Action:	
Committee	Action
For	Against
Remarks:	

**RESOLUTION AUTHORIZING THE REPAIR OF DAMAGED RETAINING WALLS
WITH BOND SIDEWALK FUNDS IN THE EAST WARD**

WHEREAS, the November 2014 Bond Package included \$10,000,000 for sidewalk construction and repairs; and

WHEREAS, City Council approved a list of potential sidewalk projects based upon an equal distribution of \$1,250,000 for sidewalk construction in each ward; and

WHEREAS, in the East Ward approximately \$800,000 was budgeted for new sidewalk projects; and

WHEREAS, Council Member Montgomery has requested that some of the Bond sidewalk funds be used in the East Ward to repair damaged retaining walls which are adjacent to existing sidewalk and within the existing City's right-of-way; and

WHEREAS, in the East Ward, three locations have been identified with an estimated total of \$55,000 for repairs.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem authorizes the reallocation of sidewalk funds in the East Ward and authorizes staff to proceed with repairing damaged retaining walls with these reallocated Bond Sidewalk funds.

RESOLUTION DECLARING CERTAIN CITY OWNED EQUIPMENT SURPLUS AND AUTHORIZING THE SALE THEREOF

WHEREAS, the City of Winston-Salem presently owns the motor vehicles and equipment listed on Attachment A following the resolution; and

WHEREAS, all vehicles and equipment listed on Attachment A have been determined by the Fleet Department to be obsolete, outmoded, or unsuitable for the intended use and the disposal of which would be to the financial benefit of the City; and

WHEREAS, all vehicles and equipment, which have been removed from service, are either wrecked or in need of extensive repairs and maintenance that would be cost prohibitive; and

WHEREAS, it is the recommendation of the Finance Committee that said motor vehicles and equipment be sold in accordance with N.C.G.S. 160A-270(b).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that the Purchasing Director, acting in the name and on behalf of the City of Winston-Salem, is hereby authorized to advertise and sell said motor vehicles and equipment.

Attachment A

Equip#	Yr	Make	Model	Serial	Mileage	Reason
8996#8	2001	Bobcat	118 Mower	001848	0	Repairs & Age
0355	2004	Chevrolet	1500 Pickup	1GCEC14V14Z307963	143,692	Mileage, Repairs, Age
0356	2004	Chevrolet	1500 Pickup	1GCEC14V94Z310156	141,064	Mileage, Repairs, Age
0529	2004	Chevrolet	1500 Pickup	1GCEC14V94Z309024	144,538	Mileage, Repairs, Age
6028	2004	Chevrolet	1500 Pickup	1GCEC14V54Z308386	173,702	Mileage, Repairs, Age
6157	2004	Chevrolet	1500 Pickup	1GCEC14V04Z307663	164,258	Mileage, Repairs, Age
6202	2005	Chevrolet	1500 Pickup 4wd	1GCEK19T05E273209	84,107	Repairs & Age
0505	1995	Chevrolet	2500 Suburban 4	1GNGK26F3SJ397594	121,690	Mileage, Repairs, Age
6037	2001	Chevrolet	2500 Utility	1GBHC24U01Z255204	190,503	Mileage, Repairs, Age
0582	2007	Gem	2psgr Nev	5ASAJ27477F044876	8,023	Mileage, Repairs, Age
0574	2001	Chevrolet	3500 HD Utility	3GBKC34G11M114648	169,635	Mileage, Repairs, Age
8038	2000	John Deere	410e Backhoe	TO410EX885066	4,039	Repairs & Age
6071	2006	John Deere	410g	T0410GX957783	3,081	Repairs & Age
0681	1993	International	4600 Super Jet	1HTSEPCR3RH541686	188,600	Mileage, Repairs, Age
4027	1997	International	4700 Scow Dump	1HTSCABN4VH484166	109,320	Mileage, Repairs, Age
4004	1995	Chevrolet	70 Scow Dump	1GBM7H1J2SJ116384	88,009	Repairs & Age
4006	1995	Chevrolet	70 Scow Dump	1GBM7H1J6SJ116341	99,689	Mileage, Repairs, Age
6020	1995	Chevrolet	7000 Tandem Dum	1GBT7H4JXSJ116267	28,178	Repairs & Age
0813	2001	Chevrolet	7000 Tandem Dum	1GBT7H2CX1J503002	116,388	Mileage, Repairs, Age
0837	1996	Chevrolet	7000 Tandem Dum	1GBT7H4J0TJ106820	124,929	Mileage, Repairs, Age
9045	1996	Chevrolet	Astro Cargo Van	1GNDM19W8TB131843	85,664	Mileage, Repairs, Age
9044	1995	Chevrolet	Astro Van Awd	1GNDM19W2SB183547	93,915	Mileage, Repairs, Age
4038	2007	Chevrolet	C7500 Hoist	1GBP7C1B37F422299	83,034	Mileage, Repairs, Age
1352	2012	Chevrolet	Caprice	6G1MK5U28CL606729	51,131	Wrecked
1042	2015	Dodge	Charger	2C3CDXATXFH902053	1,111	Wrecked
0412	2006	Chevrolet	Colorado Pickup	1GCCS148168310973	115,747	Mileage, Repairs, Age
0076	2004	Ford	Crown Victoria	2FAHP71W44X163628	123,915	Mileage, Repairs, Age
0120	2007	Ford	Crown Victoria	2FAFP71W67X145191	133,200	Mileage, Repairs, Age
0136	2004	Ford	Crown Victoria	2FAHP71W94X163611	115,520	Mileage, Repairs, Age
0146	2007	Ford	Crown Victoria	2FAFP71W77X147063	115,727	Mileage, Repairs, Age
0190	2007	Ford	Crown Victoria	2FAFP71W37X147058	107,900	Mileage, Repairs, Age
0942	2005	Ford	Crown Victoria	2FAHP71W95X148320	122,431	Mileage, Repairs, Age
1038	2007	Ford	Crown Victoria	2FAFP71W57X147062	128,952	Mileage, Repairs, Age
1051	2005	Ford	Crown Victoria	2FAHP71W25X148322	116,999	Mileage, Repairs, Age
1080	2004	Ford	Crown Victoria	2FAHP71W84X163616	119,343	Mileage, Repairs, Age
1089	2003	Ford	Crown Victoria	2FAHP71W73X183838	122,191	Mileage, Repairs, Age
1147	2008	Ford	Crown Victoria	2FAHP71V58X149699	110,380	Mileage, Repairs, Age
1158	2005	Ford	Crown Victoria	2FAHP71W85X148325	135,800	Mileage, Repairs, Age
1177	2004	Ford	Crown Victoria	2FAHP71WX4X163617	128,634	Mileage, Repairs, Age
1193	2006	Ford	Crown Victoria	2FAFP71W86X156451	169,060	Mileage, Repairs, Age
1251	2006	Ford	Crown Victoria	2FAFP71W26X156462	135,175	Mileage, Repairs, Age
1318	2007	Ford	Crown Victoria	2FAFP71W27X147052	128,588	Mileage, Repairs, Age
1319	2005	Ford	Crown Victoria	2FAHP71W55X148315	133,962	Mileage, Repairs, Age
1333	2005	Ford	Crown Victoria	2FAHP71W85X148308	158,494	Mileage, Repairs, Age
1334	2005	Ford	Crown Victoria	2FAHP71W95X148317	106,147	Mileage, Repairs, Age
1337	2005	Ford	Crown Victoria	2FAHP71W05X148318	107,399	Mileage, Repairs, Age
1350	2007	Ford	Crown Victoria	2FAFP71W87X147055	120,434	Mileage, Repairs, Age
1356	2006	Ford	Crown Victoria	2FAFP71W36X154218	135,924	Mileage, Repairs, Age

C-14. DRAFT

1366	2005	Ford	Crown Victoria	2FAHP71WX5X148312	195,532	Mileage, Repairs, Age
1391	2006	Ford	Crown Victoria	2FAFP71W46X156463	127,488	Mileage, Repairs, Age
3201	2006	Ford	Crown Victoria	2FAFP71W36X154221	140,000	Mileage, Repairs, Age
3204	2006	Ford	Crown Victoria	2FAFP71W26X156459	136,524	Mileage, Repairs, Age
3209	2005	Ford	Crown Victoria	2FAHP71W25X148305	140,290	Mileage, Repairs, Age
0194	2011	Ford	Crown Victoria	2FABP7BVXBX131517	72,010	Wrecked
1160	2008	Ford	Crown Victoria	2FAHP71V48X149712	64,111	Wrecked
0023	2006	Ford	Expedition	1FMFU16516LA85249	177,538	Mileage, Repairs, Age
8503	2003	Ford	F150 Pickup	1FTRF17213NB52881	85,844	Repairs & Age
0676	2008	Ford	F250 Utility	1FDNF20508EB24467	188,796	Mileage, Repairs, Age
6062	1995	Ford	F250 Utility	1FTHF25H7SNA81824	190,341	Mileage, Repairs, Age
6156	2006	Jeep	Jeep Liberty	1J4GL48KX6W119001	119,593	Repairs & Age
0451	2004	Sterling	Lt9500	2FZHAZCV34AM33837	105,610	Mileage, Repairs, Age
0664	2007	Ford	Ranger Pickup	1FTYR10DX7PA89823	66,741	Repairs & Age
0421	2006	Chevrolet	T7500	1GBP7F1336F401686	127,859	Mileage, Repairs, Age
0028	2001	Chevrolet	Tahoe	1GNEK13T91R150608	176,020	Mileage, Repairs, Age
0059	2002	Ford	Taurus	1FAFP52U12A155078	103,083	Mileage, Repairs, Age
0373	2005	Ford	Taurus	1FAFP53255A267903	110,036	Mileage, Repairs, Age
6184	2007	Kaufman	Trailer	15XFB10197L000664	0	Repairs & Age
6146	2003	Haulmark	Trailer	5L2FS12193G048856		Mileage, Repairs, Age
0457	2002	Volvo	VHD R-Loader	4V5KC9UE52N326070	111,418	Mileage, Repairs, Age
0466	2002	Volvo	VHD R-Loader	4V5KC9UE02N326073	120,056	Mileage, Repairs, Age
0467	2002	Volvo	VHD R-Loader	4V5KC9UE92N326072	177,380	Mileage, Repairs, Age
0442	2001	Volvo	WG64 R-Loader	4V5JC8UE71N314832	105,741	Mileage, Repairs, Age
0488	1997	Volvo	WG64 R-Loader	4VHJCLPE1VN859108	142,829	Mileage, Repairs, Age
0470	2003	Autocar	WX64 Ez Dm 1/2	5VCDC6UE93N194782	160,200	Mileage, Repairs, Age
Ramco	2000	Land Rover	MP	SALTY1245YA269508		Total Loss Claim
Ramco	2004	Honda	4S	1HGCM56314A161894		Total Loss Claim

SUMMARY OF MINUTES

FINANCE COMMITTEE

4:30 p.m., Monday, September 12, 2016

COMMITTEE ROOM

Room 239, City Hall

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

OTHERS PRESENT: Council Member Jeff MacIntosh
Council Member Dan Besse
Council Member James Taylor, Jr. (arrived at 5:22 p.m.)

Chair Clark called the meeting to order and stated that without objection, the Committee would first consider the Consent Agenda and asked if any items needed to be removed for discussion. Council Member Adams requested to pull Items C-5, Council Member Montgomery requested to pull Items C-1, C-12 and Chair Clark requested to pull Items C-9, C-8(d)(f). 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-2. RESOLUTION AUTHORIZING AN AGREEMENT WITH JORDAN CONSULTANTS, ASLA, PA FOR PROFESSIONAL ARCHITECTURAL DESIGN SERVICES FOR THE DEVELOPMENT OF THE NORTH WARD PARK. [*\$177,400*]

Community and Economic Development

- C-3. REPORT ON THE EAST END MASTER PLAN.

Public Safety

- C-4. RESOLUTION AUTHORIZING THE CITY COUNCIL TO ACCEPT A TRANSFER OF FORENSIC SERVICES EQUIPMENT FROM THE FORSYTH COUNTY SHERIFF'S OFFICE FOR THE CONSOLIDATED CITY-COUNTY FORENSIC SERVICES UNIT.

Human Resources

- C-6. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH AETNA FOR THE PROVISION OF A MEDICARE ADVANTAGE PLAN FOR RETIREES. [*\$1,362,000*]
- C-7. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NORTH CAROLINA MUTUAL/SECURIAN FOR THE PROVISION OF EMPLOYEE LIFE INSURANCE. [*\$230,000*]

Finance/Budget

- C-10. RESOLUTION ACCEPTING THE FISCAL YEAR 2016 ANNUAL TAX SETTLEMENT AND ADOPTION OF AN ORDER TO COLLECT CURRENT TAXES FOR 2016 (FISCAL YEAR 2016-2017) AND DELINQUENT TAXES FROM 2007 THROUGH 2015.
- C-11. CONSIDERATION OF AMENDMENTS TO THE FISCAL YEAR 2016-17 BUDGET ORDINANCES FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA:
- a. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE FISCAL YEAR 2016-2017.
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE FISCAL YEAR 2016-2017.

General Government

- C-13. APPROVAL OF FINANCE COMMITTEE SUMMARY OF MINUTES – *August 8, 2016*.
- C-1. RESOLUTION AUTHORIZING THE SALE OF CERTAIN CITY-OWNED PROPERTY BY PRIVATE SALE (N.C.G.S. 160A-279 AND 160A-514) TO UNITED HEALTH CENTERS.

In response to Council Member Montgomery, Mr. Derwick Paige, Assistant City Manager stated deed restrictions are: that property maintained for at least 30 years as a health facility providing assistance to the neighborhood and must sponsor at least two health fairs annually.

In response to Council Member Burke, Mr. Shawn Huntley, CEO United Health Centers, 3009 Waughtown Street, Winston-Salem stated UHC is a federally qualified health facility that provides treatment for insured and the under-insured persons whether they are using Medicaid or Medicare. He also stated that the center has been open since 2009.

In response to Council Member Adams, Mr. Huntley stated UHC has a great working relationship and partnership with Downtown Plaza. UHC helps to see the patients that Downtown Plaza cannot service. We have a referral agreement with them and several other health centers. He also stated for the new facility; there is not a start date yet.

Council Member Adams requested other corporations (medical community) partner with UHC to get funding to get this center opened as soon as possible.

Chair Clark requested a map of the Prime Care Centers located in Winston-Salem.

Council Member Montgomery made a motion to approve this item. Council Member Adams duly seconded this motion and it carried unanimously.

C-5. RESOLUTION AUTHORIZING THE CITY OF WINSTON-SALEM TO APPLY FOR A PARKS AND RECREATION TRUST FUND (PART F) 2016 CONNECT NC GRANT.

Mr. Paige gave the staff presentation on this item.

In response to Council Member Burke, Mr. Paige stated Mr. William Royston, Recreation Department, will be the overseer for this project.

Council Member Adams made a motion to approve this item. Council Member Burke duly seconded the motion and it carried unanimously.

C-8. CONSIDERATION OF ITEMS RELATING TO CONTRACTS:

- a. RESOLUTION AWARDED CONTRACT FOR THE PURCHASE AND INSTALLATION OF FITNESS COURSE EQUIPMENT AT PINEY GROVE PARK (NORTH WARD) – *Cunningham Associates, Inc.* - \$129,861.14.
- b. RESOLUTION AWARDED CONTRACT FOR MILLER PARK STREAM RESTORATION (SOUTHEAST WARD) – *North State Environmental, Inc.* - \$328,422.85.
- c. RESOLUTION AWARDED CONTRACT FOR THE PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT FOR BLUM PARK (NORTHEAST WARD) – *Carolina Recreation & Design, LLC* - \$227,736.
- e. RESOLUTION AWARDED PURCHASE ORDER FOR ONE TON TRUCKS WITH DUMP BEDS – *Piedmont Truck Center, LLC* - \$237,258.
- g. RESOLUTION AWARDED PURCHASE ORDER FOR PICK-UP TRUCKS – *Piedmont Truck Center, LLC* - \$105,976.
- h. RESOLUTION AWARDED PURCHASE ORDER FOR COMPUTERS – *Dell*

Marketing, L.P. - \$310,314.39.

- i. RESOLUTION AWARDING PURCHASE ORDER FOR MOTOROLA RADIOS FOR THE CITY OF WINSTON-SALEM FIRE DEPARTMENT – *Motorola Solutions, Inc. - \$173,404.*
- j. RESOLUTION AWARDING PURCHASE ORDER FOR A FIRE PUMPER TRUCK – *The Sutphen Corporation - \$488,054.36.*
- d. RESOLUTION AWARDING CONTRACT FOR SECURITY OFFICER SERVICES – *Allied Barton Security Services, LLC - \$148,006.41 (Estimated Amount).*

Mr. Ryan Newcomb, Director of Property & Facilities Management, stated there is not a formal system in place to rate the performance of the security guards/officers at the City. An employee survey was conducted last year to ask employees if they felt safe and they were asked to rate the guards' performances. Some issues were raised which started a search for solutions to address these issues.

In response to Council Member Burke, Mr. Newcomb stated from the proposal, training for the new officers/guards and continued on the job training from the recommended firm would be required to keep the employees performance system in place. The City would also select and add to the list of courses to enhance the value of key performance.

In response to Mayor Joines, Mr. Newcomb responded by saying a committee came together to review the ratings of the proposed firms and ABSS scored the highest. They have recently merged with Universal Protection Services and their Greensboro location is relocating to the Winston-Salem office.

In response to Council Member MacIntosh, Mr. Newcomb stated the pass through cost is made up of vehicle cost, employee benefits, uniform cost, etc.

In response to Council Member Montgomery, Mr. Newcomb stated the transition plan calls for any persons interested to apply and meet the standards set by ABSS and the City.

In response to Council Member Montgomery, Mr. Newcomb stated ABSS scored high due to it being a large company that provides many tools and services to other local government agencies. Technology was a key component referencing to log-in options and the key performance methods they offer in their system software.

Council Member Adams made a motion to approve this item. Council Member Burke duly seconded the motion and it carried unanimously.

- f. RESOLUTION AWARDING PURCHASE ORDER FOR COMPACT PICK-UP TRUCKS – *Modern Automotive Network, LLC - \$150,220.*

In response to Chair Clark, Mr. Darin Redfield, Purchasing Department, responded saying the City

is going from eight to seven trucks to reduce the quantity by the federal budget.

Chair Clark made a motion to approve this item. Council Member Adams duly seconded this motion and it carried unanimously.

C-9. CONSIDERATION OF ITEMS REGARDING CONSTRUCTION CONTRACT FOR FIRE STATIONS #7 AND #9:

- a. RESOLUTION AWARDED CONSTRUCTION CONTRACT FOR FIRE STATIONS #7 AND #9 – *R.P. Murray, Inc. - \$3,072,000. (Estimated Amount).*
- b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.

In response to Chair Clark, Mr. Redfield responded saying \$2.5 million was the original budget for this project and some items were identified by inspections as the reason for the additional costs.

Chair Clark requested a blue print of the Ardmore Station plan brought back to committee.

Chair Clark made a motion to approve this item. Council Member Adams duly seconded this motion and it carried unanimously.

C-12. ORDINANCE DESIGNATING CERTAIN PROPERTY AS A HISTORIC LANDMARK – *The John L. and Emma L. Gilmer House, 605 West Cascade Avenue, Winston-Salem and a portion of an unopened Alley. Public Hearing October 17, 2016.*

In response to Council Member Montgomery, Ms. Michelle McCullough, Planning/Historic Preservation stated this is a private property and is currently being used as residence in the Washington Park Historic district.

Chair Clark requested staff provide the total tax deferment of economic preservation.

Council Member Adams requested a report back to committee from the legislature concerning information about additional restrictions to private properties in terms of economic development versus the historical nature.

Chair Clark requested to hold this item, without objection in committee for October.

By consensus committee voted to hold this item to October.

GENERAL AGENDA

G-1. RESOLUTION AWARDED CONTRACT FOR INVESTMENT CONSULTING SERVICES FOR THE CITY OF WINSTON-SALEM. [*\$125,000*]

Ms. Lisa Saunders, Chief Financial Officer gave the staff presentation on this item.

In response to Chair Clark, Ms. Saunders stated the City has not contacted Mechanics & Farmers Bank about taking City deposits.

Council Member Adams suggested the City establish more relationships with minority owned banks.

Chair Clark requested Ms. Saunders report back to committee on the contract with Mechanics & Farmers Bank.

Council Member Clark made a motion to approve this item. Council Member Montgomery duly seconded this motion with Council Member Burke abstaining.

G-2. RESOLUTION AMENDING PRELIMINARY APPROVAL OF ISSUANCE OF MULTIFAMILY HOUSING REVENUE BONDS – ROLLING HILLS (EAST WARD).

Mr. Ritchie Brooks, Director of Community Business & Development gave the staff presentation on this item.

Mayor Joines thanked Council Member Montgomery for the being the overseer for this project.

In response to Chair Clark, Ms. Saunders stated it is not an obligation of the City morally for the revenue bonds.

David Asarch, Steel Properties, 6875 E. Evans Avenue, Denver, CO gave a brief presentation on this item.

In response to Council Member Burke, Mr. Asarch stated this is a long-term hold on this revenue bond and under the tax credit program. Steel Properties is obligated to the property for at least 15 years.

Council Member Montgomery made a motion to approve this item. Council Member Adams duly seconded the motion and it carried unanimously.

G-3. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM FOR THE FISCAL YEAR 2016-2017 (FEDERAL HOUSING FUNDS).

Council Member Adams made a motion to excuse Council Member Montgomery from voting on this item. Council Member Burke duly seconded this motion and it carried unanimously.

Council Member Adams made a motion to approve this item. Council Member Burke duly seconded this motion and it carried unanimously.

G-4. CONSIDERATION OF MODIFICATIONS TO AGREEMENTS WITH THE HOUSING AUTHORITY OF THE CITY OF WINSTON-SALEM:

- a. RESOLUTION AUTHORIZING MODIFICATIONS TO TWO AGREEMENTS FOR RENTAL ASSISTANCE WITH THE HOUSING AUTHORITY OF THE CITY OF WINSTON-SALEM (HAWS).
- b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.

Council Member Adams made a motion to excuse Council Member Montgomery from voting on this item. Council Member Burke seconded the motion and it carried unanimously.

Mr. Brooks gave the staff presentation on this item.

In response to Council Member Adams, Mr. Brooks stated the amounts needed to fund this project has increased due to the increase of client intake. Bridge funding is needed to move forward with the project. The Housing Authority of Winston-Salem is owed \$43,000 while there is only \$28,000 remaining from the previous grant funding.

Council Member Adams made a motion to approve this item. Council Member Burke duly seconded this motion and it carried unanimously.

G-5. CONSIDERATION OF ITEMS AUTHORIZING A LOAN OF UP TO \$1,600,000 FOR ACQUISITION, DEMOLITION AND REHABILITATION/REPAIR IN SUPPORT OF 79 UNITS OF MULTI-FAMILY RENTAL HOUSING KNOWN AS NEW HOPE MANOR (NORTHEAST WARD) [*Council remanded this item to Finance Committee at the August 15, 2016 Council Meeting.*]:

- a. RESOLUTION AUTHORIZING A LOAN TO THE HOUSING AUTHORITY OF WINSTON-SALEM FOR NEW HOPE MANOR. (*\$1, 600,000*).
- b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.

Mr. Brooks gave a brief presentation on this item.

Mr. Larry Woods, Housing Authority Winston-Salem, gave a report on the status of this item.

In response to Council Member Burke, Mr. Woods stated HAWS will not be using a HAWS lease to qualify tenants living in the units. We are using a modified lease provided by The North Carolina Department of Real Estate and the rents will stay affordable.

In response to Council Member Montgomery, Mr. Brooks stated if HAWS has a building with vacant units and the cost for repairs exceed the 65%; this qualifies the unit to be demolished.

In response to Council Member MacIntosh, Kevin Chesner, Vice-President of Real Estate

Development for HAWS, 500 W. Fourth Street, stated the appraisal was ordered by the bank within the last 12 months. It was a market appraisal and came back at 2.66 and the current purchase price is 1.9 million.

Chair Clark requested the appraisal report be provided for the next City Council meeting on Monday, September 19.

In response to Council Member Burke, Mr. Brooks stated HAWS purchased 12 units from an auction across from the 36 East Development and renamed it Bethlehem Pointe. HAWS invested \$12 to \$15,000 per unit in each of the units. HAWS also provided new appliances, new windows, replaced flooring, etc. It is the same design as New Hope Manor. In terms of on-site supervision, there will be an on-sight manager and on-site maintenance person available.

Council Member Adams requested a report on alternatives to the \$1.6 million coming out of the GEO bonds. What years these funds have been approved and requested and the status of how they have been pulled for Thursday's packet.

In response to Council Member Taylor, Mr. Woods stated currently there are 50-60 units that are vacant. They have been completely stripped and we would like to demolish the units that are extremely damaged with mold.

Council Member Taylor requested a report on the status of the number of vacant units.

Chair Clark requested Mr. Brooks coordinate additional information.

Council Member Burke made a motion to forward this item to council without a recommendation. Council Member Adams duly seconded this motion. Three in favor and one opposed. Voting in favor were Council Members Clark, Adams and Burke, with Council Member Montgomery voting in opposition.

ADJOURNMENT: 6:22 p.m.