

AGENDA

FINANCE COMMITTEE

4:30 p.m., Monday, January 11, 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 FINANCIAL ASSISTANCE TO KAILO, LLC:
 - a. RESOLUTION APPROVING FINANCIAL ASSISTANCE TO KAILO, LLC. [*\$42,900*].
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE FISCAL YEAR 2015-2016.
- G-2. BUDGET FORECAST FOR FISCAL YEAR 2016-2017.
- G-3. CONSIDERATION OF ITEMS RELATED TO POLICE/FIRE PAY: [*Item continued from the December meeting of the Public Safety Committee.*]
 - a. RESOLUTION AMENDING ARTICLE II OF THE CITY OF WINSTON-SALEM PERSONNEL RESOLUTION REGARDING COMPENSATION AND CHANGES TO THE CERTIFIED FIRE PAY SCHEDULE AND SWORN POLICE PAY SCHEDULE.
 - b. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE FISCAL YEAR 2015-2016.
- G-4. PRESENTATION ON THE FUND BALANCE.

CONSENT AGENDAProperty Matters

- C-1. RESOLUTION ACCEPTING THE DONATION AND DEDICATION OF EASEMENTS FOR THE CEDAR TRAIL GREENWAY CONNECTION (WEST WARD).
- C-2. RESOLUTION AUTHORIZING THE SALE OF CERTAIN CITY-OWNED PROPERTY AT 2845 REYNOLDS PARK ROAD UNDER THE UPSET BID PROCEDURE N.C.G.S. 160A-269 (SOUTHEAST WARD). *[Receipt of \$48,000.]*

Public Safety

- C-3. RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF WINSTON-SALEM, NORTH CAROLINA, THE CITY OF GREENSBORO, NORTH CAROLINA, THE CITY OF HIGH POINT, NORTH CAROLINA AND NMS LABS, INC. FOR DNA TESTING OF COLD CASE EVIDENCE.

Finance/Budget

- C-4. CONSIDERATION OF ITEMS REGARDING THE ISSUANCE OF \$3,890,000 TWO-THIRDS GENERAL OBLIGATION BONDS OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA:
- a. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA MAKING CERTAIN STATEMENTS OF FACT CONCERNING PROPOSED BOND ISSUE.
- b. INTRODUCTION OF BOND ORDERS:
- BOND ORDER AUTHORIZING THE ISSUANCE OF \$310,000 PUBLIC IMPROVEMENT BONDS OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA.
- BOND ORDER AUTHORIZING THE ISSUANCE OF \$2,000,000 STREET AND SIDEWALK BONDS OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA.
- BOND ORDER AUTHORIZING THE ISSUANCE OF \$1,580,000 PARKS AND RECREATION BONDS OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA.
- c. RESOLUTION OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA, CALLING A PUBLIC HEARING ON BOND ORDERS, DIRECTING

PUBLICATION OF NOTICES OF SAID PUBLIC HEARING, AND FILING OF A DEBT STATEMENT. Public Hearing: February 1, 2016.

- C-5. CONSIDERATION OF AMENDMENTS TO THE FISCAL YEAR 2015-2016 BUDGET ORDINANCES FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA:
- a. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.
 - b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.
- C-6. CONSIDERATION OF ITEMS RELATED TO CONTRACTS:
- a. RESOLUTION AWARDED PURCHASE ORDER FOR SIX AUTOMATED SIDE-LOADING REFUSE TRUCKS - *Piedmont Peterbilt, LLC* - \$1,529,826.
 - b. RESOLUTION AWARDED PURCHASE ORDER FOR EIGHT TANDEM AXLE DUMP TRUCKS - *White's Tractor and Truck Co., LLC* - \$905,144.
 - c. RESOLUTION AWARDED CONTRACT FOR QUARRY PARK DEVELOPMENT.
 - d. RESOLUTION AWARDED A CONTRACT FOR CONSTRUCTION OF POLICE DISTRICT 1 AND 3 FACILITIES - *HICAPS, Inc.* - \$5,195,000 (*Estimated Amount*).
 - e. RESOLUTION AWARDED CONTRACT FOR POLO ROAD CORRIDOR IMPROVEMENTS - *Smith-Rowe, LLC* - \$1,480,594.19 (*Estimated Amount*).
 - f. RESOLUTION AWARDED PURCHASE ORDER FOR EXPLOSIVE ORDINANCE DEVICE VEHICLE - *Gerling and Associates, Inc.* - \$187,724.40.
 - g. RESOLUTION AWARDED CONTRACT FOR SIDEWALK CONSTRUCTION ALONG BRYANSPLACE ROAD - *Armen Construction, Inc.* - \$151,274 (*Estimated Amount*).
- C-7. CONSIDERATION OF ITEMS RELATED TO THE ANNUAL CONTRACT FOR RESURFACING CITY STREETS:
- a. RESOLUTION AWARDED CONTRACT FOR RESURFACING CITY STREETS – ANNUAL CONTRACT 2016 - *APAC-Atlantic, Inc., Thompson-Arthur Division* - \$2, 871,712.01 (*Estimated Amount*).

- b. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.
- c. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.

General Government

- C-8. ORDINANCE DESIGNATING CERTAIN PROPERTY AS A HISTORIC LANDMARK - *Butner Hat Shop, 521 S. Main Street and the Butner House, 517 S. Main Street.*
- C-9. APPROVAL OF FINANCE COMMITTEE SUMMARY OF MINUTES - *December 14, 2015.*

City Council – Action Request Form

Date: December 30, 2015

To: The City Manager

From: Derwick L. Paige, Assistant City Manager

Council Action Requested:

Adopt Resolution Approving Economic Development Assistance to Kailo, LLC.

Summary of Information:

The attached resolution authorizes approving an economic development grant to Kailo, LLC (Kailo) totaling up to \$42,900. Kailo is an IT services company that provides infrastructure and IT services to the healthcare industry. The company is headquartered in Cedar Falls, Iowa with a southeast regional headquarters located in Winston-Salem. Their services include consulting, data center leasing, data center management, service desk support, clinical concierge, and desktop support.

As Kailo continues to grow and add new contracts, they anticipate investing approximately \$1.1 million for building up-fits, new machinery and equipment, and creating up to 251 new jobs with an estimated average annual salary of \$39,500, plus benefits including healthcare over the next five years. These jobs are primarily in the areas of Operations, Service Desk and Desktop Support.

The company is committed to the City of Winston-Salem’s guidelines to hire Neighborhood Revitalization Strategy Area residents and committed to hiring local employees. They will be working with Forsyth Technical Community College to provide training, as well as utilizing the services of the North Carolina Employment Security Commission, the Piedmont Triad Regional Council of Governments, and the Winston-Salem Urban League. They also will host at least one job fair to assist in the recruitment of these positions.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

G-1. DRAFT

Based upon the five year anticipated capital investment and company payroll, the combined City property and sales taxes range from \$20,000-\$25,000/year. As proposed, the recommended assistance equals 40% of the net, new taxes generated by the project over the five year period. It is recommended that this project be funded from the Dell Repayment Jobs & Technology Fund. The assistance would be provided in two equal, annual installments of \$75/job (\$150 total) for each job paying less than \$60,000 and two equal, annual installments of \$150/job (\$300 total) for each job paying more than \$60,000. The first installment payment will be made 12 months following Kailo's initial hiring of an additional 40 employees.

The State of North Carolina and Forsyth County are also considering a request for assistance for this project.

**RESOLUTION APPROVING FINANCIAL ASSISTANCE
TO KAILO, LLC**

WHEREAS, Kailo, LLC (Kailo) is considering expanding its operations in Winston-Salem; and

WHEREAS, Kailo has requested City financial assistance to help offset the costs associated with their expansion efforts; and

WHEREAS, Kailo will invest at least \$1.1 million for building up-fits, new machinery and equipment, and create up to 251 new jobs within 60 months; and

WHEREAS, given the public benefit, including but not limited to job creation generated by the project, the City of Winston-Salem is interested in assisting Kailo with its expansion efforts.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council, and in accordance with N.C.G.S. 158-7.1, that after a duly advertised public hearing, the Council hereby approves financial incentive assistance totaling \$42,900 from the City's Dell Repayment Jobs & Technology Fund to Kailo to assist them with their expansion.

BE IT FURTHER RESOLVED, that the Mayor and City Council hereby authorize the City Manager, City Attorney, and City Secretary to take such actions as may be necessary for the execution of an Economic Development Agreement, as outlined in Exhibit A, with Kailo or one of its subsidiaries.

DEVELOPMENT PROJECT ANALYSIS FORM	
Name of recipient: Kailo	Name of Contact(s): Vicki Parsons
Name of Project:	Amount Requested/Proposed: \$42,900
Total Project Cost: \$1,075,000	Other Funding Sources and Amounts: Forsyth County- up to \$42,900 State of North Carolina-TBD
Source of City Dollars: Dell Repayment funds (Jobs & Technology)	Proposed Use of City Dollars: To help off-set costs associated with building up-fit.
City Property/Sales Tax Revenue Created: \$22,980/year	# of Jobs Created: 251 jobs with annual payroll of \$9.9 million by 2020 (Avg. Wage \$39,500)
Project Description: Kailo is an IT services company that provides infrastructure and IT services to the healthcare industry. Their services include consulting, data center leasing, data center management, service desk support, and desktop support. Over five years, the company will invest approximately \$1.1 million for building improvements, and new machinery and equipment. They also will create up to 251 new jobs with an estimated average annual salary of \$39,500 plus benefits including health care. These jobs are primarily in the areas of Operations, Service Desk and Desktop Support.	
City Program being used? Economic Development Direct Assistance	
Public Policy Justification/Consistency with approved plans (if so, specify which plan): Stimulation of the local economy through the creation of new jobs and investment.	

EXHIBIT A

PROJECT AND ASSISTANCE DESCRIPTION

1. Project Description: Kailo will expand their southeast regional headquarters currently located in the Winston Tower Building. This expansion will create up to 251 new jobs over the next five years. The total anticipated investment from this expansion must be at least \$1,075,000. The operations of Kailo must remain in Winston-Salem for at least 10 years from the time funds are initially disbursed.
2. Assistance Description: \$42,900 grant disbursed as described below:

	Value of Each Position by Year*	
	Year 1	Year 2
Position pays <\$60,000 (up to 216)	\$75/position	\$75/position
Position pays >\$60,000 (up to 35)	\$150/position	\$150/position

*All positions are funded on a two year schedule with the initial payment being 12 months after the initial creation of the first 40 jobs. Any position funded with City funds must be retained for at least five years.

3. Special Conditions:
 - A) Kailo must employ at least 251 new employees within five years of executing this Agreement. These jobs must have an average annual salary of least \$39,500 plus benefits including health insurance.
 - B) Kailo must make a capital investment of at least \$1,075,000 within five years.
 - C) If any portion of the Kailo southeast regional headquarters relocates outside of Winston-Salem within 10 years of receiving financial assistance, they must repay the City a proportional amount of the total City grant funds disbursed pursuant to this agreement. Said repayment must be made within 90 days of the relocation.
 - D) Kailo must meet the City of Winston-Salem’s guidelines to hire NRSA residents in order to receive the total assistance described herein. The company also must make a good faith effort to hiring residents from the Winston-Salem and Forsyth County area.
 - E) Kailo must utilize the services of the North Carolina Employment Security Commission, the Piedmont Triad Regional Council of Governments, and the Winston-Salem

Urban League. They also will host at least one local job fair to assist in the recruitment of these positions.

4. Other Conditions:
- A) The parties agree that the agreement shall not be modified, amended or terminated without the prior written consent of the parties.
 - B) The parties agree that the agreement may not be assigned without the prior written consent of the City. The parties represent and warrant that the terms and conditions herein are binding upon, enforceable against, and shall inure to the benefit of the parties hereto and their successors.

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

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2015-2016 be amended to provide economic development assistance to Kailo, LLC.

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

Special Revenue Funds

Economic Development Projects Fund	
Jobs and Technology Fund	-\$42,900
Economic Development Grant to Kailo, LLC	42,900
Total Special Revenue Funds Expenditures	\$0

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

Presentation to be made at the Finance Committee meeting.

City Council – Action Request Form

Date: January 6, 2016
To: The City Manager
From: Carmen Caruth, Human Resources Director

Council Action Requested:

Consideration of a Resolution Amending Article II of the City of Winston-Salem Personnel Resolution Regarding Compensation and Changes to the Certified Fire Pay Schedule and Sworn Police Pay Schedule

Summary of Information:

The Human Resources staff has conducted a market salary survey to assess the hiring competitiveness of entry level pay for positions on the certified fire pay schedule and sworn police pay schedule, as well as, the market competitiveness of current certified fire and sworn police employee salaries. The study revealed a 10% disparity in hiring salaries between the City’s certified firefighter and sworn police positions, and the hiring salaries for comparable positions in other Triad cities.

Additionally, average actual salaries for the City’s certified firefighters were found to lag 4% behind comparable positions in other Triad cities and 7% behind comparable positions in other North Carolina cities with populations greater than 100,000. Average actual salaries for the City’s sworn police officers are 6% behind average actual police officer salaries for the Triad cities and 33% behind police officer salaries in North Carolina cities with populations greater than 100,000. Pay disparities were also found within other ranks of the City’s certified fire and sworn police personnel. A review of the pay plan structures for other Triad cities revealed step and career ladder systems, as well as developmental pay and pay accelerator incentives that move sworn police officers and certified firefighters much faster to job (market) rate during their careers.

To address these pay disparities City staff recommends the following actions, which are contained in the accompanying resolution:

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

Market Competitiveness – 2% Annual Supplemental Pay Increase

To address market competitiveness, a 2% supplemental pay increase is recommended for certified fire and sworn police personnel with at least one year of tenure. This supplemental pay increase would be implemented with the pay period beginning February 1, 2016; and, thereafter, would be awarded annually the first pay period in January. In addition to this supplemental pay increase, certified fire and sworn police employees would be eligible for merit pay adjustments based on their annual performance ratings.

Hiring Competitiveness – 7.5% Adjustment to Certified Fire and Sworn Police Pay Schedules

Approval of a 7.5% adjustment to entry level pay (minimums) for positions on the certified fire and sworn police pay schedules is recommended for implementation with the pay period beginning February 1, 2016. Certified fire and sworn police employees whose salaries are below the new minimum would be adjusted to the new minimum pay amount.

By adjusting entry level salaries for positions on the certified fire and sworn police pay schedules by 7.5%, City salaries for new certified firefighters and sworn police officers would be in line with those of other Triad cities. Currently, these salaries lag by 10%. The recommended adjustment would bring City hiring salaries for these positions within 3% of the average for other Triad cities. After the completion of the six month fire academy and police BLET, firefighter and police officer salaries are adjusted. With this adjustment salaries for new employees in these positions would be within 1% of the average for other Triad cities.

Assuming the approval of a 7.5% increase in hiring salaries for certified firefighters and sworn police officers and annual merit increases of 2% (strong performer rating), new certified firefighters would begin the fire academy at a salary of \$32,091 and achieve a 28% increase in salary over 5 years to \$41,075. New sworn police officers would start BLET at \$33,856 and achieve a 28% increase in salary over 5 years to \$43,334. Currently starting pay for certified firefighters and sworn police entering training are \$29,852 and \$31,494, respectively.

Fiscal Impact of Recommended Supplemental Pay Increase and Pay Plan Adjustments

The combined impact of the aforementioned adjustments on the FY 2015-16 budget would be \$708,120.

Other Certified Fire and Sworn Police Pay Plan Recommendations

Currently, the following public safety positions are included in the general pay plan: Deputy Fire Marshal, Assistant Fire Chief, Fire Chief, Assistant Police Chief, and Police Chief. It is recommended that all public safety positions except the Fire Chief and Police Chief be moved to the certified fire and sworn police pay schedules.

Further, foreseeing no future need for the position, staff recommends that the District Fire Chief position be deleted from the certified fire pay schedule.

Considerations for the FY 2016-17 Budget Regarding the General Pay Plan

The Human Resources staff has also surveyed hiring salaries and average actual market pay for 105 benchmark positions in the City's general pay plan. The salary data for these positions was compared to North Carolina League of Municipalities salary data for equivalent positions in other North Carolina cities with populations greater than 100,000. The study revealed that hiring salaries for 68% and average actual salaries for 74% of the benchmark positions were behind those of comparable positions in the surveyed cities. On average, hiring salaries lagged by 15% and average actual salaries lagged by 20% when compared with the data from the other North Carolina cities.

Options for addressing these pay disparities will be presented in the FY 2016-17 budget proposal. Possible options include market pay adjustments of 1% and 2%, the cost of which is estimated at \$878,490 (\$589,460 General Fund) for a 1% adjustment and \$1,736,100 (\$1,158,030 General Fund) for a 2% adjustment.

To continue progress toward a livable wage for City employees, consideration of raising the minimum rates of pay for jobs on the City's General pay plan from \$10.10/hour to \$10.40/hour will be presented in the FY 2016-17 budget proposal. The estimated cost of adjusting rates of pay for employees with pay currently below \$10.40/hour and associated pay plan adjustments related to compression in feeder and career ladder positions is \$50,450.

These considerations are not included in the accompanying resolution; but will be addressed in the FY 2016-17 budget proposal.

Follow-up to Questions from the December 14, 2015 Public Safety Committee Meeting

A document containing this information is attached.

**RESOLUTION AMENDING ARTICLE II OF THE CITY OF WINSTON-SALEM
PERSONNEL RESOLUTION REGARDING COMPENSATION AND CHANGES TO
THE CERTIFIED FIRE PAY SCHEDULE AND SWORN POLICE PAY SCHEDULE**

WHEREAS, the Human Resources staff has conducted a market salary survey to assess the hiring competitiveness of entry level pay on the certified fire pay schedule and sworn police pay schedule and the market competitiveness of current certified fire and sworn police employee salaries; and

WHEREAS, through the study it was determined that hiring salaries for certified firefighter and sworn police officer positions are 10% behind hiring salaries for comparable positions in other Triad cities; and

WHEREAS, the study also determined that average actual salaries for certified firefighters lag 4% behind comparable positions in other Triad cities and 7% behind comparable positions in other North Carolina cities with populations greater than 100,000; and

WHEREAS, average actual salaries for sworn police officers were found to lag 6% behind comparable positions in other Triad cities and 33% behind comparable positions in other North Carolina cities with populations greater than 100,000; and

WHEREAS, the review of other Triad public safety pay plans revealed step or career ladder systems, as well as developmental pay and pay accelerator incentives, that move sworn police officers and certified firefighters much faster to job rate in their careers; and

WHEREAS, pay disparities were also found within other ranks of certified fire and sworn police personnel; and

WHEREAS, to address market competitiveness of current certified fire and sworn police salaries, City staff has recommended that the current rates of pay for all employees on the

certified fire pay schedule and the sworn police pay schedule, with at least one year of service with the City, at the time of the adjustment, be adjusted 2.0% immediately to bring those salaries closer to the market rates of pay; and

WHEREAS, to ensure that sworn police officer and certified fire fighters maintain competitive pay and progress towards a market job rate, City staff has also recommended implementation of an annual public safety pay adjustment for employees on the sworn police and certified fire pay schedules that, in addition to annual merit, will provide a 2% pay adjustment each January starting in 2017, provided the City Council approves each year a budget ordinance or budget ordinance amendment funding the adjustment, which adjustment the City Council reserves the right to amend or terminate at any time ; and

WHEREAS, to address hiring competitiveness for positions on the certified fire pay schedule and the sworn police pay schedule, City staff has recommended that entry level (minimum) rates of pay for positions on the City's certified fire pay schedule and sworn police pay schedule be adjusted by 7.5%; and

WHEREAS, City staff has further recommended that the current rates of pay for all employees on the certified fire pay schedule and sworn police pay schedule whose rates of pay are below the new minimums for their positions be adjusted to the new minimum; and

WHEREAS, the Finance Committee recommends the implementation of City staff's aforementioned recommendations.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Winston-Salem City Council, that the recommended 2.0% market pay adjustment for employees on the certified fire pay schedule and the sworn police pay schedule with at least one full year of with the City as of the effective date of this resolution is hereby approved.

BE IT FURTHER RESOLVED, that the following amendments to the Personnel

Resolution are approved:

Section 1: Article II. Compensation, Sec. 30 General Policy-Pay (b) *Police/Fire Pay Plan*, is hereby amended to delete one classification (District Fire Chief) in the certified fire pay schedule, to add two classifications (Deputy Fire Marshal and Assistant Fire Chief) to the certified fire pay schedule, to add one classification (Assistant Police Chief) to the sworn police pay schedule, to include an annual public safety supplemental adjustment, and adjust starting rates of pay 7.5%:

(b) *Police/Fire Pay Plan*. This plan consists of ~~ten~~ twenty-one (~~10~~ 21) ranges and covers sworn police and certified fire personnel up to and including assistant police ~~captain~~ chief and assistant ~~district~~ fire chief. Ranges AP-FP are assigned to police classifications and ranges AF-FF are assigned to fire classifications.

(11) Annual Public Safety salary adjustment. Starting in January, 2017, all employees on the certified fire and sworn police pay schedules that have at least one full year of service with the City, as of the date of the adjustment, will receive a two (2) % public safety supplemental pay adjustment in January of each calendar year, provided the City Council approves each year a budget ordinance or budget ordinance amendment funding the adjustment which adjustment the City Council hereby reserves the right to amend or terminate at any time.

CERTIFIED FIRE PAY SCHEDULE

Job Title	Pay Range		Regular Minimum	Minimum (Associates Degree)	Minimum (Bachelors Degree)	Regular Maximum	Maximum (Associates Degree)	Maximum (Bachelors Degree)
Firefighter Trainee	AF	A	\$29,852.42 \$32,091.28	\$3,1345.08 \$33,696.00	\$32,912.36 \$35,380.80	\$57,721.30 \$62,050.30	\$60,606.78 \$65,152.36	\$63,493.82 \$68,255.72
(40 Hour Week)		M	\$2,487.70 \$2,674.27	\$2,612.09 \$2,808.00	\$2,742.70 \$2,948.40	\$4,810.11 \$5,170.86	\$5,050.57 \$5,429.36	\$5,291.15 \$5,687.98
		B	\$1,148.17 \$1,234.28	\$1,205.58 \$1,296.00	\$1,265.86 \$1,360.80	\$2,220.05 \$2,386.55	\$2,331.03 \$2,505.86	\$2,442.07 \$2,625.22

G-3.a. DRAFT

		W	\$574.09 \$617.14	\$602.79 \$648.00	\$632.93 \$680.40	\$1,110.03 \$1,193.28	\$1,165.52 \$1,252.93	\$1,221.04 \$1,312.61
		H	\$14,352.1 \$15,428.5	\$15,069.8 \$16,200.0	\$15,823.3 \$17,010.0	\$27,750.6 \$29,831.9	\$29,137.9 \$31,323.3	\$30,525.9 \$32,815.3
Firefighter	AF	A	\$31,345.08 \$33,969.00	\$32,912.36 \$35,380.80	\$34,557.90 \$37,149.84	\$57,721.30 \$62,050.30	\$60,606.78 \$65,152.36	\$63,493.82 \$68,255.72
(56 Hour Week)		M	\$2,612.09 \$2,830.75	\$2,742.70 \$2,948.40	\$2,879.83 \$3,095.82	\$4,810.11 \$5,170.86	\$5,050.57 \$5,429.36	\$5,291.15 \$5,687.98
		B	\$1,205.58 \$1,306.50	\$1,265.86 \$1,360.80	\$1,329.15 \$1,428.84	\$2,220.05 \$2,386.55	\$2,331.03 \$2,505.86	\$2,442.07 \$2,625.22
		W	\$602.79 \$653.25	\$632.93 \$680.40	\$664.58 \$714.42	\$1,110.03 \$1,193.28	\$1,165.52 \$1,252.93	\$1,221.04 \$1,312.61
		H	\$10,764.1 \$11,665.2	\$11,302.3 \$12,150.0	\$11,867.4 \$12,757.5	\$19,821.9 \$21,308.5	\$20,812.8 \$22,373.8	\$21,804.2 \$23,439.5
Fire Engineer	BF	A	\$40,796.86 \$43,856.54	\$42,836.56 \$46,049.12	\$44,978.44 \$48,351.68	\$74,176.18 \$79,739.40	\$77,884.04 \$83,725.20	\$81,593.98 \$87,713.60
(56 Hour Week)		M	\$3,399.74 \$3,654.71	\$3,569.71 \$3,837.43	\$3,748.20 \$4,029.31	\$6,181.35 \$6,644.95	\$6,490.34 \$6,977.10	\$6,799.50 \$7,309.47
		B	\$1,569.11 \$1,686.79	\$1,647.56 \$1,771.12	\$1,729.94 \$1,859.68	\$2,852.93 \$3,066.90	\$2,995.54 \$3,220.20	\$3,138.23 \$3,373.60
		W	\$784.56 \$843.40	\$823.78 \$885.56	\$864.97 \$929.84	\$1,426.47 \$1,533.45	\$1,497.77 \$1,610.10	\$1,569.12 \$1,686.80
		H	\$14,009.9 \$15,060.6	\$14,710.4 \$15,813.6	\$15,445.9 \$16,604.3	\$25,472.6 \$27,383.0	\$26,745.9 \$28,751.8	\$28,019.9 \$30,121.4

Fire Inspector	<u>BHCF</u>	A	\$40,796.86 \$43,856.54	\$42,836.56 \$46,049.12	\$44,978.44 \$48,351.68	\$74,176.18 \$79,739.40	\$77,884.04 \$83,725.20	\$81,593.98 \$87,713.60
(40 Hour Week)		M	\$3,399.74 \$3,654.71	\$3,569.71 \$3,837.43	\$3,748.20 \$4,029.31	\$6,181.35 \$6,644.95	\$6,490.34 \$6,977.10	\$6,799.50 \$7,309.47
		B	\$1,569.11 \$1,686.79	\$1,647.56 \$1,771.12	\$1,729.94 \$1,859.68	\$2,852.93 \$3,066.90	\$2,995.54 \$3,220.20	\$3,138.23 \$3,373.60
		W	\$784.56 \$843.40	\$823.78 \$885.56	\$864.97 \$929.84	\$1,426.47 \$1,533.45	\$1,497.77 \$1,610.10	\$1,569.12 \$1,686.80
		H	\$19,6139 \$21.0849	\$20,5945 \$22.1390	\$21,6243 \$23.2460	\$35,6616 \$38.3363	\$37,4443 \$40.2525	\$39,2279 \$42.1700
Fire Investigator	<u>BIDF</u>	A	\$44,711.94 \$48,065.16	\$46,947.42 \$50,468.60	\$49,294.70 \$52,991.90	\$75,660.26 \$81,334.76	\$79,440.92 \$85,399.08	\$83,222.10 \$89,463.66
(40 Hour Week)		M	\$3,726.00 \$4,005.43	\$3,912.29 \$4,205.72	\$4,107.89 \$4,415.99	\$6,305.02 \$6,777.90	\$6,620.08 \$7,116.59	\$6,935.18 \$7,455.31
		B	\$1,719.69 \$1,848.66	\$1,805.67 \$1,941.10	\$1,895.95 \$2,038.15	\$2,910.01 \$3,128.26	\$3,055.42 \$3,284.58	\$3,200.85 \$3,440.91
		W	\$859.85 \$924.33	\$902.84 \$970.55	\$947.98 \$1,019.08	\$1,455.01 \$1,564.13	\$1,527.71 \$1,642.29	\$1,600.43 \$1,720.46
		H	\$21,4961 \$23.1083	\$22,5709 \$24.2638	\$23,6994 \$25.4769	\$36,3751 \$39.1033	\$38,1928 \$41.0573	\$40,0106 \$43.0114
<u>Deputy Fire Marshal</u>	<u>EF</u>	<u>A</u>	<u>\$49,324.34</u>	<u>\$51,789.66</u>	<u>\$54,377.96</u>	<u>\$83,358.13</u>	<u>\$87,524.53</u>	<u>\$91,898.75</u>
		<u>M</u>	<u>\$4,110.36</u>	<u>\$4,315.81</u>	<u>\$4,531.50</u>	<u>\$6,946.51</u>	<u>\$7,293.71</u>	<u>\$7,658.23</u>

G-3.a. DRAFT

		B	<u>\$1,897.09</u>	<u>\$1,991.91</u>	<u>\$2,091.46</u>	<u>\$3,206.08</u>	<u>\$3,366.33</u>	<u>\$3,534.57</u>
		W	<u>\$948.55</u>	<u>\$995.96</u>	<u>\$1,045.73</u>	<u>\$1,603.04</u>	<u>\$1,683.16</u>	<u>\$1,767.28</u>
		H	<u>\$23,7136</u>	<u>\$24,8989</u>	<u>\$26,1433</u>	<u>\$40,0760</u>	<u>\$42,0791</u>	<u>\$44,1821</u>
Fire Captain	€FF	A	<u>\$51,243.66</u> <u>\$55,086.98</u>	<u>\$53,805.96</u> <u>\$57,841.42</u>	<u>\$56,496.18</u> <u>\$60,733.66</u>	<u>\$79,245.40</u> <u>\$85,188.74</u>	<u>\$83,211.44</u> <u>\$89,452.48</u>	<u>\$87,167.34</u> <u>\$93,704.78</u>
(56 Hour Week)		M	<u>\$4,270.31</u> <u>\$4,590.58</u>	<u>\$4,483.83</u> <u>\$4,820.12</u>	<u>\$4,708.02</u> <u>\$5,061.14</u>	<u>\$6,603.78</u> <u>\$7,099.06</u>	<u>\$6,934.29</u> <u>\$7,454.37</u>	<u>\$7,263.95</u> <u>\$7,808.73</u>
		B	<u>\$1,970.91</u> <u>\$2,118.73</u>	<u>\$2,069.46</u> <u>\$2,224.67</u>	<u>\$2,172.93</u> <u>\$2,335.91</u>	<u>\$3,047.90</u> <u>\$3,276.49</u>	<u>\$3,200.44</u> <u>\$3,440.48</u>	<u>\$3,352.59</u> <u>\$3,604.03</u>
		W	<u>\$985.46</u> <u>\$1,059.37</u>	<u>\$1,034.73</u> <u>\$1,112.34</u>	<u>\$1,086.47</u> <u>\$1,167.96</u>	<u>\$1,523.95</u> <u>\$1,638.25</u>	<u>\$1,600.22</u> <u>\$1,720.24</u>	<u>\$1,676.30</u> <u>\$1,802.02</u>
		H	<u>\$17,5974</u> <u>\$18,9172</u>	<u>\$18,4773</u> <u>\$19,8631</u>	<u>\$19,4012</u> <u>\$20,8563</u>	<u>\$27,2134</u> <u>\$29,2544</u>	<u>\$28,5754</u> <u>\$30,7186</u>	<u>\$29,9338</u> <u>\$32,1788</u>
Administrative Fire Captain	€FF	A	<u>\$51,243.66</u> <u>\$55,086.98</u>	<u>\$53,805.96</u> <u>\$57,841.42</u>	<u>\$56,496.18</u> <u>\$60,733.66</u>	<u>\$79,245.40</u> <u>\$85,188.74</u>	<u>\$83,211.44</u> <u>\$89,452.48</u>	<u>\$87,167.34</u> <u>\$93,704.78</u>
(40 Hour Week)		M	<u>\$4,270.31</u> <u>\$4,590.58</u>	<u>\$4,483.83</u> <u>\$4,820.12</u>	<u>\$4,708.02</u> <u>\$5,061.14</u>	<u>\$6,603.78</u> <u>\$7,099.06</u>	<u>\$6,934.29</u> <u>\$7,454.37</u>	<u>\$7,263.95</u> <u>\$7,808.73</u>
		B	<u>\$1,970.91</u> <u>\$2,118.73</u>	<u>\$2,069.46</u> <u>\$2,224.67</u>	<u>\$2,172.93</u> <u>\$2,335.91</u>	<u>\$3,047.90</u> <u>\$3,276.49</u>	<u>\$3,200.44</u> <u>\$3,440.48</u>	<u>\$3,352.59</u> <u>\$3,604.03</u>
		W	<u>\$985.46</u> <u>\$1,059.37</u>	<u>\$1,034.73</u> <u>\$1,112.34</u>	<u>\$1,086.47</u> <u>\$1,167.96</u>	<u>\$1,523.95</u> <u>\$1,638.25</u>	<u>\$1,600.22</u> <u>\$1,720.24</u>	<u>\$1,676.30</u> <u>\$1,802.02</u>

		H	\$24,636.4 \$26,484.1	\$25,868.3 \$27,808.4	\$27,161.6 \$29,198.9	\$38,098.8 \$40,956.1	\$40,005.5 \$43,006.0	\$41,907.4 \$45,050.4
Shift Safety & Training Officer	CEF	A	\$51,243.66 \$55,086.98	\$53,805.96 \$57,841.42	\$56,496.18 \$60,733.66	\$79,245.40 \$85,188.74	\$83,211.44 \$89,452.48	\$7,167.34 \$93,704.78
(56 Hour Week)		M	\$4,270.31 \$4,590.58	\$4,483.83 \$4,820.12	\$4,708.02 \$5,061.14	\$6,603.78 \$7,099.06	\$6,934.29 \$7,454.37	\$7,263.95 \$7,808.73
		B	\$1,970.91 \$2,118.73	\$2,069.46 \$2,224.67	\$2,172.93 \$2,335.91	\$3,047.90 \$3,276.49	\$3,200.44 \$3,440.48	\$3,352.59 \$3,604.03
		W	\$985.46 \$1,059.37	\$1,034.73 \$1,112.34	\$1,086.47 \$1,167.96	\$1,523.95 \$1,638.25	\$1,600.22 \$1,720.24	\$1,676.30 \$1,802.02
		H	\$17,597.4 \$18,917.2	\$18,477.3 \$19,863.1	\$19,401.2 \$20,856.3	\$27,213.4 \$29,254.4	\$28,575.4 \$30,718.6	\$29,933.8 \$32,178.8
Battalion Fire Chief	DGF	A	\$60,484.58 \$65,020.80	\$63,508.64 \$68,271.84	\$66,684.28 \$71,685.64	\$93,462.46 \$100,472.06	\$98,139.60 \$105,499.94	\$102,806.08 \$110,516.64
(56 Hour Week)		M	\$5,040.38 \$5,418.40	\$5,292.39 \$5,689.32	\$5,557.02 \$5,973.80	\$7,788.54 \$8,372.67	\$8,178.30 \$8,791.66	\$8,567.17 \$9,209.72
		B	\$2,326.33 \$2,500.80	\$2,442.64 \$2,625.84	\$2,564.78 \$2,757.14	\$3,594.71 \$3,864.31	\$3,774.60 \$4,057.69	\$3,954.08 \$4,250.64
		W	\$1,163.17 \$1,250.40	\$1,221.32 \$1,312.92	\$1,282.39 \$1,378.57	\$1,797.36 \$1,932.16	\$1,887.30 \$2,028.85	\$1,977.04 \$2,125.32
		H	\$20,770.8 \$22,328.6	\$21,809.3 \$23,445.0	\$22,899.8 \$24,617.3	\$32,095.6 \$34,502.8	\$33,701.8 \$36,229.4	\$35,304.3 \$37,952.1
Division Fire	EHF	A	\$61,996.74 \$68,257.34	\$65,096.72 \$71,670.04	\$68,351.40 \$75,253.62	\$93,462.46 \$100,472.06	\$98,139.60 \$105,499.94	\$102,806.08 \$110,516.64

G-3.a. DRAFT

Chief								
(56 Hour Week)		M	\$5,166.40 \$5,688.11	\$5,424.73 \$5,972.50	\$5,695.95 \$6,271.14	\$7,788.54 \$8,372.67	\$8,178.30 \$8,791.66	\$8,567.17 \$9,209.72
		B	\$2,384.49 \$2,625.28	\$2,503.72 \$2,756.54	\$2,628.90 \$2,894.37	\$3,594.71 \$3,864.31	\$3,774.60 \$4,057.69	\$3,954.08 \$4,250.64
		W	\$1,192.25 \$1,312.64	\$1,251.86 \$1,378.27	\$1,314.45 \$1,447.19	\$1,797.36 \$1,932.16	\$1,887.30 \$2,028.85	\$1,977.04 \$2,125.32
		H	\$21,290.1 \$23,440.0	\$22,354.6 \$24,612.0	\$23,472.3 \$25,842.6	\$32,095.6 \$34,502.8	\$33,701.8 \$36,229.4	\$35,304.3 \$37,952.1
District Fire Chief	FF	A	\$71,260.54	\$74,823.58	\$78,564.72	\$110,275.36	\$115,787.36	\$121,298.58
(40 Hour Week)		M	\$5,938.38	\$6,235.30	\$6,547.06	\$9,189.61	\$9,648.95	\$10,108.22
		B	\$2,740.79	\$2,877.83	\$3,021.72	\$4,241.36	\$4,453.36	\$4,665.33
		W	\$1,370.40	\$1,438.92	\$1,510.86	\$2,120.68	\$2,226.68	\$2,332.67
		H	\$34,259.9	\$35,972.9	\$37,771.5	\$53,017.0	\$55,667.0	\$58,316.6
<u>Assistant Fire Chief</u>	<u>IF</u>	<u>A</u>	<u>\$72,847.32</u>	<u>\$76,488.10</u>	<u>\$80,310.96</u>	<u>\$109,270.98</u>	<u>\$114,732.15</u>	<u>\$120,466.44</u>
(40 Hour Week)		<u>M</u>	<u>\$6,070.61</u>	<u>\$6,374.01</u>	<u>\$6,692.58</u>	<u>\$9,105.92</u>	<u>\$9,561.01</u>	<u>\$10,038.87</u>
		<u>B</u>	<u>\$2,801.82</u>	<u>\$2,941.85</u>	<u>\$3,088.88</u>	<u>\$4,202.73</u>	<u>\$4,412.78</u>	<u>\$4,633.32</u>
		<u>W</u>	<u>\$1,400.91</u>	<u>\$1,470.93</u>	<u>\$1,544.44</u>	<u>\$2,101.37</u>	<u>\$2,206.39</u>	<u>\$2,316.66</u>

		<u>H</u>	<u>\$35.0228</u>	<u>\$36.7731</u>	<u>\$38.6110</u>	<u>\$52.5341</u>	<u>\$55.1597</u>	<u>\$57.9166</u>
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SWORN POLICE PAY SCHEDULE

Job Title	Pay Range		Regular Minimum	Minimum (Associates Degree)	Minimum (Bachelors Degree)	Regular Maximum	Maximum (Associates Degree)	Maximum (Bachelors Degree)
Police Officer Trainee	AP	A	\$31,494.06 \$33,856.16	\$33,068.88 \$35,549.02	\$34,722.22 \$37,326.38	\$64,038.78 \$68,841.76	\$67,242.76 \$72,285.98	\$70,755.88 \$76,062.74
(40 Hour Week)		M	\$2,624.51 \$2,821.35	\$2,755.74 \$2,962.42	\$2,893.52 \$3,110.53	\$5,336.57 \$5,736.81	\$5,603.56 \$6,023.83	\$5,896.32 \$6,338.56
		B	\$1,211.31 \$1,302.16	\$1,271.88 \$1,367.27	\$1,335.47 \$1,435.63	\$2,463.03 \$2,647.76	\$2,586.26 \$2,780.23	\$2,721.38 \$2,925.49
		W	\$605.66 \$651.08	\$635.94 \$683.64	\$667.74 \$717.82	\$1,231.52 \$1,323.88	\$1,293.13 \$1,390.12	\$1,360.69 \$1,462.75
		H	\$15.1414 \$16.2770	\$15.8985 \$17.0909	\$16.6934 \$17.9454	\$30.7879 \$33.0970	\$32.3283 \$34.7529	\$34.0173 \$36.5686
Police Officer	AP	A	\$33,068.88 \$35,549.02	\$34,722.22 \$37,326.38	\$36,458.50 \$39,192.92	\$64,038.78 \$68,841.76	\$67,242.76 \$72,285.98	\$70,755.88 \$76,062.74
(40 Hour Week)		M	\$2,755.74 \$2,962.42	\$2,893.52 \$3,110.53	\$3,038.19 \$3,266.08	\$5,336.57 \$5,736.81	\$5,603.56 \$6,023.83	\$5,896.32 \$6,338.56
		B	\$1,271.88 \$1,367.27	\$1,335.47 \$1,435.63	\$1,402.24 \$1,507.42	\$2,463.03 \$2,647.76	\$2,586.26 \$2,780.23	\$2,721.38 \$2,925.49
		W	\$635.94 \$683.64	\$667.74 \$717.82	\$701.12 \$753.71	\$1,231.52 \$1,323.88	\$1,293.13 \$1,390.12	\$1,360.69 \$1,462.75
		H	\$15.8985 \$17.0909	\$16.6934 \$17.9454	\$17.5280 \$18.8428	\$30.7879 \$33.0970	\$32.3283 \$34.7529	\$34.0173 \$36.5686

Police Corporal	BP	A	\$37,994.84 \$40,844.44	\$39,894.66 \$42,886.74	\$41,889.38 \$45,030.96	\$70,467.54 \$75,752.56	\$73,990.80 \$79,539.98	\$77,514.32 \$83,327.92
(40 Hour Week)		M	\$3,166.24 \$3,403.70	\$3,324.56 \$3,573.90	\$3,490.78 \$3,752.58	\$5,872.30 \$6,312.71	\$6,165.90 \$6,628.33	\$6,459.53 \$6,943.99
		B	\$1,461.34 \$1,570.94	\$1,534.41 \$1,649.49	\$1,611.13 \$1,731.96	\$2,710.29 \$2,913.56	\$2,845.80 \$3,059.23	\$2,981.32 \$3,204.92
		W	\$730.67 \$785.47	\$767.21 \$824.75	\$805.57 \$865.98	\$1,355.15 \$1,456.78	\$1,422.90 \$1,529.62	\$1,490.66 \$1,602.46
		H	\$18,2668 \$19.6368	\$19,1801 \$20.6186	\$20,1391 \$21.6495	\$33,8786 \$36.4195	\$35,5725 \$38.2404	\$37,2665 \$40.0615
Police Detective	BP	A	\$37,994.84 \$40,844.44	\$39,894.66 \$42,886.74	\$41,889.38 \$45,030.96	\$70,467.54 \$75,752.56	\$73,990.80 \$79,539.98	\$77,514.32 \$83,327.92
(40 Hour Week)		M	\$3,166.24 \$3,403.70	\$3,324.56 \$3,573.90	\$3,490.78 \$3,752.58	\$5,872.30 \$6,312.71	\$6,165.90 \$6,628.33	\$6,459.53 \$6,943.99
		B	\$1,461.34 \$1,570.94	\$1,534.41 \$1,649.49	\$1,611.13 \$1,731.96	\$2,710.29 \$2,913.56	\$2,845.80 \$3,059.23	\$2,981.32 \$3,204.92
		W	\$730.67 \$785.47	\$767.21 \$824.75	\$805.57 \$865.98	\$1,355.15 \$1,456.78	\$1,422.90 \$1,529.62	\$1,490.66 \$1,602.46
		H	\$18,2668 \$19.6368	\$19,1801 \$20.6186	\$20,1391 \$21.6495	\$33,8786 \$36.4195	\$35,5725 \$38.2404	\$37,2665 \$40.0615
Police Staff Sergeant	CP	A	\$54,458.04 \$58,542.38	\$57,180.76 \$61,469.72	\$60,039.72 \$64,542.92	\$86,291.66 \$92,763.58	\$90,608.44 \$97,404.06	\$94,924.96 \$102,044.28
(40 Hour Week)		M	\$4,538.17 \$4,878.53	\$4,765.06 \$5,122.48	\$5,003.31 \$5,378.58	\$7,190.97 \$7,730.30	\$7,550.70 \$8,117.01	\$7,910.41 \$8,503.69
		B	\$2,094.54 \$2,251.63	\$2,199.26 \$2,364.22	\$2,309.22 \$2,482.42	\$3,318.91 \$3,567.83	\$3,484.94 \$3,746.31	\$3,650.96 \$3,924.78

		W	\$1,047.27 \$1,125.82	\$1,099.63 \$1,182.11	\$1,154.61 \$1,241.21	\$1,659.46 \$1,783.92	\$1,742.47 \$1,873.16	\$1,825.48 \$1,962.39
		H	\$26,181.8 \$28,145.4	\$27,490.8 \$29,552.8	\$28,865.3 \$31,030.3	\$41,486.4 \$44,597.9	\$43,561.8 \$46,828.9	\$45,637.0 \$49,059.8
Police Sergeant	CP	A	\$54,458.04 \$58,542.38	\$57,180.76 \$61,469.72	\$60,039.72 \$64,542.92	\$86,291.66 \$92,763.58	\$90,608.44 \$97,404.06	\$94,924.96 \$102,044.28
(40 Hour Week)		M	\$4,538.17 \$4,878.53	\$4,765.06 \$5,122.48	\$5,003.31 \$5,378.58	\$7,190.97 \$7,730.30	\$7,550.70 \$8,117.01	\$7,910.41 \$8,503.69
		B	\$2,094.54 \$2,251.63	\$2,199.26 \$2,364.22	\$2,309.22 \$2,482.42	\$3,318.91 \$3,567.83	\$3,484.94 \$3,746.31	\$3,650.96 \$3,924.78
		W	\$1,047.27 \$1,125.82	\$1,099.63 \$1,182.11	\$1,154.61 \$1,241.21	\$1,659.46 \$1,783.92	\$1,742.47 \$1,873.16	\$1,825.48 \$1,962.39
		H	\$26,181.8 \$28,145.4	\$27,490.8 \$29,552.8	\$28,865.3 \$31,030.3	\$41,486.4 \$44,597.9	\$43,561.8 \$46,828.9	\$45,637.0 \$49,059.8
Police Lieutenant	DP	A	\$61,381.06 \$65,984.62	\$64,450.10 \$69,284.02	\$67,672.54 \$72,748.26	\$97,294.60 \$104,591.76	\$102,157.38 \$109,819.32	\$107,019.64 \$115,046.36
(40 Hour Week)		M	\$5,115.09 \$5,498.72	\$5,370.84 \$5,773.67	\$5,639.38 \$6,062.36	\$8,107.88 \$8,715.98	\$8,513.12 \$9,151.61	\$8,918.30 \$9,587.20
		B	\$2,360.81 \$2,537.87	\$2,478.85 \$2,664.77	\$2,602.79 \$2,798.01	\$3,742.10 \$4,022.76	\$3,929.13 \$4,223.82	\$4,116.14 \$4,424.86
		W	\$1,180.41 \$1,268.94	\$1,239.43 \$1,332.39	\$1,301.40 \$1,399.01	\$1,871.05 \$2,011.38	\$1,964.57 \$2,111.91	\$2,058.07 \$2,212.43
		H	\$29,510.1 \$31,723.4	\$30,985.6 \$33,309.6	\$32,534.9 \$34,975.1	\$46,776.3 \$50,284.5	\$49,114.1 \$52,797.8	\$51,451.8 \$55,310.8
Police Captain	EP	A	\$67,448.68 \$69,282.72	\$70,821.40 \$72,748.26	\$74,362.34 \$76,385.66	\$106,937.48	\$112,284.12	\$117,631.54

(40 Hour Week)		M	\$5,620.72 \$5,773.56	\$5,901.78 \$6,062.36	\$6,196.86 \$6,365.47	\$8,911.46	\$9,357.01	\$9,802.63
		B	\$2,594.18 \$2,664.72	\$2,723.90 \$2,798.01	\$2,860.09 \$2,937.91	\$4,112.98	\$4,318.62	\$4,524.29
		W	\$1,297.09 \$1,332.36	\$1,361.95 \$1,399.01	\$1,430.05 \$1,468.96	\$2,056.49	\$2,159.31	\$2,262.15
		H	\$32,427.3 \$33,309.0	\$34,048.8 \$34,975.1	\$35,751.1 \$36,723.9	\$51,412.3	\$53,982.8	\$56,553.6
<u>Assistant Police Chief</u>	<u>FP</u>	<u>A</u>	<u>\$72,847.32</u>	<u>\$76,488.10</u>	<u>\$80,310.96</u>	<u>\$109,270.98</u>	<u>\$114,732.15</u>	<u>\$120,466.44</u>
(40 Hour Week)		<u>M</u>	<u>\$6,070.61</u>	<u>\$6,374.01</u>	<u>\$6,692.58</u>	<u>\$9,105.92</u>	<u>\$9,561.01</u>	<u>\$10,038.87</u>
		<u>B</u>	<u>\$2,801.82</u>	<u>\$2,941.85</u>	<u>\$3,088.88</u>	<u>\$4,202.73</u>	<u>\$4,412.78</u>	<u>\$4,633.32</u>
		<u>W</u>	<u>\$1,400.91</u>	<u>\$1,470.93</u>	<u>\$1,544.44</u>	<u>\$2,101.37</u>	<u>\$2,206.39</u>	<u>\$2,316.66</u>
		<u>H</u>	<u>\$35,022.8</u>	<u>\$36,773.1</u>	<u>\$38,611.0</u>	<u>\$52,534.1</u>	<u>\$55,159.7</u>	<u>\$57,916.6</u>

Section 2: This resolution shall become effective February 1, 2016.

AVERAGE HIRING SALARIES

AVERAGE ACTUAL SALARIES

Position Title	City of Winston-Salem	NCLM Cities 100,000+ Pop
10010 - MAYOR	n/a	n/a
10020 - MAYOR PRO TEM	n/a	n/a
10030 - GOVERNING BOARD MEMBER	n/a	n/a
10040 - CITY MANAGER	n/a	n/a
10050 - CITY ATTORNEY	n/a	n/a
10060 - ASSISTANT CITY ATTORNEY	\$66,758	\$82,105
10070 - ASSISTANT CITY MANAGER	\$108,709	\$117,466
10075 - ASSISTANT TO THE CITY/TOWN MANAGER	\$62,957	\$71,642
10080 - CITY CLERK (CITY SECRETARY)	\$56,384	\$71,840
10090 - CITY ENGINEER	\$85,118	\$92,554
10100 - COMMUNITY DEVELOPMENT DIRECTOR	\$95,502	\$91,882
10110 - COMMUNITY RELATIONS OFFICER (HUMAN RELATIONS DIRECTOR)	\$74,578	\$78,315
10120 - FINANCE DIRECTOR (CHIEF FINANCIAL OFFICER)	\$97,768	\$105,953
10130 - FIRE CHIEF	\$88,084	\$104,220
10140 - INFORMATION SYSTEM DIRECTOR	\$99,210	\$99,470
10150 - HUMAN RESOURCES / PERSONNEL DIRECTOR	\$91,175	\$97,377
10160 - PLANNING DIRECTOR	\$95,502	\$102,678
10170 - POLICE CHIEF	\$88,084	\$100,432
10180 - PUBLIC INFORMATION OFFICER (MARKETING AND COMMUNICATIONS DIRECTOR)	\$75,416	\$76,086
10200 - PUBLIC UTILITIES DIRECTOR	\$103,465	\$107,202
10220 - PARKS AND RECREATION DIRECTOR	\$90,598	\$89,070
10230 - RECREATION PROGRAM SUPERINTENDENT (DISTRICT RECREATION SUPERVISOR)	\$46,237	\$56,346
20010 - ACCOUNTANT I (FINANCIAL ANALYST)	\$39,272	\$42,181
20020 - ACCOUNTANT II (SR FINANCIAL ANALYST)	\$47,926	\$47,836
20030 - ACCOUNTING TECHNICIAN I (FINANCIAL TECHNICIAN)	\$34,121	\$33,201
20040 - ACCOUNTING TECHNICIAN II (SR FINANCIAL TECHNICIAN)	\$39,128	\$35,149
20050 - ACCOUNTING OPERATIONS MANAGER (ASSISTANT FINANCIAL OFFICER)	\$66,728	\$64,420

n/a
n/a
n/a
n/a
n/a
-23%
-8%
-14%
-27%
-9%
4%
-5%
-8%
-18%
0%
-7%
-8%
-14%
-1%
-4%
2%
-22%
-7%
0%
3%
10%
3%

City of Winston-Salem	NCLM Cities 100,000+ Pop
\$13,020	\$20,125
\$10,185	\$14,813
\$10,185	\$16,745
\$179,739	\$200,676
\$159,454	\$176,656
\$80,561	\$105,743
\$158,635	\$155,029
\$91,725	\$88,457
\$62,023	\$89,341
\$109,871	\$122,195
\$159,066	\$128,762
\$107,331	\$97,686
\$134,628	\$149,213
\$128,005	\$142,467
\$140,000	\$131,217
\$112,086	\$127,713
\$152,699	\$136,746
\$148,966	\$146,589
\$93,508	\$108,423
\$131,517	\$142,565
\$118,360	\$117,233
\$47,315	\$72,683
\$42,142	\$47,464
\$54,133	\$58,373
\$38,026	\$39,063
\$46,795	\$42,756
\$85,236	\$84,575

-55%
-45%
-64%
-12%
-11%
-31%
2%
4%
-44%
-11%
19%
9%
-11%
-11%
6%
-14%
10%
2%
-16%
-8%
1%
-54%
-13%
-8%
-3%
9%
1%

20053 - BUDGET ANALYST	\$51,336	\$52,020	-1%	\$54,777	\$64,431	-18%
20056 - BUDGET MANAGER (BUDGET AND EVALUATION DIRECTOR)	\$88,084	\$84,097	5%	\$89,846	\$102,553	-14%
20060 - PURCHASING AGENT (SR BUYER)	\$41,910	\$49,659	-18%	\$55,075	\$62,440	-13%
20070 - EXECUTIVE ASSISTANT	\$26,755	\$39,993	-49%	\$34,206	\$44,163	-29%
20090 - AUTOMOTIVE MECHANIC	\$22,902	\$31,627	-38%	\$25,580	\$42,486	-66%
20100 - AUTOMOTIVE MECHANIC SUPERVISOR	\$34,121	\$42,513	-25%	\$39,633	\$53,052	-34%
20110 - AUTOMOTIVE SERVICE ATTENDANT	\$23,733	\$27,736	-17%	\$24,088	\$32,277	-34%
20146 - BUILDING CODE INSPECTOR LEVEL III (MULTI-LEVEL)	\$39,921	\$41,533	-4%	\$42,541	\$50,845	-20%
20150 - BUILDING CODE ADMINISTRATOR	\$62,772	\$60,870	3%	\$84,050	\$75,438	10%
20160 - ORDINANCE ENFORCEMENT OFFICER	\$34,894	\$39,530	-13%	\$39,867	\$45,075	-13%
20170 - PERMIT SPECIALIST	\$26,920	\$30,732	-14%	\$32,322	\$42,038	-30%
20180 - RISK MANAGER	\$62,875	\$70,078	-11%	\$110,778	\$102,493	7%
20190 - PARALEGAL	\$34,121	\$37,719	-11%	\$43,049	\$46,597	-8%
20210 - GIS TECHNICIAN - position currently vacant	\$37,531	\$38,377	-2%		\$44,700	
20230 - GIS MANAGER	\$52,531	\$60,787	-16%	\$56,821	\$78,774	-39%
20240 - MAINTENANCE TECHNICIAN	\$29,763	\$33,106	-11%	\$37,953	\$42,033	-11%
20250 - BUILDING MAINTENANCE SUPERINTENDENT	\$43,486	\$55,416	-27%	\$63,659	\$61,564	3%
20260 - BUYER	\$34,760	\$35,816	-3%	\$37,455	\$44,840	-20%
20270 - CHEMIST	\$39,128	\$44,222	-13%	\$48,798	\$55,088	-13%
20280 - CIVIL ENGINEER I	\$47,751	\$47,730	0%	\$51,557	\$59,860	-16%
20285 - CIVIL ENGINEER II	\$52,531	\$55,787	-6%	\$66,706	\$73,710	-11%
20300 - CUSTOMER SERVICE REPRESENTATIVE	\$29,763	\$29,349	1%	\$31,870	\$33,494	-5%
20305 - SENIOR CUSTOMER SERVICE REPRESENTATIVE	\$37,459	\$34,414	8%	\$38,333	\$41,015	-7%
20310 - SUPERVISOR BILLING/REVENUE COLLECTION	\$47,926	\$46,879	2%	\$48,885	\$56,169	-15%
20320 - CONSTRUCTION INSPECTOR	\$36,182	\$39,006	-8%	\$41,867	\$51,252	-22%
20330 - CUSTODIAL WORKER	\$21,323	\$23,753	-11%	\$24,231	\$26,386	-9%
20340 - INFORMATION SYSTEM MANAGER	\$73,579	\$72,182	2%	\$88,436	\$93,647	-6%
20350 - PROGRAMMER/ANALYST	\$63,977	\$55,775	13%	\$70,322	\$71,127	-1%
20352 - NETWORK ADMINISTRATOR	\$63,977	\$59,201	7%	\$74,090	\$75,106	-1%
20354 - IT SPECIALIST	\$52,180	\$48,165	8%	\$57,209	\$57,921	-1%
20356 - HELP DESK SPECIALIST	\$52,181	\$42,114	19%	\$60,736	\$49,700	18%
20360 - ENGINEERING TECHNICIAN I	\$34,121	\$38,091	-12%	\$38,469	\$48,741	-27%
20370 - EQUIPMENT OPERATOR I	\$23,733	\$27,219	-15%	\$25,081	\$31,400	-25%
20380 - EQUIPMENT OPERATOR III	\$28,530	\$31,651	-11%	\$31,419	\$36,246	-15%
20390 - HOUSING INSPECTOR	\$36,635	\$39,872	-9%	\$40,477	\$45,478	-12%

20400 - LABORATORY TECHNICIAN	\$31,710	\$34,481	-9%	\$38,096	\$41,187	-8%
20420 - MAINTENANCE WORKER I	\$22,603	\$24,837	-10%	\$25,074	\$28,608	-14%
20450 - PARKS SUPERINTENDENT	\$68,119	\$58,583	14%	\$74,905	\$73,583	2%
20460 - HUMAN RESOURCES / PERSONNEL ANALYST	\$42,033	\$51,083	-22%	\$44,218	\$64,575	-46%
20465 - PLANNING TECHNICIAN (ASSISTANT PLANNER)	\$34,389	\$38,487	-12%	\$53,060	\$50,172	5%
20470 - PLANNER	\$39,437	\$42,283	-7%	\$40,992	\$52,167	-27%
20475 - SENIOR PLANNER (PRINCIPAL PLANNER)	\$60,248	\$54,083	10%	\$72,489	\$67,508	7%
20480 - PLANT MAINTENANCE MECHANIC (UTILITY PLANT TECHNICIAN)	\$29,763	\$34,155	-15%	\$33,120	\$44,194	-33%
20490 - RECREATION CENTER SUPERVISOR	\$35,429	\$41,096	-16%	\$39,888	\$45,581	-14%
20500 - RECREATION ACTIVITIES COORDINATOR (SPECIAL FACILITIES/ATHLETICS SUPERVISOR)	\$44,794	\$37,805	16%	\$58,511	\$46,765	20%
20520 - RECREATION PROGRAM SUPERVISOR (ASSISTANT RECREATION CENTER SUPERVISOR)	\$28,805	\$43,247	-50%	\$38,520	\$57,671	-50%
20530 - SAFETY OFFICER	\$59,135	\$52,679	11%	\$66,741	\$67,225	-1%
20540 - SANITATION EQUIPMENT OPERATOR I	\$25,394	\$30,043	-18%	\$26,277	\$34,726	-32%
20550 - SANITATION EQUIPMENT OPERATOR II	\$26,663	\$28,890	-8%	\$30,290	\$35,068	-16%
20560 - SANITATION SUPERVISOR	\$35,048	\$39,464	-13%	\$43,727	\$47,489	-9%
20570 - SANITATION WORKER	\$21,323	\$24,959	-17%	\$24,808	\$30,152	-22%
20580 - SANITATION SUPERINTENDENT	\$71,766	\$67,515	6%	\$105,512	\$89,858	15%
20600 - OFFICE ASSISTANT	\$22,181	\$26,342	-19%	\$24,746	\$33,280	-34%
20610 - ADMINISTRATIVE SUPPORT SPECIALIST	\$33,122	\$31,461	5%	\$40,613	\$40,712	0%
20615 - SENIOR ADMINISTRATIVE SUPPORT SPECIALIST	\$37,459	\$37,011	1%	\$42,931	\$45,773	-7%
20620 - TREATMENT PLANT OPERATOR (UTILITY PLANT OPERATOR)	\$30,773	\$33,968	-10%	\$34,782	\$39,279	-13%
20630 - SENIOR TREATMENT PLANT OPERATOR (SR UTILITY PLANT OPERATOR)	\$37,016	\$36,835	0%	\$42,241	\$45,737	-8%
20635 - TREATMENT PLANT BACK-UP OPERATOR IN RESPONSIBLE CHARGE (ORC) (UTILITY PLANT SUPERVISOR)	\$44,650	\$43,400	3%	\$58,284	\$51,297	12%
20640 - WASTEWATER TREATMENT SUPERINTENDENT (WASTEWATER SUPERINTENDENT)	\$68,119	\$71,142	-4%	\$94,616	\$96,363	-2%
20650 - STOCK KEEPER (WAREHOUSE CLERK)	\$25,394	\$58,452	-130%	\$25,726	\$36,468	-42%
20660 - STREET CREW LEADER	\$26,664	\$35,642	-34%	\$28,688	\$42,514	-48%
20670 - STREET SUPERINTENDENT	\$62,030	\$62,772	-1%	\$63,891	\$79,263	-24%
20680 - SURVEY CREW CHIEF	\$35,048	\$40,500	-16%	\$45,996	\$49,991	-9%
20690 - SURVEYOR	\$28,530	\$32,204	-13%	\$29,051	\$37,759	-30%

20720 - TRAFFIC TECHNICIAN	\$37,490	\$35,829	4%	\$41,456	\$41,255	0%
20730 - TRAFFIC SIGNS TECHNICIAN	\$29,763	\$29,672	0%	\$35,160	\$36,690	-4%
20744 - STORMWATER ENGINEER (STORMWATER DIRECTOR)	\$68,119	\$65,640	4%	\$95,813	\$80,608	16%
20747 - STORMWATER TECHNICIAN	\$36,326	\$42,020	-16%	\$36,924	\$49,043	-33%
20750 - WATER DISTRIBUTION AND/OR WASTEWATER COLLECTION SYSTEM SUPERINTENDENT (WATER SYSTEM DISTRIBUTION SUPERVISOR)	\$48,936	\$57,241	-17%	\$60,155	\$79,285	-32%
20760 - METER READER	\$25,394	\$26,069	-3%	\$27,516	\$29,162	-6%
20770 - METER REPAIR TECHNICIAN	\$26,664	\$29,423	-10%	\$29,174	\$36,279	-24%
20810 - WATER TREATMENT PLANT SUPERINTENDENT (WATER TREATMENT PLANT SUPERINTENDENT)	\$72,796	\$62,546	14%	\$91,533	\$78,347	14%
20830 - WATER DISTRIBUTION/WASTEWATER COLLECTION MAINTENANCE WORKER	\$22,603	\$27,644	-22%	\$24,464	\$30,233	-24%
20835 - UTILITY LOCATION TECHNICIAN	\$28,836	\$34,280	-19%	\$32,589	\$47,113	-45%
20840 - WATER DISTRIBUTION/WASTEWATER COLLECTION SYSTEM TECHNICIAN (WASTEWATER SYSTEM ENGINEER)	\$50,141	\$34,242	32%	\$54,134	\$34,001	37%
30050 - PUBLIC SAFETY TELECOMMUNICATOR (PUBLIC SAFETY COMMUNICATIONS OPERATOR)	\$29,763	\$33,049	-11%	\$33,879	\$38,728	-14%
30055 - TELECOMMUNICATIONS SUPERVISOR (PUBLIC SAFETY COMMUNICATIONS SUPERVISOR)	\$50,038	\$52,465	-5%	\$54,688	\$56,485	-3%
40100 - TREE TRIMMER	\$28,836	\$31,724	-10%	\$32,715	\$37,525	-15%

Public Safety Classifications Salary Comparisons – December 2015



Classification	W-S # Employees	W-S Average Actual	Triad Average Actual		NCLM Average Actual	
Police Officer Trainee	27	\$33,233	\$38,807	-17%	-	-
Police Officer	334	\$39,546	\$42,100	-6%	\$52,770	-33%
Police Corporal	74	\$49,944	\$51,168	-2%	-	-
Police Detective	49	\$49,853	\$49,769	0%	\$54,665	-10%
Police Staff Sergeant	3	\$65,784	-	-	-	-
Police Sergeant	63	\$64,495	\$59,065	8%	-	-
Police Lieutenant	22	\$74,266	\$70,581	5%	-	-
Police Captain	8	\$84,646	\$77,123	9%	-	-
Firefighter Trainee	22	\$31,058	-	-	-	-
Firefighter	169	\$36,724	\$38,152	-4%	\$39,194	-7%
Fire Engineer	73	\$48,819	\$44,726	8%	\$54,074	-11%
Fire Captain	65	\$61,462	\$56,103	9%	-	-
Battalion Fire Chief	9	\$74,416	\$70,110	6%	\$82,380	-11%
Fire Inspector	2	\$45,379	\$45,786	-1%	\$42,625	6%
Fire Investigator	9	\$54,017	\$56,114	-4%	-	-

12/11/2015

City of Winston-Salem Human Resources

6

-33-

G-3.a. DRAFT

Follow-up to Questions from December 14, 2015 Public Safety Committee Meeting

1. Required length of service for Police Officers and Firefighters after training.

Trainees for Police Officer and Firefighter are required to complete six months of recruit training to achieve sworn (Police) and certified (Fire) status. Additionally, Police Officer trainees are required to complete up to six months of field training working with an assigned Police Officer.

When trainees are hired, they are required to sign training agreements that require repayment of \$5,000 in training costs if they leave City service within three years of hire for Firefighters and 3 years of achieving sworn status for Police Officers.

2. Comparison of merit increase history for Police and Fire employees in Triad jurisdictions.

	Kernersville	Greensboro	Guilford County	High Point	Forsyth County	Winston-Salem
FY 2011	None	None	None	None	1.5% avg. merit	None
FY 2012	2% merit	1.5% merit	None	None	1% avg. merit	1.5% merit (min \$500)
FY 2013	None	1.5% merit	\$250	1.5% COLA	1.08% avg. merit	\$250
FY 2014	2% merit	1.5% merit	1% merit	None	1.55% avg. merit	2% avg. merit
FY 2015	None	2% merit	2% merit; salary study adjustments	1% COLA, 2% merit	2.05% avg. merit; market accelerator for employees below job rate	1.5% market, 2% avg. merit
FY 2016	2% COLA	2.5% merit	2% pool for merit and salary compression	1% COLA, 2% merit	2.58% avg. merit; market accelerator for employees below job rate	1% market, 2% avg. merit

3. Pay plan policies for Triad jurisdictions, including impact of merit pay.

	Type of Pay Plan	How Plan Works	Impact of Merit Pay
Greensboro	Step Pay Plan - Police	Employee is placed on the entry step of pay range at hire. Every 6 months, employee is evaluated and moved to the next step for the first 2 years. After two years, the next evaluation and step increase is done in 12 months. After that, pay is capped until employee is promoted. At promotion, 6 month review and step increases resume. Step increases average 2.3%.	The amount of the step increases are set on the police step pay schedule and are inclusive of merit.
	Step Pay Plan - Fire	Employee is placed on the entry step of pay range at hire. After 6 months of satisfactory performance, employee moves to the next step. Every 6 months the employee is evaluated and moved to the next step for the first year. After the first year, the next evaluation and step increase is done in 12 months. Step increases average 2.2%.	The amount of the step increases are set on the fire step pay schedule and are inclusive of merit.

High Point	Career Ladder Plan	Employees are hired as Firefighter I and Police Officer I. After completion of required training and written exam, promoted to Firefighter II and Police Officer II (non-competitive process). The same non-competitive process is followed through Firefighter III and Master Police Officer III. The average amount of time at each rank is 2 years. Police rank increases are 5% and Fire rank increases are 5-10% depending on rank.	Merit pay is given in addition to career ladder promotional increases.
Kernersville	Developmental Pay Plan	Employees receive a set developmental pay increase every year until they reach job (market) rate. The amount of the increase is 20% of the difference between hiring pay and job rate, so each employee reaches job rate within 5 years.	Merit is given in addition to developmental pay. If an employee reached job rate before year 5, developmental pay increases are discontinued.
Forsyth County	Merit Pay, with Pay Accelerator	Movement on pay plan is based on merit pay increase. A pay accelerator is provided for employees whose salaries are below job rate to move them to job rate faster. The pay accelerator is half of the employees merit percentage multiplied by the job rate amount.	
Guilford County	Merit Pay	Movement on pay plan is based on merit pay increase.	

4. The critical period for losing sworn Police personnel and law enforcement employers of resigning sworn police personnel.

Based on the data, the critical period for loss of sworn Police personnel to other employers is the first five years. Below is a chart showing the law enforcement agencies hiring City sworn personnel who resigned between January 2012 and January 2016.

In State Law Enforcement Agencies:

Cary Police Department	2
Davidson County Sheriff's Department	1
Duke University Campus Police	1
Greensboro Police Department	1
High Point Police Department	1
Huntersville Police Department	1
Kernersville Police Department	6
North Carolina School of the Arts Campus Police	1
Raleigh Police Department	1
State Bureau of Investigation	2
Unspecified County Agency	2
	19

Out of State Law Enforcement Agencies

Austin, TX Police Department	2
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Lakeland, FL Police Department	1
Laramie, WY Police Department	1
Riverside, CA Sheriff's Department	1
Seattle, WA Police Department	4
Unspecified Out of State Agency	1
Unspecified Illinois Agency	1
Unspecified Maryland Agency	1
Unspecified Wyoming Agency	1
US State Department	1
	14

5. Cost of training replacement Police Officers and Firefighters.

The average cost for a firefighter trainee is approximately \$25,800. This includes six months of personnel costs, two sets of turnout gear, boots, and a helmet. Books, supplies, and apparel are not included in this estimate.

The average cost for a police officer trainee is approximately \$30,000. This includes 28 weeks of personnel costs and books and other minor office supplies. Other equipment like weapons, handcuffs, etc. are not included as they are purchased periodically as part of the Police operating budget.

6. Other incentives implemented by other jurisdictions to recruit and retain sworn Police and certified Fire personnel

The most common incentives for recruitment and retention of sworn Police and certified Fire personnel are education incentives, military service incentives and experience incentives. Below is a table showing how these incentives are applied in Triad cities.

	Education	Military	Spanish Language	Experience
Greensboro	Associates - \$2,500 Bachelors - \$5,000 (lump sum with max \$5,000 total incentive)	none	none	none
High Point				
Police	Associates - 5% Bachelors - 10% (added to base pay)	none	5% (added to base pay)	none
Fire	Associates - \$1,100 Bachelors - \$2,200 (added to base pay)	none	none	none
Kernersville	none	none	none	none

	Education	Military	Spanish Language	Experience
Forsyth County				
Sheriff	Associates - 5% Bachelors - 10% (added to base pay)	1% /yr. of service up to 5% (added to base pay)	\$0.65/hr. (added to base pay)	1% /yr. of experience up to 5% (added to base pay)
Fire	none	none	0.65/hr. (added to base pay)	none
Guilford County	Associates - \$1,800 Bachelors - \$3,600 (added to base pay)	\$360/yr. of service up to \$3,600 (added to base pay)	\$1,800 (added to base pay) *includes Arabic and Vietnamese fluency	\$360/yr. of experience up to \$3,600 (added to base pay)
Winston-Salem	Associates - \$1,800 Bachelors - \$3,600 (added to base pay)	none	\$1,100 (added to base pay)	none

In addition to these incentives, there are jurisdictions and agencies in other states that offer incentives related to residency and housing for public safety employees. Below is a chart showing some of these incentives.

Organization	Incentive	City Sponsored?
Atlanta Police Foundation	One-time \$1,000 bonus for Police Officers residing in the City limits.	N
City of Avondale, AZ	One-time incentive for purchasing a home within the City limits. Will pay up to \$20,000 annually on a first come, first served basis.	Y
City of Chattanooga, TN	One-time \$10,000 incentive for purchasing an existing, single-family home within the City limits. Funded by a \$250,000 endowment from the City's general fund.	Y
HUD Good Neighbor Next Door	50% off list price of home in return for a 36-month commitment to live in the home as the sole residence. Must be police, firefighters or k-12 teacher. Administered by local housing authorities.	N
Everyday Hero Housing Assistance Fund	Provides closing costs grants up to \$7,000 for Police and Fire personnel.	N
City of Baltimore	One-time \$5,000 grant for down payment and/or closing costs for police, firefighters and k-12 teachers	Y
City of Detroit	Up to \$150,000 in grants to rehabilitate run down homes in the City limits after purchase. Originally for police and fire personnel, but has been expanded to include all City employees.	Y

West Valley City, Utah	One-time \$10,000 grant for closing costs and/or down payment AND \$200/month housing allowance for up to 3 years for police officers purchasing homes within the City limits. Also offers \$200/month housing allowance for up to 3 years to officers who already own or rent homes within the City limits. Apartments are excluded.	Y
Texas State Affordable Housing Corp.	100% down payment assistance and mortgage credits up to \$200/month for emergency responders, teachers, correctional officers and veterans.	N
City of San Francisco	Down payment assistance interest-free loans up to \$20,000 for first-time homebuyers purchasing within the City limits who are currently police officers in good standing with the City. Loans are forgivable after 10 years of continuous service.	Y
Ohio Housing Finance Agency	Offers lower interest rates and down payment assistance grants to police and fire personnel who are first-time homebuyers.	N
City of Huxley, Iowa	Police officers are eligible to receive a dollar-for-dollar match grant up to \$3,000 for down payment and/or closing costs for new, single family homes within the City limits.	Y

7. Amount of pay adjustment required to achieve a 25% salary growth in newly hired Police Officer and Firefighter salaries at the ten of their first three years of tenure.

Assuming a 7.5% increase to police and fire pay plan hiring salaries and an annual merit increase of 2% (strong performer rating), an annual supplemental pay adjustment of 4% would be required to achieve 25% salary growth over the first three years of tenure.

8. Market competitiveness of hiring salaries and average actual pay for positions on the General Pay Plan.

When compared with North Carolina League of Municipalities 2015 salary data for 105 comparable benchmark positions in other North Carolina cities (100,000+ population), hiring salaries for 68% of employees in benchmark positions on the General Pay Plan are behind those for the survey cities. Average actual salaries lag for 74% of these benchmark positions. On average, hiring salaries lag by 15% and average actual salaries lag by 20% compared with data from the survey cities.

Attached is a table containing this data.

Additionally, the table containing salary data for sworn Police and certified Fire positions presented at the December 14, 2015 Public Safety Committee meeting is attached.

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

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Annual Appropriation and Tax Levy Ordinance for the Fiscal Year 2015-2016 be amended to appropriate funds for supplemental salary increases for the Police and Fire Departments.

SECTION 1. That the Annual Appropriation and Tax Levy Ordinance of the City of Winston-Salem, adopted on June 15, 2015 and amended on August 17, 2015, September 21, 2015, October 26, 2015, and November 16, 2015, shall be amended by changing the expenditure appropriations in the following fund.

General Fund

Public Safety	
Police and Fire Supplemental Pay	\$708,120
Total General Fund Expenditures	\$708,120

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

General Fund

Local Option Sales Tax	\$708,120
Total General Fund Revenues	\$708,120

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

Memorandum



Winston-Salem

Financial Management
Services

P.O. Box 2511
Winston-Salem, NC 27102
CityLink 336.727.8000
Fax 336.727-2566

TO: Mayor and Members of City Council
FROM: Lisa Saunders, Chief Financial Officer
DATE: January 11, 2016
SUBJECT: Fund Balance Report for Fiscal Year Ended June 30, 2015
CC: Lee D. Garrity, City Manager

Please find attached the Fund Balance Report for your review. The purpose of this report is to present additional information and analysis of the City's funds as of June 30, 2015 and November 30, 2015, in order to identify for the City Council all unassigned fund balances that could be appropriated to meet Council priorities.

For fiscal year ended June 30, 2015, the unassigned fund balance increased **\$2,894,437** for the General Fund. The unassigned fund balance is \$29,673,717 of which \$22,794,940 is reserved by City Council policy which leaves \$6,878,777 available for appropriation.

The fund balance policy adopted by City Council in January, 2014 does not address the excess of minimum required. Specific minimum fund balance was defined for various funds. The general fund balance policy is:

The City's policy is to maintain a minimum unassigned fund balance of 12.5% of the estimated expenditures in the General Fund.

I have surveyed other local governments to compare minimum fund balance policies and any policy they have for excess of the minimum.

City	Minimum Fund Balance	Balance in Excess of Minimum
Charlotte	16.0%	Eligible for appropriation for Pay-As-You-Go-Capital
Greensboro	9.0%	Accumulated in General Fund and Assigned for Capital Projects
Durham	12.0%	May be considered for one-time expenditures
Raleigh	14.0%	May be considered for one-time expenditures
Forsyth County	14.0%	May be considered for one-time expenditures
Winston-Salem	12.5%	No policy

The following is the percentage of unassigned fund balance compared to total actual expenditures for the last five years:

2011	2012	2013	2014	2015
18.3%	15.9%	18.51%	15.23%	16.64%

During the last five years, City Council has appropriated fund balance for various one-time expenditures which include: contributions to the employee benefit funds, renovations to recreation centers and tennis courts, contribution to a work order management system, increased subsidy to the Benton Convention Center, Fiber Optic Upgrades and contributions to the Neighborhood Rehabilitation Loan Program. Since 2010, we have only used fund balance one time. Conservative budgeting and monitoring expenditures has allowed the City to modestly increase fund balance.

The City Council could designate the increase in unassigned fund balance for a specific purpose. I would not recommend the excess be used for purposes that would obligate the City's future budget. I would also recommend the City increase the minimum unassigned fund balance to 14% of the estimated expenditures in General Fund. The reserve requirement would increase to \$25,530,333; however, the amount available for appropriation would be \$4,143,384. This brings us closer to the amount, two months operating expenditures, recommended as best practice by the Government Finance Officers Association.

If you need additional information, please let me know.

FUND BALANCES REPORT



**Prepared by:
Financial Management Services**

January 2016



TABLE OF CONTENTS

Introduction.....1
Summary of Fund Balances2
Appendix A: Fund Descriptions4
Appendix B: Cash Analysis and Approved Uses of Fund Balances for Select Funds11



Winston-Salem

Introduction

The purpose of this report is to present additional information and analysis of the City's funds as of June 30, 2015 and November 30, 2015, in order to identify for the Mayor and City Council all unassigned fund balances that could be appropriated to meet Council priorities.

This report is divided into three sections: (1) a summary of the fund balances for each of the City's 49 funds as of June 30, 2015, (2) a brief description of each fund, noting the reasons for any restricted and committed fund balances (Appendix A), and (3) cash analyses for select funds that identify restrictions or Council commitments against their cash balances (Appendix B).

Unassigned fund balances generally are available for appropriation by the Mayor and City Council to cover potential operating deficits, provide pay-go funding for capital projects, or meet other strategic needs identified by the Mayor and City Council. Use of these funds would require the adoption of budget amendments by the Council. For certain funds, fund balances are restricted for a specific purpose but can be appropriated for needs identified by the Mayor and City Council within that purpose. The report will note which funds have this type of restriction.

The Financial Management Services Department prepared this fund balances report with assistance from the Budget and Evaluation Department, as well as other departments. If you have any questions about the report or need additional information, please contact Lisa Saunders, Chief Financial Officer, by phone at 747-6911 or by email at lisas@cityofws.org.

Summary of Fund Balances

The following table provides the fund balances for all City funds. The balances are classified into the following categories:

Nonspendable/Restricted—Balances include amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact or these balances are restricted to a specific purpose externally imposed by creditors or imposed by law. For example, under State Statute, the City must restrict a portion of general fund balance to cover outstanding encumbrances at the end of the fiscal year.

Reserved by Policy—Balances are restricted to a specific purpose as a result of adopted City Council policies. For example, water and sewer fund balance only can be used for water and sewer purposes based on the agreement approved by the City Council and the Forsyth County Board of Commissioners in April 1976. This category also includes balances needed to ensure financial sustainability. For example, the Financial Management Services Department maintains a cash flow projection for the debt service fund to ensure reserves are sufficient to pay off the City’s general obligation and leasing debt. Any changes or removal of specific purposes for committed balances would require formal action by the Mayor and City Council.

Committed by Appropriation—Balances are committed for specific purposes through budget appropriations approved as part of the annual budget or the amendment process. For example, the City Council has appropriated housing finance assistance fund balance for the development of Camden Station Apartments.

Unassigned—Balances are not restricted or committed for any specific purpose. The City Council can choose to appropriate these funds for any purpose or need.

The following table provides the fund balances for the City’s funds as of June 30, 2015. The table also notes the potential or available uses of the unassigned fund balances. The fund balance categories are based on current City Council strategic budget objectives and fiscal policies.

Long-term debt outstanding is included in the following table. The amounts include financing by non-voted general obligation bonds; general obligation bonds authorized by referendum; leasing through North Carolina Municipal Leasing Corporation; installment financing contracts; special obligation bonds; revenue bonds for water and sewer utilities and stormwater management; NC State revolving loan program; and any other financing instrument allowed under North Carolina law.

The long-term debt outstanding for Post-Employment Benefits, WSPORS, and Separation Allowance Trust Funds represents the amounts due to fund each plan from the date each employee becomes eligible to participate to the date of exit from the plan.

Summary of Fund Balances - All City Funds

Funds	Actual Fund Balance 6/30/2015	Nonspendable /Restricted	Reserved by Policy	Committed by Appropriation	Unassigned	Potential Uses/Available Uses	Long-term Debt Outstanding
General Fund	\$51,102,141	\$18,549,214	\$22,794,940	\$2,879,210	\$6,878,777	Any public purpose	\$0
HOME Investment Partnership Fund ¹	0	0	0	3,997,535	0	Housing & Redevelopment	0
Community Development Block Grant	0	0	0	2,410,411	0	Housing & Redevelopment	0
Continuum of Care Grants Fund	0	0	0	0	0	Homelessness Programs	0
Grants Fund	897,868	897,868	0	0	0		0
Neighborhood Stabilization Fund	36,355	575	0	35,780	0	Housing & Redevelopment	0
Urban Development Action Grant Fund	400,969	355,798	0	45,171	0	Urban Redevelopment	0
Housing Finance Assistance Fund	16,288,967	9,892,469	0	4,449,962	1,946,536	Housing & Redevelopment	0
Economic Development Loan Fund	6,346,619	4,503,712	0	1,169,756	673,151	Economic Development	0
Economic Development Project Fund	4,061,840	0	0	3,852,704	209,136	Economic Development	0
Rental Rehabilitation Fund	1,107,602	0	0	1,107,602	0	Housing & Redevelopment	0
Section 108 Fund	862,830	560,000	0	302,830	0	Urban Redevelopment	0
Foreclosed Property Fund	0	0	0	0	0		0
Forfeiture Funds	492,806	492,806	0	0	0	Police Training, Equipment, Programs	0
Gasoline Tax Fund	629,126	629,126	0	0	0	Transportation	0
Occupancy Tax Fund	410,047	410,047	0	0	0	Culture & Economic Development	0
Cable Franchise Fee Fund	2,573	2,573	0	0	0	City Cable TV	0
Emergency Telephone System Fund	1,887,624	1,887,624	0	0	0	911 Communications Center	0
Downtown Business Imp District Fund	161,230	161,230	0	0	0	Downtown Imp in Business District	0
Leasing Fund	11,835,076	0	11,835,076	0	0	Debt Retirement	27,961,819
Debt Service Fund	16,714,796	16,714,796	0	0	0	Debt Retirement	187,567,664
Capital Projects Fund	57,362,403	0	0	57,236,778	125,625	Any public purpose	0
Water & Sewer Fund	132,478,606	61,390,200	71,088,406	0	0	Water and Sewer	444,512,423
Solid Waste Disposal Fund	32,366,642	16,123,637	10,060,885	6,182,120	0	Solid Waste Disposal	29,080,627
Parking Fund	2,396,271	0	1,373,481	1,022,790	0	Off-Street Parking	5,920,500
Stormwater Management Fund	21,905,787	0	19,904,597	2,001,190	0	Stormwater	12,282,990
Winston-Salem Transit Authority Funds ²	3,133,407	3,133,407	0	0	0	City Bus Service	0
Public Assembly Facilities Management ³	3,544,789	67,125	3,456,504	21,160	0	Public Assembly Facilities Management	25,726,466
Central Warehouse Fund	0	0	0	0	0		4,114
Fleet Services Fund	141,225	141,225	0	0	0		960,336
Information Systems Fund	1,162,101	1,162,101	0	0	0		1,077,777
Workers' Compensation Fund	951,328	0	951,328	0	0		0
Health Benefits Fund	2,391,206	0	2,391,206	0	0		0
Dental and Flex Benefits Fund	75,361	0	75,361	0	0		0
Employee Benefits Fund	1,236,377	0	1,236,377	0	0		0
Subtotal	\$372,383,972	\$137,075,553	\$145,168,161	\$86,714,999	\$9,833,225		\$735,094,716
Post-Employment Benefits Fund	\$56,419,306	\$56,419,306	\$0	\$0	0		\$97,801,873
WSPORS	137,303,100	137,303,100	0	0	0		160,080,639
Separation Allowance Fund	9,172,571	9,172,571	0	0	0		17,391,249
Perpetual Care Fund	3,400,056	3,400,056	0	0	0		0
Risk Acceptance Management Corp.	35,187,497	0	35,187,497	0	0		299,436
TOTAL	\$613,866,502	\$343,370,566	\$180,355,658	\$86,714,999	\$9,833,225		\$1,010,667,913

1. For the HOME Investment Partnership and Community Development Block Grant funds, the committed amounts represent the federal authorizations to be spent, not cash balances.
 2. Mass Transit Tax fund accounted for in Winston-Salem Transit Authority fund. Due from FTA of \$3,494,071 is outstanding to date.
 3. The Public Assembly Facilities Management fund accounts for W-S Fairgrounds, M.C. Benton, Jr. Convention and Civic Center, Bowman Gray Stadium, and Downtown Ballpark.

APPENDIX A

Fund Descriptions

Governmental Funds: Governmental funds are used to account for most basic services. Types of governmental funds include general, special revenue, leasing, debt service, and capital projects.

General Fund: The general fund is the principal operating fund of the City, accounting for the expenses and resources for core municipal services such as police, fire, sanitation, streets, transportation, and recreation. These services are supported by general purpose revenues such as property taxes, local option sales tax, intergovernmental revenues, and charges for services. The fund balance in nonspendable/restricted accounts for any outstanding encumbrances or receivables at the end of the fiscal year. The fund balance reserved by policy reflects the City Council's current fiscal policy to reserve 12.5% of the general fund budget to provide working capital and investment income for debt retirement. The fund balance committed by appropriation represents the amount of fund balance appropriated for the FY 15-16 budget.

Special Revenue Funds: Special revenue funds provide full budgetary accountability for restricted or limited resources (other than assessments and operating or capital grants to enterprise funds). Restrictions on resources may be imposed by federal, state, or local law. A special revenue fund is established when required by legal mandate or dictated by sound financial management practices. The following are the special revenue funds maintained by the City.

HOME Investment Partnership Fund: This fund accounts for authorized grants from the United States Department of Housing and Urban Development. These grants are used to implement local housing strategies designed to increase homeownership and affordable housing opportunities for low and very low-income families. Eligible uses include tenant-based rental assistance, housing rehabilitation, homebuyer assistance, and new housing construction. The fund balance committed by appropriation represents the unspent amount of the City's federal allocation. The City draws down the funds after project and program expenditures have been incurred, so the balances presented in the table are not cash balances.

Community Development Block Grant (CDBG) Fund: This fund accounts for authorized grants from the United States Department of Housing and Urban Development. These grants are restricted to objectives of community development programs within specific areas of the city. CDBG-funded programs and activities must meet one of the following national objectives: benefit low and moderate-income persons, aid in the prevention or elimination of slums and blight, or meet certain community development needs having a particular urgency. Eligible uses include acquisition of real property, rehabilitation of residential and non-residential properties, provision of public infrastructure, public services, clearance, and homebuyer assistance. The fund balance committed by appropriation represents the unspent amount of the City's federal allocation. The City draws down the funds after project and program expenditures have been incurred, so the balances presented in the table are not cash balances.

Continuum of Care Grants Fund: This fund accounts for grants awarded by the United States Department of Housing and Urban Development to address comprehensive, priority needs of the homeless population that are identified in the City's Continuum of Care strategy, including rental assistance, case management, shelter operations, and other required supportive services. Funds consist of competitive Continuum of Care funds, Emergency Solutions Grant (ESG) entitlement funds, and ESG funds awarded by the State of North Carolina. The City is the applicant and funding conduit on behalf of local agencies that administer multiple programs and services.

Grants Fund: This fund centralizes the accounting of other federal, state, and intergovernmental grants. Service areas receiving grant support include public safety, recreation and culture, economic development, fair housing programs, and public transportation. The fund balance reported in the table is nonspendable/restricted because the City can use the funds only for the purposes for which the grants were awarded.

Neighborhood Stabilization Program (NSP) Fund: This fund accounts for a federal grant from the State of North Carolina passed through Forsyth County that was provided under the Housing and Economic Recovery Act of 2008 to respond to the foreclosure crisis. The City received \$1,575,000 to provide down payment assistance, housing rehabilitation accompanying purchase of foreclosed housing, housing counseling, and administrative costs. The grant has ended, and the small remaining balance in this fund will be recaptured by the State.

Urban Development Action Grant (UDAG) Fund: This fund accounts for the City's economic development projects and loans, originally funded from federal grants, for specifically designated "pockets of poverty," as designated by federal regulations. The fund balance committed by appropriation represents unspent budgeted commitments or the commitment of funds since June 30, 2015.

Housing Finance Assistance Fund: The housing finance assistance fund accounts for City funds that are used for housing development activities, including homebuyer assistance, new housing construction, neighborhood revitalization, and housing rehabilitation. The primary sources of revenue for this fund come from housing loan repayments and investment income. In the 1980's and 1990's, 20% of the Article 40 one-half cent local sales tax was allocated to this fund, until the state budget crisis in 2002. The fund balance committed by appropriation represents unspent budgeted commitments or the commitment of funds since June 30, 2015. The unassigned balance is reported as of November 30, 2015. A detailed analysis of the fund balance can be found on pages 11-14.

Economic Development Loan Fund: This fund accounts for the following City economic development programs: Small Business Loan Program, Downtown Building Rehabilitation Loan Program, Liberty Street Corridor RUCAs project, Neighborhood Revitalization Strategy Area (NRSA) Building Rehabilitation Loan Program, Technology Business Assistance Fund, and NRSA Demonstration projects. The fund balance committed by appropriation represents unspent budgeted commitments or the commitment of funds since June 30, 2015. The unassigned balance is reported as of November 30, 2015. A detailed analysis of the fund balance can be found on page 15.

Economic Development Project Fund: This fund accounts for the City's economic development incentive funds. This fund supports specific economic development programs designed to attract new industry or encourage the expansion of existing businesses. The fund balance committed by appropriation represents unspent budgeted commitments or the commitment of funds since June 30, 2015. The unassigned balance is reported as of November 30, 2015. A detailed analysis of the fund balance can be found on page 16.

Rental Rehabilitation Fund: This fund accounts for program income generated from federal Rental Rehabilitation Entitlement Grant funds. The federal government originally created this program to increase the supply of standard rental housing that would be available and affordable for lower income tenants. These funds now can be used to match HOME program funding to augment the acquisition and infrastructure construction for new housing construction for home ownership. The unassigned balance in this fund may also be used for eligible Rental Rehabilitation Entitlement Grant, CDBG or HOME activities.

Section 108 Fund: In the late 1990's, the City received Section 108 loan financing for housing development projects, the Restaurant Row Loan Program, and development of the Brookwood Business Park. Most of the cash balance remaining in this fund provides a loan reserve associated with the development of La Deara Crest Apartments. The City is repaying the Section 108 loan out of its annual allocation of CDBG funds. The fund balance in nonspendable/restricted is a debt reserve that was required as part of the financing for the construction of La Deara Crest Apartments. The fund balance committed by appropriation represents unspent budgeted commitments or the commitment of funds since June 30, 2015.

Foreclosed Property Fund: This fund accounts for the value of foreclosed property that was originally financed through the City's mortgage loan program. There is no cash balance in this fund.

Forfeiture Funds: This fund accounts for federal forfeiture funds distributed by the United States Department of Justice and the United States Department of Treasury. This fund also accounts for controlled substance tax receipts received from the Office of the State Auditor and contributions received from individuals or other donors. The Winston-Salem Police Department uses these funds for specialized training, equipment, the K-9 Unit, and community programs. The fund balance reported in the table is reserved by law because the City can use the funds only for the purposes allowed under federal forfeiture guidelines. The City cannot use these funds to supplant local funds for current expenditures.

Gasoline Tax (Powell Bill) Fund: This fund accounts for the City's share of state gasoline tax revenues, which only may be used for maintenance of municipal streets. Transfers from the Powell Bill fund cover operating expenditures in the Department of Transportation and capital expenditures for street resurfacing. The unassigned balance can be appropriated for municipal streets according to the permitted uses provided in State statute.

Occupancy Tax Fund: This fund accounts for the City's approximate one-sixth share of Forsyth County's 6% occupancy tax rate on the rental of hotel/motel accommodations. The unassigned balance in this fund can be used for any cultural or economic development purpose.

Cable Franchise Fee Fund: This fund accounts for public, educational, and governmental (PEG) funds paid by local cable companies for the provision of PEG access channels. The City can use the unassigned fund balance only for support of WSTV13.

State Emergency Telephone System Fund: This fund accounts for revenues and expenses associated with operating the 911 system. The charge for all 911 services, wireline and wireless, now are placed in the State 911 Fund from which monthly allocations are made to primary public safety answering points (PSAP's). The unassigned fund balance may be used to purchase replacement computers for the communications center and to cover the maintenance costs of communications center equipment.

Downtown Business Improvement District Fund: This fund accounts for a defined area within the downtown area whereby the City may raise money to pay for enhanced services or projects from those property owners that most directly benefit from the services or projects. The scope of services for the Downtown Business Improvement District focuses on five primary areas: cleaner environment, increased safety and security, stronger marketing and promotion, accelerated development, and enhanced physical appearance. The FY 15-16 allocation of the property tax rate to the Downtown Business Improvement District is .09¢ per \$100 of assessed valuation on all property within the district. The nonspendable/restricted fund balance is reserved to be used for the Downtown Business Improvement District.

Leasing Fund: This fund accumulates annual payments from City departments to make lease payments to the North Carolina Municipal Leasing Corporation. The corporation assists the City in acquiring real and personal property through the issuance of limited obligation bonds (LOB's) to fund the purchases. The corporation leases the property to the City, which provides lease payments that cover the interest and principal on the LOB's as follows: governmental funds make equal annual payments over a five-year period, depending on the type of equipment being purchased, and proprietary funds make the same scheduled payments with the addition of an annual interest payment at a rate of 5.5%. The fund balance is reserved by policy to ensure the City pays off the debt issued by the corporation.

Debt Service Fund: This fund accounts for the City's debt service expenditures, including the City's general governmental debt obligations; certificates of participation (COPS); limited obligation bonds (LOBs); and leasing debt payments for City Hall renovations and selected Recreation equipment and facility repairs. This fund also includes the administrative expenses associated with bond ratings and issuances. The FY 15-16 allocation of the property tax rate to the debt service fund is 7.59¢ per \$100 of assessed valuation on all property. The nonspendable/restricted fund balance is reserved to ensure the City pays off its general obligation and leasing debt.

Capital Projects Funds: Capital projects funds provide budgetary accountability for financial resources used for the acquisition or construction of major capital improvements. Typically, these projects are funded through debt issuances, federal and state capital funds, reserves, or the North Carolina Municipal Leasing Corporation. The City accounts for capital improvements and capital equipment purchases in the capital projects fund, leasing capital projects fund, and leasing equipment acquisition fund. The fund balance committed by appropriation represents unspent capital project cash balances. The unassigned balance is reported as of November 30, 2015. The unassigned balance in this fund can be used for any public purpose.

Proprietary Funds: Proprietary funds are used to account for a government's business-like activities. These funds are considered self-supporting in that services rendered by them are generally financed through charges to users. Types of proprietary funds include enterprise and internal service funds.

Enterprise Funds: Enterprise funds account for business-like activities where external users (non-City departments) are charged for the services provided by these operations.

Water and Sewer Fund: The water and sewer fund accounts for all operating and capital activities associated with the treatment and distribution of water and the collection and treatment of wastewater, as well as all administrative functions related to these activities. The \$61.4 million in nonspendable/restricted fund balance accounts for reserves that are required under revenue bond covenants, merger agreements with other Forsyth County municipalities, and policies to set aside revenues from outside county services for economic development purposes. The \$71.1 million in fund balance reserved by policy is set aside to provide working capital and cash funding (i.e., pay-go funding) for water and sewer capital needs. The fund balance committed by appropriation represents the amount of fund balance appropriated for the FY 15-16 budget, mainly pay-go funding for major maintenance capital projects.

Solid Waste Disposal Fund: The solid waste disposal fund accounts for all operating and capital activities associated with the operation and maintenance of landfills and other waste processing facilities, as well as all administrative functions related to these activities. This fund also provides partial funding for County recycling programs. The \$16.1 million in nonspendable/restricted fund balance accounts for funds set aside for closure and post-closure expenses once the landfills reach capacity and are closed. The \$10.1 million in fund balance reserved by policy is set aside to cover operating expenses and provide pay-go funding for solid waste disposal capital needs. The fund balance committed by appropriation represents the amount of fund balance appropriated for the FY 15-16 operating budget.

Parking Fund: The parking fund accounts for all operating and capital activities associated with City-owned parking decks and lots. The \$1.4 million in fund balance reserved by policy accounts for the remaining proceeds from the sale of the Cherry-Marshall and One Triad Park decks. A portion of these funds, including \$822,790 in FY 15-16, have been appropriated to minimize the increase in the general fund subsidy for the parking fund.

Stormwater Management Fund: The stormwater management fund accounts for all operating and capital activities associated with the City's stormwater management program, including water quality monitoring, drainage maintenance, erosion control, and administration. The fund balance committed by appropriation represents the net fund balance appropriated for stormwater capital needs.

Winston-Salem Transit Authority (WSTA): The WSTA fund accounts for the City's public bus service, which includes the fixed-route bus system and Trains-Aid of Forsyth County. This fund also accounts for the portion of property tax allocated to mass transit. The FY15-16 allocation of the property tax rate to WSTA is 3.62¢ per \$100 of assessed valuation on all property. The fund balance remaining in this fund is reserved by policy.

Public Assembly Facilities Management Funds: These funds account for the operating revenues and expenses for the Dixie Classic Fair, Annex, M.C. Benton, Jr. Convention and Civic Center, Bowman Gray Stadium, and Downtown Ballpark, as well as capital improvements to fairgrounds facilities. The fund balance reserved by policy of \$3.5 million includes \$2.9 million which ensures the financial sustainability of the Dixie Classic Fair, particularly when the fair is impacted by poor weather and \$600,000 in the Downtown Ballpark to cover debt service requirements.

Internal Service Funds: Internal services funds provide budgetary accountability for governmental activities that serve other departments. Internal service funds are similar to enterprise funds in that they are supported entirely by user charges. Typically, these funds do not accumulate fund balances.

Central Warehouse Fund: The central warehouse fund accounts for the consolidated purchasing and centralized storage of office supplies and operating equipment, as managed by the Property and Facilities Management Department. As of June 30, 2015, the warehouse fund did not have a fund balance.

Fleet Services Fund: The fleet services fund accounts for services related to acquiring, maintaining, and disposing of City rolling stock and ancillary equipment, except for vehicles maintained by the Winston-Salem Transit Authority and Winston-Salem Fire Department. The nonspendable/restricted fund balance accounts for any outstanding encumbrances at the end of the fiscal year.

Information Systems Fund: The information systems fund accounts for the City-wide computing network, software application support and development, and the installation and maintenance of workstations and peripheral equipment. The nonspendable/restricted fund balance accounts for any outstanding encumbrances at the end of the fiscal year.

Workers' Compensation Fund: The workers' compensation fund accounts for all aspects of the City's worker compensation program, including medical expenses and claims, as well as financial support for the City's employee safety program. The fund balance reserved by policy is set aside to cover future workers' compensation claims costs.

Health Benefits Fund: The health benefits fund accounts for health benefits (i.e., claims processing and payment costs) for City employees. The fund balance reserved by policy is set aside to cover future health claims costs.

Dental and Flex Benefits Fund: The dental and flex benefits fund accounts for dental and flex benefits for City employees. The fund balance reserved by policy is set aside to cover future dental and flex benefits claims costs.

Employee Benefits Fund: The employee benefits fund accounts for employee benefits such as tuition reimbursements, deferred compensation payments, and life insurance and serves as a pass through for tax and pension payments. The fund balance reserved by policy is set aside to cover future employee benefits expenses.

Fiduciary Funds: Fiduciary funds are used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, and/or other governmental units. As such, the fund balances in the following fiduciary funds are restricted and held in trust for the purposes described below.

Post-Employment Benefits Fund: The retiree life and health fund accounts for health care and death benefits for retired City employees.

Winston-Salem Police Officers' Retirement System Fund (WSPORS): The WSPORS fund accounts for the City's police pension fund.

Police Separation Allowance Fund: The Police Separation Allowance Trust fund accounts for payments to retired police officers as required by N.C. General Statute 143-166.42.

Perpetual Care Fund: The perpetual care fund is a fiduciary fund that accounts for the accumulation of resources to provide for the on-going maintenance and upkeep of the City's two cemeteries: New Evergreen and Woodland. Resources mainly are derived from 50% of the proceeds from the sale of burial plots and investment income. Under the investment policy for this fund, the City allocates 5% of the three-year average balance of the perpetual care fund to the cemeteries operating budget to fund maintenance expenses. The nonspendable/restricted fund balance of \$3.4 million is the amount available in the perpetual care fund for the on-going maintenance of the cemeteries after all plots have been sold.

Risk Acceptance Management Corporation (RAMCO): RAMCO is a separate, legal corporation that provides claims administration and reserve funding for claims for the City under an operating agreement approved by the City Council.

APPENDIX B

Cash Analysis and Approved Uses of Fund Balances for Select Funds

This section provides a detailed accounting of commitments against the cash balances of select funds, including most of the City's housing and economic development funds.

Housing Finance Assistance Fund

The housing finance assistance fund accounts for City funds that are used for housing development activities, including homebuyer assistance, new housing construction, neighborhood revitalization, and housing rehabilitation. The primary sources of revenue for this fund currently come from housing loan repayments and investment income. In the 1980's and 1990's, 20% of the Article 40 one-half cent local sales tax was allocated to this fund, until the state budget crisis in 2002.

Fund Balance as of November 30, 2015	\$ 6,184,118
Current Commitments:	
Summer Youth Employment Program	(31,425)
United Way Ten-Year Plan to End Homelessness Administration	(8,300)
HARRY Veterans Community Outreach Service (VCOS)	(1,300)
Camden Station Apartments	(350,000)
Youth Build Program Match	(245,924)
Bethesda Center for the Homeless	(320,000)
Liberty East Redevelopment	(31,150)
Drayton Pines	(500,000)
Housing Rehabilitation Loans	(236,821)
My Aunt's House	(300,000)
The Commons	(200,000)
New Housing Construction Loan Program	(822,924)
Other Housing Development Program Expense	(34,824)
Brown Elementary School	(319,180)
Rockwood at Oliver's Crossing	(150,000)
Gladstone Apartments Rehabilitation	(50,000)
Citywide Homebuyer Assistance Program (C-HAP)	(61,158)
N.C. Housing Finance Agency HELP Program	(75,677)
Union CDC Grocery	(351,326)
Aids Care Service Transitional Housing Program	(68,370)
Housing Loan Servicing	(31,950)
Planning	(47,253)
Total Commitments	(4,237,582)
Unassigned Fund Balance	<u>\$ 1,946,536</u>

The following are brief descriptions of each commitment listed above.

Summer Youth Employment Program

The FY 15-16 budget provided \$125,000 to the Winston-Salem Urban League to cover wages for participants in the 2015 Summer Youth Employment Program. The Urban League was selected to operate the program for two years.

United Way Ten-Year Plan to End Homelessness Administration

The City provides annual operating funds for the administration of the Ten-Year Plan to End Homelessness.

HARRY Veterans Community Outreach Services (VCOS)

The FY 15-16 budget provides \$25,000 in operating assistance to this organization.

Camden Station Apartments

In May 2014, the City Council approved a loan to the Housing Authority of Winston-Salem for development of rental housing for low-income families as part of its Cleveland Avenue transformation plan.

Youth Build Program Match

The City received a \$1,100,000 Federal Department of Labor Youth Build Grant in September 2012 to assist youth aged 16-24 years of age earn a diploma or GED, earn a nationally recognized construction certification, and increase employability. The grant requires a \$275,000 match from local funds. In November 2014, the City Council approved housing finance assistance funds for the match.

Bethesda Center for the Homeless

In May 2015, the City Council approved \$160,000 to Bethesda Center for the Homeless and the FY 15-16 budget provides \$160,000 to Bethesda Center for the Homeless.

Liberty East Redevelopment

The FY 15-16 budget provides \$31,150 in operating assistance to Liberty East Redevelopment for after-school and digital connection programs.

Drayton Pines

In July 2015, the City Council approved a loan to the Housing Authority of Winston-Salem for rehabilitation of rental housing for low-income families.

Housing Rehabilitation Loans

The City uses funds in the housing finance assistance fund to provide loans for owner-occupied housing rehabilitation projects that are not eligible for HOME or CDBG funding. The Community and Business Development Department processes applications for rehabilitation loans, and an internal loan committee of City staff reviews applications for approval. The remaining appropriation would provide funding for this program, without the need to amend the budget for individual loans.

My Aunt's House

In 2009, the City loaned \$300,000 in HOME funds to The Children's Home for rehabilitation of a building to provide transitional housing to homeless pregnant and parenting teens, known as My Aunt's House. The program has been discontinued, and the City must repay the HOME funds because the project is no longer HOME eligible. Housing finance assistance funds will be used to repay the HOME funds.

The Commons

The FY 15-16 budget included a commitment of \$200,000 to the North Carolina Housing Foundation's capital campaign for The Commons, which will provide transitional housing for high functioning adults on the autism spectrum, youth aging out of foster care, and homeless families with minor children. The Foundation applied to the City for \$400,000. The recommendation was for \$200,000 in FY 16 and \$200,000 in FY 17, subject to City Council approval.

New Housing Construction Loan Program

This program provides loans to non-profit developers and builders working with them for new housing construction that will be sold for owner-occupancy. The current commitment provides funding for S.G. Atkins CDC, Ridgewood Place, and Goler CDC. This program operates like a revolving loan program in which the loan repayments from approved projects are reappropriated to provide loans for new projects.

Other Housing Development Program Expenses

This commitment represents unspent balances for smaller housing and community development projects.

Brown Elementary School

In August 2014, the City Council approved a loan to the Housing Authority of Winston-Salem for acquisition and associated environmental and other costs in support of development of 120 units of multi-family rental housing for the elderly. HAWS will attempt to acknowledge and maintain the historic significance of the property.

Rockwood at Oliver's Crossing

In April 2013, the City Council approved a developer loan for development of 64 units of affordable rental housing for families.

Gladstone Apartments Rehabilitation

In April 2012, the City Council approved \$76,000 in funding for the rehabilitation of Gladstone Apartments. The City has paid over \$25,000 for roof repairs, leaving a remaining balance of \$50,000, which will be used for HVAC repairs and general improvements.

Citywide Homebuyer Assistance Program (C-HAP)

In addition to the New Century IDA Initiative, the City also administers the Citywide Homebuyer Assistance Program, which provides for first mortgage reduction, down payment assistance, and/or closing costs.

N.C. Housing Finance Agency HELP Program

The N.C. Housing Finance Agency partners with Duke Energy to provide assistance to low-income residents to weatherize homes. The City has used this program as part of its housing rehabilitation program.

Union CDC Grocery

The FY 13-14 Annual Consolidated Housing and Community Development Plan included a commitment of \$375,000 to Union Community Development Corporation in support of rehabilitation, renovations, and equipment for a grocery store. The City's assistance will be a deferred or forgiven loan.

AIDS Care Service Transitional Housing Program

The FY 15-16 budget includes \$68,370 in operating assistance for the Transitional Housing Program, which assists low-income persons with HIV/AIDS to find and maintain stable housing.

Housing Loan Servicing

The City's Revenue Division services loans that are funded from the housing finance assistance fund. The division charges servicing fees to cover the cost of staff and the financial systems needed to track the repayment of these loans.

Planning

Funds are needed for legal advertisements and other administrative expenses associated with projects funded in the housing finance assistance fund. These expenses are not eligible to be paid with federal funds.

Economic Development Loan Fund

This fund accounts for the following City economic development programs: Small Business Loan Program, Downtown Building Rehabilitation Loan Program, Liberty Street Corridor RUCA project, Neighborhood Revitalization Strategy Area (NRSA) Building Rehabilitation Loan Program, Technology Business Assistance Fund, and NRSA Demonstration projects.

Fund Balance as of November 30, 2015	\$ 1,373,170
Current Commitments:	
Revitalizing Urban Commercial Areas - Phase I	(304,250)
The Chronicle	(99,125)
Liberty Street Revitalizing Urban Commercial Area Project	(85,691)
NRSA Building Rehabilitation Loan Program	(118,992)
Downtown Building Rehabilitation Loan Program	<u>(91,961)</u>
Total Commitments	(700,019)
Unassigned Fund Balance	<u>\$ 673,151</u>

The following are brief descriptions of each commitment listed above.

Revitalizing Urban Commercial Areas - Phase I

Revitalizing urban commercial areas (RUCA) was approved by Council in 2005 to utilize \$1.5 million towards the improvement of underutilized, unutilized and blighted commercial properties. Funds could be for low-interest loans, matching forgivable loans, and public infrastructure improvements. Funding comes from the business privilege license fees paid by electronic sweepstakes operations.

The Chronicle

In January 2014, the City Council approved a \$100,000 small business loan to assist with the expansion of the business.

Liberty Street Revitalizing Urban Commercial Area Project

The remaining balance for this project comes from the repayment of a loan from a business in the Liberty Street corridor. The City Council appropriated these funds for future revitalization projects in this area.

NRSA Building Rehabilitation Loan Program

The NRSA Building Rehabilitation Loan Program is the primary source of building improvement assistance to small businesses and property owners in the NRSA area. The program provides direct, deferred payment loans to business owners or property owners interested in rehabilitating older buildings. Loan money can also be used for certain interior improvements to comply with current building codes and for roof repairs.

Downtown Building Rehabilitation Loan Program

The Downtown Building Rehabilitation Loan Program is the primary source of building improvement assistance to small businesses and property owners in the downtown area. The program provides direct, deferred payment loans to business owners or property owners interested in rehabilitating the facades of older downtown buildings. Loan money can also be used for certain interior improvements to comply with current building codes and for roof repairs.

Economic Development Project Fund

This fund accounts for the City's economic development incentive funds. This fund supports specific economic development programs designed to attract new industry or encourage the expansion of existing businesses.

Fund Balance as of November 30, 2015	\$ 3,280,124
Current Commitments:	
<u>Outstanding Incentive Projects</u>	
Wake Forest Innovation Quarter	(1,280,585)
Caterpillar, Inc.	(537,578)
4 th & Broad St Office Building	(20,170)
Hilltop House South	(13,000)
<u>Jobs & Technology Incentives</u>	
Inmar	(210,260)
Herbalife	(150,008)
Undesignated Jobs & Technology Incentives	(117,400)
Contingency Incentives	(271,087)
Baseball Stadium Debt Reserve	(448,500)
Other Economic Development Initiatives	(22,400)
Total Commitments	(3,070,988)
Unassigned Fund Balance	<u>\$ 209,136</u>

The following are brief descriptions of each commitment listed above.

Outstanding Incentive Projects

The economic development incentive projects listed in this category were approved by City Council action. Under these agreements, the City will reimburse a portion of the companies' property tax payments if they meet established goals for job creation and capital investment. Property tax revenues for these incentive payments are transferred from the general fund and paid out upon verification that the companies have met their goals. The agreements include "clawback" provisions that require the companies to repay all or a portion of their incentive payments if the jobs and investment goals are not met.

Jobs & Technology Incentives

As part of the FY 10-11 budget, the City Council appropriated \$1,000,000 of Dell Inc.'s reimbursement of incentive payments to provide funding to attract new technology companies or retain existing companies. As of November 30, 2015 there was a remaining balance of \$117,400.

Contingency Incentives

The remaining balance represents funding for future economic development incentive projects. A portion of the property tax payments from Caterpillar, Inc. have been credited to this program to restore some of the funds used to provide an upfront incentive payment to the company.

Baseball Stadium Debt Reserve

As part of the financing of BB&T Ballpark, the City established a debt reserve fund of \$448,500.

Other Economic Development Initiatives

The City Council appropriated a portion of Dell Inc.'s reimbursement for other initiatives to create jobs and increase the tax base.

City Council – Action Request Form

Date: January 11, 2016
To: The City Manager
From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

Consideration of a Resolution Accepting the Donation and Dedication of Easements for the Cedar Trail Greenway Connection (West Ward)

Summary of Information:

The Mayor and City Council have previously authorized the City Manager to enter into agreements with the North Carolina Department of Transportation (NCDOT) to construct three greenway projects that will connect to the Muddy Creek Greenway. The Cedar Trail Greenway Connection is one of the three greenway projects. The Cedar Trail Greenway Connection is a 3,250 feet long multi-use facility, consisting of a paved 10’ wide path. The greenway begins at Cedar Trails and extends west to the existing Muddy Creek greenway.

The Unified Development Ordinances for Forsyth County and its municipalities require the dedication of forty feet of greenway easements along major creeks and minor streams, tributaries and other linear features which are identified for greenways; therefore, it is necessary that the City acquire both permanent greenway easements and temporary construction easements for this project. Two easements will be donated by the affected property owner, The Sherwood Association Inc. A third easement on City-owned property will need to be dedicated by the City of Winston-Salem. These easements are further described in Exhibit A.

The attached resolution authorizes the acquisition of easements for the Cedar Trail Greenway Project as described herein.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____
Remarks:	_____		

**RESOLUTION ACCEPTING THE DONATION AND DEDICATION OF EASEMENTS
FOR THE CEDAR TRAIL GREENWAY CONNECTION**

WHEREAS, the Cedar Trail Greenway Connection is a 3,250 feet long multi-use facility consisting of a paved 10' wide path; and

WHEREAS, the greenway begins at Cedar Trails and extends west to the existing Muddy Creek greenway; and

WHEREAS, it is necessary that the City acquire permanent greenway easements and temporary construction easements for this project which will be donated by the affected property owner, The Sherwood Association, Inc., and which easements are further described in Exhibit A; and

WHEREAS, it is also necessary that an easement on City-owned property be dedicated by the City of Winston-Salem as described in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Winston-Salem, upon the recommendation of the Finance Committee and the City Manager, that the donation of the permanent greenway easements and temporary construction easements described in Exhibit A are hereby accepted for the Cedar Trail Greenway Connection.

BE IT FURTHER RESOLVED by the Mayor and the City Council of the City of Winston-Salem, upon the recommendation of the Finance Committee and the City Manager, that the dedication of a permanent greenway easement for the Cedar Trail Greenway Connection as described in Exhibit A is hereby authorized.

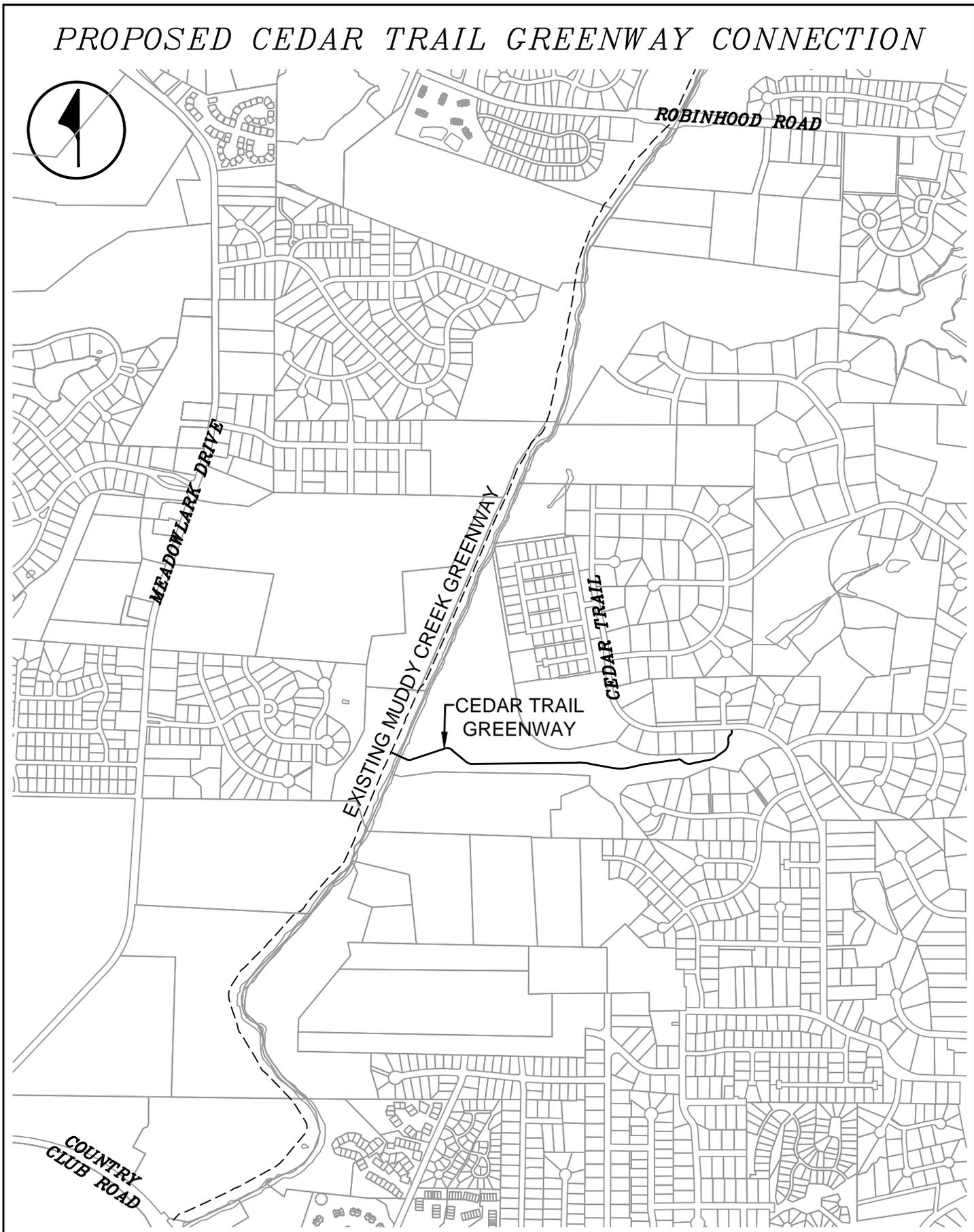
BE IT FURTHER RESOLVED that the appropriate City officials are hereby authorized to take the necessary action and to execute instruments required to complete the acceptance of the donations herein set forth.

EXHIBIT A

All Easements are Permanent Greenway Easements (PGE) and Temporary Construction Easements (TCE). All square footage is more or less.

Property Owner	Location	Easement Description More or Less
The Sherwood Association Inc. 6778 River Center Drive Clemmons, NC 27012	Tax Pin: 5895-99-4424 Cedar Trail	127,784 sq. ft. (PGE) 18,114 sq. ft. (TCE)
City of Winston-Salem PO Box 2511 Winston-Salem, NC 27102	Tax Pin: 5895-89-6187 Meadowlark Drive	4,678 sq. ft. (PGE)

PROPOSED CEDAR TRAIL GREENWAY CONNECTION



CEDAR TRAILS CONNECTION – PROJECT 567005	NOT TO SCALE	DATE 12-21-15
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City Council – Action Request Form	
Date:	January 11, 2016
To:	The City Manager
From:	S. Kirk Bjorling, Real Estate Administrator
Council Action Requested:	
Consideration of a Resolution Authorizing the Sale of Certain City-owned Property at 2845 Reynolds Park Road Under the Upset Bid Procedure (N.C.G.S. 160A-269) (Southeast Ward)	
Summary of Information:	
<p>The City owns a single-family lot and a house situated thereon identified as Tax PIN 6845-90-0837 located at 2845 Reynolds Park Road. The lot is zoned residential, contains approximately 19,166 sq. ft., and the seven room house contains 1,736 sq. ft. (living room, kitchen, den, four bedrooms and two baths). The tax value is \$74,400. The property was acquired through mortgage foreclosure in December 2015. It is in fair condition with numerous repairs needed. For this reason, all reasonable offers should be considered.</p> <p>Ms. Soledad Santiago Medel and husband, Roberto Gallardo Zavaleta, 372 Byrd Circle, North Wilkesboro, NC 28659 have submitted an offer along with the required deposit to purchase the property. The offer submitted by the proposed homeowners is \$48,000. The property is being purchased “As Is/Where Is and With All Faults”. Staff believes this is a very reasonable offer and the best offer that can be obtained. By selling this property, it will also be placed back on the tax rolls and greater revenue will be realized for the City. For the reasons previously mentioned, Staff recommends that the City of Winston-Salem sell the property for \$48,000.</p> <p>Under the provisions of N.C.G.S. 160A-269, the City Secretary shall cause a notice of proposed sale, containing a general description of the property, the amount and terms of the offer, and a notice that within ten days any person may raise the bid by not less than ten percent of the notice that within ten days any person may raise the bid by not less than ten percent of the first \$1,000 and five percent of the remainder, to be published, and without further authorization of the City Council, shall re-advertise the offer at the increased bid; and this procedure shall be repeated</p>	
Committee Action:	
Committee	Action
For	Against
Remarks:	

C-2. DRAFT

until no further qualifying bids are received, at which time the City Council may accept the offer and sell the property to the highest bidder or reject any and all offers. In the event that no upset bid is received, the property will be sold to Ms. Soledad Santiago Medel and husband, Roberto Gallardo Zavaleta without further City Council action. If raised bids are received, City Council confirmation is required.

The attached resolution authorizes the sale of Tax PIN 6845-90-0837, known as 2845 Reynolds Park Road under the upset bid procedure to Ms. Soledad Santiago Medel and husband, Roberto Gallardo Zavaleta or their assigns as herein stated.

**RESOLUTION AUTHORIZING THE SALE OF CERTAIN CITY-OWNED PROPERTY
AT 2845 REYNOLDS PARK ROAD UNDER THE UPSET BID PROCEDURE
(N.C.G.S. 160A-269)**

WHEREAS, the City is the owner of a single family lot and house situated thereon located at 2845 Reynolds Park Road, further identified as Tax PIN 6845-90-0837, Forsyth County Tax Map, that is surplus to the City's needs; and

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

WHEREAS, said offer in the amount of \$48,000 was submitted by Ms. Soledad Santiago Medel and husband, Roberto Gallardo Zavaleta, 372 Byrd Circle, North Wilkesboro, NC 28659 and the required five percent deposit has been paid; and

WHEREAS, the property is in fair condition with numerous repairs needed; and

WHEREAS, no warranty of merchantability, fitness for a particular purpose, or condition is made by the City relating to the sale of the property and the property is purchased "As Is/Where Is and With All Faults".

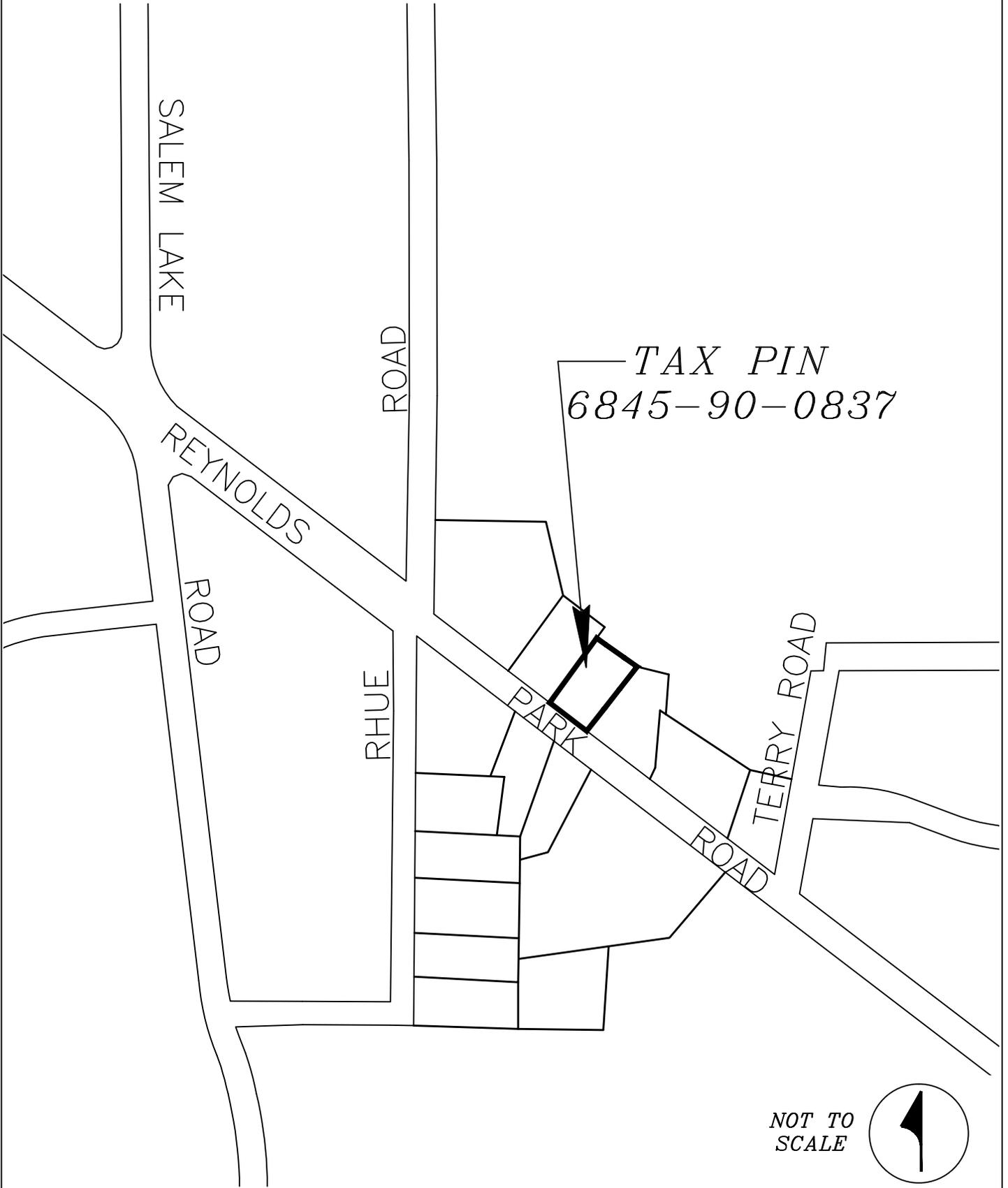
NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council, upon the recommendation of the Finance Committee, hereby authorize the sale of property herein referenced, as Tax Pin 6845-90-0837 to Ms. Soledad Santiago Medel and husband, Roberto Gallardo Zavaleta under the provisions of N.C.G.S. 160A-269; that the City Secretary shall cause a notice of proposed sale, containing a general description of the property, amount and terms of the offer, and a notice that within ten days any person may raise the bid by not less than ten percent of the first \$1,000 and five percent of the remainder, be published, without further authorization of the Mayor and the City Council, shall re-advertise the offer at the increased bid; and this procedure shall be repeated until no further qualifying bids are received, at which time

the Mayor and the City Council may accept the offer and sell the property to the highest bidder or reject any and all offers.

BE IT FURTHER RESOLVED, in the event that no raised bid is received, the offer set forth above is hereby accepted, and that the appropriate City officials are hereby authorized to execute instruments required to complete the conveyance to Ms. Soledad Santiago Medel and husband, Roberto Gallardo Zavaleta or their assigns as stated herein and if the sale is not completed, the bid deposit submitted with the offer may be returned to the offeror.

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

PROPOSED SALE
2845 REYNOLDS PARK ROAD



City Council – Action Request Form

Date: January 19, 2016

To: The City Manager

From: Barry D. Rountree, Chief of Police

Council Action Requested:

Consideration of adoption of a new item related to the 2014 Solving Cold Cases With DNA Grant Program:

- a. Memorandum of Understanding between the City of Winston-Salem (Grant Administrator), City of Greensboro, the City of High Point, and the NMS Labs, Inc. for contracted forensic DNA analysis of evidence from cold cases.

Summary of Information:

In 2014 the City of Winston-Salem Police Department was awarded \$244,266 through the Solving Cold Cases With DNA Grants Program. Funded by the United States Department of Justice, this grant award is shared with the City of Greensboro and the City of High Point for the purposes of investigating and solving cold cases in the Piedmont Triad Area. Grant award funds are being used for personnel overtime, overtime fringe benefits, investigative travel expenses, and forensic DNA testing through a private, accredited laboratory.

Originally, this project included a Memorandum of Understanding executed between the three cities and the Center for Advanced Forensics DNA Analysis (now known as ArroGen, LLC). In December 2015 ArroGen, LLC notified all three cities that effective immediately, it was no longer providing forensic DNA analysis. No funds were expended to ArroGen, LLC between the period this contract was executed and terminated.

Pursuant to these developments, the City of Winston-Salem, the City of Greensboro, and the City of High Point have terminated their agreement with ArroGen, LLC under this grant award. In an effort to proceed with forensic DNA analysis as part of the 2014 Solving Cold Cases With DNA Grant, the three municipalities will enter into an agreement with NMS Labs, Inc. to perform contracted DNA Analysis on evidence from their respective agencies' cold cases.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF WINSTON-SALEM, NORTH CAROLINA, THE CITY OF GREENSBORO, NORTH CAROLINA, THE CITY OF HIGH POINT, NORTH CAROLINA AND NMS LABS, INC. FOR ITS SERVICES OF DNA TESTING OF COLD CASE EVIDENCE

WHEREAS, the City of Winston-Salem (WINSTON-SALEM), the City of Greensboro (GREENSBORO), and the City of High Point (HIGH POINT) are eligible to share \$246,444 in grant funding from the United States Department of Justice Office of Justice Programs through the 2014 Solving Cold Cases With DNA Grants Program; and

WHEREAS, WINSTON-SALEM, GREENSBORO, AND HIGH POINT will use \$144,350 in grant funding for DNA testing of cold case evidence through NMS Labs, Incorporated (NMS), a private, accredited laboratory; and

WHEREAS, as part of the requirements of the Solving Cold Cases With DNA grant award, any and all DNA profiles produced from forensic DNA testing must be entered in the Combined DNA Index System (CODIS); and

WHEREAS, the basic terms of the Interlocal Agreement will include the following:

1. Purpose and Scope:

This MOU is intended to establish procedures to allow for forensic DNA testing and analysis of evidence associated with certain unsolved homicides identified by the Winston-Salem Police Department, the Greensboro Police Department and the High Point Police Department (hereinafter sometimes referred to collectively as the “Police Departments”). DNA evidence profiles generated from forensic DNA analysis will be entered into the Combined Index DNA System (hereafter referred to as “CODIS”) when applicable, and compared with existing and developing DNA data profiles, as outlined by the Grant.

2. Responsibilities/Procedures.

a. Responsibilities of the Police Departments.

i. The Police Departments are each responsible for identifying eligible cases for the submission of DNA evidence to NMS pursuant to the Initiative.

ii. The Police Departments are each responsible for the transmission of said evidence to NMS for testing and analysis, and for the retrieval of said evidence when testing and analysis has been completed.

b. Responsibilities of NMS.

i. NMS will complete biological screening and DNA analysis on no fewer than eligible cases over the life of the Initiative and, if grant funding allows, will complete screening and DNA analysis on additional eligible cases identified by the Police Departments. It is anticipated that NMS will complete biological screening and DNA analysis on a minimum of 50 eligible cases during the grant period.

ii. NMS will perform all services in a manner consistent with the requirements of the Grant and the Initiative, such requirements to include all post-award modifications approved by the grantor.

iii. NMS shall complete its analysis work in a timely manner and coordinate with the North Carolina State Bureau of Investigation to ensure that all genetic profiles generated from DNA analysis are entered into CODIS, all as required by the Grant.

iv. NMS will submit invoices for its services to the individual police department requesting those services under the grant, such invoices reflecting charges of \$450 per known sample and \$550 per unknown sample for individual testing and analysis. NMS acknowledges and agrees that indirect costs are not eligible for invoice and/or reimbursement under the grant and this MOU.

c. Responsibilities of Grant Administrator. The Winston-Salem Police Department, as the Grant Administrator, shall:

i. Beginning January 25, 2016 through September 30, 2016 and as outlined by the grant and upon the receipt of invoices and any additional required information and/or documentation, provide reimbursement to NMS for DNA testing and analysis performed pursuant to the grant and this MOU. Reimbursement shall be in the amount of \$450 per known sample analysis and \$550 per unknown sample analysis; provided, however, that the total amount of reimbursement available to NMS during the grant period shall not exceed \$144,350.

ii. Withhold the final 10% of reimbursement claimed by NMS until confirmation that all responsibilities of NMS under this MOU and the grant have been met, including without limitation, the submission of genetic profiles into CODIS.

3. Non-Compliance. In the case of non-compliance with the terms of this MOU by any party, the Grant Administrator shall suspend reimbursement payments under the grant until the non-compliance has been cured. The grant administrator may take such additional action as may be required under the circumstances by the grant and/or written direction from the United States Department of Justice .

NOW, THEREFORE, BE IT RESOLVED that the City Council, upon recommendation of the Finance Committee and the City Manager does hereby approve the

Memorandum of Understanding between the City of Winston-Salem, the City of Greensboro, the City of High Point, and NMS for the period beginning January 25, 2016 through September 30, 2016.

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

NOW, THEREFORE, BE IT RESOLVED, that the Winston-Salem City Council authorizes the execution of an Interlocal Agreement, as outlined above, by the appropriate City officials, upon approval as to form and legality by the City Attorney's Office.

CITY COUNCIL – ACTION REQUEST FORM

Date: January 19, 2016

To: The City Manager

From: Lisa M. Saunders, Chief Financial Officer

Council Action Requested:

Consideration of Actions Regarding the Issuance of \$3,890,000 Two-thirds General Obligation Bonds of the City of Winston-Salem, North Carolina.

Summary of Information:

The following items start the legal process for the issuance of \$3,890,000 in general obligation bonds pursuant to Article V, Section 4 of the Constitution of the State that allow issuance of two-thirds of the net debt reduction in the preceding fiscal year. Projects to be financed by the bonds were approved by City Council in June 2015 and are included in Exhibit A. State Statute requires that Two-thirds General Obligation Bonds be issued prior to the issuance of any other general obligation bonds this fiscal year.

A. Resolution of the City Council of the City of Winston-Salem, North Carolina, Making Certain Statements of Fact Concerning Proposed Bond Issue.

B. Introduction of bond orders by reading the following titles into the record: (no action requested).

Bond Order Authorizing the Issuance of \$310,000 Public Improvement Bonds of the City of Winston-Salem, North Carolina;

Bond Order Authorizing the Issuance of \$2,000,000 Street and Sidewalk Bonds of the City of Winston-Salem, North Carolina; and

Bond Order Authorizing the Issuance of \$1,580,000 Park and Recreation Bonds of the City of Winston-Salem, North Carolina; and

Committee Action:

Committee

Action

For

Against

Remarks:

- C. Resolution of the City Council of the City of Winston-Salem, North Carolina, Calling a Public Hearing on Bond Orders, Directing Publication of Notice of Said Public Hearing, and Filing of a Debt Statement. – Public Hearings: February 1, 2016.

North Carolina General Statutes require the City Council of the City of Winston-Salem, North Carolina, to have the bond orders introduced at a public meeting, to call a public hearing on the bond orders, and to direct the publication of notices of public hearing on the bond orders. The public hearing for the two-thirds bonds will be held at the regular meeting of the City Council on February 1, 2016 at 7:00 p.m. in the City Council Chamber on the second floor of City Hall.

Exhibit A

**CITY OF WINSTON-SALEM, NORTH CAROLINA,
 PROPOSED PROJECTS TO BE FUNDED WITH FISCAL YEAR 2015-2016
 TWO-THIRDS GENERAL OBLIGATION BONDS
 TOTAL ISSUE \$3,890,000**

	Budget
Public Improvements	
City Yard Facility Renewal	\$ 110,000
Public Safety Facility Renewal	200,000
Total Public Safety	\$ 310,000
 Streets and Sidewalks	
Bridge Repair and Replacements	\$ 650,000
Street Resurfacing Projects	1,350,000
Total Streets and Sidewalks	\$ 2,000,000
 Parks & Recreation	
Playground Renovations	\$ 295,000
Recreation and Parks Department Facility Renewal	460,000
Recreation and Parks Facilities Sidewalk/Roadway Resurfacing	140,000
Skate Park	250,000
Swimming Pool Repairs	435,000
Total Parks and Recreation	\$ 1,580,000
Total Two-Thirds General Obligation Bond Projects	\$ 3,890,000

**CITY OF WINSTON-SALEM, NORTH CAROLINA,
PROPOSED PROJECTS TO BE FUNDED WITH FISCAL YEAR 2015-16
TWO-THIRDS GENERAL OBLIGATION BONDS**

PUBLIC IMPROVEMENTS

Public Safety Facility Renewal. The replacement of major systems, such as roofs and HVAC systems, in the City’s Fire Department Facility is based upon an assessment of the existing condition and estimated remaining life of the systems. Facility renewal work in FY 2015-2016 will include: HVAC replacement at Station 6; heating unit service at the Fire Maintenance Garage; engine bay heater replacement at Station 7, and roof replacements at Stations 6, 10, and 12. **\$200,000**

City Yard Facility Renewal. This project provides for roof replacement and canopy replacement at Building #2 and HVAC replacement at Building 20. A portion of the funds will be used for floor replacement at Building 25. **\$110,000**

STREETS AND SIDEWALKS

Bridge Repair and Replacements. The project provides for the repair and replacement of bridges on the City’s maintenance system. Bridges identified for replacement include Reynolds Park Road (two bridges) and West First Street. Currently, a federal program provides 80% of the funding for bridge replacements projects. The funds are passed through the North Carolina Department of Transportation. The bond proceeds would provide the City’s 20% match. **\$650,000**

Streets Resurfacing. The City maintains 1,013.52 centerline miles (2,180.63 lane miles) of hard surface streets and 6.62 miles of dirt streets. The benchmark for City streets is that 85% have a pavement condition of 85 or higher; however, only 50% of the streets currently have a pavement condition of over 85. The funds provided in this project would allow for resurfacing of approximately 92.6 lane miles (approximately 46.3 centerline miles) of hard surface streets during FY 2015-2016 at approximately \$78,997 per lane mile. **\$1,350,000**

PARKS AND RECREATION

Playground Renovations. This project provides for the replacement and updates of playgrounds throughout the parks system. Appropriations will complete the following park locations: Crawford and Greenway. **\$295,000**

Recreation and Parks Facility Renewal. This project includes roof repairs and HVAC at multiple locations. **\$460,000**

Recreation and Parks Facilities Sidewalk and Roadway Resurfacing. This project provides resurfacing and pavement/sidewalk repairs at recreation facilities throughout the City. Appropriations for FY 2015-2016 will provide compliance with the Americans with Disabilities Act (ADA) for pavement access to the Bocce area of Miller Park. **\$140,000**

Skate Park. This project will provide the remaining funding to construct a new skate park at the Winston-Salem Fairgrounds. Work will include relocation of existing utilities and other aesthetic improvements to improve the experience of the user. **\$250,000**

Swimming Pool Repairs. This project provides for ongoing major maintenance at the City's eight pools, such as expansion of shaded areas, replacement and/or installation of deck furniture, and gutter and return line replacements at the following pools: Bolton, Reynolds Park, Parkland, Polo, Sprague, and Mineral Springs. Other repairs include plaster and tiles for the interior of pools, filling in all wading pools with concrete, and plumbing systems.

Total FY 2015-2016 Two-Thirds Bond Projects **\$3,890,000**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA MAKING CERTAIN STATEMENTS OF FACT CONCERNING PROPOSED BOND ISSUE

WHEREAS, the City Council of the City of Winston-Salem, North Carolina (the “*City Council*”) is considering the issuance of bonds of the City of Winston-Salem, North Carolina (the “*City*”) which shall be for the following purposes and in the following maximum amounts;

\$310,000 of bonds to pay the capital costs of upgrades to and renovations of existing fire stations and improvements at the City Yard facility;

\$2,000,000 of bonds to pay the capital costs of resurfacing certain streets and repairing and replacing certain bridges;

\$1,580,000 of bonds to pay the capital costs of constructing, renovating and improving certain parks and recreational facilities, including, among other things, playgrounds, swimming pools and a new skate park and including building, sidewalk and roadway improvements located at parks and recreational facilities throughout the City; and

WHEREAS, certain findings of fact by the City Council must be presented to enable the Local Government Commission of the State of North Carolina to make certain determinations as set forth in Article 4 of Chapter 159 of the General Statutes, Section 52.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the City Council meeting in open session on the 19th day of January, 2016, has made the following factual findings in regard to this matter:

Section 1. *Facts Regarding Necessity of Proposed Financing.* The proposed bonds are necessary and expedient in order to pay the capital costs of (1) upgrades to and renovations of existing fire stations and improvements at the City Yard facility; (2) resurfacing certain streets and repairing and replacing certain bridges; and (3) constructing, renovating and improving certain parks and recreational facilities, including, among other things, playgrounds, swimming pools and a new skate park and including building, sidewalk and roadway improvements located at parks and recreational facilities.

Section 2. *Facts Supporting the Amount of Bonds Proposed.* The sums estimated for these bonds are adequate and not excessive for the proposed purpose.

Section 3. *Past Debt Management Policies.* The City’s debt management policies have been carried out in compliance with law. The City employs a full-time Chief Financial Officer to oversee compliance with applicable laws relating to debt management. The City Council requires annual audits of City finances. In connection with

these audits, compliance with laws is reviewed. The City is not in default in any of its debt service obligations. The City Attorney reviews all debt-related documents for compliance with laws.

Section 4. *Past Budgetary and Fiscal Management Policies.* The City's budgetary and fiscal management policies have been carried out in compliance with laws. Annual budgets are closely reviewed by the City Council before final approval of budget ordinances. Budget amendments changing a function total or between functions are presented to the City Council at regular City Council meetings. The Chief Financial Officer presents financial information to City Council which shows budget to actual comparisons annually and otherwise as the City Manager deems necessary or as a member of the City Council may request.

Section 5. *Retirement of Debt.* The schedule for issuing the bonds does not require a property tax increase. The schedule for issuance calls for issuing all of the bonds in March, 2016.

Section 6. *Effective Date.* This Resolution will take effect immediately on its adoption.

**BOND ORDER AUTHORIZING THE ISSUANCE OF
\$310,000 PUBLIC IMPROVEMENT BONDS OF THE
CITY OF WINSTON-SALEM, NORTH CAROLINA**

WHEREAS, the City Council of the City of Winston-Salem, North Carolina, deems it advisable to make the improvements hereinafter described; and

WHEREAS, an application has been filed with the Secretary of the Local Government Commission of North Carolina requesting Commission approval of the bonds hereinafter described as required by the Local Government Bond Act, and the Secretary of the Local Government Commission has notified the City Council that the application has been accepted for submission to the Local Government Commission.

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

Section 1. The City Council of the City of Winston-Salem, North Carolina, has ascertained and hereby determines that it is necessary to upgrade and renovate existing fire stations and improvements at the City Yard facility.

Section 2. In order to raise the money required to pay the costs of making the improvements described above, in addition to funds which may be available for such purpose from any other source, bonds of the City of Winston-Salem, North Carolina, are hereby authorized and shall be issued pursuant to the Local Government Bond Act of North Carolina. The maximum aggregate principal amount of such Public Safety Bonds authorized by this bond order shall be \$200,000.

Section 3. A tax sufficient to pay the principal of and interest on said Public Safety Bonds when due shall be annually levied and collected.

Section 4. A sworn statement of the City's debt has been filed with the City Secretary and is open to public inspection.

Section 5. No debt shall be contracted during any fiscal year by the issuance of bonds pursuant to this bond order if the amount of such debt and if all other debt contracted during such fiscal year shall exceed two-thirds (2/3rds) of the amount by which the outstanding indebtedness of the City shall have been reduced during the next preceding fiscal year, unless the incurring of such debt shall be submitted to a vote of the people of the City and shall be approved by a majority of those who vote thereon.

Section 6. This bond order shall take effect thirty (30) days after its publication following its adoption, unless it is petitioned to a vote of the people within thirty (30) days after its publication as introduced, as provided in N. C. G. S. Section 159-60, and in that event, the bond order will take effect when approved by the voters of the City.

**BOND ORDER AUTHORIZING THE ISSUANCE OF
\$2,000,000 STREET AND SIDEWALK BONDS OF THE
CITY OF WINSTON-SALEM, NORTH CAROLINA**

WHEREAS, the City Council of the City of Winston-Salem, North Carolina, deems it advisable to make the improvements hereinafter described; and

WHEREAS, an application has been filed with the Secretary of the Local Government Commission of North Carolina requesting Commission approval of the bonds hereinafter described as required by the Local Government Bond Act, and the Secretary of the Local Government Commission has notified the City Council that the application has been accepted for submission to the Local Government Commission.

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

Section 1. The City Council of the City of Winston-Salem, North Carolina, has ascertained and hereby determines that it is necessary to resurface certain streets and repair and replace certain bridges.

Section 2. In order to raise the money required to pay the costs of making the improvements described above, in addition to funds which may be available for such purpose from any other source, bonds of the City of Winston-Salem, North Carolina, are hereby authorized and shall be issued pursuant to the Local Government Bond Act of North Carolina. The maximum aggregate principal amount of such Street and Sidewalk Bonds authorized by this bond order shall be \$2,000,000.

Section 3. A tax sufficient to pay the principal of and interest on said Street and Sidewalk Bonds when due shall be annually levied and collected.

Section 4. A sworn statement of the City's debt has been filed with the City Secretary and is open to public inspection.

Section 5. No debt shall be contracted during any fiscal year by the issuance of bonds pursuant to this bond order if the amount of such debt and if all other debt contracted during such fiscal year shall exceed two-thirds (2/3rds) of the amount by which the outstanding indebtedness of the City shall have been reduced during the next preceding fiscal year, unless the incurring of such debt shall be submitted to a vote of the people of the City and shall be approved by a majority of those who vote thereon.

Section 6. This bond order shall take effect thirty (30) days after its publication following its adoption, unless it is petitioned to a vote of the people within thirty (30) days after its publication as introduced, as provided in N. C. G. S. Section 159-60, and in that event, the bond order will take effect when approved by the voters of the City.

**BOND ORDER AUTHORIZING THE ISSUANCE OF
\$1,580,000 PARKS AND RECREATION BONDS OF THE
CITY OF WINSTON-SALEM, NORTH CAROLINA**

WHEREAS, the City Council of the City of Winston-Salem, North Carolina, deems it advisable to make the improvements hereinafter described; and

WHEREAS, an application has been filed with the Secretary of the Local Government Commission of North Carolina requesting Commission approval of the bonds hereinafter described as required by the Local Government Bond Act, and the Secretary of the Local Government Commission has notified the City Council that the application has been accepted for submission to the Local Government Commission.

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

Section 1. The City Council of the City of Winston-Salem, North Carolina, has ascertained and hereby determines that it is necessary to construct, renovate and improve certain parks and recreational facilities, including, among other things, playgrounds, swimming pools and Winston Lake golf course and including sidewalk and roadway improvements located at parks and recreational facilities.

Section 2. In order to raise the money required to pay the costs of making the improvements described above, in addition to funds which may be available for such purpose from any other source, bonds of the City of Winston-Salem, North Carolina, are hereby authorized and shall be issued pursuant to the Local Government Bond Act of North Carolina. The maximum aggregate principal amount of such Parks and Recreation Bonds authorized by this bond order shall be \$1,580,000.

Section 3. A tax sufficient to pay the principal of and interest on said Parks and Recreation Bonds when due shall be annually levied and collected.

Section 4. A sworn statement of the City's debt has been filed with the City Secretary and is open to public inspection.

Section 5. No debt shall be contracted during any fiscal year by the issuance of bonds pursuant to this bond order if the amount of such debt and if all other debt contracted during such fiscal year shall exceed two-thirds (2/3rds) of the amount by which the outstanding indebtedness of the City shall have been reduced during the next preceding fiscal year, unless the incurring of such debt shall be submitted to a vote of the people of the City and shall be approved by a majority of those who vote thereon.

Section 6. This bond order shall take effect thirty (30) days after its publication following its adoption, unless it is petitioned to a vote of the people within thirty (30) days after its publication as introduced, as provided in N. C. G. S. Section 159-60, and in that event, the bond order will take effect when approved by the voters of the City.

**RESOLUTION OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA,
CALLING A PUBLIC HEARING ON BOND ORDERS, DIRECTING
PUBLICATION OF NOTICES OF SAID PUBLIC HEARING,
AND FILING OF A DEBT STATEMENT**

WHEREAS, bond orders entitled:

“BOND ORDER AUTHORIZING THE ISSUANCE OF \$310,000 PUBLIC IMPROVEMENT BONDS OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA;” and

“BOND ORDER AUTHORIZING THE ISSUANCE OF \$2,000,000 STREET AND SIDEWALK BONDS OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA;” and

“BOND ORDER AUTHORIZING THE ISSUANCE OF \$1,580,000 PARKS AND RECREATION BONDS OF THE CITY OF WINSTON-SALEM, NORTH CAROLINA.”

have been introduced at a meeting of the City Council of the City of Winston-Salem, North Carolina this January 19, 2016 and the City Council desires to provide for the holding of a public hearing thereon on February 1, 2016 and the submission of a statement of debt in connection therewith as required by the Local Government Bond Act.

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

Section 1. The public hearing upon said bond orders shall be held on the 1st day of February, 2016 at 7:00 p.m. in the Council Chamber, City Hall, Winston-Salem, North Carolina.

Section 2. The City Secretary is hereby directed to cause a copy of the bond orders to be published with a notice of such hearing in the form prescribed by law in a qualified newspaper no fewer than six days before such public hearing.

Section 3. The City’s Chief Financial Officer is hereby directed to file with the City Secretary before publication of the bond orders with the notice of such public hearing, a statement setting forth the debt incurred or to be incurred, the appraised value of property subject to taxation by the City and the net debt of the City.

Section 4. This Resolution will take effect immediately on its adoption.

City Council – Action Request Form

Date: December 30, 2015

To: The City Manager

From: Trevor Minor, Budget and Evaluation Director

Council Action Requested:

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

Summary of Information:

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

Appropriation of Grants and Other Revenues Received

- o The Human Relations Department has received additional federal funds from the United States Department of Housing and Urban Development (HUD) totaling \$22,920. The department will use the additional funds to continually implement the City’s fair housing ordinance and practices. The department will provide education and outreach to referring community agencies, training materials, and local fair housing testing.
- o The proposed amendment appropriates additional revenue of \$5,440 from contributions and sponsorships for the Marketing and Communications Department from the Moonlight Madness 5k Fun Run Race. The additional funds will be used to cover associated printing expenses from the race.
- o The proposed amendment appropriates \$30,920 in contributions from businesses and individuals received so far during the fiscal year to support the Recreation and Parks Department’s programs and centers.

Committee

Action

For

Against

Remarks:

- o The Police Department has received additional federal forfeiture funds from the United States Department of Justice and the United States Department of Treasury totaling \$108,130 and additional state controlled substance tax receipts from the Office of the State Auditor totaling \$21,020 for the following purposes: officer training (\$47,080), equipment (\$57,990), and expenses for the K-9 unit (\$24,080) including dog food and veterinarian bills.
- o The proposed amendment appropriates \$93,870 in general fund balance for the purchase of a replacement bomb truck for the Police Department. Previously appropriated federal forfeiture funds from the United States Department of Treasury will fund half of the replacement costs with the proposed appropriation of general fund balance covering the other half.

Bowman Gray Stadium Methane Gas Remediation Project

- o Due to the potential sale of Bowman Gray Stadium to Winston-Salem State University, environmental site testing was performed as part of the brownfields agreement process with the State – a brownfields agreement is required due to the prior use of the site as a municipal landfill. During site testing, elevated levels of methane gas were found to be originating from the soil underneath the stadium’s parking lots. Previous appropriations provided funds for a consultant to perform enhanced soil testing in and around the site to determine the extent of the problem and provide alternatives for remediation. The increased environmental testing provided a profile of the concentrations of gas throughout the site and any propagation onto adjacent properties. Due to the concentrations found, it will be necessary to remove the methane from the soil. The consultant’s report recommended a landfill gas extraction system that will utilize trenches and blowers to pull the methane out of the ground, at which point, the gas would be flared off.

The total project cost is estimated at \$1,450,000. Of this amount, \$150,000 has already been appropriated for soil testing and a remediation alternatives analysis as noted above. The additional \$1.3 million dollars will cover the design, permitting, construction, and contract administration of the project to build a methane gas extraction system and relocation of an existing sewer line that runs through the affected area. This amount will also cover additional monitoring that needs to occur during the project. The proposed amendment appropriates \$950,000 in the solid waste disposal fund for the methane gas extraction system project. The \$350,000 cost for sewer line remediation will be handled through funds already appropriated in the water and sewer fund’s capital improvement program.

Bowman Gray Stadium Methane Gas Extraction Project Cost Estimates

<u>Cost Type</u>	<u>Amount</u>	<u>Funding Source</u>
Enhanced Soil Testing and Remediation Alternatives Analysis	\$150,000	Solid Waste Fund
Design and Permitting of Gas Extraction System	150,000	Solid Waste Fund
Construction of Gas Extraction System	750,000	Solid Waste Fund

Construction Administration Services	50,000	Solid Waste Fund
Sewer Relocation	350,000	Water/Sewer Fund
Total Project Costs	\$1,450,000	

Note: As described above, appropriations already exist for the enhanced soil testing and sewer relocation expenses; therefore, the proposed budget amendment will cover all design and construction costs of the gas extraction system.

Bowman Gray Stadium Press Box Repairs

- o The West Press Box at Bowman Gray Stadium was constructed in 2001 of precast concrete panels. Due to the age of the facility, maintenance is needed on the caulking that seals the concrete joints. The seals around the glass windows on the face of the structure are also in need of replacement. These repairs will address issues with leaks during rainfall events. The roof is also experiencing several leaks during rainfall and will be completely replaced with a thicker membrane and support for the insulation and roof material. These types of maintenance, repair, and replacement items are common for a structure of this type at this age. The proposed amendment appropriates \$50,000 for these repairs.

Walk of Fame

- o On November 16, 2015, the Mayor and City Council approved a resolution creating the “Arts, Culture, and Entertainment Memorial Walk of Fame” program to recognize deceased City residents who made significant contributions to the arts and entertainment industry. The proposed amendment appropriates \$10,000 in the occupancy tax fund to cover FY 2016 expenses, including but not limited to advertising, printing, materials, and marker installation, associated with this new program.

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

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

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

General Fund

Public Safety	
Police Department	
Replacement of Bomb Truck	\$93,870
Recreation and Culture	
Support to Other Funds	
Transfer to Bowman Gray Stadium Capital Projects Fund	50,000
General Government	
Marketing and Communications	
Moonlight Madness 5K Run	5,440
Total General Fund Expenditures	\$149,310

Special Revenue Funds

Occupancy Tax Fund	
Leisure Services	
Walk of Fame Program	\$10,000
Total Special Revenue Funds Expenditures	\$10,000

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

General Fund

Fund Balance Appropriation	\$143,870
Marketing and Communications Contributions and Sponsorships	5,440
Total General Fund Revenues	\$149,310

Special Revenue Funds

Occupancy Tax Fund Fund Balance Appropriation	\$10,000
Total Special Revenue Funds Revenues	\$10,000

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

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

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

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

Special Revenue Funds

Grants Fund	
Fair Housing Grants	\$22,920
Recreation Trust Funds	30,920
Forfeiture Funds	
Training	47,080
Equipment	57,990
K-9	24,080
	<hr/>
	129,150
Total Special Revenue Funds Expenditures	\$182,990

Enterprise Capital Projects Funds

Solid Waste Disposal Fund	
Bowman Gray Stadium Methane Gas Remediation	\$950,000
Bowman Gray Stadium Capital Fund	
Press Box Repairs	50,000
Total Enterprise Capital Projects Funds Expenditures	\$1,000,000

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

Special Revenue Funds

Fair Housing Assistance Program Fund	
United States Department of Housing and Urban Development	\$22,920
Recreation Trust Fund	
Contributions	30,920
Forfeiture Funds	
United States Department of Justice	93,730
United States Department of Treasury	14,400
State Controlled Substance Tax Receipts	21,020
	<hr/>
	129,150
Total Special Revenue Funds Revenues	\$182,990

Enterprise Capital Projects Funds

Solid Waste Disposal Fund	
Fund Balance Appropriation	\$950,000
Bowman Gray Stadium Capital Fund	
Transfer from General Fund	50,000
Total Enterprise Capital Projects Funds Revenues	\$1,000,000

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:	January 19, 2016		
To:	The City Manager		
From:	Jerry Bates, Purchasing Director		
Council Action Requested:			
Adoption of Resolution Awarding Purchase Order for Six Automated Side-Loading Refuse Trucks.			
Summary of Information:			
Bids were received December 3, 2015, for the purchase of six automated side-loading refuse trucks used by the Sanitation Division. These trucks are scheduled replacements for trucks used to collect refuse and yard waste across the City and have exceeded useful life. See Exhibit A for replacement vehicle information. Summary of bids accepted:			
	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
Piedmont Peterbilt, LLC	Greensboro, NC	\$254,971	\$1,529,826
Transource, Inc.	Kernersville, NC	260,770	1,564,620
The City’s FY 2015-16 capital equipment budget includes \$1,529,826 for this purchase; therefore, it is recommended that a purchase order be awarded to Piedmont Peterbilt, LLC for the purchase of six automated side-loading refuse trucks in the amount of \$1,529,826.			
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 2015-16 budget.			
M/WBE comment: There are no known area minority or woman owned companies that sell these vehicles.			
Workforce Demographics: See Exhibit B			
Committee Action:			
Committee	_____	Action	_____
For	_____	Against	_____
Remarks:			

RESOLUTION AWARDING PURCHASE ORDER FOR SIX AUTOMATED SIDE-LOADING REFUSE TRUCKS

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 12:00 noon, Thursday, December 3, 2015, for the purchase of six automated side-loading refuse trucks as scheduled replacements for the Sanitation Division; and the following bids were received:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
Piedmont Peterbilt, LLC	Greensboro, NC	\$254,971	\$1,529,826
Transource, Inc.	Kernersville, NC	260,770	1,564,620

WHEREAS, City’s FY 2015-16 capital equipment budget includes \$1,529,826 for this purchase; therefore, it is the recommendation of the Finance Committee that a purchase order be awarded to Piedmont Peterbilt, LLC, low bidder meeting specifications, for the purchase of six automated side-loading refuse trucks at \$254,971 each for the amount of \$1,529,826.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council, that a purchase order for six automated side-loading refuse trucks at \$254,971 each is hereby awarded to Piedmont Peterbilt, LLC in the total amount of \$1,529,826 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 until the purchase order is duly executed by the City.

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

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

Exhibit A**Replacement Vehicle Information**

Vehicle #0435 – 2001 Volvo WG64 Rear Loader - 104,616 miles
Serial Number 4VDJC8UE91N314833
Acquired Cost \$123,570.85.
Accumulated Maintenance & Repair Cost \$161,163.85

Vehicle #0463 - 1998 Volvo WG64 Rear Loader - 130,086 miles
Serial Number 4VHJCLRF4WN863287
Acquired Cost \$112,917.69
Accumulated Maintenance & Repair Cost \$157,792.67

Vehicle #0467 - 2002 Volvo VHD Rear Loader - 171,665 miles
Serial Number 4V5KC9UE92N326072
Acquired Cost \$119,952.89
Accumulated Maintenance & Repair Cost \$144,541.57

Vehicle #0442 - 2001 Volvo WG64 Rear Loader – 102,473 miles
Serial Number 4V5JC8UE71N314832
Acquired Cost \$121,745.79
Accumulated Maintenance & Repair Cost \$137,801.04

Vehicle #0496 – 2002 AutoCar WXDU64 - 111,126 miles
Serial Number 5VCDC6UEX3N194841
Acquired Cost \$ 164,851.62
Accumulated Maintenance & Repair Cost \$ 182,234.05

Vehicle #0491 – 2002 AutoCar WXDU65 – 128,765 miles
Serial Number 4V2DC6UE32N334267
Acquired Cost \$ 164,851.62
Accumulated Maintenance & Repair Cost \$ 224,091.28

Exhibit B

Project/Bid Description: Six Automated Side-Loading Refuse Trucks
 Bidder's Company Name: Piedmont Peterbilt, LLC
 City/State: Greensboro, NC

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	63	5	65		2		1	68
% of Total	92.6%	7.4%	95.6%	0.0%	2.9%	0.0%	1.5%	

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: January 19, 2016

To: The City Manager

From: Jerry Bates, Purchasing Director

Council Action Requested:

Adoption of Resolution Awarding Purchase Order for Eight Tandem Axle Dump Trucks.

Summary of Information:

Bids were received December 9, 2015, for the purchase of eight tandem axle dump trucks to be used by the DOT/Streets Division of the Public Works Department. These trucks are scheduled replacements for trucks used in asphalt maintenance, drainage operations, and snow removal across the City and all have exceeded their useful life. See Exhibit A for replacement vehicle information. Summary of bids accepted:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
White's Tractor and Truck Co., LLC	Greensboro, NC	\$113,143.00	\$ 905,144.00
Rush Truck Centers of N.C., Inc.	Charlotte, NC	117,969.20	943,753.60
Triad Freightliner of Greensboro, Inc.	Greensboro, NC	119,427.00	955,416.00
Peterbilt Carolina, Inc.	Charlotte, NC	121,400.00	971,200.00
Advantage Truck Center, LLC	Charlotte, NC	146,523.64	1,172,189.12

The City’s FY 2015-16 capital equipment budget includes \$905,144 for this purchase; therefore, it is recommended that a purchase order be awarded to White’s Tractor and Truck Co., LLC for the purchase of eight tandem axle dump trucks in the amount of \$905,144.

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 2015-16 budget.

M/WBE comment: There are no known area minority or woman owned companies that sell these vehicles.

Workforce Demographics: See Exhibit B

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

**RESOLUTION AWARDING PURCHASE ORDER
FOR EIGHT TANDEM AXLE DUMP TRUCKS**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 12:00 noon, Wednesday, December 9, 2015, for the purchase of eight tandem axle dump trucks as scheduled replacements for the DOT/Streets Division of the Public Works Department; and the following bids were received:

	<u>City/State</u>	<u>Each</u>	<u>Total Bid</u>
White's Tractor and Truck Co., LLC	Greensboro, NC	\$113,143.00	\$ 905,144.00
Rush Truck Centers of N.C., Inc	Charlotte, NC	117,969.20	943,753.60
Triad Freightliner of Greensboro, Inc.	Greensboro, NC	119,427.00	955,416.00
Peterbilt Carolina, Inc.	Charlotte, NC	121,400.00	971,200.00
Advantage Truck Center, LLC	Charlotte, NC	146,523.64	1,172,189.12

WHEREAS, the City’s FY 2015-16 capital equipment budget includes \$905,144 for this purchase; therefore, it is the recommendation of the Finance Committee that a purchase order be awarded to White’s Tractor and Truck Co., LLC, low bidder meeting specifications, for the purchase of eight tandem axle dump trucks at \$113,143 each for the amount of \$905,144.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council, that a purchase order for eight tandem axle dump trucks at \$113,143 each is hereby awarded to White’s Tractor and Truck Co., LLC for the total amount of \$905,144 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 until the purchase order is duly executed by the City.

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

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

Exhibit A**Replacement Vehicle Information**

Vehicle #0812 – 2001 Chevrolet 7000 – 93,820 miles
Serial Number 1GBT7H4C01J502924
Acquired Cost \$75,212.50.
Accumulated Maintenance & Repair Cost \$47,664.61

Vehicle #0813 - 2001 Chevrolet 7000 – 113,789 miles
Serial Number 1GBT7H2CX1J503002
Acquired Cost \$75,010.44
Accumulated Maintenance & Repair Cost \$52,605.61

Vehicle #0816 - 2001 Chevrolet 7000 – 105,749 miles
Serial Number 1GBT7H4C51J502840
Acquired Cost \$75,174.63
Accumulated Maintenance & Repair Cost \$64,697.02

Vehicle #0832 – 2002 GMC C8500 – 75,168 miles
Serial Number 1GDT7H4C12J512011
Acquired Cost \$74,344.09
Accumulated Maintenance & Repair Cost \$38,097.21

Vehicle #0835 – 2001 Chevrolet 7000 – 90,132 miles
Serial Number 1GBT7H4C91J502856
Acquired Cost \$ 78,588.90
Accumulated Maintenance & Repair Cost \$ 57,550.13

Vehicle #0837 – 1996 Chevrolet 7000 – 122,710 miles
Serial Number 1GBT7H4J0TJ106820
Acquired Cost \$ 70,422.29
Accumulated Maintenance & Repair Cost \$ 56,093.52

Vehicle #0841 – 2002 Chevrolet C8500 – 122,710 miles
Serial Number 1GDT7H4C32J511836
Acquired Cost \$ 73,772.81
Accumulated Maintenance & Repair Cost \$ 53,584.89

Vehicle #0862 – 1999 Chevrolet 8500 – 85,938 miles
Serial Number 1GBT7H4C5XJ100292
Acquired Cost \$ 70,053.04
Accumulated Maintenance & Repair Cost \$ 63,611.17

Exhibit B

Project/Bid Description: Eight Tandem Axle Dump Trucks
 Bidder's Company Name: White's Truck and Tractor Company, LLC
 City/State: Greensboro, NC

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	42	8	41	5	3	1	0	50
% of Total	84.0%	16.0%	82.0%	10.0%	6.0%	2.0%	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 QUARRY PARK DEVELOPMENT

WHEREAS, bids were scheduled to be received November 3, 2015, for the Quarry Park Development 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 requires 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 PM, Thursday, November 12, 2015, for the Quarry Park Development project; and the following bids were received:

	<u>City/State</u>	<u>Total Base Bid</u>
Bar Construction Company, Inc.	Greensboro, NC	\$5,137,200.00
Smith-Rowe, LLC	Mount Airy, NC	6,029,377.92

WHEREAS, bids for this work exceeded the budget for this project and pursuant to N.C.G.S. 143-129, staff negotiated with the low bidder to bring the award amount within the project budget. Exhibit A, following the resolution, shows the original bid results and the value engineered revised bid results; and

WHEREAS, it is the recommendation of the Finance Committee that a contract for construction of Quarry Park Development project be awarded to Bar Construction Company, Inc., the low bidder meeting specifications, in the value engineered estimated bid amount of \$4,285,000.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council, that a contract for construction of Quarry Park Development project, is hereby awarded to Bar Construction Company, Inc., the low bidder meeting specifications, in the value engineered

estimated bid amount of \$4,285,000, 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 Bar Construction Company, Inc., will be required to subcontract 10% of this contract with certified minority owned firms and 27% with certified women owned firms as indicated on Affidavit "C" submitted by the company.

BE IT FURTHER RESOLVED that funds have been previously appropriated and are available in account nos. 30-305-533109-563301 and 30-304-533102-5415 to cover the cost of this contract.

Exhibit A

Quarry Park Development - Bid Tabulation

Bidder	Bar Construction Company, Inc.	Smith-Rowe, LLC
1. Overlook Structure	\$1,000,000.00	\$1,456,770.00
2. Comfort Station	\$266,000.00	\$403,700.00
3. Demolition	\$36,000.00	\$200,000.00
4. Clearing & Grubbing	\$106,000.00	\$64,000.00
5. Erosion Controls	\$285,000.00	\$263,005.20
6. Grading	\$535,000.00	\$738,288.72
7. Storm Drainage	\$200,000.00	\$289,005.74
8. Water (Taps, Main, Hydrants)	\$95,000.00	\$81,409.77
9. Sanitary Sewer	\$75,000.00	\$68,210.77
10. Site Concrete (C&G, Walks, Plazas)	\$562,000.00	\$403,363.82
11. Aggregate Base Course Paving	\$95,000.00	\$298,585.00
12. Asphalt Pavong - Entry Drive	\$320,000.00	\$69,500.00
13. Asphalt Paving - Paths	\$482,000.00	\$422,500.00
14. Signage	\$15,000.00	\$30,000.00
15. Seeding, Mulching & Landscape	\$270,000.00	\$265,983.30
16. Segmented Retaining Wall System	\$365,000.00	\$299,640.00
17. Stainless Steel Cable Guardrail	\$175,000.00	\$324,545.10
18. Site Electrical Service	\$2,000.00	\$50,000.00
19. Site Furnishings (benches, trash, bike)	\$100,000.00	\$106,870.50
20. Perimeter Fencing, Gates, Equipment	\$83,000.00	\$142,000.00
21. Allowance-Undercut & Replace 2,600cy	\$70,200.00	\$52,000.00
Total Base Bid	\$5,137,200.00	\$6,029,377.92

Add Alternates

Alternate No. 1 add natural stone paving	\$210,000.00	\$280,000.00
Alternate No. 2 Provide 6" ABC / 1.5" SF9.5A in lieu of 4" Granite Screenings with Polypavement Bonding Agent	\$0.00	(20,783.75)
Alternate No. 3 Provide 6" ABC / 2" S9.5B/ 1" SF9.5A in lieu of 8" ABC in Gravel Parking Lot. Provide 6" ABC / 1.5" SF9.5A in lieu of 4" Granite Screenings with Polypavement Bonding Agent	\$93,000.00	\$84,836.00
Alternate No. 4 Remove Existing Asphalt Pavement in Entry Drive and Replace with 2.5" S9.5B / 1.5" F9.5A	\$47,000.00	\$22,915.00
Alternate No. 4 Provide RCP in lieu of HDPE for Storm Drainage Piping	\$12,000.00	\$21,637.15
Total Alternates	\$362,000.00	\$388,604.40

Quarry Park Development Bid Results after value Engineering

Bidder	Bar Construction Company, Inc.
Base Bid	\$5,137,200
*Total Base Bid - deduct value engineer items amount	(\$852,000)
Total Construction Cost with value engineer items	\$4,285,000

1 Overlook Structure	\$1,456,770.00	\$1,000,000.00
2. Comfort Station	\$403,700.00	\$266,000.00
3 Demolition	\$200,000.00	\$36,000.00
4 Clearing & Grubbing	\$64,000.00	\$106,000.00
5 Erosion Controls	\$263,005.20	\$285,000.00
6 Grading	\$738,288.72	\$535,000.00
7 Strom Drainage	\$289,005.74	\$200,000.00
8 Water (Taps, Main, Hydrants)	\$81,409.77	\$95,000.00
9 Sanitary Sewer	\$68,210.77	\$75,000.00
10 Site Concrete (C&G, Walks, Plazas)	\$403,363.82	\$562,000.00
11 Aggregate Base Course Paving	\$298,585.00	\$95,000.00
12 Asphalt Pavong - Entry Drive	\$69,500.00	\$320,000.00
13 Asphalt Paving - Paths	\$422,500.00	\$482,000.00
14 Signage	\$30,000.00	\$15,000.00
15 Seeding, Mulching & Landscape	\$265,983.30	\$270,000.00
16 Segmented Retaining Wall System	\$299,640.00	\$365,000.00
17 Stainless Steel Cable Guardrail	\$324,545.10	\$175,000.00
18 Site Electrical Service	\$50,000.00	\$2,000.00
19 Site Furnishings (benches, trash, bike)	\$106,870.50	\$100,000.00
20 Perimeter Fencing, Gates, Equipment	\$142,000.00	\$83,000.00
21 Allowance-Undercut & Replace 2,600cy	\$52,000.00	\$70,200.00
Total Bid *	\$6,029,377.92	\$5,137,200.00

Provide 6" ABC / 1.5" SF9.5A in lieu of 4" Granite Screenings with Polypavement Bonding Agent

Provide 6" ABC / 2" S9.5B/ 1" SF9.5A in lieu of 8" ABC in Gravel Parking Lot.

Provide 6" ABC / 1.5" SF9.5A in lieu of 4" Granite Screenings with Polypavement Bonding Agent
Includes Deduct of Concrete Wheel Stops.

Project/Bid Description: Contract for Quarry Park Development

Bidder's Company Name: Bar Construction Company, Inc

City/State: Greensboro, NC

WORKFORCE DEMOGRAPHICS

Gender		Race/Ethnic Identification					Total
Male	Female	White	African-American	Hispanic	Asian	Native-American	
25	7	28	1	3	0	0	32

% of Total 78.1% 21.9% 87.5% 3.1% 9.4% 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 A CONTRACT FOR CONSTRUCTION OF POLICE DISTRICT 1 AND 3 FACILITIES

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 3:00 p.m., Tuesday, December 15, 2015, for construction of Police District 1 and 3 Facilities and the following bids were received:

	<u>City/State</u>	<u>Total Bid</u>
HICAPS, Inc.	Greensboro, NC	\$5,195,000
J.M. Thompson Company	Raleigh, NC	5,347,332
Bar Construction Co., Inc.	Greensboro, NC	5,531,900
W.C. Construction Company, LLC	Winston-Salem, NC	5,579,000

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to HICAPS, Inc., the low bidder meeting specifications, for construction of Police District 1 and 3 Facilities in the estimated base bid amount of \$5,195,000.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council that the contract for construction of Police District 1 and 3 Facilities is hereby awarded to HICAPS, Inc. in the estimated amount of \$5,195,000. 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 delivered satisfactory contract and performance and payment bonds.

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. The bid deposit may 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 HICAPS, Inc. will be required to subcontract 12.7% of this contract with certified minority owned businesses and 7.4% with certified women owned businesses as indicated on Affidavit “C” submitted by the company.

BE IT FURTHER RESOLVED that funds have been previously appropriated and will be made available for District 1 in account no. 302-532102-516102 and for District 3 in account no. 302-532102-516103 to cover the cost of this contract.

Project/Bid Description: Contract for Construction of Police District 1 and 3 Facilities

Bidder's Company Name: HICAPS, Inc.

City/State: Greensboro, NC

WORKFORCE DEMOGRAPHICS

Gender		Race/Ethnic Identification					Total
Male	Female	White	African-American	Hispanic	Asian	Native-American	
29	14	39	0	2	1	1	43

% of Total 67.4% 32.6% 90.7% 0.0% 4.7% 2.3% 2.3%

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.

City Council – Action Request Form

Date: January 19, 2016

To: The City Manager

From: Jerry Bates, Purchasing Director

Council Action Requested:

Consideration of a Resolution Awarding a Contract for Polo Road Corridor Improvements. (North Ward)

Summary of Information:

Bids were received December 15, 2015, for corridor improvements along Polo Road. The project involves grading, asphalt paving and striping, concrete curbing and sidewalk, storm drainage additions, utility adjustments, and other ancillary construction. Below is a summary of the bids accepted:

	<u>City/State</u>	<u>Total Bid</u>
Smith-Rowe, LLC	Mount Airy, NC	\$1,480,594.19
APAC-Atlantic, Inc., Thompson-Arthur Division	Winston-Salem, NC	1,599,078.00
Yates Construction Company, Inc.	Stokesdale, NC	1,732,286.60
Atlantic Contracting Company, Inc.	Greensboro, NC	1,737,776.00

The low bidder, Smith-Rowe, LLC, agreed to the subcontracting goals established for this project of 12% minority and 10% woman-owned business enterprises. It is recommended that a contract be awarded to Smith-Rowe, LLC, the low bidder meeting specifications, in the estimated amount of \$1,480,594.19. The engineer's estimate was \$1,732,625.

M/WBE comment: This project was advertised on the City's website and iSQFT electronic plan room. In addition, 36 contractors, 18 of which are M/WBE firms, were notified directly of this opportunity. Atlantic Contracting Company is a woman-owned business.

Workforce Demographics: See Exhibit A

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks: _____

RESOLUTION AWARDING CONTRACT FOR POLO ROAD CORRIDOR IMPROVEMENTS

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 2:00 p.m., Tuesday, December 15, 2015, for construction of corridor improvements along Polo Road and the following bids were received:

	<u>City/State</u>	<u>Total Bid</u>
Smith-Rowe, LLC	Mount Airy, NC	\$1,480,594.19
APAC-Atlantic, Inc., Thompson-Arthur Division	Winston-Salem, NC	1,599,078.00
Yates Construction Company, Inc.	Stokesdale, NC	1,732,286.60
Atlantic Contracting Company, Inc.	Greensboro, NC	1,737,776.00

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to Smith-Rowe, LLC, the low bidder meeting specifications, for construction of corridor improvements along Polo Road in the estimated base bid amount of \$1,480,594.19.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council that the contract for construction of corridor improvements along Polo Road is hereby awarded to Smith-Rowe, LLC in the estimated amount of \$1,480,594.19. 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 delivered satisfactory contract and performance and payment bonds.

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. 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 Smith-Rowe, LLC will be required to subcontract 12.15% of this contract with certified minority owned businesses and 10.0% with certified women owned businesses as indicated on Affidavit “C” submitted by the company.

BE IT FURTHER RESOLVED that funds have been previously appropriated and will be made available in account no. 304-533102-541601 to cover the cost of this contract.

Exhibit A

Project/Bid Description: Contract for Polo Road Corridor Improvemnets
 Bidder's Company Name: Smith-Rowe, LLC
 City/State: Mount Airy, NC

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	179	4	104	13	49	0	17	183
% of Total	97.8%	2.2%	56.8%	7.1%	26.8%	0.0%	9.3%	

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.

City Council – Action Request Form										
Date:	January 19, 2016									
To:	The City Manager									
From:	Jerry Bates, Purchasing Director									
Council Action Requested:										
Adoption of Resolution Awarding Purchase Order for Explosive Ordinance Device Vehicle.										
Summary of Information:										
<p>The Winston-Salem Police Department Bomb Squad is a certified and accredited bomb squad by the FBI whose duties not only lie within Winston-Salem/Forsyth County but cover 14 counties. The department has requested the purchase of a new explosive ordinance device (EOD) vehicle to replace a 1999 Chevrolet van that has been completely customized to serve this purpose. The new vehicle, manufactured for this specific purpose, would provide improved working room, upgraded equipment, and operate more effectively and efficiently in dealing with any type of post blast scene, hazardous device, or suspicious item.</p> <p>Bids were received December 17, 2015, for the purchase of an EOD vehicle and the following bids were received:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th style="text-align: center;"><u>City/State</u></th> <th style="text-align: center;"><u>Price Each</u></th> </tr> </thead> <tbody> <tr> <td>Custom Truck & Body Works, Inc.</td> <td style="text-align: center;">Woodbury, GA</td> <td style="text-align: right;">\$161,900.00</td> </tr> <tr> <td>Gerling and Associates, Inc.</td> <td style="text-align: center;">Sunbury, OH</td> <td style="text-align: right;">187,724.40</td> </tr> </tbody> </table> <p>The bid proposal from Custom Truck & Body Works, Inc. contained exceptions to the required material specifications, specifically in the grade of metal used in the roof and walls; therefore, it is recommended that this bid be rejected due to these major deviations from the specifications and a purchase order be awarded to Gerling and Associates Inc. for the purchase of an EOD vehicle in the amount of \$187,724.40.</p> <p>The City’s FY 2015-16 capital equipment budget includes \$187,724.40 for this purchase. The purchase of this vehicle will be financed through the North Carolina Municipal Leasing Corporation. Funding for the lease payments is available in the General Fund FY 2015-16 budget.</p> <p>M/WBE comment: There are no known area minority or woman owned companies that sell these vehicles.</p> <p>Workforce Demographics: See Exhibit A</p>			<u>City/State</u>	<u>Price Each</u>	Custom Truck & Body Works, Inc.	Woodbury, GA	\$161,900.00	Gerling and Associates, Inc.	Sunbury, OH	187,724.40
	<u>City/State</u>	<u>Price Each</u>								
Custom Truck & Body Works, Inc.	Woodbury, GA	\$161,900.00								
Gerling and Associates, Inc.	Sunbury, OH	187,724.40								
Committee Action:										
Committee	_____ Action _____									
For	_____ Against _____									
Remarks:	_____									

**RESOLUTION AWARDING PURCHASE ORDER
FOR EXPLOSIVE ORDINANCE DEVICE VEHICLE**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 12:00 noon, Wednesday, December 17, 2015, for the purchase of an explosive ordinance device (EOD) vehicle for the bomb squad of the Winston-Salem Police Department and the following bids were received:

	<u>City/State</u>	<u>Price Each</u>
Custom Truck & Body Works, Inc.	Woodbury, GA	\$161,900.00
Gerling and Associates, Inc.	Sunbury, OH	187,724.40

WHEREAS, the bid proposal from Custom Truck & Body Works, Inc. contained exceptions to the required material specifications, specifically in the grade of metal used in the roof and walls; and

WHEREAS, the City’s FY 2015-16 capital equipment budget includes \$187,724.40 for this purchase; therefore, it is the recommendation of the Finance Committee that the bid proposal from Custom Truck & Body Works, Inc. be rejected and a purchase order be awarded to Gerling and Associates, Inc., low bidder meeting specifications, in the amount of \$187,724.40 for the purchase of an EOD vehicle.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council, that a purchase order for an EOD vehicle is hereby awarded to Gerling and Associates, Inc. in the total amount of \$187,724.40 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 until the purchase order is duly executed by the City.

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

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

Exhibit A

Project/Bid Description: EOD Vehicle for Winston-Salem Police Department
 Bidder's Company Name: Gerling and Associates, Inc.
 City/State: Sunbury, OH

WORKFORCE DEMOGRAPHICS

Gender		Race/Ethnic Identification					Total
Male	Female	White	African- American	Hispanic	Asian	Native- American	
33	6	34	2	3	0	0	39

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: January 19, 2016
To: The City Manager
From: Jerry Bates, Purchasing Director

Council Action Requested:

Adoption of a Resolution Awarding Contract for Sidewalk Construction along Bryansplace Road. (West Ward)

Summary of Information:

Bids were received December 18, 2015, for sidewalk construction along Bryansplace Road from Cedar Trail to Allistair Road. Below is a summary of the bids accepted:

	<u>City/State</u>	<u>Total Bid</u>
Premier Design Builders, Inc.	Kernersville, NC	\$136,631.00
Armen Construction, Inc.	Charlotte, NC	151,274.00
Little Mountain Builders, Inc.	Maiden, NC	156,966.00
Construction Concepts & Design, Inc.	Winston-Salem, NC	171,750.30
Atlantic Contracting Co., Inc.	Greensboro, NC	189,772.00
Dalton Contracting, Inc.	Clemmons, NC	215,762.00
Yates Construction Co., Inc.	Stokesdale, NC	216,882.86

The standard of award for informal and formal contracts per N.C.G.S. requires the award must be made to the lowest responsive, responsible bidder with responsible bidder defined as having the skill, judgment, integrity and financial resources to perform the contract. Following the bid opening staff was made aware that Premier Design Builders, Inc. has an outstanding delinquent financial obligation to the City of Winston-Salem. In addition, Premier Design Builders, Inc. has on file at the Forsyth County Courthouse two outstanding judgments and three federal tax liens.

City databases and the judgment index at the Forsyth County Courthouse were examined and the second lowest bidder, Armen Construction, Inc., had no outstanding financial obligations to the City or judgments; therefore, it is recommended that the bid proposal submitted by Premier Design Builders, Inc. be rejected as non-responsible and a contract for sidewalk construction along Bryansplace Road from Cedar Trail to Allistair Road be awarded to Armen Construction, Inc., the low bidder meeting specifications, in the estimated total amount of \$151,274. The construction budget for this project is \$160,000.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks: _____

C-6.g. DRAFT

M/WBE comment: Notices were sent to 34 contractors who perform concrete work, including 12 minority owned and 2 woman owned businesses. Premier Design Builders, Inc., Armen Construction, Inc. and Construction Concepts & Design, Inc. are minority owned businesses. Atlantic Contracting Co., Inc. is a minority/woman owned business.

Workforce Demographics: See Exhibit A

**RESOLUTION AWARDING CONTRACT FOR
SIDEWALK CONSTRUCTION ALONG BRYANSPLACE ROAD**

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 3:00 PM, Friday, December 18, 2015, for sidewalk construction along Bryansplace Road from Cedar Trail to Allistair Road and the following bids were received:

	<u>City/State</u>	<u>Total Bid</u>
Premier Design Builders, Inc.	Kernersville, NC	\$136,631.00
Armen Construction, Inc.	Charlotte, NC	151,274.00
Little Mountain Builders, Inc.	Maiden, NC	156,966.00
Construction Concepts & Design, Inc.	Winston-Salem, NC	171,750.30
Atlantic Contracting Co., Inc.	Greensboro, NC	189,772.00
Dalton Contracting, Inc.	Clemmons, NC	215,762.00
Yates Construction Co., Inc.	Stokesdale, NC	216,882.86

WHEREAS, the standard of award for informal and formal contracts per N.C.G.S. requires the award must be made to the lowest responsive, responsible bidder with responsible bidder defined as having the skill, judgment, integrity and financial resources to perform the contract; and

WHEREAS, Premier Design Builders, Inc. has an outstanding delinquent financial obligation to the City of Winston-Salem with two outstanding judgments and three federal tax liens on file at the Forsyth County Courthouse; and

WHEREAS, City databases and the judgment index at the Forsyth County Courthouse were examined and the second lowest bidder, Armen Construction, Inc., had no outstanding financial obligations to the City or judgments; therefore, it is the recommendation of the Finance Committee that the bid proposal submitted by Premier Design Builders, Inc. be rejected as non-responsible and a contract for sidewalk construction along Bryansplace Road from Cedar Trail to

Allistair Road be awarded to Armen Construction, Inc., the low bidder meeting specifications, in the estimated total amount of \$151,274.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that the bid proposal submitted by Premier Design Builders, Inc. be rejected as non-responsible and a contract for sidewalk construction along Bryansplace Road from Cedar Trail to Allistair Road be awarded to Armen Construction, Inc., the low bidder meeting specifications, in the estimated total amount of \$151,274. The City Manager and City Secretary are authorized to execute the contract on behalf of the City, with contract and performance and payment bonds 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 funds have been previously appropriated and will be made available in account no. 304-533102-541214 to cover the cost of this contract.

Exhibit A

Project/Bid Description: Contract for Sidewalk Construction along Yorkshire Road
 Bidder's Company Name: Armen Construction, Inc.
 City/State: Charlotte, NC

WORKFORCE DEMOGRAPHICS

	Gender		Race/Ethnic Identification					Total
	Male	Female	White	African-American	Hispanic	Asian	Native-American	
	7	3	4	1	5	0	0	10
% of Total	70.0%	30.0%	40.0%	10.0%	50.0%	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:	January 19, 2016	
To:	The City Manager	
From:	Jerry Bates, Purchasing Director	
Council Action Requested:		
Consideration of Items Related to Resurfacing City Streets – Annual Contract 2016		
A. Adoption of Resolution Awarding Contract for Resurfacing City Streets – Annual Contract 2016.		
B. Project Budget Ordinance Amendment to Appropriate Additional Funds.		
C. Annual Appropriation and Tax Levy Ordinance to Appropriate Additional Funds.		
Summary of Information:		
Bids were received December 29, 2015, for a contract to resurface City streets during the period of March 1, 2016, through August 30, 2016. The complete listing of streets scheduled to be resurfaced (Exhibit A) follows the resolution. Below is a summary of bids accepted:		
	<u>City/State</u>	<u>Bid</u>
APAC-Atlantic, Inc., Thompson-Arthur Division	Winston-Salem, NC	\$2,871,712.01
Sharpe Bros., a Division of Vecellin & Grogan, Inc.	Greensboro, NC	3,057,484.68
Yadkin Valley Paving, Inc.	Winston-Salem, NC	3,329,733.17
The low bidder, APAC-Atlantic, Inc., Thompson-Arthur Division has agreed to the goals established for this project of 5% with minority owned businesses and 5% with women owned businesses. It is recommended that a contract be awarded to APAC-Atlantic, Inc., Thompson-Arthur Division., the low bidder meeting specifications, in the estimated amount of \$2,871,712.01.		
Amendments to the Project Budget Ordinance and Annual Appropriation and Tax Levy Ordinance are attached which appropriates additional funds to supplement the funds currently available in the project budget to complete this project.		
M/WBE comment: Yadkin Valley Paving, Inc. a certified woman owned business.		
Committee Action:		
Committee	Action	
_____	_____	_____
For	Against	
_____	_____	_____
Remarks:		

**RESOLUTION AWARDING CONTRACT FOR
RESURFACING CITY STREETS – ANNUAL CONTRACT 2016**

WHEREAS, after due advertisement bids were received and publicly opened by the City/County Purchasing Department at 2:00 p.m., Tuesday, December 29, 2016, for resurfacing City streets per Attachment A during the period of March 1, 2016, through August 30, 2016, and the following bids were accepted:

	<u>City/State</u>	<u>Bid</u>
APAC-Atlantic, Inc., Thompson-Arthur Division	Winston-Salem, NC	\$2,871,712.01
Sharpe Bros., a Division of Vecellin & Grogan, Inc.	Greensboro, NC	3,057,484.68
Yadkin Valley Paving, Inc.	Winston-Salem, NC	3,329,733.17

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to APAC-Atlantic, Inc., Thompson-Arthur Division, the low bidder meeting specifications, in the estimated amount of \$2, 871,712.01.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that the contract for resurfacing City streets per Attachment A during the period of March 1, 2016, through August 30, 2016, is hereby awarded to APAC-Atlantic, Inc., Thompson-Arthur Division, in the estimated amount of \$2, 871,712.01, 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 delivered 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 the qualifications of the bidder. The City is not legally bound to perform the

C-7.a. DRAFT

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 APAC-Atlantic, Inc., Thompson-Arthur Division, will be required to subcontract 5% of this contact with certified minority-owned businesses and 5% with certified women owned businesses.

BE IT FURTHER RESOLVED that funds will be appropriated with the fiscal year 2015-16 budget and available in account no. 30-304-533116-5490 to cover the cost of this contract.

Exhibit A

2016 RESURFACE LIST

North Ward	From	To
Long Drive	Ewing Street	Change Width
Idlwilde Drive	Friendship Circle	Cul De Sac
Friendship Circle	Polo Road	Polo Road
Millbrook Drive	W. 28th Street	W. 30th Street
N. Causeway	Reynolda Road	Bethania Road
Miller Road	Bethabara Road	Dead End
Home Road	Indiana Avenue	University Parkway

Northeast Ward	From	To
Ivy Avenue	MLK Jr. Drive	Indiana Avenue
Kinghill Drive	Cumberland Road	Longbrook Cir
NW Blvd	Chestnut Street	Patterson Avenue
NW Blvd	Patterson Ave	Ivy Avenue
NW Blvd	Ivy Avenue	Liberty Street

Northwest Ward	From	To
Andrews Drive	Crossland Road	Reynolda Road
Wabash Boulevard	Andrews Drive	Reynolda Road
Woods Drive	Columbine Drive	Old Town Drive
Velinda Drive	Tolley Ridge Drive	Cul De Sac
Good Hope Road	Silas Creek Parkway	St. George Road
Stratford Road	Country Club Road	Reynolda Road

East Ward	From	To
Ada Avenue	Tise Avenue	Cul-De-Sac
Greyhound Court	E. Second Street	Dead-End
Gray Avenue	Mt. Zion Place	E. 14th Street
Dew Avenue	Allen Street	T-Turn Around
File Street	MLK King Drive	E. Twelfth Street
N Chestnut St	N. Liberty Street	W. Eleventh Street
N Chestnut St	W. Seventh Street	T-Turn Around
Bluestone Lane	Ember Lane	End Of C/G
NW Blvd	Chestnut Street	Patterson Avenue
NW Blvd	Ivy Avenue	Liberty Street

West Ward	From	To
Ashton Place Cir	Century Oaks Ln	Ashton Place Dr
Windmere Drive	Burke Mill Road	Northbridge Road

Exhibit A

2016 RESURFACE LIST

Marguerite Park Drive	Westlyn Lane	End Of Maint.
Avalon Road	Reynolda Rd	Robinhood Rd
Century Oak Lane	Wild Spruce Court	Meadowlark Drive
Stratford Road	Country Club Road	Reynolda Road

South Ward	From	To
Walker Avenue	Ebert Street	Magnolia Street
Claxton Drive	Ebert Road	Cul-De-Sac
Old Salisbury Road	Brewer Road	Gyro Drive
Windmere Drive	Windmere Court	Northridge Drive
Weymont Road	Dead End	Cul-De-Sac
W. Wright Street	S. Main Street	Edwards Street
Lois Street	Synder Drive	Village Place
Mulberry Street	W. Academy Street	Washington Avenue
Thompson Drive	Old Salibury Road	W. Clemmons Rd

Southeast Ward	From	To
Rosie Street	Woodcote Drive	Dead End
Glenn Knoll Lane	Selda Drive	Dead End
Broadbay Drive	Gardenia Road	High Point Road
Compton Drive	Piedmont Memorial Dr	Dead End
Ferndale Avenue	Old Lexington Road	Dead End
Cassell Street	Old Lexington Road	Fir Drive
Airy Court	Morsine Court	Dead End
Willard Road	Chaucer Lane	Change Width
Selda Drive (Glenn Knoll)	Cul De Sac	Cul De Sac

Southwest Ward	From	To
Trenwest Drive	N Hawthorner	Bethesda Rd
Snead Road	End Curb Gutter	E. Kimwell Drive
Sherwood Drive	Miller Street	Ebert Street
Sherwood Drive	Dead End	Madison Avenue
Kaywood Lane	Ebert Street	Sharon Road
Watson Avenue	Deborah Lane	Begin Divided
Wedgewood Drive	Westridge Road	Pinebluff Road
Stoningting Road	Wexford Road	Dead End
Sharon Road	Silas Creek Parkway	Ardmore Manor

Project/Bid Description: Contract for Resurfacing City Streets – Annual Contract 2016

Bidder's Company Name: APAC-Atlantic, Inc., Thompson-Arthur Division

City/State: Winston-Salem, NC

WORKFORCE DEMOGRAPHICS

Gender		Race/Ethnic Identification					Total
Male	Female	White	African-American	Hispanic	Asian	Native-American	
222	20	156	52	33	0	1	242

% of Total 91.7% 8.3% 64.5% 21.5% 13.6% 0.0% 0.4%

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.

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

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Annual Appropriation and Tax Levy Ordinance for the Fiscal Year 2015-2016 be amended to appropriate Powell Bill reserve funds for the annual resurfacing contract.

SECTION 1. That the Annual Appropriation and Tax Levy Ordinance of the City of Winston-Salem, adopted on June 15, 2015 and amended on August 17, 2015, September 21, 2015, October 26, 2015, and November 16, 2015, shall be amended by changing the expenditure appropriations in the following fund.

Special Revenue Funds

Powell Bill (Gasoline Tax) Fund	
Transfer to Capital Projects Fund	\$98,140
Total Special Revenue Funds Expenditures	\$98,140

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

Special Revenue Funds

Powell Bill (Gasoline Tax) Fund	
Fund Balance Appropriation	\$98,140
Total Special Revenue Funds Revenues	\$98,140

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

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

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2015-2016 be amended to appropriate Powell Bill reserve funds for the annual resurfacing contract.

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

Capital Projects Fund

Transportation Projects	
Annual Street Resurfacing	\$98,140
Total Capital Projects Fund Expenditures	\$98,140

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

Capital Projects Fund

Transportation Projects	
Transfer from Powell Bill (Gasoline Tax) Fund	\$98,140
Total Capital Projects Fund Revenues	\$98,140

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: December 15, 2015

To: The City Manager

From: Michelle McCullough, Historic Resource Officer, Historic Resources Commission

Council Action Requested:

Adoption of an ordinance for amendment of the boundaries for Local Historic Landmark Number 23, Butner Hat Shop at 521 S. Main Street, Winston-Salem (Tax Block 0565, Lot 202/PIN # 6835-33-0334 and a portion of 6835-33-0378) and Local Historic Landmark Number 25, Butner House at 517 S. Main Street, Winston-Salem (Tax Block 0565, Lots 201/PIN 6835-33-0348).

Summary of Information:

Local Historic Landmark Designation is a program administered by the Forsyth County Historic Resources Commission. Landmark designation is provided for 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 submitted application is for expanding the sites of two existing Local Historic Landmarks, the Butner House Landmark Number 25 and the Butner Hat Shop Landmark Number 23 because of potential archeological findings of outbuildings originally belonging to the sites. The Butner Hat Shop and Butner House were designated Local Historic Landmarks in October of 1976. The properties have the potential to yield information important to the history of the Salem Community and specifically to the Butner Hat Shop and Butner House.

Application has been submitted by Old Salem Museums and Gardens to amend the Landmark boundary to include the following tax block and lots/PINS of the Butner Hat Shop and Butner House, located at 521 and 517 S. Main Street in Winston-Salem, respectively (Tax Block 0565, Lot 202/PIN # 6835-33-0334 and Tax Block 0565, Lots 201/PIN 6835-33-0348).

The Historic Resources Commission held a public hearing on the application on December 2, 2015 and recommended approval.

Committee	Action
_____	_____
For	Against
_____	_____
Remarks:	

Butner Hat Shop and Butner House

Located at 521 and 517 S. Main Street, the Butner Hat Shop and Butner House were designated as Local Historic Landmarks in October of 1976. The new portion of land to be included in the two Landmark properties is approximately ten feet from the current boundary line to the east. Expanding the property lines will include the archeological sites of original outbuildings belonging to the property. This meets Section D of the Local Historic Landmarks designation guidelines because this additional property could potentially yield information important to the history of the Salem Community and specifically to the Butner House and Hat Shop.

The State Historic Preservation Office has reviewed the amendment to the landmark application for the Butner House and Butner Hat Shop and commented:

“The expansion of the boundaries of the Butner House and the Butner Hat Shop is a positive step to ensure the preservation of the archaeological resources associated with historic lot 62. We gladly support this boundary expansion and commend Old Salem Museums & Gardens for proposing the expansion.”

**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 amends a designated 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: Butner Hat Shop, 521 S. Main Street and the Butner House, 517 S. Main Street, specifically: all site features and components above or below the grounds; and, (Tax Block 0565, Lot 202 and PIN 6835-33-0334 and Tax Block 0565, Lots 201 /PIN 6835-33-0348). This property is owned by Old Salem Museums and Gardens.

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.



**Butner House and
Butner Hat Shop**

**517 S. Main and
521 S. Main Street
Winston Salem, NC**

PIN: 6835-33-0348.00 (Tract 1)
6835-33-0334.00 (Tract 2)
Tax Block: 0565
Tax Lot: 201 and 202

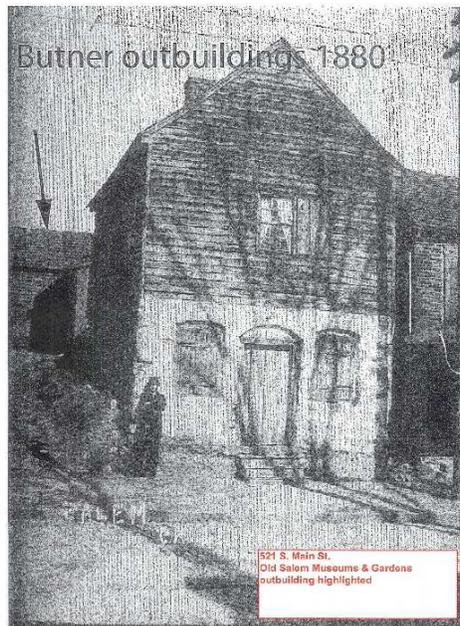
Historic Resources
Commission



Scale: 1" represents 200'
December 16, 2015



**Butner Hat Shop and Butner House
517 and 521 S. Main Street, Winston-Salem**



**Butner Hat Shop and Butner House
517 and 521 S. Main Street, Winston-Salem**

SUMMARY OF MINUTES**FINANCE COMMITTEE**

4:30 p.m., Monday, December 14, 2015

COMMITTEE ROOM

Room 239, City Hall

MEMBERS PRESENT: Mayor Allen Joines (in at 4:31 p.m.)
 Council Member Robert C. Clark, Chair
 Council Member Denise D. Adams, Vice Chair
 Council Member Vivian H. Burke
 Council Member Derwin L. Montgomery (in at 4:33 p. m.)

OTHERS PRESENT: Council Member Molly Leight
 Council Member Jeff MacIntosh

Chair Clark called the meeting to order and stated that without objection, the Committee would first consider the Consent Agenda. Council Member Burke removed Items C-6 (e) and (f), Council Member Montgomery removed Items C-2, C-3 and C-8. No other items were removed.

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

CONSENT AGENDA**Property Matters**

- C-1. RESOLUTION AUTHORIZING THE LEASE OF A PARCEL OF LAND FROM NORFOLK SOUTHERN RAILWAY COMPANY ADJOINING THE POLICE DEPARTMENT'S SPECIAL OPERATIONS DIVISION BUILDING (NORTH WARD) [*\$1,200*].

Public Safety

- C-4. RESOLUTION APPROVING A CONTRACT WITH INTERMEDIX, INC. FOR SOFTWARE AND PROFESSIONAL SERVICES RELATED TO EMERGENCY MANAGEMENT - *Intermedix, Inc.* - *\$148,636.42*.
- C-5. RESOLUTION AWARDED CONTRACT FOR ALEXANDER R. BEATY PUBLIC SAFETY TRAINING AND SUPPORT CENTER PHASE II RENOVATIONS - *Lomax Construction, Inc.* - *\$4,594,577 (Estimated Amount)*.

Finance/Budget

C-6. CONSIDERATION OF ITEMS RELATING TO CONTRACTS:

- a. RESOLUTION AWARDED CONTRACT FOR FURNITURE AND FURNISHINGS FOR POLICE DISTRICT 2 FACILITY - *Piedmont Office Suppliers, Inc. (work out equipment, chairs, and tables) - \$51,721.33 (Estimated Amount); PMC Commercial Interiors, Inc. (workstations and case goods) - \$91,777 (Estimated Amount).*
- b. RESOLUTION AWARDED CONTRACT FOR CONCRETE PIPE - *Foltz Holdings, LLC - \$162,428.60 (Estimated Amount).*
- c. RESOLUTION AWARDED CONTRACT FOR ANNUAL SIDEWALK REPAIRS - *Mayes Landscaping & Concrete, Inc. - Total Amount not to Exceed \$100,000.*
- d. RESOLUTION AWARDED CONTRACT FOR SIDEWALK CONSTRUCTION ALONG CHEROKEE LANE - *Dalton Contracting, Inc. - \$101,310 (Estimated Amount).*

General Government

C-7. CONSIDERATION OF RESOLUTIONS ACCEPTING A NORTH CAROLINA CLEAN WATER STATE REVOLVING FUND LOAN:

- a. RESOLUTION ACCEPTING A NORTH CAROLINA CLEAN WATER STATE REVOLVING FUND LOAN FOR THE ARCHIE ELLEDGE WASTEWATER TREATMENT PLANT AERATION IMPROVEMENTS PROJECT [*\$2,219,345*].
- b. RESOLUTION ACCEPTING A NORTH CAROLINA CLEAN WATER STATE REVOLVING FUND LOAN FOR THE POWER GENERATION SYSTEM PROJECT AT THE MUDDY CREEK WASTEWATER TREATMENT PLANT [*\$6,003,772*].

C-9. RESOLUTION DECLARING BUILDING MATERIALS SURPLUS AND AUTHORIZING DONATION TO HABITAT FOR HUMANITY OF FORSYTH COUNTY.

C-10. APPROVAL OF FINANCE COMMITTEE SUMMARY OF MINUTES - *November 9, 2015.*

Community and Economic Development**C-2. CONSIDERATION OF ITEMS RELATED TO PERMANENT FINANCING FOR RENTAL HOUSING KNOWN AS 757 NORTH (EAST WARD):**

- a. RESOLUTION AUTHORIZING PERMANENT FINANCING FOR DEVELOPMENT OF 115 UNITS OF RENTAL HOUSING KNOWN AS 757 NORTH [*\$1,250,000*].
- b. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2015-2016.

In response to Council Member Montgomery, Mr. Michael Suggs, Goler Community Development Corporation, 889 N. Liberty Street, clarified that 17 units would make up the 15% of workforce housing units available for the 20-year period.

Council Member Montgomery requested the number of units that make up the 15% be included in the packet information when this item moves to full Council.

In response to Chair Clark, Ms. Dionne Nelson, Laurel Street Residential, 511 East Boulevard, Charlotte, replied the construction loan is financed through NewBridge Bank.

Council Member Montgomery and Council Member Burke pointed out the great investments Goler Community Development Corporation and the City have made in this area.

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

C-3. RESOLUTION APPROVING ALLOCATION OF FUNDING FOR THE REVITALIZING URBAN COMMERCIAL AREAS (RUCA) PHASE III PROGRAM.

Council Member Montgomery requested Jetway Shopping Center and the Old Greensboro Road items be held in Committee and return in January.

Chair Clark requested the spreadsheet referenced in the memo dated October 30, 2015, be included in the packet.

In response to Council Member Adams, Mr. Ken Millet, Senior Project Supervisor, Community and Business Development Department, explained in RUCA I and II, the contingency fund was not included, and staff has determined it is necessary.

In response to Council Member Adams, Mr. Ritchie Brooks, Director, Community and Business Development Department, explained that staff will ensure the feasibility of the project budgets prior to the finalization of any loans.

Council Member Adams requested clarification on how the contingency fund will be accessed and how the fund will be managed. She requested any increase in the amount of projects be returned to Council for approval and the use of the contingency fund also have Council approval.

Mr. Brooks explained request for rehabilitation overages will return for Council approval.

Chair Clark requested a short summary of what work needs to be completed on each project be included in the packet.

In response to Council Member MacIntosh, Mr. Brooks replied the City will be in second lien position on these properties.

Council Member MacIntosh requested all loans be subject to deed of trust.

Council Member Burke made a motion to approve the four projects proposed for Patterson/Glenn, and hold in Committee the four projects identified on Old Greensboro and the Jetway Shopping Center. The motion was duly seconded by Council Member Adams and carried unanimously.

C-6. CONSIDERATION OF ITEMS RELATING TO CONTRACTS:

- e. RESOLUTION AWARDING CONTRACT FOR SIDEWALK CONSTRUCTION ALONG YORKSHIRE ROAD - *Premier Design Builders, Inc. - \$134,708.69 (Estimated Amount)*.
- f. RESOLUTION AWARDING CONTRACT FOR BOWEN-THOMAS PARK IMPROVEMENTS - *Carraway Construction, Inc. - \$129,738 (Estimated Amount)*.

Council Member Burke noted she removed C-6 (e) in error.

In response to Council Member Burke, Mr. Jerry Bates, Director, Purchasing Department, replied the City opened the bid process and evaluated the bids based on the required criteria, and Carraway met that criteria. He added the bid tabulation was included in the packet.

Council Member Burke requested the City work harder at identifying companies in Winston-Salem for projects and for staff to provide the Workforce Demographics for all companies that provide bids.

Council Member Adams made a motion to approve items C-6 (e) and C-6 (f). The motion was duly seconded by Council Member Burke and carried unanimously.

C-8. ORDINANCE AMENDING CHAPTER 14 OF THE CITY CODE RELATING TO CEMETERIES.

In response to Council Member Montgomery, Mrs. Angela Carmen, City Attorney, replied

a Certificate of Burial would be given with each plot sold. It would state after 75 years if no owner or immediate family member could be notified, the plot would be considered abandoned, and the City would reclaim it.

In response to Chair Clark, Mrs. Carmen stated this code would apply to mostly single and double plots.

Chair Clark requested the ages of Evergreen and Woodland Cemeteries.

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

Council Member Montgomery requested the Committee return to C-2. He asked that the payment of the loan going back into the housing assistance fund be included in the resolution.

Chair Clark welcomed Ms. Takesha Redd, as a new Assistant City Attorney.

Council Member Montgomery welcomed Ms. Carol Brooks-Fonville as the new Community Assistance Liason for the East Ward.

GENERAL AGENDA

G-1. PRESENTATION ON WINSTON-SALEM STATE UNIVERSITY'S PROPOSED "WINSTON-SALEM CLASSIC" COMMUNITY EVENT.

Ms. Tonia Walker, Athletics Director, Mr. James Dubose, University Program Assistant, and Ms. Ariel Germain, Marketing Director, Winston-Salem State University, gave the presentation on this item.

Council Members Montgomery, Burke and Adams expressed their support for this partnership.

Chair Clark requested Mr. Ben Rowe, Assistant City Manager, to move forward with this item.

G-2. RESOLUTION AUTHORIZING FINANCIAL ASSISTANCE TO WAKE FOREST INNOVATION QUARTER AND WEXFORD SCIENCE & TECHNOLOGY FOR THE BAILEY POWER PLANT REDEVELOPMENT UNDER THE DOWNTOWN DEVELOPMENT PROVISIONS (N.C.G.S. 160A-458.3) [*\$3,000,000*].

Mr. Derwick Paige, Assistant City Manager gave the staff report on this item.

Chair Clark requested the City's total investment and the total private investment in Wake Forest Innovation Quarter be included in the information for this item.

In response to Chair Clark, Mr. Paige replied the building would be mixed use and would include restaurants, a bowling alley, a minority business accelerator, and office and retail space.

In response to Council Member Adams, Mr. Paige explained the minority business accelerator would assist in developing minority businesses in the city.

Council Member Montgomery expressed concerns over continued investment in this area and the need for investment in other areas of the city.

Mayor Joines noted the great impact this project will have on the city and the entire community, with the creation of jobs and the influx of tax revenues.

In response to Council Member MacIntosh, Mr. Will Partin, Senior Project Manager, Wexford, 1129 Melrose Street, stated he has interested parties ready to sign leases. There could be companies looking to move into the building that are already located in Winston-Salem, but they hope to have more new businesses or second and third locations of existing businesses. He stated if the project does not move forward at this time, it could lose the valuable tax incentives, resulting in the project not moving forward.

Mr. Eric Tomlinson, President, Wake Forest Innovation Quarter, 575 N. Patterson Avenue, stated Wake Forest Innovation Quarter is currently 97% full, and more space is needed. He added the Bailey Power Plant is the next stage of growth.

Council Member Burke requested more information on the minority business accelerator when it becomes available.

Council Member Montgomery requested a report on the minority participation in the contracts for Wake Forest Innovation Quarter and on the companies and workforce demographics to be included in the package.

Council Member Adams requested more information on what jobs would be created and the salaries those jobs could provide.

Council Member Burke made a motion to move the item forward without recommendation. Chair Clark duly seconded the motion, and the item passed with two in favor, none opposed, and two abstaining. Those voting in favor were Council Members Clark and burke with Council Members Adams and Montgomery abstaining from the vote.

G-3. PROPOSED SALE OF THE CENTER CITY PARKING DECK AND THE HOLLY AVENUE SURFACE PARKING LOT UNDER THE UPSET BID PROCEDURE.

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

Mr. Frank Tetel, Grubb Properties, 460 Park Road, Suite 450, Charlotte, explained Grubb Properties cannot move forward with the GMAC building without this parking deck.

Mr. John Reece, Tight Lines Partners, 751 West Fourth Street, Suite 310, stated his need for the deck due to projects on Fourth Street that require the deck for parking.

Council Member MacIntosh inquired if a clause could be added to the purchase that one party cannot sell it to another party after the bidding is completed.

Chair Clark requested the Committee to send questions and concerns on this item to the City Manager and the City Attorney.

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

ADJOURNMENT: 5:58 p.m.

