

## AGENDA

### PUBLIC WORKS COMMITTEE

6:00 p.m., Tuesday, May 10, 2016

COMMITTEE ROOM

Room 239, City Hall

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*COMMITTEE MEMBERS: Council Member Dan Besse, Chair  
Council Member Derwin L. Montgomery, Vice Chair  
Council Member Robert C. Clark  
Council Member James Taylor, Jr.*

#### GENERAL AGENDA

- G-1. PUBLIC HEARING ON ORDINANCE TO NAME AN UNNAMED STREET OR ROAD IN WINSTON-SALEM (SOUTH EAST WARD).
- G-2. DOWNTOWN PARKING ANALYSIS PROFESSIONAL ENGINEERING FIRM PROPOSALS.
- G-3. UPDATE ON WINSTON-SALEM TRANSIT AUTHORITY'S RESPONSE TO THE FEDERAL TRANSIT ADMINISTRATION'S PARATRANSIT COMPLIANCE REVIEW.
- G-4. INFORMATION ON STORMWATER FEE CREDIT POLICY CONCEPT.

CONSENT AGENDA

- C-1. RESOLUTION APPROVING THE CHASE AT KINGSTREE NEIGHBORHOOD TRAFFIC CALMING PLAN FOR FUNDING AND CONSTRUCTION.
- C-2. RESOLUTION APPROVING AN AMENDMENT TO AGREEMENT WITH THE HILLCREST TOWNCENTER MASTER ASSOCIATION, INC. TO INSTALL AND MAINTAIN ADDITIONAL DECORATIVE STREETLIGHTS IN HILLCREST DEVELOPMENT.
- C-3. CONSIDERATION OF ITEMS RELATING TO THE 28TH STREET STORMWATER DRAINAGE IMPROVEMENTS AND WATER AND SEWER REPLACEMENT:
  - a. RESOLUTION AUTHORIZING A CHANGE ORDER TO CHARLES D. LOWDER INC. IN THE AMOUNT OF \$308,000 FOR WORK ON THE 28TH STREET STORMWATER DRAINAGE IMPROVEMENTS AND WATER AND SEWER REPLACEMENT PROJECT (NORTHEAST WARD).
  - b. ORDINANCE AMENDING THE PROJECT BUDGET FOR THE CITY OF WINSTON SALEM FOR THE FISCAL YEAR 2015-2016.

**City Council – Action Request Form**

**Date:** May 10, 2016

**To:** The City Manager

**From:** Matthew Hamby, Addressing Coordinator, MapForsyth

**Council Action Requested:**

Request to name an unnamed street extending south off of Reynolds Park Road between Peachtree Street to the West and Hubert Court to the East to be named Quarry Road.

**Summary of Information:**

MapForsyth Addressing Team is petitioning to name an unnamed street. The unnamed street extends south off of Reynolds Park Road and is located between Peachtree Street and Hubert Court. The Addressing Team request the new street to be named Quarry Road.

This newly named street will serve as the access to the new park that is going to be located on the property owned by the city and was used as former rock quarry. The address of the City of Winston Salem Recreation and Parks Department maintenance building will have to change due to this renaming. The current address is 2480 Reynolds Park Road.

Having the street named will aide in locating of park improvements and assist in emergency response.

**Committee Action:**

<b>Committee</b>	_____	<b>Action</b>	_____
<b>For</b>	_____	<b>Against</b>	_____
<b>Remarks:</b>	_____		



**ORDINANCE TO NAME AN UNNAMED STREET OR ROAD IN WINSTON-SALEM**

**A segment of street extending South off of Reynolds Park Road between Peachtree St to the West and Hubert Court to the East to be named Quarry Road.**

**BE IT ORDAINED**, by the City Council of the City of Winston-Salem, North Carolina,

after public hearing and notice as required by law as follows:

Section 1. A segment of street extending South off of Reynolds Park Road between Peachtree St to the West and Hubert Court to the East to be named Quarry Road.

Section 2. Notice of this change shall be given to the local Postmaster, the North Carolina Board of Transportation and Highway Safety, and to any city or town within five (5) miles of the above named street or road.

Section 3. The ordinance shall become effective upon adoption.

Adopted this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.



# Memorandum



Office of the  
City Manager

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

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

**TO:** Lee D. Garrity, City Manager  
**FROM:** Gregory M. Turner, Assistant City Manager  
**DATE:** May 10, 2016  
**SUBJECT:** Professional Engineering firm for the Downtown Parking Analysis  
Infrastructure Improvement Project

On March 9, 2016, the City of Winston-Salem received proposals from various professional engineering firms stating their qualifications to be selected as the engineer for the Downtown Parking Analysis. A selection committee made up of the Deputy Director of Transportation, Transportation Planning Development Coordinator, and Transportation Operations Manager has evaluated the proposals based on the following criteria:

- Years in Business
- Work Experience
- Staff Qualifications
- Staff Availability
- Project Understanding/Scope of Services
- Distance from Project
- M/WBE Commitment

A Chart showing all the firms which proposed and their scores under the City's process is shown below. Based on their scores, the evaluation team selected **Kimley-Horn** as the recommended firm for the project. The firm exceeded the 10% goal for M/WBE participation in the project. Davenport, in addition to submitting an individual letter of interest, is also on the Kimley-Horn team.

Firm Name	Score
<b>Kimley-Horn</b>	<b>415</b>
Davenport	410
Baseline Mobility Group	327.5
VBH	315

Staff is currently in negotiations with Kimley-Horn for the proposed fee for this work and expects to bring an item to Council in June for consideration.



# Memorandum

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**Office of the  
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**Gregory M. Turner, P.E.**  
Assistant City Manager

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Fax 336.748.3060  
[gregt@cityofws.org](mailto:gregt@cityofws.org)

**TO:** Lee D. Garrity, City Manager  
**FROM:** Gregory M. Turner, Assistant City Manager  
**DATE:** May 10, 2016  
**SUBJECT:** Update on WSTA's Response to FTA's Paratransit Compliance Review

The Federal Transit Administration's (FTA) conducted an ADA Paratransit Compliance Review of the Winston- Salem Transit Authority (WSTA) from August 18-21, 2015. The FTA provided a Final Report on February 16, 2016 which included findings requiring corrective actions. On Thursday April 14, 2016 WSTA provided a report to FTA indicating the corrective actions taken in response to their findings.

Staff will be available at the Public Works Committee meeting to present information on the FTA findings, results of public meetings held and corrective actions taken. Staff will also address comments made by Ms. Claire Stone at the City Council meeting held on Monday, April 18 during the Public Comment Period.



# Memorandum



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City Manager

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Assistant City Manager

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Fax 336.748.3060  
gregt@cityofws.org

**TO:** Lee D. Garrity, City Manager  
**FROM:** Gregory M. Turner, Assistant City Manager  
**DATE:** April 12, 2016  
**SUBJECT:** Information- Stormwater fee credit policy concept

At the April 12th meeting of the Public Works Committee information was requested on options for a stormwater fee credit policy that could be used to incentivize property owners with no current stormwater controls to install devices as a way of handling stormwater runoff. Many communities in North Carolina offer some type of stormwater fee credit as way to incentivize property owners to implement stormwater controls to reduce the amount of runoff and pollutants from impervious areas.

Under this concept, non-single family residential, commercial and industrial customers with current stormwater billing accounts that have taken measures to reduce the impacts of stormwater runoff to stormwater conveyance systems and surface water quality, may be eligible for a credit of up to 50% of their stormwater fee. Credits up to 50% could be given based on implementation and maintenance of the following:

- 1) Detention/ Retention Credit-The property has built and maintains an onsite stormwater detention or retention pond that reduces the impact of stormwater runoff from the property. A credit of up to 25% of the total stormwater fee may be available for a well-designed and maintained onsite detention/retention facility.
- 2) Water Quality Credit-The property has built and maintains an onsite stormwater best management practice (BMP) that reduces the pollution impact of stormwater runoff from the property. A credit of up to 25% of the total stormwater fee may be available for a well-designed and maintained onsite stormwater BMP.

Since the stormwater fee a property owner pays is proportional to the amount of impervious surface area on a given property. A fee credit policy could be developed in a way to allow reduction of fees proportional to the impervious area treated by a well-designed and maintained stormwater BMP. When determining if credits should be available to facilities that were initially constructed to fulfill a City of Winston-Salem development requirement the following is offered. Staff has reviewed all of the facilities that have applied for and received approval to construct a quality or quantity control stormwater management facility since Council approved the revised post construction stormwater ordinance in September of 2008. Since that time, over 66 facilities have constructed stormwater management facilities that control runoff from 10,885,183 square feet of impervious surface area. If those facilities were credited based on the above mentioned allocations at current billing rates, it would result in a known reduction of \$110,784 in revenue. A 1.5% increase in the in the stormwater rate would offset this reduced revenue.



**City Council – Action Request Form**

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

**Council Action Requested:**

Consideration of a Resolution Approving the Chase at Kingstree Neighborhood Traffic Calming Plan for Funding and Construction.

**Summary of Information:**

In accordance with the City of Winston-Salem Traffic Calming Policy approved by the City Council in 2003, representatives of the Chase at Kingstree formed a traffic calming task force and submitted a petition for traffic calming. The Chase at Kingstree residents have completed all the required steps outlined in the policy, and therefore, the Department of Transportation recommends approval and construction of the plan at a cost of \$25,000. The plan is attached.

**Committee Action:**

<b>Committee</b>	_____	<b>Action</b>	_____
<b>For</b>	_____	<b>Against</b>	_____

**Remarks:** \_\_\_\_\_



**RESOLUTION APPROVING THE CHASE AT KINGSTREE NEIGHBORHOOD  
TRAFFIC CALMING PLAN FOR FUNDING AND CONSTRUCTION**

**WHEREAS**, the City and the Chase at Kingstree residents have worked to develop a traffic calming plan; and

**WHEREAS**, the plan has been approved by more than 70% of the property owners as required by the policy; and

**WHEREAS**, staff recommends implementation of the plan.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of Winston-Salem upon recommendation of the Public Works Committee do hereby adopt the above-mentioned traffic calming plan and subsequent construction at a cost of \$25,000.





1 inch = 90 feet

THE CHASE AT KINGSTREE  
 PRELIMINARY TRAFFIC CALMING PLAN  
 UTILIZING EDGE LINE, CENTERLINE & SPEED CUSHIONS

Legend

- EDGE\_CENTERLINE
- APPROVED\_CUSHION
- APPROVED\_HUMP
- PROPOSED\_CUSHION
- PROPOSED\_HUMP
- GISADMIN.PARCELS

DRAFT



**City Council – Action Request Form**

**Date:** May 10, 2016

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**To:** The City Manager

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**From:** Gregory M. Turner, Assistant City Manager

**Council Action Requested:**

Consideration of an Amendment to the November 30, 2006 Agreement with the Hillcrest Towncenter Master Association, Inc. for Additional Decorative Streetlighting Associated with the Expansion of the Hillcrest Development (Southwest Ward).

**Summary of Information:**

Hillcrest Development is an existing residential development located off South Stratford Road. The development’s original request to the City was for 83 decorative streetlights. Due to the expansion of the Hillcrest Development, the developer has requested an additional 35 decorative streetlights to be composed of an Acorn fixture on a smooth block fiberglass pole; which will bring the total number of lights in the Hillcrest Development to 118 streetlights.

Hillcrest Towncenter Master Association, Inc. has agreed to pay the up-front decorative adder charges as required by the Streetlighting Policy.

Upon completion of this project, there will be a recurring annual electrical and administrative charge to Hillcrest Towncenter Master Association, Inc. The association will be responsible for paying the amount which exceeds the cost to provide standard residential streetlighting. These charges will be paid annually for the entire length of the ten-year contract period with the first billing cycle to begin one year after the decorative system is installed.

**Committee Action:**

<b>Committee</b>	_____	<b>Action</b>	_____
<b>For</b>	_____	<b>Against</b>	_____

**Remarks:** \_\_\_\_\_



**RESOLUTION APPROVING AN AMENDMENT TO AGREEMENT WITH  
THE HILLCREST TOWNCENTER MASTER ASSOCIATION, INC TO INSTALL AND  
MAINTAIN ADDITIONAL DECORATIVE STREETLIGHTS IN  
HILLCREST DEVELOPMENT**

**WHEREAS**, the Hillcrest Development is a residential development located off South Stratford Road; and

**WHEREAS**, the Hillcrest Towncenter Master Association, Inc. desires additional decorative lighting due to expansion of Hillcrest Development; and

**WHEREAS**, this decorative streetlighting is more costly than the standard residential streetlighting that the City provides under the Streetlighting Policy; and

**WHEREAS**, the Streetlighting Policy allows developments to elect decorative streetlighting provided the Homeowners Association pays the amount which exceeds the cost of standard residential streetlighting; and

**WHEREAS**, Hillcrest Towncenter Master Association, Inc. agrees to pay to the City the amount which exceeds the cost to provide standard residential streetlighting; and

**WHEREAS**, Hillcrest Towncenter Master Association, Inc. agrees to pay the decorative adder up-front charges for these additional lights due to expansion; and

**WHEREAS**, Hillcrest Towncenter Master Association, Inc. understands that this charge for the additional lights will continue to be paid for as long as the lights are in place.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and the City Council of the City of Winston-Salem that the City Manager and City Secretary are authorized to enter into an agreement with Hillcrest Towncenter Master Association, Inc. for additional decorative lights and fiberglass poles.



NORTH CAROLINA)

**A G R E E M E N T**

FORSYTH COUNTY)

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_, and between **HILLCREST TOWNCENTER MASTER ASSOCIATION INC.**, a North Carolina non-profit corporation (hereinafter the “Association”) and the CITY OF WINSTON-SALEM, NORTH CAROLINA, a municipal corporation (hereinafter the “City”):

**W I T N E S S E T H:**

**WHEREAS**, the Association and the City entered into an Agreement on November 30, 2006; and

**WHEREAS**, in that original Agreement, the Association agreed to reimburse the City for all additional charges and expenses which the City incurred due to the cost difference between the charges for forty-one (41) standard residential luminaries and the extra charges for eighty-three (83) decorative luminaries for the streetlighting system in Hillcrest Development; and

**WHEREAS**, Hillcrest Development has expanded and additional streetlights are necessary; and

**WHEREAS**, due to the expansion, the current total of decorative streetlights for which the Association will be responsible for reimbursement to the City will increase from 83 to 118.

**NOW, THEREFORE**, for and in consideration of the premises and the mutual terms and conditions as hereinafter set forth, the City and the Association agree as follows:

1. The Agreement dated November 30, 2006 is hereby amended to provide that the lighting system for which the Association is responsible for reimbursement, as provided in the Agreement, consist of one hundred eighteen (118) decorative luminaries.
2. Except as herein provided, the remaining provisions in the November 30, 2006 Agreement remain unchanged.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

**HILLCREST TOWNCENTER  
MASTER ASSOCIATION, INC.**

BY: \_\_\_\_\_

President

ATTEST:

(SEAL)

\_\_\_\_\_  
Secretary

**CITY OF WINSTON-SALEM**

BY: \_\_\_\_\_

City Manager

ATTEST:

(SEAL)

\_\_\_\_\_  
City Secretary

This instrument has been pre-audited  
in the manner required by the Local  
Government and Fiscal Control Act.

Approved as to form and legality.

This \_\_\_\_ day of \_\_\_\_\_, 201\_

This \_\_\_\_ day of \_\_\_\_\_, 201\_

\_\_\_\_\_  
Ben Rowe, Interim Budget Director

\_\_\_\_\_  
Angela Carmon, City Attorney



**Hillcrest Towne Center Association**

PO Box 4408 Greensboro, NC 27404  
336-379-5007 phone \* 336-379-7340 fax  
[www.PriestleyManagement.com](http://www.PriestleyManagement.com)

April 11<sup>th</sup>, 2016

City of Winston-Salem  
Department of Transportation  
100 East First Street, Suite 307  
Winston-Salem, NC 27101

Regarding Hillcrest Towne Center Association Addition of Street Lighting

Dear Sir or Madam,

On behalf of the Hillcrest Towne Center Association, we are requesting decorative street lights for Hillcrest Towne Center along the following roads: Autumn Mist – 8 lights, Eagle Creek Circle – 3 lights, Southmont Drive – 5 lights, Crestwell Cove – 14 lights and Eagles Creek Drive – 5 lights. The Hillcrest Towne Center Association has reviewed and would like to continue with the acorn decorative style fixtures on smooth black direct-buried fiberglass poles. We understand that the decorative adder charges are additional and that they must be paid by the Association.

We also understand that a contract from this system will be taken to the City Council for approval. This contract shall be for the electrical service cost difference and administrative charges.

Please prepare the necessary paperwork required to proceed with this request as soon as possible.

Sincerely,

Seth Geise  
Communities Association Manager  
Hillcrest Towne Center Association  
Priestley Management Company







Please see Finance C-10 for printed material on this item.

