

AGENDA

PUBLIC WORKS COMMITTEE

6:00 p.m., Thursday, November 10, 2016

COMMITTEE ROOM

Room 239, City Hall

*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. UPDATE ON SEVENTH STREET DRAINAGE SYSTEM IMPROVEMENTS (POTENTIAL COST ALLOCATION SCENARIOS).
- G-2. CITY BOND PROJECT UPDATE.

CONSENT AGENDA

- C-1. RESOLUTION APPROVING A CONTRACT CHANGE ORDER WITH MLA DESIGN GROUP, INC. FOR ADDITIONAL PROFESSIONAL ARCHITECTURAL DESIGN SERVICES FOR THE HANES PARK RENOVATION PROJECT. (NORTHWEST WARD)
- C-2. ORDINANCE AMENDING CHAPTER 26 OF CITY CODE REGARDING GARBAGE AND TRASH.
- C-3. RESOLUTION APPROVING A CONTRACT WITH HDR ENGINEERING OF THE CAROLINAS TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR STORMWATER MASTERPLAN UPDATES OF THE UPPER MILL CREEK WATERSHED.
- C-4. CONSIDERATION OF ITEMS REGARDING CITY PARTICIPATION IN A DRAINAGE PROJECT ACROSS PRIVATE PROPERTY:
- a. RESOLUTION APPROVING CITY PARTICIPATION IN A DRAINAGE PROJECT ACROSS PRIVATE PROPERTY – *120 Chestnut Heights Court.*
 - b. RESOLUTION APPROVING CITY PARTICIPATION IN A DRAINAGE PROJECT ACROSS PRIVATE PROPERTY – *435 and 445 Burke's Crossing Drive.*
 - c. RESOLUTION APPROVING CITY PARTICIPATION IN A DRAINAGE PROJECT ACROSS PRIVATE PROPERTY – *1918 Winding Ridge Road.*
- C-5. CONSIDERATION OF ITEMS AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH NORTH CAROLINA DEPARTMENT OF TRANSPORTATION:
- a. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR THE TWIN ARCH STRUCTURE LIGHTING AT US 52 AND THE SALEM CREEK CONNECTOR.
 - b. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE CREATIVE CORRIDORS COALITION FOR THE TWIN ARCH STRUCTURE LIGHTING AT US 52 AND THE SALEM CREEK CONNECTOR.
 - c. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.

- C-6. UPDATE ON WINSTON-SALEM TRANSIT AUTHORITY SERVICES.
- C-7. ADDITIONAL INFORMATION ON TRANS-AID MEMORANDUM.
- C-8. UPDATE ON BIKE SHARE PROGRAM.
- C-9. APPROVAL OF PUBLIC WORKS COMMITTEE SUMMARY OF MINUTES -
October 11, 2016.



Memorandum

TO: Lee D. Garrity, City Manager
FROM: Gregory M. Turner, Assistant City Manager
DATE: November 10, 2016
SUBJECT: Information – Seventh Street drainage system improvements
(Potential cost allocation scenarios)

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
greg@cityofws.org

At the September meeting of the Public Works Committee, information was presented regarding localized flooding of Seventh Street between Vine Street and Research Parkway which has impacted the Wake Forest Innovation Quarter (WFIQ). A possible solution would be to upgrade the existing system which includes the installation of a bypass piping system from Fifth Street into Research Parkway and tying back into the adequate drainage system in Fourth Street (see attached exhibit drawings). Until an adequate drainage network is installed to address the flooding in the Seventh Street area, WFIQ cannot proceed with plans to construct a parking deck on the WFIQ P5 property. Therefore, they are requesting City participation to make the needed drainage system improvements.

Several cost allocation scenarios were investigated as options for consideration for the Seventh Street drainage system improvements. Project design, permitting, construction administration, observation and construction activities could possibly total \$7 million dollars. The table below outlines three possible options:

Cost Share Scenario	City	WFIQ
67% City / 33% WFIQ*	\$4,690,000	\$2,310,000
50% City / 50% WFIQ	\$3,500,000	\$3,500,000
30% City / 70% WFIQ	\$2,100,000	\$4,900,000

* This is the ratio for the original project between the City and WFIQ which was built at Business 40 and US 52.

As of 6/30/2016, the Stormwater Management Fund’s cash balance totaled \$21.9 million. The current reserve policy for Stormwater Management Fund recommends maintaining a cash reserve equal to two times the estimated annual budgeted expenditures, which currently totals \$ 19.9 million.



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

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

The current long range financial model for the Stormwater Management Fund shows a continued use of cash reserves without the addition of the Seventh Street Project. Staff have prepared cash flow projections for the following scenarios (see attached chart):

- Current outlook excluding the Seventh Street Project
- Funding of the Seventh Street Project with a 67% City share
- Funding of Seventh Street Project with a 50% City share
- Funding of Seventh Street Project with a 30% City share

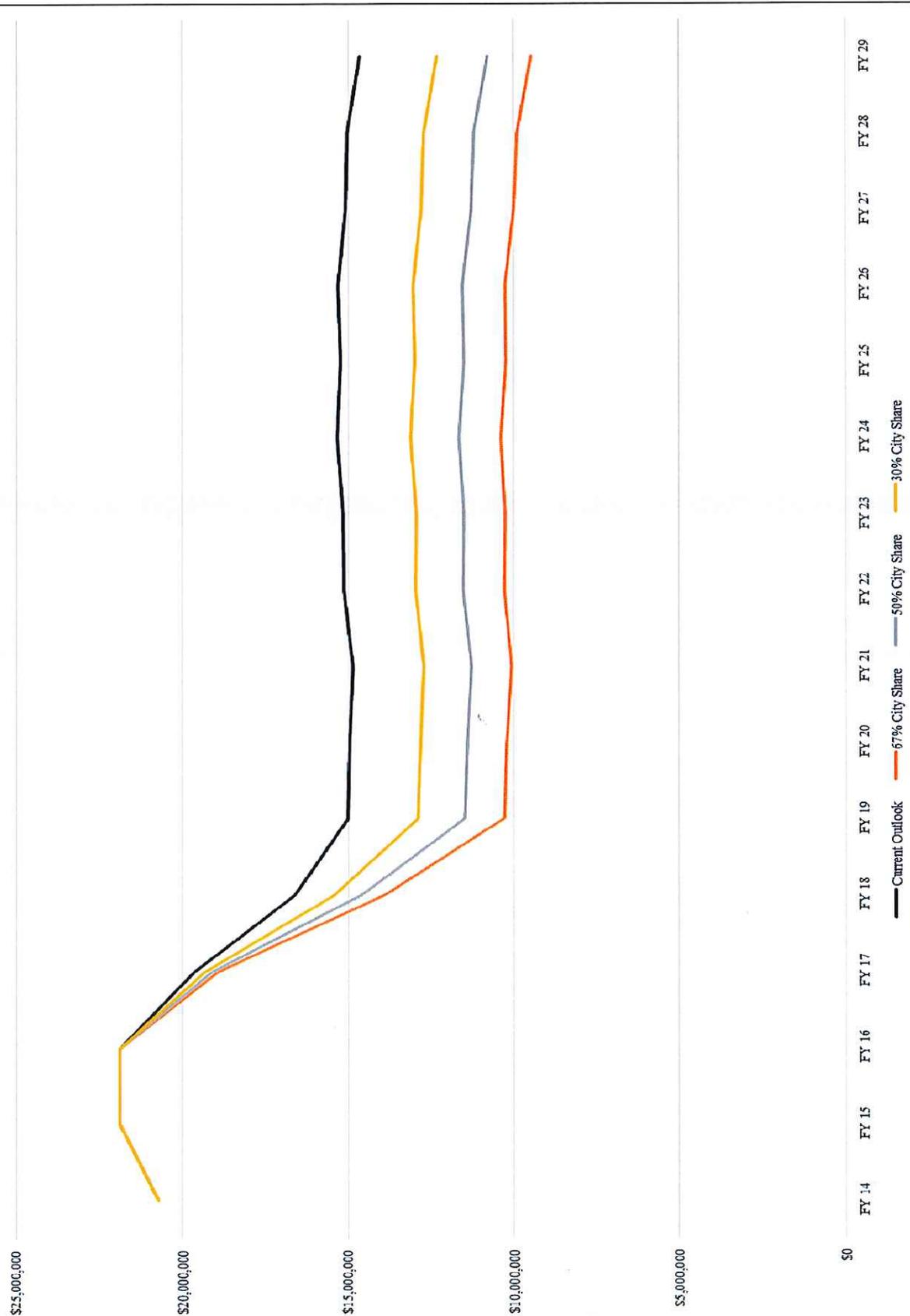
These projections are based on the following assumptions:

- All scenarios- 4% rate increases in FY 2018 and every other year through FY 2029
- Funding scenarios for Seventh Street Project
 - Design costs in FY 2017 and construction in FY 2018 and FY 2019
 - Total project cost of \$7 million

The current outlook includes planned expenditures under the Stormwater Fund's current capital plan. The outlook includes the debt service on \$13 million in revenue bonds that were issued in 2013. While this outlook shows a drawdown of the fund's cash reserves, sufficient income is generated to meet the covenants on the revenue bonds. However, the projected reserves do not meet the target reserve amount prescribed in the City's financial policy. The funding scenarios for the Seventh Street Project include the capital expenditures and debt service with the addition of the City's share of the project. All three scenarios show an accelerated drawdown of reserves. The 4% rate increases are necessary to stabilize the fund and meet the bond covenants. However, the projected reserves do not meet the financial policy's target reserve amount.

If approved, it is anticipated that WFIQ would administer design and construction contracts and the City would inspect the work and render payment based on work completed.

Stormwater Management Fund Balance - Projections Based on 7th Street Project at Different Contribution Levels from Wake Forest Innovation Quarter



Presentation to be made at the Public Works Committee Meeting.

Please see Finance C-9 for printed material on this item.

City Council – Action Request Form

Date: October 20, 2016

To: The City Manager

From: Gregory Turner, Assistant City Manager

Council Action Requested:

Consideration of Adoption of an Amendment to Chapter 26, Section 26-3 of the City Code to provide for the assessment of nuisance abatement fees for the clean-up and disposal activities related bulk containers and non-bulk containers and Section 26-5 for clarification purposes

Summary of Information:

The attached code amendment recommended for your approval provides for the assessment of nuisance abatement and administrative fees associated with the clean-up and disposal activities related to bulk containers and non-bulk containers emptied by the City because the same has been declared a public nuisance. The proposed fees are:

- (i) \$24.00 per crew member per hour (one hour minimum)
- (ii) \$50.00 per truck per hour (one hour minimum)
- (iii) \$36.00 landfill tipping fee and
- (iv) \$50.00 administrative fee (per invoice)

The fees would be effective upon approval by City Council.

Committee Action:

Committee		Action	
For		Against	
Remarks:			

ORDINANCE AMENDING CHAPTER 26 REGARDING GARBAGE AND TRASH

BE IT ORDAINED by the Winston-Salem City Council as follows:

Section 1. Section 26-3 Bulk container and other receptacles. is hereby amended to read as follows:

“Sec. 26-3. - Bulk container and other receptacles.

(a) *Required.* Occupants, proprietors or owners of single-family residential units, multiple-family residential units and retail and commercial establishments where refuse is accumulated shall provide a sufficient number of refuse receptacles or bulk containers to contain all such refuse which may accumulate between the times of successive collections.

(b) *Maintenance; location.* Each person mentioned in subsection (a) of this section shall cause the receptacle required by this section to be tightly covered at all times and maintained in a manner to prevent the creation of a nuisance or unsanitary condition. Receptacles that are broken, or otherwise fail to meet the requirements of this section, shall be replaced with acceptable receptacles. Residents with an exemption from curbside collection shall store receptacles in a place easily accessible to the collectors. They shall not be placed in garages, or inside fences or other enclosed premises unless access to the receptacles may be by means of a gate or the like, obviating the need for the receptacles to be lifted upon and over the enclosure. If a receptacle is placed within an enclosure, no other item may be stored along with it.

(c) *Number.* Not more than three 96-gallon roll-out receptacles shall be emptied from the same premises at one collection.

(d) *Mandatory use of bulk containers.*

- (1) Business, commercial and retail establishments generating more than three 32-gallon refuse receptacles of refuse per week;
- (2) Any apartment development which contains more than ten individual dwelling units;
- (3) Any mobile home park, as defined in the city zoning ordinance, constructed or approved after adoption of the ordinance from which this chapter is derived and which contains more than ten lots; and

- (4) Residential condominium, townhouse or cluster home developments with a density of more than eight units per acre.

The assistant city manager/public works or his designee shall have the authority to: (i) require the use of bulk containers and the disposal of trash therein on a weekly basis or more often if necessary to avoid a public health nuisance by any residential developments for public health or safety reasons; (ii) require the use of approved non-bulk containers or receptacles by residential developments where bulk containers are not feasible or pose a public health or safety hazard, as determined by the assistant city manager/public works or his designee; and (iii) prohibit the accumulation of trash outside the bulk container or approved non-bulk container, which accumulation is hereby declared a nuisance. Due to the health issues associated with said nuisance, the assistant city manager/public works or his designee shall attempt to provide the property owner with a four-hour written notice of the nuisance and violation by hand delivery or by posting the subject property with said notice and shall afford, by way of said notice, the property owner an opportunity to abate the nuisance and the conditions that lead to the nuisance such as the lack of capacity within the container. If the property owner does not abate the nuisance within said four-hour time period, the assistant city manager/public works or his designee may abate the nuisance by removing the trash within and around the bulk container or approved non-bulk container. Pursuant to G.S. 160A-193 (a) and (b), the expense of the action shall become a lien on the real property from which the trash was removed and on any other real property owned by the person in default within the city limits or within one mile of the city limits, except for the person's primary residence unless that is where the violation occurred. Non-profit organizations or agencies approved by the assistant city manager/public works or his designee to use 96-gallon roll out containers instead of bulk containers shall pay the city an annual fee for collection in the amount of \$100.00 per roll out container.

(e) *Violations.* It shall be a violation of ~~this section~~ 26-3 for anyone to fail to: (i) place, and maintain, or dispose of garbage, or refuse and or (ii) empty yard trash receptacles, or bulk containers, or non-bulk containers as specified in said ~~this~~ section. A civil penalty of \$50.00 per violation shall be assessed against the violator or owner of the premises where the violation occurred. Except as otherwise provided, and notification of such assessment shall be given to the property owner or violator within five business days after discovery of the violation by the city. When the city has to abate the nuisance, the following abatement and administrative fees will be charged to the property owner:

- (i) \$24.00 per crew member per hour (one hour minimum)
- (ii) \$50.00 per truck per hour (one hour minimum)
- (iii) \$36.00 landfill tipping fee and
- (iv) \$50.00 administrative fee (per invoice)

(f) *Use of yard trash mobile roll-out containers.* Residents shall use approved roll-out containers only for yard trash. These containers will be collected year round. The cost of collection per container is \$60.00 per year, or any part thereof, except that a reduced fee of

\$50.00 shall be allowed once to the same occupant(s) at any given address when the collection service is purchased between January 1 and June 30.

(g) *Use of recycling mobile containers.* Residents shall use city provided roll-out containers only for recycling. These containers will be collected year round. Service for one additional recycling container may be purchased for a fee of \$30.00 per year.

Section 2. Section 26-5 Collection in central business district. is hereby amended to read as follows

“Sec. 26-5. - Collection in central business district.

(a) *Collection times.* The sanitation division will collect garbage and business trash between the hours of 5:00 p.m. and 7:00 p.m., Monday through Saturday of each week.

(b) *Approved containers.* For purposes of this section, garbage and business trash shall be collected from bulk containers as required by section 26-3 herein, where feasible. In the event bulk containers are not feasible for a business, as determined by the assistant city manager/public works or his designee, such business may use heavy duty plastic bags, 32- or 20-gallon refuse receptacles, or 96-gallon mobile roll-out receptacles as approved by the assistant city manager/public works or his designee.

(c) *Container location.* All owners, proprietors or managers of retail stores, hotels, restaurants, or office buildings, or occupants of houses within the central business district, may have garbage and business trash collected by the city by putting such refuse in approved containers referred to in subsection (b) of this section. Bulk containers shall be placed in areas and maintained as prescribed by section 26-8 herein. Businesses permitted to use non-bulk containers shall place such containers in the alleys or on the sidewalks adjoining the premises between 5:00 p.m. and 7:00 p.m. on nights such collections are made.

(d) *Violations.* It shall be a violation of this ~~Code~~ section for any person to place, or allow to remain, garbage or business trash on the street, or sidewalks in containers other than as provided in this section, or at any time other than the hours designated in this section, or for any person to place or allow to remain empty receptacles or bags on the street or sidewalks. In the event a violation is found, the following shall occur:

(1) A civil penalty of \$50.00 per violation shall be assessed the violator or owner of the premises where the violation occurred and notification of such assessment shall be given to the property owner within five business days after discovery of the violation by the city. If the city removes garbage or business trash placed in violation of this Code, the cost of removal in addition to the civil penalty imposed shall be assessed to the property owner or violator.”

Section 3. This ordinance shall become effective upon adoption.

Please see Finance C-3 for printed material on this item.

City Council – Action Request Form

Date: November 10, 2016

To: The City Manager

From: Gregory M. Turner, Assistant City Manager

Council Action Requested:

Approval of City participation in a drainage project across private property according to Section 75-35 of the City Code.

Summary of Information:

Section 75-35 of the City Code allows for City participation in drainage projects across private property with a single owner as long as the project meets certain criteria. The project must carry street water; the residences must have been occupied for at least two years; the drainage condition must threaten the structural integrity of the residence, flood the residence or cause severe erosion of the drainageway; and the action taken must significantly improve the conditions.

The Stormwater Division was contacted by Ms. Carolyn Levine who requested assistance to repair a deteriorated drainage system at 120 Chestnut Heights Court. Her problems meet the requirements of Section 75-35. The estimated cost to repair the deteriorated drainage system is \$27,800. The property owners would be responsible for 30% (\$8,340) and the City's cost would be 70% (\$19,460). Staff recommends approval of this project.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks: _____

**RESOLUTION APPROVING CITY PARTICIPATION IN A DRAINAGE PROJECT
ACROSS PRIVATE PROPERTY – 120 Chestnut Heights Court**

WHEREAS, the drainage project at 120 Chestnut Heights Court qualifies for City participation according to Section 75-35 of the City Code; and

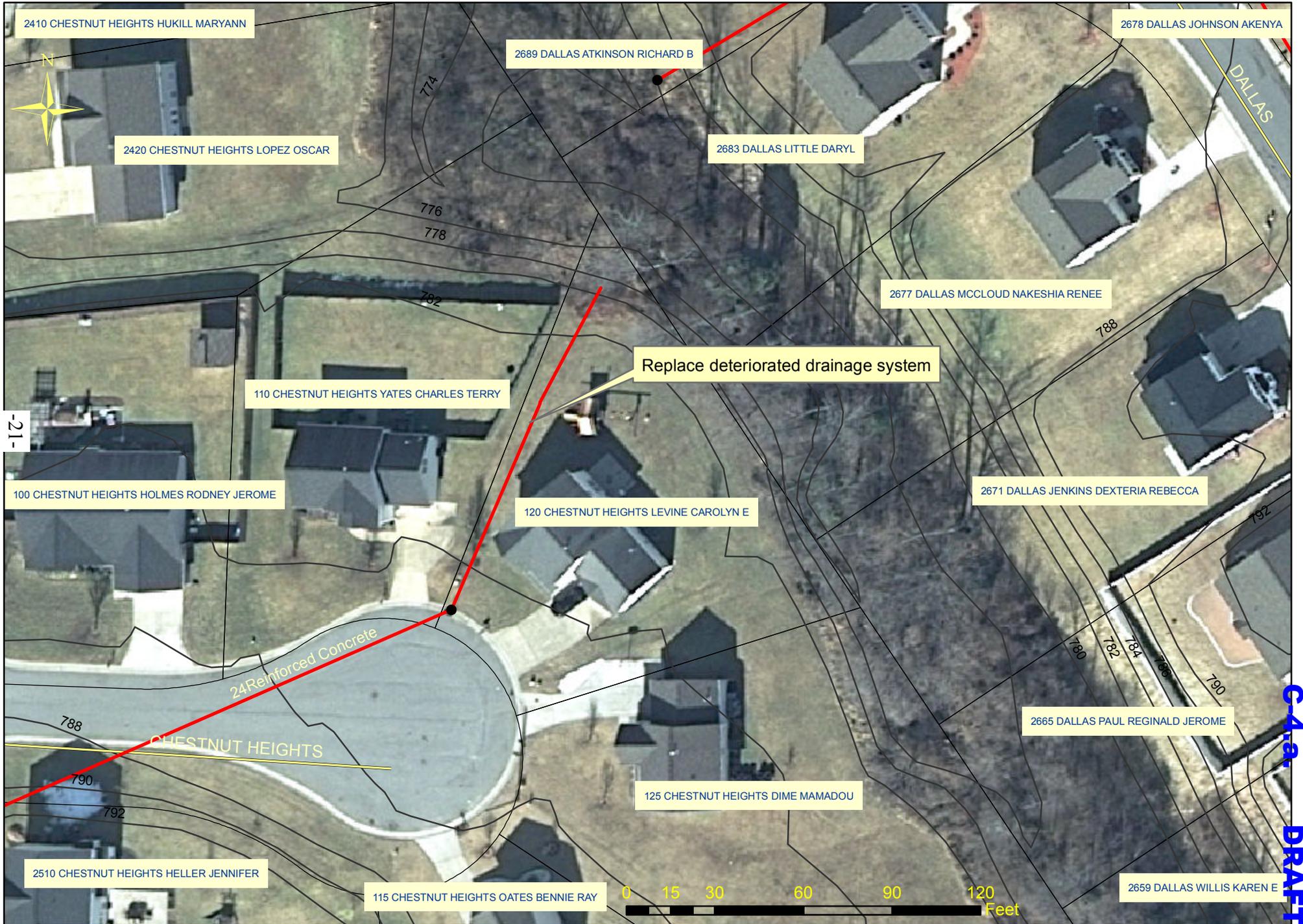
WHEREAS, the property owners are responsible for 30% of the actual cost currently estimated at \$ 8,340; and

WHEREAS, the remaining 70% of the project cost will come from the Stormwater budget; and

WHEREAS, the storm drainage improvement will not become part of the storm drainage system that is maintained by the City.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Winston-Salem, upon the recommendation of the Public Works Committee, that the City of Winston-Salem Streets Division participate in the drainage project at 120 Chestnut Heights Court.

120 Chestnut Heights Court 70/30 Exhibit



City Council – Action Request Form

Date: November 10, 2016

To: The City Manager

From: Gregory M. Turner, Assistant City Manager

Council Action Requested:

Approval of City participation in a drainage project across private property according to Section 75-35 of the City Code.

Summary of Information:

Section 75-35 of the City Code allows for City participation in drainage projects across private property with a single owner as long as the project meets certain criteria. The project must carry street water; the residences must have been occupied for at least two years; the drainage condition must threaten the structural integrity of the residence, flood the residence or cause severe erosion of the drainageway; and the action taken must significantly improve the conditions.

The Stormwater Division was contacted by Charles Massler who requested assistance to repair an eroding drainage system at properties located at 435 and 445 Burke’s Crossing Drive. Their problems meet the requirements of Section 75-35. The estimated cost to repair the eroding drainage system is \$15,000. The property owners would be responsible for 30% (\$4,500) and the City's cost would be 70% (\$10,500). Staff recommends approval of this project.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

**RESOLUTION APPROVING CITY PARTICIPATION IN A DRAINAGE PROJECT
ACROSS PRIVATE PROPERTY – 435 and 445 Burke’s Crossing Drive**

WHEREAS, the drainage project at 435 and 445 Burke’s Crossing Drive qualifies for City participation according to Section 75-35 of the City Code; and

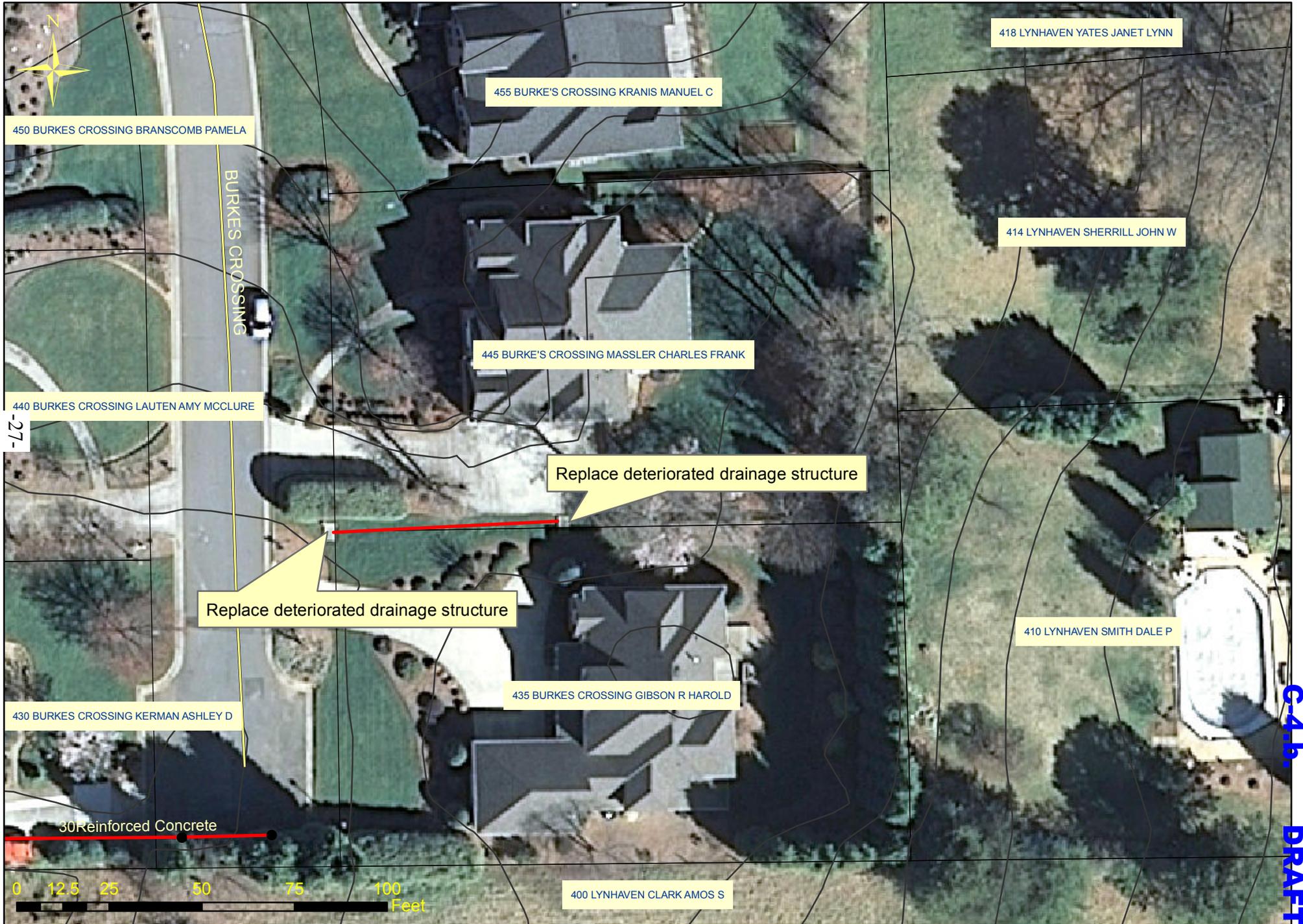
WHEREAS, the property owners are responsible for 30% of the actual cost currently estimated at \$ 4,500; and

WHEREAS, the remaining 70% of the project cost will come from the Stormwater budget; and

WHEREAS, the storm drainage improvement will not become part of the storm drainage system that is maintained by the City.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Winston-Salem, upon the recommendation of the Public Works Committee, that the City of Winston-Salem Streets Division participate in the drainage project at 435 and 445 Burke’s Crossing Drive.

435 and 445 Burke's Crossing Drive 70/30 Exhibit



City Council – Action Request Form

Date: November 8, 2016

To: The City Manager

From: Gregory M. Turner, Assistant City Manager

Council Action Requested:

Approval of City participation in a drainage project across private property according to Section 75-35 of the City Code.

Summary of Information:

Section 75-35 of the City Code allows for City participation in drainage projects across private property with a single owner as long as the project meets certain criteria. The project must carry street water; the residences must have been occupied for at least two years; the drainage condition must threaten the structural integrity of the residence, flood the residence or cause severe erosion of the drainageway; and the action taken must significantly improve the conditions.

The Stormwater Division was contacted by Mr. James Keith who requested assistance to repair a deteriorated drainage system at 1918 Winding Ridge Court. His problems meet the requirements of Section 75-35. The estimated cost to repair the deteriorated drainage system is \$9,300. The property owner would be responsible for 30% (\$2,790) and the City's cost would be 70% (\$6,510). Staff recommends approval of this project.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks:

**RESOLUTION APPROVING CITY PARTICIPATION IN A DRAINAGE PROJECT
ACROSS PRIVATE PROPERTY – 1918 Winding Ridge Road**

WHEREAS, the drainage project at 1918 Winding Ridge Road qualifies for City participation according to Section 75-35 of the City Code; and

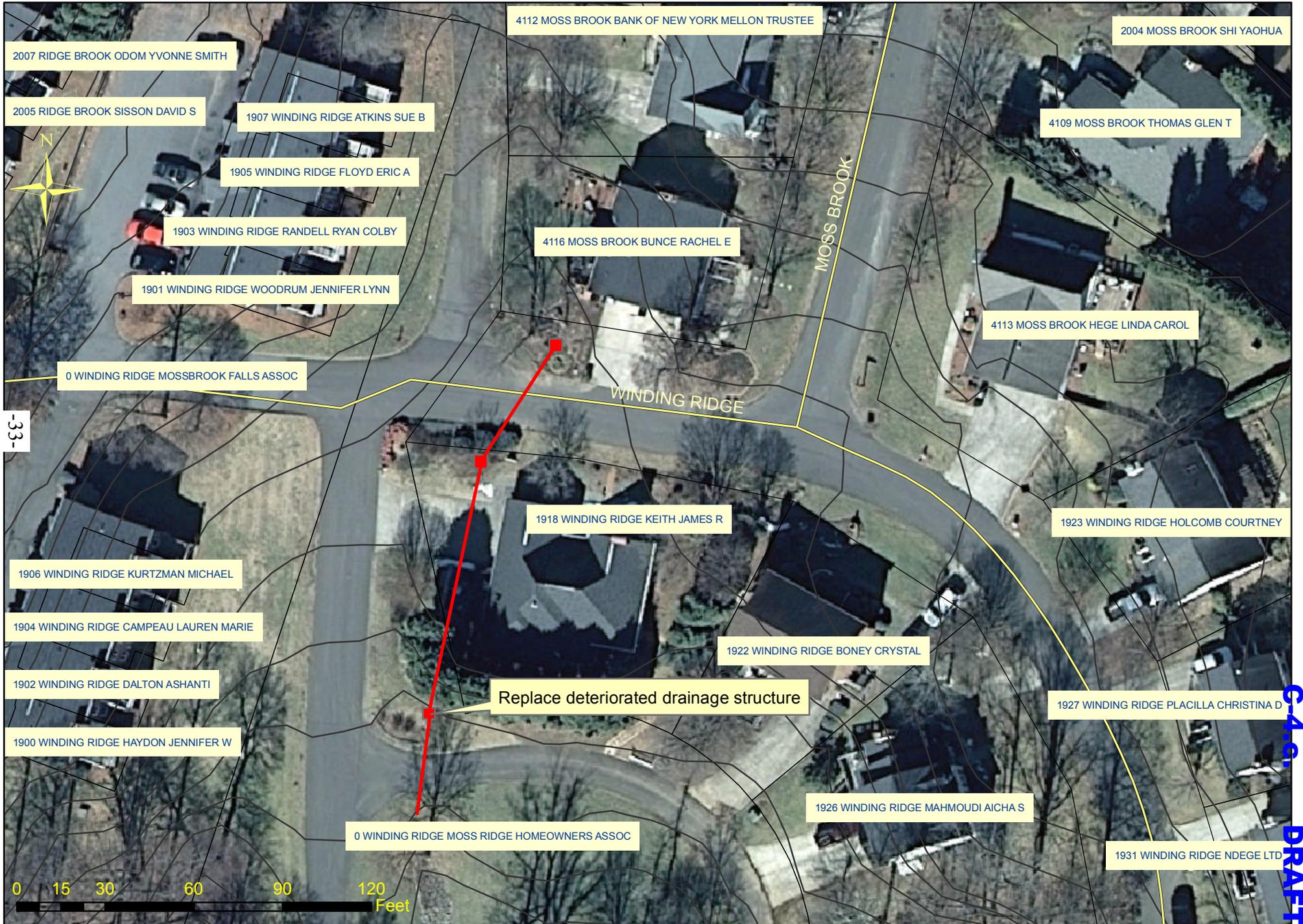
WHEREAS, the property owner is responsible for 30% of the actual cost currently estimated at \$2,790; and

WHEREAS, the remaining 70% of the project cost will come from the Stormwater budget; and

WHEREAS, the storm drainage improvement will not become part of the storm drainage system that is maintained by the City.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Winston-Salem, upon the recommendation of the Public Works Committee, that the City of Winston-Salem Streets Division participate in the drainage project at 1918 Winding Ridge Road.

1918 Winding Ridge Road 70/30 Exhibit



C-4-C
DRAFT

City Council – Action Request Form

Date: November 10, 2016

To: The City Manager

From: Gregory M. Turner, Assistant City Manager

Council Action Requested:

Consideration of items related to the Salem Creek Connector Twin Arch Structure Lighting at the US 52 interchange with Research Parkway:

- a) Consideration of a resolution authorizing the City Manager to enter into an agreement with the North Carolina Department of Transportation for lighting of the Salem Creek Connector Twin Arch Project under NCDOT project (TIP U-2925) and to assume maintenance responsibilities for the completed project;
- b) Consideration of a resolution authorizing the City Manager to enter into an assumption agreement with the Creative Corridors Coalition to provide private funds for the Salem Creek Connector Twin Arch Structure Lighting at US 52;
- c) Project Budget Ordinance amendment to appropriate funds for project expenditures for the construction and revenue from private donations.

Summary of Information:

The City of Winston-Salem and the Creative Corridors Coalition worked with the North Carolina Department of Transportation (NCDOT) to incorporate Streetscape Improvements into the design/build process for the construction of the Salem Creek Connector project (TIP U-2925).

The Creative Corridors Coalition has worked with NCDOT and Blythe Construction to develop a project proposal for lighting of the twin arch structure that was approved by Council in November of 2015. The proposed lighting will be attached to the foundation pedestals of the structure and include controls to vary the color and lighting effects.

The cost to install this lighting on the project is \$158,058. The contractor has asked for authorization of this item by November 23, 2016 so as not to negatively impact the project schedule.

Committee Action:

Committee	_____	Action	_____
For	_____	Against	_____

Remarks: _____

The proposed lighting will become the responsibility of the City to maintain the post-construction, one year warranty period, as well as ongoing operational electrical service for the lighting. The City will also enter into operational agreements with NCDOT and may enter into an assumption agreement with Creative Corridors Coalition for the same.

The following resolutions are attached:

- 1) Resolution authorizing the City Manager to enter into an agreement with the NCDOT, whereby the NCDOT will construct the project and the NCDOT will invoice the City for the agreed upon twin arch lighting project expenses. The City will be required in the agreement to reimburse NCDOT at the completion of the project.
- 2) Resolution authorizing the City Manager to enter into an agreement with the Creative Corridors Coalition Board for the assumption of the project cost.
- 3) Project Budget Amendment Ordinance to appropriate funds for project expenditures for the construction and revenue from private donations.

**RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN
AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION FOR THE TWIN ARCH STRUCTURE LIGHTING AT US 52
AND THE SALEM CREEK CONNECTOR**

WHEREAS, the North Carolina Department of Transportation (NCDOT) is constructing the Salem Creek Connector in order to improve connectivity, safety and capacity of the local road network through the downtown area of Winston-Salem; and

WHEREAS, the City approved incorporating enhanced streetscape elements into the design/build process to provide improved pedestrian and bicycle safety, transit accessibility and enhanced landscape and aesthetic elements to meet the Creative Corridors Coalition Visionary Master Plan and Design Guidelines for major corridors in the downtown; and

WHEREAS, the NCDOT has agreed to install lighting for the twin arch structure at a cost of \$158,058; and

WHEREAS, the Creative Corridors Coalition Board has agreed to provide \$158,058 in funding for the twin arch structure lighting; and

WHEREAS, the NCDOT agreement will require that the City be responsible for acceptance and maintenance of the project including the Salem Creek Connector, City Yard Drive, and a portion of Rams Drive from US 52 to Martin Luther King, Jr. Drive based upon future negotiation and mutually agreed upon project boundaries and design elements considered as a part of the new interchange with US 52 after the one year warranty period; and

WHEREAS, the City will enter into a separate assumption agreement with the Creative Corridors Coalition Board which will require the Creative Corridors Coalition Board to provide \$158,058 of private funding for the project, resulting in the City's total cost for this project to be \$0.

C-5.a. DRAFT

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem authorize the City Manager and City Secretary to sign and execute a municipal agreement with the NCDOT for the construction lighting of the focal bridge twin arches at US 52 over the Salem Creek Connector and for acceptance and maintenance of the project after a one-year warranty period.

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE CREATIVE CORRIDORS COALITION FOR THE TWIN ARCH STRUCTURE LIGHTING AT US 52 AND THE SALEM CREEK CONNECTOR

WHEREAS, the North Carolina Department of Transportation (NCDOT) is constructing the Salem Creek Connector in order to improve connectivity, safety and capacity of the local road network through the downtown area of Winston-Salem; and

WHEREAS, the City approved incorporating enhanced streetscape elements into the design/build process to provide improved pedestrian and bicycle safety, transit accessibility and enhanced landscape and aesthetic elements to meet the Creative Corridors Coalition Visionary Master Plan and Design Guidelines for major corridors in the downtown; and

WHEREAS, the NCDOT has agreed to install lighting for the twin arch structure at a cost of \$158,058; and

WHEREAS, the Creative Corridors Coalition Board has agreed to provide \$158,058 in funding for the twin arch structure lighting; and

WHEREAS, the City will enter into a separate agreement with NCDOT requiring that the City be responsible for acceptance and maintenance of the project including the Salem Creek Connector, City Yard Drive and a portion of Rams Drive from US 52 to Martin Luther King, Jr. Drive based upon future negotiation and mutually agreed upon project boundaries and design elements considered as a part of the new interchange with US 52 after the one year warranty period; and

WHEREAS, the City will enter into an assumption agreement with the Creative Corridors Coalition Board which will require the Creative Corridors Coalition Board to provide \$158,058 of private funding for the project, resulting in the City's total cost for this project to be \$0.

C-5.b. DRAFT

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem authorize the City Manager and City Secretary to sign and execute an agreement with the Creative Corridors Coalition to provide \$158,058 for the construction cost for lighting of the focal bridge twin arches at US 52 over the Salem Creek Connector.

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

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Project Budget Ordinance for the Fiscal Year 2016-2017 be amended to appropriate contributions from the Creative Corridors Coalition to fund construction expenses for the Salem Creek Connector Twin Arch Project.

SECTION 1. That the Project Budget Ordinance of the City of Winston-Salem, adopted on June 20, 2016 and amended on August 15, 2016, September 19, 2016, and October 17, 2016, shall be further amended by changing the expenditure appropriations in the following fund.

Special Revenue Funds

Grants Fund	
Transportation Grants	
Salem Creek Connector Twin Arch Project	\$158,060
Total Special Revenue Funds Expenditures	\$158,060

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

Special Revenue Funds

Grants Fund	
Transportation Grants	
Contributions (Creative Corridors Coalition)	\$158,060
Total Special Revenue Funds Revenues	\$158,060

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

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: November 10, 2016
SUBJECT: Request for additional information on Trans-AID

At the October 11, 2016 Public Works Committee Meeting, staff and Consultant, Dr. David Chia, presented information on Trans-AID and the status of Trans-AID funding. The following information answers questions asked by Council Members at that meeting.

What are the categories of qualification for Trans-AID?

There are four categories of qualification for Trans-AID, and they are as follows:

ADA 1 - This category includes individuals who are disabled and who have been vetted through the interview and medical verification process. They live within $\frac{3}{4}$ of a mile of the fixed-route system and are provided transportation as in concurrence with of the transit system federal funds conditions.

ADA 2 - This category includes individuals who meet the qualifications listed above but live beyond the $\frac{3}{4}$ mile limit.

Medicaid - These are individuals whose transportation is underwritten by Medicaid.

Title III-- These are individuals whose transportation is partially underwritten by the North Carolina Division on Aging (Home Community Care Block Grant.)

Over 60- Individuals over 60 years of age automatically qualify for Trans-AID.

Provide information on the actual number of “No Shows” as compared to total ridership?

The number of no-shows for ADA trips from July 2015 to June 2016 totals 8,521. This constitutes 5.2% of 163,031 ADA trips. This information is compiled by dispatchers at the time of occurrence when the driver reports it. This information is considered more accurate than other categories of information (such as late or early arrival, etc.) because the dispatcher enters this information in the database immediately. The driver cannot continue on route without permission from the dispatcher because the dispatcher has the authority to give the client one or two extra minutes depending on the circumstances. In contrast, information regarding late or early arrivals are manually written by the driver and turned in at the end of the day. Legibility of the paperwork has been an issue, however the installation of the new Trapeze system will greatly improve reliability for all information.

What measures are being taken to ensure accuracy?

Modifications to the Trapeze system are scheduled to go online in December of this year. The system will provide the following capabilities:

- Real-time observation of vehicle locations
- Coded communications between drivers and dispatch
- Electronic manifests (schedules) that can be updated by dispatchers
- GPS- enabled driving directions for drivers
- Electronic transmissions from the driver indicating no-shows, early\late arrivals.

Additionally, time-stamped records of vehicle locations are recorded and can be played back.

Provide more information on the status of receiving Transit funds from FTA

Each year the Federal Transit Administration (FTA) announces section 5307/5340 Urbanized Area Formula funding appropriation for Transit. Historically, Section 5307/5340 funds were allocated only to the Winston-Salem Transit Authority (WSTA) for capital and operating assistance because it was the only transit agency eligible to receive these funds. For Fiscal Year 2016, other transit agencies in the Winston-Salem Metropolitan Planning Organization (WSMPO) are now eligible to receive 5307/5340 funding based upon data reported to the National Transit Database. The number of eligible agencies may increase in future years. Additionally, activities traditionally eligible under the Job Access Reverse Commute (JARC) program, which provides for job access for low-income individuals, continue to be an eligible activity for these funds.

Based upon direction given by the Public Transit Division of the North Carolina Department of Transportation (NCDOT) and funding requests from other eligible transit providers, the WSMPO adopted an equitable distribution method for these funds. For Fiscal Year 2017 and future funding years, funds should be distributed in accordance with the percentages developed by FTA. Each year WSMPO staff will coordinate a joint allocation meeting with eligible agencies to confirm that the funding identified can be used by the agency, and if so staff will use that information in its recommendation to the Transportation Advisory Committee (TAC).

However, in order to continue to provide the financial support to WSTA and JARC agencies for FY 2016 funds, the Section 5307/5340 funds will be distributed exclusively to WSTA and JARC agencies. JARC agency funding will not be individually funded in future years since funding will be distributed in accordance with the approved method. TAC Board Action and NCDOT Board of Transportation Action are required for application of these funds.

In summary, although FTA identifies a funding appropriation, these funds are not available for reimbursement until after the TAC recommends a funding distribution, which must then be approved by the NCDOT Board of Transportation only then will a funding application be approved by FTA.

Please let me know if you need additional information.

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: November 15, 2016
SUBJECT: New Bus Route Informational Meetings

The Winston-Salem Transit Authority (WSTA) will introduce new routes effecting January 2, 2017. WSTA Staff will be available to answer questions about the new routes and to give a glimpse on the new schedules and system maps. WSTA has scheduled 11 public meetings. These meetings are spread throughout the community and some are scheduled mornings or evenings to give options on when to attend.

The meetings and locations are as follows:

- November 10: Martin Luther King, Jr. Community Center, 2001 Pittsburg Avenue, 5-7 pm
- November 14: William Roscoe Anderson Community Center, 2450 Reynolds Park Road, 6-8 pm
- November 15: Carl Russell Community Center, 3521 Carver School Road, 6-8 pm
- November 21: Polo Park Community Center, 1850 Polo Road, 6-8 pm
- November 28: William C. Sims Community Center, 1230 Alder Street, 5-7 pm
- November 29: South Fork Community Center, 4430 Country Club Road, 6-8 pm
- December 5: Transportation Center, N. Liberty Street, 9-11 am
- December 5: Miller Park Community Center, 400 Leisure Lane, 5-7 pm
- December 5: Georgia Taylor Community Center, 1471 West Clemmons Road, 5-7 pm
- December 7: Transportation Center, North Liberty Street, 9-11 am
- December 8: Transportation Center, North Liberty Street, 4-6 pm

In addition to community meetings, WSTA has implemented the following marketing plan:

- Facebook/Twitter Campaign
- Radio (WSJS, LaMovodita, 102Jamz & WQMG) advertisements
- Newspaper campaign – WS Chronicle, LaMovodita, W-Times and WS Journal
- Informational signs and recorded voice announcements on buses
- Signage and route books at the Clark Campbell Transportation Center
- WSTA customer service representatives have begun training sessions to familiarize themselves with routes and bus stop locations
- Personnel will be placed in the lobby beginning December to assist passengers with questions about the route changes
- Personnel will conduct presentations specific to agencies whose passengers use WSTA to get to appointments (DSS/Public Health Department/Downtown Health Plaza)

Please let me know if you need additional information.

CityLink311

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

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

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: November 10, 2016
SUBJECT: Bike Share Program Additional Information

At the September 13, 2016 Public Works Committee meeting, staff was asked to perform additional research on the range of bike share user fees and program management. The information in the table below represents the pricing schemes of bike share programs from comparable communities, which reflect the different goals each community has for its program. In terms of program management, the majority of bike share programs throughout the country rely on outside agencies to operate the systems. That outside agency is typically a non-profit organization that coordinates with the local municipality, program sponsors, and partner agencies to plan and implement the bike share program. A bike share program in Winston-Salem would likely follow that same model.

<i>Location</i>	<i>24 Hour Rental</i>	<i>Weekly Rental</i>	<i>Annual Rental</i>	<i>Other Rental</i>
Charlotte, NC	\$8 with unlimited 30 minute rides then \$4/30 minutes up to \$75/day		\$65 with unlimited 60 minute rides then \$4/30 minutes up to \$75/day	5-month student membership is \$15 with unlimited 60 minute rides then \$4/30 minutes up to \$75/day
Greenville, SC	\$5 with unlimited 60 minute rides then \$4/30 minutes up to \$75/day	\$15 with unlimited 60 minute rides then \$4/30 minutes up to \$75/day	\$60 with unlimited 60 minute rides then \$4/30 minutes up to \$75/day	
Spartanburg, SC				\$3/30 minutes
Albuquerque, NM	\$3 with unlimited 90 minute rides then \$3/hour up to \$30/ride		\$25 with unlimited 90 minute rides then \$3/hour up to \$30/ride	
Fort Collins, CO	\$7 with unlimited 30 minute rides, then \$2/hour up to \$18/ride	\$15 with unlimited 30 minute rides, then \$2/hour up to \$18/ride	\$60 with unlimited 30 minute rides, then \$2/hour up to \$18/ride	Student Annual membership is \$30 with unlimited 30 minute rides, then \$2/hour up to \$18/ride

SUMMARY OF MINUTES**PUBLIC WORKS COMMITTEE**

6:03 p.m., Tuesday, October 11, 2016

COMMITTEE ROOM

Room 239, City Hall

MEMBERS PRESENT: *Council Member Dan Besse, Chair*
 Council Member Robert C. Clark
 Council Member James Taylor, Jr.

MEMBER ABSENT: *Council Member Derwin L. Montgomery*

Chair Besse called the meeting to order and stated that without objection, the Committee would first consider the Consent Agenda. He asked if any items needed to be removed for discussion. Council Member Taylor requested to pull Item C-5. No other items were removed.

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

CONSENT AGENDA**C-5. REPORT ON LEAF COLLECTION.**

Mr. Mark Fulmer, Sanitation Department, gave a brief overview on this item.

In response to Council Member Taylor, Mr. Fulmer stated the leaf collection will start with Quadrant #2 on October 31; Quadrant #3 on November 3; Quadrant #4 on November 11; and Quadrant #1 on November 18, 2016, weather permitting.

C-2. RESOLUTION APPROVING A CONTRACT FOR HAZEN AND SAWYER TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE LOCKLAND PARK DRAINAGE IMPROVEMENT PROJECT [\$190,655] (SOUTHWEST WARD).

C-3. CONSIDERATION OF ITEMS RELATED TO THE RELOCATION OF TRAFFIC SIGNAL CABINETS:

- a. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR THE RELOCATION OF TRAFFIC SIGNAL CABINETS.
- b. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.

- c. ORDINANCE AMENDING THE PROJECT BUDGET ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017.
- C-4. PETITION TO CLOSE AND ABANDON A PORTION OF HUNDLEY ROAD, LOCATED OFF MEADOWLARK DRIVE. (WEST WARD) – *Petition of Graham Bennett. Public Hearing: November 21, 2016.*
- C-6. REQUEST FOR REMOVAL OF SIDEWALK PROJECTS FROM THE 2014 BOND FUNDED LIST – KINARD DRIVE. (EAST WARD).
- C-7. APPROVAL OF PUBLIC WORKS COMMITTEE SUMMARY OF MINUTES – *September 13, 2016.*

GENERAL AGENDA

- G-1. PUBLIC HEARING AND ORDINANCE RENAMING A DISCONNECTED SEGMENT OF “MAPLE STREET” TO “EARLINE PARMON DRIVE”. (NORTHEAST WARD)

Mr. Matthew Hamby, Addressing Coordinator, gave a brief report on this item.

Council Member Taylor made a motion to forward this item to Council. Council Member Clark duly seconded this motion and it carried unanimously.

Chair Besse opened the public hearing; no one was heard.

Chair Besse noted Council Member Montgomery is waiting to hear from the family of the late Representative Parmon.

- G-2. PUBLIC HEARING AND ORDINANCE RENAMING AN UNBUILT SEGMENT OF “GAMMON STREET” TO “MULBERRY STREET.” (SOUTH WARD)

Mr. Hamby gave an overview of this item.

In response to Council Member Taylor, Mr. Hamby replied in terms of Police, Fire and Emergency Management there are no discrepancies as a result of this change.

Chair Besse opened the public hearing; no one was heard.

Council Member Taylor made a motion for approval. Council Member Clark duly seconded this motion and it carried unanimously.

- G-3. WINSTON-SALEM TRANSIT AUTHORITY SERVICES AND MASS TRANSIT FUND REPORT UPDATE.

Mr. Gregory Turner, Assistant City Manager, gave a brief introduction on this item.

Ms. Toneq' McCullough, Director of Transportation, gave a staff report on this item.

Dr. David Chi, Sr. Project Manager, The Collaborative Planning Firm, gave a presentation on this item.

In response to Council Member Clark, Mr. Chi responded saying the 30 minute window is the allotted time for the pick-up trips.

In response to Chair Besse, Mr. Chi stated there are 40 fleet vehicles and six new ones were purchased six months ago.

In response to Council Member Taylor, Dr. Chi stated the categories of eligibility are unconditional and conditional. Most trips are permissible as long as it is during work hours. The Winston-Salem Transit Authority (WSTA) decides on who can ride on a case by case basis.

In response to Chair Besse, Mr. Art Barnes, Director/WSTA, stated in regard to categories of ridership and on behalf of The American Disabilities Act (ADA), WSTA has a contract with Medicaid through The Department of Social Services. Title Three is a program that provides WSTA's contract for older adults' ridership, and the age to qualify under this program is 60 years old and above.

In response to Council Member Clark, Ms. Ericka Lowery, ADA Specialist WSTA stated there are large percentages of no-shows, and of that percentage, people on dialysis community are the largest percentage of no-shows.

In response to Council Member Clark, Mr. Barnes stated the cost of a monthly pass for a fixed route is \$30.00 and a monthly pass for Transaid is \$15.00.

In response to Council Member Clark, Mr. Barnes stated the vast majority of the trips are free.

Mr. Stephen Hawryluk, Senior Budget Analyst, gave a presentation on the WSTA fund.

In response to Chair Besse, Ms. McCullough stated the reimbursement from the Federal Transit Administration (FTA) has not been currently appropriated. As the grant approval process is completed, those funds will be dispersed.

In response to Chair Besse, Mr. Hawryluk stated the policy change for the fixed routes are implemented by State regulations. There is no assumed growth in FTA 5307 grant funds or State Maintenance Assistance program funds.

In response to Council Member Clark, Mr. Barnes stated Medicaid reimbursements are approximately \$21.00/trip.

In response to Chair Besse, Mr. Hawryluk stated the total expenditures increase of 35.1% is due mostly to the personnel cost increase.

In response to Chair Besse, Mr. Barnes stated the decrease in total ridership occurred between Fiscal Year 2014-15 and Fiscal Year 2015-16 due to the correlation between the price of fuel and ridership. The decrease in fuel prices allowed more people to drive their personal vehicles.

In response to Chair Besse, Mr. Turner stated the 30 cent fare increase is to address a half fare issue. If there is a half fare and normal fair is \$1.25, it would be difficult to cut that in half.

In response to Council Member Clark, Mr. Garrity stated the budget for next year would require decisions by spring regarding the WSTA funding.

ADJOURNMENT: 7:19 p.m.