

## AGENDA

### PUBLIC WORKS COMMITTEE

6:00 p.m., Tuesday, October 11, 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 AND ORDINANCE RENAMING A DISCOUNTED SEGMENT OF "MAPLE STREET" TO "EARLINE PARMON DRIVE." (NORTHEAST WARD)
- G-2. PUBLIC HEARING AND ORDINANCE RENAMING AN UNBUILT SEGMENT OF "GAMMON STREET" TO "MULBERRY STREET." (SOUTH WARD)
- G-3. WINSTON-SALEM TRANSIT AUTHORITY SERVICES AND MASS TRANSIT FUND REPORT UPDATE.

CONSENT AGENDA

- C-1. 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-2. RESOLUTION AUTHORIZING THE REPAIR OF DAMAGED RETAINING WALLS WITH BOND SIDEWALK FUNDS IN THE EAST 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-5. REPORT ON LEAF COLLECTION.
- 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.*

**City Council – Action Request Form**

**Date:** October 11, 2016

**To:** Gregory Turner, Assistant City Manager

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

**Council Action Requested:**

Request to rename a discounted segment of Maple Street to Earline Parmon Drive.

**Summary of Information:**

MapForsyth Addressing Team has received a Petitioner Initiated Street Renaming Application to rename a discounted segment of Maple Street to Earline Parmon Drive. The discounted segment of Maple Street is between E Sixteenth St and E Seventeenth St. The Address Technical Committee met on September 22, 2016 and approved the request to rename this segment of Maple Street. This segment of Maple Street is abutted by Smith Phillips Lumber Company on the west and by PART on the east. This request for renaming was submitted by Mr. Abdul Bey. Mr. Bey has received signatures from Smith Phillips Lumber Company supporting the street name change and has notified PART by certified mail.

Following a public hearing, staff recommends the Council adopt the attached ordinance approving this request.

**Committee Action:**

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

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



**ORDINANCE TO RENAME A STREET OR ROAD IN WINSTON-SALEM**

**A discounted segment of Maple Street to be renamed to Earline Parmon Drive.**

**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 discounted segment of Maple Street between E Sixteenth Street and E Seventeenth Street is to be renamed to Earline Parmon Drive.

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 \_\_\_\_\_, \_\_\_\_\_.



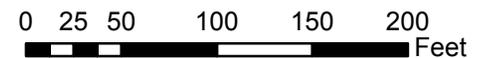


Request to renaming a section of Maple Street to Earline W Parmon Dr

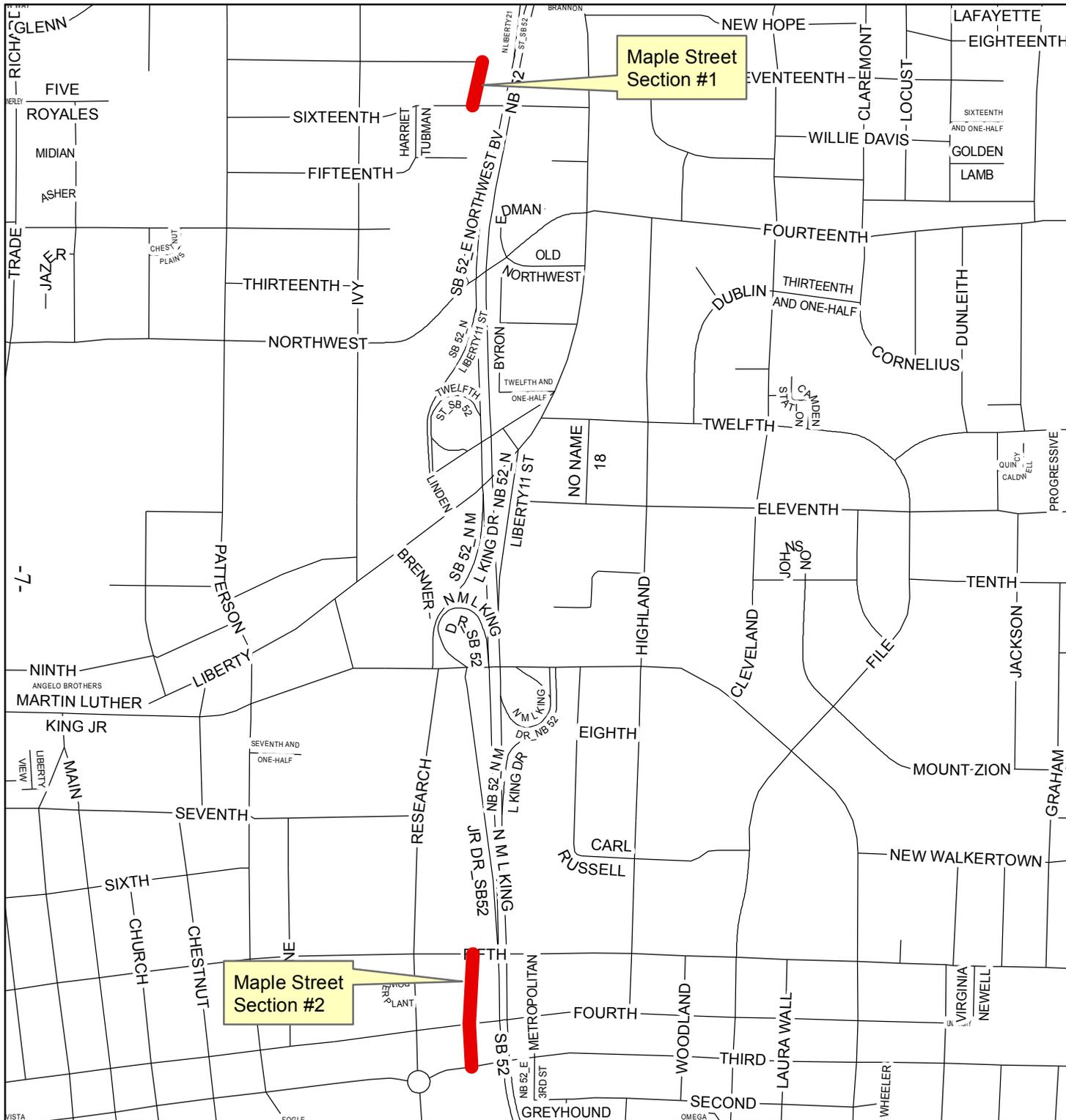
Parcels A and B are owned by Smith Phillips Lumber Company. The building on parcel A is addressed off of E Seventeenth St.



1 inch = 100 feet







**Request to renaming a section of Maple Street to Earline W Parmon Dr**

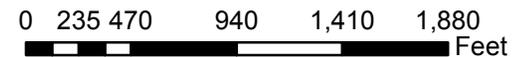
**-The two existing disconnected sections of Maple St. are shown in red. Section #1 is purposed to be renamed Earline W Parmon Dr.**

**-Maple Street Section #1 is between E Seventeenth St and E Sixteenth St**

**-Maple Street Section #2 is between E Fifth St and E Third St**



1 inch = 850 feet





**City Council – Action Request Form**

**Date:** October 12, 2016

**To:** Gregory Turner, Assistant City Manager

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

**Council Action Requested:**

Request to rename an unbuilt segment of Gammon Street to Mulberry Street.

**Summary of Information:**

MapForsyth Addressing Team is petitioning to rename an undeveloped street from Gammon Street to Mulberry Street. Gammon Street was recorded on a plat in 1914 and again on a plat in 1954 but has yet to be built. The street name Gammon has been requested to be used in another part of the county. Before the street name Gammon can be used in another location a public hearing must be held to change the existing street name. Mulberry Street can be extended to the location of Gammon Street. There are no homes and there is not a road surface on Gammon Street.

Following a public hearing, we recommend the Council adopt the attached ordinance approving this request.

**Committee Action:**

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

**Remarks:**



**ORDINANCE TO RENAME A STREET OR ROAD IN WINSTON-SALEM**

**Gammon Street is renamed to Mulberry Street.**

**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. Gammon Street is renamed to Mulberry Street.

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.

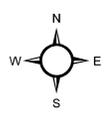
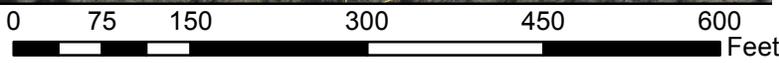
Adopted this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.





Purposed to be changed from Gammon Street (not built) to Mulberry Street.

— Recorded location of Gammon Street





# Memorandum

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**Winston-Salem**

**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](mailto:gregt@cityofws.org)

**TO:** Lee D. Garrity, City Manager  
**FROM:** Gregory M. Turner, Assistant City Manager  
**DATE:** October 11, 2016  
**SUBJECT:** Update on Winston-Salem Transit Authority's Services

At the May 10, 2016 Public Works Committee Meeting, the Department of Transportation and Winston-Salem Transit Authority staff presented information on the Federal Transit Administration's ADA Paratransit Compliance Review conducted in August 2015. As a result of the presentation staff was asked to bring additional information on existing services and service impacts due to bringing services into compliance.

Staff will be available at the Public Works Committee meeting to present information as requested and to present proposed policy and fee structure revisions.



Please see Finance C-7 (k) for printed material on this item.



Please see Finance C-13 for printed material on this item.



Please see Finance C-12 for printed material on this item.



**City Council – Action Request Form**

**Date:**            October 11, 2016

**To:**                The City Manager

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

**Council Action Requested:**

Consideration of a petition to close and abandon a portion of Hundley Road, located off Meadowlark Drive. (West Ward) – Petition of Graham Bennett.

**Summary of Information:**

The City of Winston-Salem has received a petition to close and abandon a portion of Hundley Road, located off of Meadowlark Drive. The portion of road is bounded on the east, south, & west by Tax PIN 5895-58-5260, and to the North by the rest of Hundley Road.

The Public Works Department has reviewed the request. There are no Planning or WSDOT concerns with connectivity if this street is closed. No property owner would be denied access to their property if this petition is approved. Sanitation services would not be interrupted. There are no police or fire concerns with the closure of this street. There are public utilities located along this street, and easements will need to be retained for utilities.

Approval of the petitioner’s request to close and abandon a portion of Hundley Road, located off of Meadowlark Drive is recommended.

**Committee Action:**

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

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



**RESOLUTION FIXING DATE FOR HEARING ON  
PETITION TO CLOSE AND ABANDON A PORTION OF  
HUNDLEY ROAD AND NOTICE TO ALL PERSONS  
INTERESTED IN THE CLOSING THEREOF**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WINSTON-SALEM** that, in response to a petition filed with the City, a Public Hearing will be held on November 21, 2016, at 7:00 p.m. in the Council Chamber on the Second Floor of City Hall to consider closing and abandoning a portion of Hundley Road, as provided by N.C.G.S. §160A-299. All persons interested in the proposed closing are hereby notified to appear at this hearing and present their views to the Council. The area proposed to be closed is described as:

A portion of Hundley Road, bounded on the east, west, & south by PIN 5895-58-5260 and on the north by the remainder of Hundley Road.

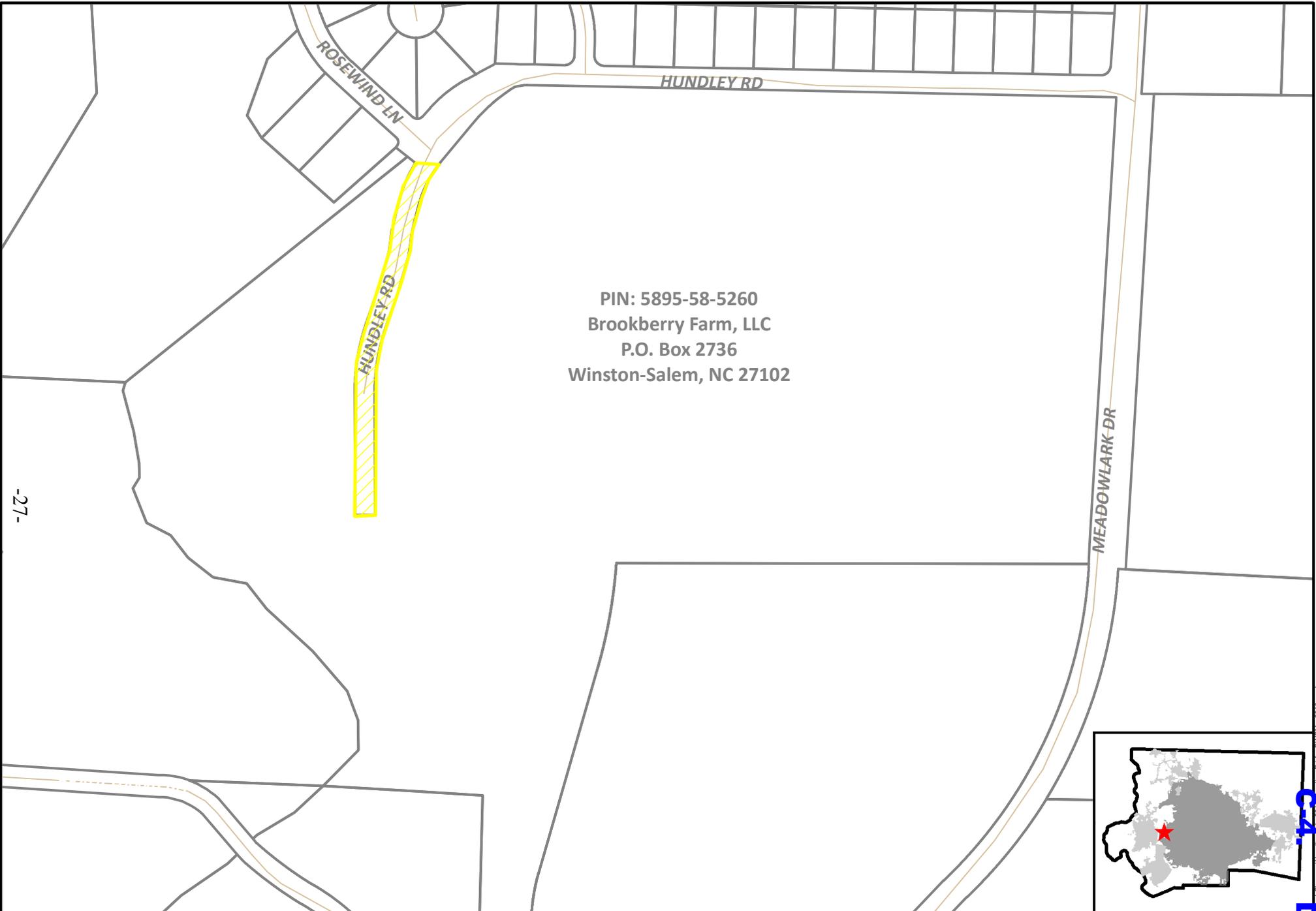
This the 17<sup>th</sup> day of October, 2016.

CITY COUNCIL OF THE CITY OF  
WINSTON-SALEM, NORTH CAROLINA

By: Melanie Johnson, City Secretary

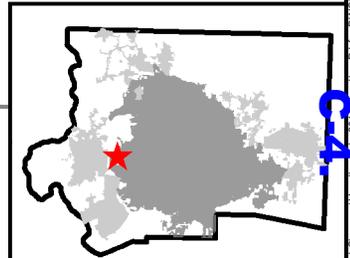
All requests for appropriate and necessary auxiliary aids and services must be made, within a reasonable time prior to the hearing, to Angela I. Carmon, the City's ADA Coordinator, at 727-2056 or TDD 727-8319.





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PIN: 5895-58-5260  
Brookberry Farm, LLC  
P.O. Box 2736  
Winston-Salem, NC 27102



**STREET CLOSURE PETITION: HUNDLEY ROAD**  
**Petition of Graham Bennett**

1 inch = 250 feet



**C4. DRAFT**  
Document Path: G:\Algonon\Work\Road Closures\Hundley Rd - 2016\Hundley Rd for PWCM - 2016.mxd





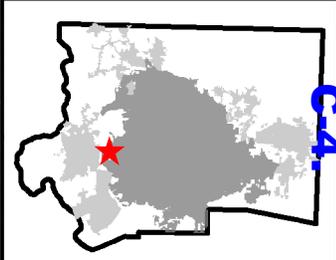
PIN: 5895-58-5260  
Brookberry Farm, LLC  
P.O. Box 2736  
Winston-Salem, NC 27102

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**STREET CLOSURE PETITION: HUNDLEY ROAD**  
**Petition of Graham Bennett**

1 inch = 250 feet  

**C4**  
**DRAFT**  
Document Path: G:\Valignon\Work\Roads\Closures\Hundley Rd - 2016\Hundley Rd for PWCM - 2016.mxd



# Memorandum

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**Winston-Salem**

**Public Works Department  
Sanitation Division**

P.O. Box 2511  
Winston-Salem, NC 27102  
CityLink 311 (336.727.8000)  
Fax 336.748.3173

**TO:** Greg Turner, Assistant City Manager  
**FROM:** Johnnie Taylor, Sanitation Director  
**DATE:** September 29, 2016  
**SUBJECT:** Leaf Collection  
**CC:**

The Sanitation Department is prepared and ready for the upcoming 2016/17 leaf collection season. Leaf season will officially start on Monday October 31<sup>st</sup>. The collection for this fiscal year will begin in quadrant two which is located in the south west area of town.

All automated side leaf loaders and rear vacuum loaders have been serviced and are ready to go. Staff will also place leaf beds on dump trucks starting October 17<sup>th</sup>. During leaf season, there will be times when maintenance is required due to the stress and due to the hours placed on the equipment. As a result of the need to keep the equipment operating to maintain productivity, replacement parts for the loaders during the season have been stocked. All supplies such as rakes, dust mask, safety goggles and safety vest have also been stocked for the season.

Permanent employees receive a refresher course on the leaf collection processes in early October. The department will utilize temporary workers during leaf season to compliment permanent staff. Temporary employees will be a part of the work force until three rounds of collections have been made throughout the City. Leaf loader crew training for all new employees began on September 7<sup>th</sup>.

All literature including vehicle and loader inspection sheets, leaf door hangers, load sheets and route maps have been printed. The TV-13 Bill Board "Request for Leaves" and "Guidelines for Placing Leaves at the Curb" have been submitted to be aired by Marketing.

Last year a total of **4,549** loads of leaves were collected. The load counts per quadrant were as follows; quadrant 1- 635 loads, quadrant 2 -973 loads, quadrant 3 -1,857 loads and quadrant 4 -1,084 loads.



# Memorandum

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**Winston-Salem**

**Department of  
Transportation**

P.O. Box 2511  
Winston-Salem, NC 27102  
CityLink 311 (336.727-8000)  
Fax 336.748.3370

**TO:** Lee D. Garrity, City Manager  
**FROM:** Gregory M. Turner, Assistant City Manager  
**DATE:** October 11, 2016  
**SUBJECT:** Request for the Removal of Sidewalk Projects from the 2014 Bonded Funded List

The installation of sidewalk along Kinard Drive (from Old Greensboro Road to Crawford Street) was scheduled to be completed by December 2017. This project was approved by City Council as part of the master list of Bond Sidewalk projects in November of 2014. On September 20<sup>th</sup>, 2016, the Department of Transportation held a neighborhood meeting to get the residents input concerning the proposed sidewalk. The residents of this street and were strongly opposed to this proposal. As a result Council Member Montgomery is requesting that this sidewalk be removed from the list of consideration for construction.

Please let me know if you need additional information.

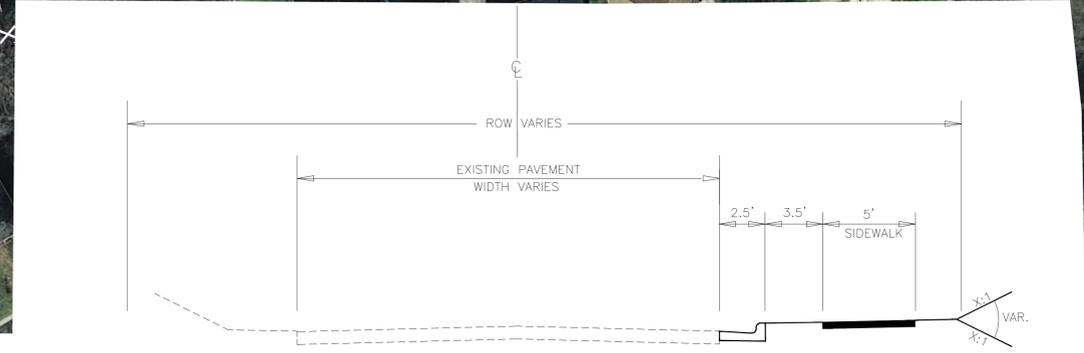
**CityLink311**

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



PUBLIC MEETING MAP  
KINARD DRIVE SIDEWALK IMPROVEMENTS  
FROM OLD GREENSBORO ROAD TO CRAWFORD STREET



TYPICAL SECTION  
KINARD DRIVE

SCALE 1" = 40'

-35-

C-6  
DRAFT



**SUMMARY OF MINUTES****PUBLIC WORKS COMMITTEE**

6:00 p.m., Tuesday, September 13, 2016

**COMMITTEE ROOM**

Room 239, City Hall

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**MEMBERS PRESENT:**        *Council Member Dan Besse, Chair*  
                                      *Council Member Derwin L. Montgomery, Vice Chair*  
                                      *Council Member Robert C. Clark (out at 6:27 p.m.)*  
                                      *Council Member James Taylor, Jr.*

**OTHERS PRESENT:**        *Council Member Jeff MacIntosh*

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 Montgomery requested to pull Item C-3. 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 Montgomery and carried unanimously.

**CONSENT AGENDA**

- C-1. RESOLUTION AUTHORIZING EXECUTION OF A MEMORANDUM OF UNDERSTANDING SUPPORTING A REGIONAL MANAGEMENT GROUP FOR WATER SUPPLY PLANNING IN THE YADKIN-PEE-DEE RIVER BASIN.
- C-2. RESOLUTION APPROVING THE NOMINATION OF DARRYL EUGENE HUNT TO THE CITIZEN'S MEMORIAL WALL AT NEW EVERGREEN CEMETARY.
- C-4. APPROVAL OF PUBLIC WORKS COMMITTEE SUMMARY OF MINUTES – *August 9, 2016.*
- C-3. INFORMATION ON LIMITED NUMBER OF BENTON CONVENTION CENTER RENOVATION BIDS.

In response to Council Member Montgomery's concerns, Mr. Gregory Turner, Assistant City Manager stated the Construction Management at Risk process for is being discussed with staff.

Council Member Clark requested follow-up with the current contractor to determine if there were issues in getting someone to do glass work, as this was a concern for other contractors.

**GENERAL AGENDA**

- G-1. REPORT ON SEVENTH STREET DRAINAGE SYSTEM IMPROVEMENTS.

Mr. Keith Huff, Director of Stormwater/Erosion gave a brief staff presentation on this item.

In response to Council Member Montgomery, Mr. Huff stated the study at this point is at a very high level and we haven't dealt with all of the potential constraints at this time. The plan is to get the size of the bypass system large enough that the City would not need the piping system under Plant 64. If it is possible to allow a smaller version or disconnect it altogether; the piping system that is routing all of the flow would be in the right-of-way. At this point, we do not have any good ideas to get the entirety of the system in the right-of-way.

Mr. Turner stated there were some deterioration issues indicated in the past, however, the areas between Fifth Street and Sixth Street were determined to be obstructed and have diminished flow. Current problems are due to capacity and not obstruction of flow.

In response to Council Member MacIntosh, Mr. Huff stated the flooding may have been going on for a while, but the City was only made aware recently.

Mr. Huff stated the plan is to work with WFIQ on the drainage repairs and move forward with some type of agreement to set the terms and conditions of these repairs.

Mr. Turner noted that WFIQ approached the City with the idea of doing this project at the same ratio done at the roundabout at Third Street, of 67% City and 33% Research Park; although there are many options being considered.

Council Member Besse requested an analysis be brought back to Committee concerning the alternatives to be considered to complete this project.

Council Member MacIntosh asked that the analysis include the current stormwater Fund Balance, projected expenses, and amount of time to recover trust balance from this project.

In response to Council Member Clark, Mr. Turner stated a private contractor will be hired. No final decision has been made as to who the City will hire.

#### G-2. TRAFFIC CALMING POLICY REVIEW.

Ms. Toneq' McCullough gave a brief staff presentation on this item.

Chair Besse presented alternate language to the policy indicating if the Fire Department/Police Department expect problems responding to emergencies in neighborhoods because of the traffic calming measures, then Staff will not recommend those measures.

Council Member Taylor expressed concern and suggested each case be reviewed individually and the decision be made at the Council level.

Chair Besse suggested a new draft of the language to clarify the criteria for the installation of the traffic calming measures.

Council Member MacIntosh inquired if the OIC insurance rates will increase due to installing the traffic calming measures.

Chair Besse requested this item be held in committee for further discussion in November.

**G-3. BIKE SHARE PROGRAM ADDITIONAL INFORMATION PRESENTATION.**

Mr. Matthew Burczyk, Bicycle & Pedestrian Coordinator gave a brief presentation on this item.

In response to Council Member Taylor, Mr. Burczyk stated those listed in the presentation are only a few of the participants already doing Bike Share. The City plans to reach out to other interested entities. Private organizations would be in charge of their systems and partner with other organizations to share costs.

In response to Council Member Taylor, Mr. Burczyk stated less than one-half of 1% bikes are reported stolen each year.

In response to Council Member MacIntosh, Mr. Burczyk stated Wake Forest University recycles bikes to provide its service and Winston-Salem State University purchased new bikes. Zagster Bike Share is a for-profit organization and the other ones listed in the presentation are not revenue positive.

Mr. Steve Zorn, 205 Gloria Avenue, gave a brief report on why he supports the Bike Share program.

Mr. Clark Harper, 832 Carolina Avenue, spoke briefly on his support of the Bike Share program.

Ms. Amy Easter, 3407 Luther Street, gave some detailed information on the Bike Share program and is in full support of the organization.

In response to Council Member Taylor, Mr. Burczyk stated there are many payment options. A yearly fee is between \$70 - \$100. Usually the fees are charged in increments of 15 minutes and fees can vary based on the location and the duration of the rides.

Council Member MacIntosh requested an analysis of the cost ratios and ranges.

Chair Besse requested this item be brought back for discussion in November.

ADJOURNMENT: 7:15 p.m.

