AGENDA

FINANCE COMMITTEE

4:30 p.m., Monday, December 12, 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 Jeff MacIntosh

GENERAL AGENDA

G-1. RESOLUTION APPROVING A CONTRACT WITH STRATES SHOWS, INC. TO PROVIDE THE CARNIVAL FOR THE DIXIE CLASSIC FAIR.

G-2. CONSIDERATION OF ITEMS AUTHORIZING THE CITY OF WINSTON-SALEM TO PROVIDE FINANCIAL ASSISTANCE TO THE HOUSING AUTHORITY OF WINSTON-SALEM FOR THE ACQUISITION, DEMOLITION, AND REHABILITATION OF NEW HOPE MANOR APARTMENTS: [Item continued from the November 14, 2016, Committee meeting.]

a. RESOLUTION AUTHORIZING THE CITY OF WINSTON-SALEM TO PROVIDE FINANCIAL ASSISTANCE TO THE HOUSING AUTHORITY OF WINSTON-SALEM FOR THE ACQUISITION, DEMOLITION, AND REHABILITATION OF NEW HOPE MANOR APARTMENTS. [$1.6 million]


G-3. RESOLUTION APPROVING THE ALLOCATION OF ADDITIONAL REVITALIZING URBAN COMMERCIAL AREAS (RUCA) III MATCHING FUNDS FOR THE PATTERSON/GLENN AREA.
CONSENT AGENDA

Property Matters

C-1. RESOLUTION AUTHORIZING FEE SIMPLE ACQUISITION OF PROPERTY FOR ARDMORE ROAD BY DEED OR CONDEMNATION - 2014 BOND PROJECTS (SOUTH WARD).

C-2. CONSIDERATION OF ITEMS AUTHORIZING THE SALE OF CERTAIN CITY-OWNED PROPERTY:
   a. RESOLUTION AUTHORIZING THE SALE OF CERTAIN CITY-OWNED PROPERTY AT 112 MARVIN BOULEVARD UNDER THE UPSET BID PROCEDURE (N.C.G.S. 160A-269) (NORTH WARD). [$25,000]
   b. RESOLUTION AUTHORIZING THE SALE OF A CERTAIN CITY-OWNED VACANT LOT AT 1101 SHRUB STREET UNDER THE UPSET BID PROCEDURE (N.C.G.S. 160A-269) (NORTH WARD). [$750]
   c. RESOLUTION AUTHORIZING THE SALE OF A CERTAIN CITY-OWNED VACANT LOT AT 3425 BURKE MILL ROAD UNDER THE UPSET BID PROCEDURE (N.C.G.S. 160A-269) (SOUTH WARD). [$80,000]

C-3. RESOLUTION AUTHORIZING AN EXTENSION OF A LEASE AGREEMENT WITH KDM OF WILMINGTON, LLC PROVIDING A SITE FOR A LEAF MULCHING FACILITY FOR THE SANITATION DEPARTMENT (NORTH WARD).

Finance/Budget

C-4. CONSIDERATION OF ITEMS RELATING TO USE OF THE OUTSIDE COUNTY UTILITY SERVICES FUND:
   a. RESOLUTION AUTHORIZING USE OF THE OUTSIDE COUNTY UTILITY SERVICES FUND FOR THE IDOLS ROAD BUSINESS PARK. [$690,000]

C-5. RESOLUTION AUTHORIZNG FINAL PAYMENT FOR ROAD WIDENING ALONG COLE ROAD.
C-6. CONSIDERATION OF ITEMS RELATED TO CONTRACTS:

a. RESOLUTION AWARDING PURCHASE ORDER FOR ENCLOSED CAB TRACTORS - *James River Equipment Carolinas, LLC.* - $206,940.

b. RESOLUTION AWARDING PURCHASE ORDER FOR A FIRE LADDER TRUCK - *Kovatch Mobile Equipment Corp.* - $1,277,089.

c. RESOLUTION AWARDING PURCHASE ORDER FOR TANDEM AXLE TRUCK WITH DO-ALL BODY - *White's Tractor and Truck Co., LLC.* - $117,506.

d. RESOLUTION AWARDING PURCHASE ORDER FOR PARKING ENFORCEMENT VEHICLES - *Carolina Industrial Equipment, Inc.* - $56,528.

e. RESOLUTION AWARDING CONTRACTS FOR FURNITURE AND FURNISHINGS FOR THE M.C. BENTON JR. CONVENTION CENTER - *PMC Commercial Interiors, Inc.* - $105,335.52; *West Jefferson Office Equipment, Inc.* - $9,177.93.

f. RESOLUTION AWARDING CONTRACT FOR CONCRETE PIPE - *Foltz Holdings, LLC.* - $181,129.90. (Estimated Amount).

g. RESOLUTION AWARDING CONTRACT FOR ASPHALTIC CONCRETE - *Yadkin Valley Paving, Inc.* - $2,059,263.75. (Estimated Amount).

Transportation

C-7. RESOLUTION APPROVING AN INTERLOCAL AGREEMENT WITH THE TOWN OF KERNERSVILLE FOR THE USE OF $80,000 IN SURFACE TRANSPORTATION FEDERAL FUNDS ALLOCATED TO THE WINSTON-SALEM URBANIZE AREA.

General Government

C-8. APPROVAL OF FINANCE COMMITTEE SUMMARY OF MINUTES - *November 14, 2016.*
City Council – Action Request Form

Date: November 30, 2016
To: The City Manager
From: Ben Rowe, Assistant City Manager

Council Action Requested:
Consideration of a Resolution Approving a Contract with Strates Shows, Inc. to Provide the Carnival for the Dixie Classic Fair.

Summary of Information:

The City of Winston-Salem’s current contract with Strates Shows, Inc. (Strates Shows) will end with the 2017 Dixie Classic Fair. In anticipation of negotiating a new contract, City staff contracted with K/O Fairground Planners and Crossroads Consulting, LLC earlier this year to conduct a survey to assess how the City’s current carnival contract compares to the contracts of other similar size fairs. The survey compiled data on key contract provisions, including the carnival’s payment to the fair, contract term, and incentives. Eighteen fairs responded to the survey. The findings showed that while the City’s current contract was in line with most survey benchmarks, there were opportunities to improve certain provisions for the City’s benefit.

The City has had a long standing partnership with Strates Shows, going back to the 1960’s. During the current twelve-year contract, Strates Shows has made a number of investments to enhance the fairgoer experience and increase revenues. In 2014, Strates Shows provided funding to pave the midway in Kiddieland, which provided an improved surface for families. In 2010, Strates Shows implemented the FunCard ticket system, which reduces ticket fraud, improves customer service, and provides real-time, accurate financial reporting. In 2015, Strates Shows collaborated with Ticketmaster to integrate online advance ticket and ride wristband sales, including the unlimited ride promotion. As a result, revenues from advance sales have increased over the last two years. Finally, Strates Shows has invested in new spectacular rides and LED lighting to enhance the look of the midway and improve energy efficiency.

The Outdoor Amusement Business Association (OABA), the carnival industry’s trade association, has a mechanism to audit participating company’s performance regarding critical areas of operation. The Circle of Excellence program is a quality assessment audit conducted by

<table>
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<tr>
<th>Committee</th>
<th>Action</th>
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<td>For</td>
<td>Against</td>
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</tbody>
</table>

Remarks:
an independent, third-party inspector covering ride operations, personnel, game concessions, food service, and transportation. The audit examines inspection, documentation, training, aesthetics, policies and procedures, and a host of other criteria. The International Association of Fairs and Expositions recognizes the Circle of Excellence as an indication of a well-run, safe, high-quality business.

The Circle of Excellence program was developed in 2003 while James E. Strates was the Chairman of the Outdoor Amusement Business Association. Strates Shows achieved Circle of Excellence status in 2005, with renewals in 2012 and 2016, which remains current until 2021. Jay Strates is the current chair of the OABA’s Circle of Excellence committee.

In September, Strates Shows presented a proposal to fairgrounds staff to renew their contract with the City. Their proposal included changes that brought a number of the key provisions in line with the benchmarks identified in the carnival survey.

At the November meetings of the Fair Planning Committee and the Public Assembly Facilities Commission, both bodies adopted resolutions recommending the City negotiate renewal of a multi-year contract with Strates Shows. Since then, City staff has worked with the management of Strates Shows on refining their original proposal. Attachment A compares key provisions of the current contract with the proposed contract and benchmarks from the carnival survey. The proposed contract improves on the key provisions, which would result in increased revenue to the City, funding for capital improvements and marketing, and increased liability coverage. For the 2016 Dixie Classic Fair, Strates Shows paid the City $918,000. The following chart shows the carnival payments to the fair over the term of the current contract.

<table>
<thead>
<tr>
<th>Year</th>
<th>Carnival Payments to Dixie Classic Fair</th>
<th>$1,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>2006</td>
<td>$708.2</td>
<td>$900</td>
</tr>
<tr>
<td>2007</td>
<td>$824.5</td>
<td>$800</td>
</tr>
<tr>
<td>2008</td>
<td>$731.1</td>
<td>$700</td>
</tr>
<tr>
<td>2009</td>
<td>$761.6</td>
<td>$600</td>
</tr>
<tr>
<td>2010</td>
<td>$841.3</td>
<td>$500</td>
</tr>
<tr>
<td>2011</td>
<td>$893.3</td>
<td>$400</td>
</tr>
<tr>
<td>2012</td>
<td>$758.1</td>
<td>$300</td>
</tr>
<tr>
<td>2013</td>
<td>$860.5</td>
<td>$200</td>
</tr>
<tr>
<td>2014</td>
<td>$805.9</td>
<td>$100</td>
</tr>
<tr>
<td>2015</td>
<td>$796.4</td>
<td>$0</td>
</tr>
<tr>
<td>2016</td>
<td>$918.3</td>
<td>$1,000</td>
</tr>
</tbody>
</table>

* Beginning in 2015, carnival unlimited ride wristbands were available any day and during advance sale.
Based on 2016 carnival revenues, the City would realize an additional $42,000 under the proposed changes to a renewed contract. In addition, the City would receive $50,000 annually for capital improvements, marketing, and sponsorships, and the minimum carnival payment guarantee would increase from $100,000 to $500,000. The term for the new contract would be five years with automatic renewal for an additional five years, upon the review of the Fair Planning Committee and the Public Assembly Facilities Commission.

On December 7, 2016, the Fair Planning Committee recommended approval of the proposed contract. Subsequently, on December 12th, the Public Assembly Facilities Commission, after reviewing the proposed contract provisions, adopted a resolution recommending that the Mayor and City Council approve the proposed contract. The attached resolution authorizes the City Manager to execute the proposed contract with Strates Shows.

Exhibit A provides the workforce demographics for Strates Shows.
## ATTACHMENT A

Comparison of Current Carnival Contract with Proposed Contract and Carnival Survey Benchmarks

<table>
<thead>
<tr>
<th>Contract Provision</th>
<th>Current Contract</th>
<th>Proposed Contract</th>
<th>Carnival Survey Benchmarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carnival Payment – % Gross</td>
<td>40%</td>
<td>42%</td>
<td>Average = 42%</td>
</tr>
<tr>
<td>Carnival Payment – % Gross for Advance Sale</td>
<td>40%</td>
<td>42%</td>
<td>Not surveyed</td>
</tr>
<tr>
<td>Carnival Payment – % Gross for Spectacular Rides</td>
<td>27%</td>
<td>32%</td>
<td>Average = 32%</td>
</tr>
<tr>
<td>Minimum Carnival Payment Guarantee</td>
<td>$100,000</td>
<td>$500,000</td>
<td>$100,000 - $595,000</td>
</tr>
<tr>
<td>Contract Term</td>
<td>12 Years (Expires 2017)</td>
<td>5 Years (Renewable for 5 Years)</td>
<td>3-5 Years</td>
</tr>
<tr>
<td>Additional Benefit Funds (Sponsorships, Ride Passes, Capital Improvements, Advertising)</td>
<td>$0</td>
<td>$50,000</td>
<td>$5,000 - $50,000</td>
</tr>
<tr>
<td>Carnival Insurance</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• $1M Per Occurrence</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• $3M Aggregate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• $5M Excess Liability</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• $1M Per Occurrence – Bodily Injury</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• $2M Per Occurrence – Property Damage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• $7M Aggregate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unlimited Ride Promotion %</td>
<td>31% of Gross Sales</td>
<td>32% of Gross Sales</td>
<td>Not surveyed</td>
</tr>
</tbody>
</table>
RESOLUTION APPROVING A CONTRACT WITH STRATES SHOWS, INC. TO PROVIDE THE CARNIVAL FOR THE DIXIE CLASSIC FAIR

WHEREAS, the City of Winston-Salem’s current contract with Strates Shows, Inc. will end with the 2017 Dixie Classic Fair; and

WHEREAS, in anticipation of negotiating a new contract, City staff contracted with K/O Fairground Planners and Crossroads Consulting, LLC earlier this year to conduct a survey to assess how the City’s current carnival contract compares to the contracts of other similar size fairs; and

WHEREAS, the survey’s findings showed that while the City’s current contract was in line with most survey benchmarks, there were opportunities to improve certain provisions for the City’s benefit; and

WHEREAS, in September 2016, Strates Shows, Inc. presented a proposal to fairgrounds staff that included changes to the current contract that brought a number of the key provisions in line with the benchmarks identified in the carnival survey; and

WHEREAS, at the November meetings of the Fair Planning Committee and the Public Assembly Facilities Commission, both bodies adopted resolutions recommending the City negotiate renewal of a multi-year contract with Strates Shows; and

WHEREAS, since then, City staff has worked with the management of Strates Shows on refining their original proposal; and

WHEREAS, on December 12, 2016, the Public Assembly Facilities Commission, upon the recommendation of the Fair Planning Committee, adopted a resolution recommending that the Mayor and City Council approve the proposed contract.
NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem hereby authorize the City Manager to execute a contract with Strates Shows, Inc. to provide the carnival for the Dixie Classic Fair for five years according to the provisions outlined in Attachment A.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to renew the contract for five additional years, upon the review of the Fair Planning Committee and the Public Assembly Facilities Commission.
## WORKFORCE DEMOGRAPHICS

<table>
<thead>
<tr>
<th>Project/Bid Description:</th>
<th>Dixie Classic Fair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bidder's Company Name:</td>
<td>Strates Shows, Inc.</td>
</tr>
<tr>
<td>City/State:</td>
<td>Orlando, Florida</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnic Identification</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>African-American</td>
</tr>
<tr>
<td>Male</td>
<td></td>
</tr>
<tr>
<td>Female</td>
<td></td>
</tr>
<tr>
<td>% of Total</td>
<td></td>
</tr>
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</table>

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.
November 18, 2016

Office of the Mayor
Attn: Honorable Allen Joines
Winston-Salem City Hall
P.O. Box 2511
Winston-Salem, NC 27102-2511

Re: New Hope Manor Update

Dear Mayor Joines:

I hope this letter finds you well. I write today to provide a brief update on our agency’s communications with the New Hope Manor lender (Carolina Bank) and co-owner (Bob Crumley) following the Finance Committee’s consideration of the matter at its November 14th meeting.

The Finance Committee emphasized its desire to see all parties (lender and owner) “take a haircut” in order to justify the City’s participation in the financing of the Housing Authority’s acquisition and rehab of the site. In response to that desire, please find attached hereto an affidavit from the owner and a letter from Carolina Bank evidencing the lender’s charge off of approximately $600,000.00 (at a $1,900,000.00 purchase price) and the owners’ (collective) loss of approximately $700,000.00.

Following the Finance Committee’s consideration of the matter, Carolina Bank has agreed to a reduction in price by an additional $100,000.00. The new purchase price - $1,800,000.00 - represents a $700,000.00 loss for the bank. Given the potential impact on the community (one in which our agency has focused significant time and resources over the past ten years), we are optimistic that Council will view the bank’s compromise favorably.

Additionally, as you are likely aware, Carolina Bank is being acquired by First Bank. The acquisition is set to close at the end of the year. Carolina Bank’s desire to get the New Hope loan off of its books ahead of the acquisition was the impetus for the bank’s willingness to charge off so much of the loan balance. The bank feels it important for Council to understand the role that timing plays in its (Carolina Bank’s) ability to approve the charge off.

We look forward to participating in Council’s consideration of this matter at its December meeting. In the interim, should you have any questions or concerns, please do not hesitate to contact me at (336) 917-6053.
Thank you for your time and attention with respect to this matter.

Sincerely,

Larry C. Woods, CEO

cc: Lee D. Garrity, City Manager
VIA US MAIL AND EMAIL

Pinnacle Properties of Randolph County, LLC
Bobby J. Crumley, Manager
1157 S. Cox Street
Asheboro, NC 27203

New Hope Manor Apartments, LLC
John Nathan Tabor, Manager
390 Peters Creek Parkway
Winston-Salem, NC 27101

Re: New Hope Manor Apartments

Dear Mr. Crumley and Mr. Tabor:

This letter has been prepared and sent to you at your request outlining several points concerning the proposed short sale of the New Hope Manor Apartments. As we have discussed, the Bank is unable to share detailed information about your loans (other than what is publicly available through the Forsyth County register of deeds) with anyone other than you. Should you choose to share this information with others, then you may certainly make the decision to do so on your own.

The following are the pertinent details which the Bank believes will help you provide Kevin Cheshire at HAWS with the information he needs to further explain the situation:

- The Bank made two loans that are secured by a 1st and 2nd Deed of Trust.

- The note in the original amount of $1,800,000 dated 1/5/2006 to Pinnacle Properties of Randolph County, LLC is secured by a 1st Deed of Trust and has a current payoff of $1,495,959.43.

- The note in the original amount of $1,100,000 dated 6/14/2012 to New Hope Manor Apartments, LLC is secured by a 2nd Deed of Trust and has a current payoff of $1,074,744.46.
Pinnacle Properties & New Hope Manor  
September 8, 2016  
Page 2

- As payment in full of both notes, the Bank has agreed to accept 100% of the net proceeds of the proposed sale which net proceeds must, in no event, be less than $1,900,000 as payment in full of both notes.

- The Bank has agreed to accept less than the amount owed as payment in full. Accordingly, the Bank will not permit any of the borrowers or guarantors to receive any of the proceeds from the sale.

The Borrowers have kept the Bank informed of the on-going negotiations to sell the subject property to the Housing Authority of the City of Winston-Salem and put the Bank in touch with Kevin Cheshire, Vice President and General Counsel of the Housing Authority of the City of Winston-Salem. The Bank looks forward to working with Mr. Cheshire and the Housing Authority in hopes of being able to provide the financing needed to get the sale closed prior to December 30, 2016.

I trust that the information in this letter will help to provide the answers needed regarding the loans with Carolina Bank. Please let me know if you have any additional questions. I can be reached by phone at (336) 387-4348 or by email at d.griswold@carolinabank.com.

Sincerely,

[Signature]

David W. Griswold  
Senior Vice President  
Special Assets Manager
AFFIDAVIT

The affiant, Bobby J. Crumley, being duly sworn states the following:

1. I am the Manager of Pinnacle Properties of Randolph County, LLC. (Hereinafter Pinnacle)

2. I am a manager of New Hope Manor Apartments, LLC, (hereinafter NHM) and, pursuant to the operating agreement, I am in charge of maintaining the company records and financial statements.

3. New Hope Manor Apartments, LLC is owned 50% by Pinnacle and 50% by New Hope Holdings, LLC. (Hereinafter Holdings) Holdings is owned and managed by Nathan Tabor.

4. I have presented along with this document a letter supplied by Carolina Bank regarding their position as lender for NHM. The information contained in that letter is accurate.

5. Pinnacle has contributed to NHM at various times equity amounting to $473,440.35. Additionally, Pinnacle is owed from NHM the sum of $81,008.13. The total of debt and equity contributed is $554,448.48

6. Holdings has contributed to NHM at various times equity amounting to $560,418.43.

7. During the life of this project, neither Pinnacle nor Holdings has been paid any profits, commissions, salary or other compensation.

7. If the contracted sale of NHM to HAWS is closed, neither Pinnacle nor Holdings will receive any of our equity resulting in a loss of our investments. In fact, NHM, either through Pinnacle or Holdings, will have to pay in additional money at closing to pay Forsyth County and City of Winston-Salem taxes.

Respectfully submitted this the 9th day of September 2016.

Bobby J. Crumley

The Affiant, appeared before me and after being duly sworn, attested to the truth of the facts contained in this document and affixed his signature.

Tammy McDowell, Notary Public

Date: 9/8/16
**City Council – Action Request Form**

**Date:** November 29, 2016  
**To:** The City Manager  
**From:** D. Ritchie Brooks, Community & Business Development Director

**Council Action Requested:**  
Adoption of a Resolution Authorizing the City of Winston-Salem to Provide Financial Assistance to the Housing Authority of Winston-Salem for the Acquisition, Demolition, and Rehabilitation of New Hope Manor Apartments.

**Summary of Information:**

The Housing Authority of Winston-Salem (HAWS) is requesting assistance from the City to acquire, demolish 41 of 120 units and rehabilitate New Hope Manor Apartments (formerly Burke Village). The complex is in the northern end of both the HAWS Master Plan area and its Choice Neighborhoods grant area. Additionally, it is in close proximity to the Cleveland Avenue Homes community which is owned by HAWS, and their potential management of the target property could be more easily facilitated. Per HAWS, the vacancy rate is nearly 70% percent and there is over $2.5 million in outstanding bank debt. There is an increase in crime in the area and the current owner has expressed an unwillingness to continue to “throw good money after bad” in the form of lease enforcement, maintenance, and/or rehab.

The original request was for $1.7 million which included $1 million for acquisition. However, at the request of Council, HAWS met with the lender who has agreed to reduce the acquisition cost of the property from $1.9 million to $1.8 million. Also, as reported to the Mayor and City Council last month, staff confirmed that the scope of work/estimate prepared by HAWS meets and in some areas exceeds the City’s Minimum Housing Code and Federal Housing Quality Standards, and if satisfactorily completed would improve the overall livability of the units.

HAWS believes $1.6 million in assistance will permit it to acquire, demolish, abate, rehab, and operate the property in a sustainable manner.

**Committee Action:**

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<tr>
<th>Committee</th>
<th>Action</th>
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<tbody>
<tr>
<td>For</td>
<td>Against</td>
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Remarks:
In order to achieve the above, staff recommends approval of the following items and authorization from the Mayor and City Council for staff to identify sources of funds that could be used to satisfy the request for assistance:

<table>
<thead>
<tr>
<th></th>
<th>City</th>
<th>Bank</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acquisition</td>
<td>900,000</td>
<td>900,000</td>
<td>1,800,000</td>
</tr>
<tr>
<td>Demolition</td>
<td>200,000</td>
<td>0</td>
<td>200,000</td>
</tr>
<tr>
<td>Rehab/Repair</td>
<td>500,000</td>
<td>520,000</td>
<td>1,020,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,600,000</strong></td>
<td><strong>1,420,000</strong></td>
<td><strong>3,020,000</strong></td>
</tr>
</tbody>
</table>

These numbers are preliminary since a purchase price and final terms of the bank loan will need to be negotiated.

HAWS agrees to make a payment in lieu of taxes (PILOT) annually starting in the fourth year after completion if the property is not taxable, which is equal to the actual or estimated City property tax but not to exceed $10,000. Staff recommends the proposed financing terms as follows:

- Funds for demolition and rehab/repair will be a deferred loan for 20 years and then an amortizing loan for 20 years at 0% interest. During the 20-year deferral period the loan would be credited the amount of the payment in lieu of taxes plus the value of the rent for the City unit. For example, $475 monthly rent plus $10,000 PILOT would equal a $15,700 credit. After 20 years, the balance of the loan would amortize for 20 years.
- Funds for acquisition will be a deferred loan at 0% interest that is due on sale or transfer for the property.

The proposed fund source is $1.6 million in 2014 General Obligation Bond funds for housing development. An appropriate resolution and project budget ordinance are attached. If the project proceeds in a timely manner, staff may request to use CDBG funds in place of part of the proposed funds.
RESOLUTION AUTHORIZING THE CITY OF WINSTON-SALEM TO PROVIDE FINANCIAL ASSISTANCE TO THE HOUSING AUTHORITY OF WINSTON-SALEM FOR THE ACQUISITION, DEMOLITION, AND REHABILITATION OF NEW HOPE MANOR APARTMENTS

WHEREAS, the Housing Authority of Winston-Salem (HAWS) recently approached the City seeking assistance in acquiring, demolishing, and abating (as applicable) New Hope Manor Apartments, formerly known as Burke Village; and

WHEREAS, the complex is in the Northern end of both the HAWS Master Plan area and its Choice Neighborhoods grant area; and

WHEREAS, in addition, it is in close proximity to the Cleveland Avenue Homes community which is owned by HAWS, and its potential management of the target property could be more easily facilitated; and

WHEREAS, according to HAWS, the vacancy rate is nearly 70% and there is over $2.5 million in outstanding bank debt; and

WHEREAS, there is an increase in crime in the area and the current owner has expressed an unwillingness to continue to “throw good money after bad” in the form of lease enforcement, maintenance, and/or rehab; and

WHEREAS, HAWS has had recent communication with the lender and it is their understanding that the lender is willing to dispose of the property at a significant loss, potentially allowing acquisition of the property for as little as $1.8 million; and

WHEREAS, HAWS believes this could provide an appealing opportunity for an absentee investor to purchase the property, perform some minimal rehab work, and then continue to operate the property as an untenable multifamily housing complex, perpetuating the blight and inhibiting the development of the surrounding area; and
WHEREAS, HAWS has expressed a strong desire to acquire the property to demolish, abate or rehabilitate buildings on the property as necessary in order to bring them into a state of livability; and

WHEREAS, HAWS believes $1.6 million in assistance will permit it to acquire, demolish, abate, rehab, and operate the property in a sustainable manner.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that HAWS’ request for assistance is approved and City staff is authorized to identify appropriate fund sources to satisfy the request.
EXHIBIT A
HOUSING AUTHORITY OF WINSTON-SALEM (HAWS)
FINANCING COMMITMENT FOR NEW HOPE MANOR

1. **Purpose** – Financing of acquisition, demolition, and rehabilitation/repair of New Hope Manor, located on Burke Village Lane.

2. **Loan Terms** – Financing in an amount not to exceed $1,600,000, to be derived from 2014 General Obligation Bonds, subject to determination of final cost through project completion. As City funds are provided as gap financing, the final rate and terms will be backed into upon completion of the financing package, and as determined by the requirements of the first mortgage loan. Financing shall be evidenced by a Promissory Note(s) and secured by a Deed(s) of Trust on the property. The loan(s) may be subordinate to a construction/interim loan obtained by the Borrower. Financing for acquisition may be a deferred, interest-free loan that is due on sale or transfer of the property.

3. **Payment for Property Taxes** – Borrower agrees to make a payment annually to the City equal to the actual or estimated City property tax but not to exceed $10,000. Said payment may be credited to the loan balance for a 20-year period.

4. **Dedicated Unit** – Borrower agrees to set aside one dwelling unit in the property to the City to be used for emergency relocation assistance. The rent value of said unit may be credited to the loan balance. The City will pay for utilities and repairs for the unit.

5. **Fees** – Borrower will be responsible for all fees and closing costs as well as the City’s direct legal and other expenses associated with processing the loan documents.

6. **Other Financing** - The developer shall provide or otherwise attain commitments for the balance of the cost to develop and construct the project, which may be derived from private debt and equity capital.

7. **Ownership** - The project will be developed, owned and managed by the Housing Authority of the City of Winston-Salem, its affiliates or assigns, and such ownership structure shall be approved by the City of Winston-Salem. Subsequent authorization of the City will be required prior to any transfer or assignment of ownership of the property.

8. **Construction and Maintenance Standards** – Construction and demolition shall be required to comply with all applicable state and local building and other codes. This commitment is subject to review and approval of the scope of work and specifications by the Community and Business Development Department of the City. Borrower shall maintain the property in compliance with the appropriate City Code.

9. **Other Conditions** – Should federal funds be used, Borrower shall comply with all applicable regulatory requirements of the federal program, including, but not limited to,
Environmental Review, Davis-Bacon, Section 3, HUD Contractor-Consultant certification standing, Minority/Women Business Enterprise (M/WBE), and fair housing regulations.
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 provide a loan to the Housing Authority of Winston-Salem (HAWS) for acquisition, demolition, and rehab of New Hope Manor.

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, October 17, 2016, and November 21, 2016 shall be further amended by changing the expenditure appropriations in the following fund.

<table>
<thead>
<tr>
<th>Capital Projects Fund</th>
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<tbody>
<tr>
<td>Housing/Neighborhood Development Projects</td>
</tr>
<tr>
<td>New Hope Manor</td>
</tr>
<tr>
<td>$1,600,000</td>
</tr>
<tr>
<td>2014 GO Bonds – Housing</td>
</tr>
<tr>
<td>-1,600,000</td>
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</table>

Total Capital Projects Fund Expenditures $0

SECTION 2. That this amendment to the Project Budget Ordinance shall become effective as of the date of adoption.
City Council – Action Request Form

Date: December 1, 2016
To: The City Manager
From: Evan Raleigh, Deputy Director of Community & Business Development

Council Action Requested:
Adoption of a Resolution approving the allocation of additional Revitalizing Urban Commercial Areas (RUCA) III matching funds for the Patterson/Glenn area.

Summary of Information:
In 2006 City Council established the Revitalizing Urban Commercial Areas (RUCA) Program to help revitalize some of the city’s declining urban commercial areas. The general obligation bonds approved in 2014 designated an additional $2 million for a third round of RUCA projects. City Council has authorized RUCA III funding totaling $857,879: $756,879 in the Patterson/Glenn area and $101,000 in the Old Greensboro/Barbara Jane area.

Of the initial four projects in the Patterson/Glenn area, $475,000 was allocated as matching funds to Mr. Ali Amer to assist with the conversion of 1800 N. Patterson Avenue into multi-tenant space. In August of 2016 Council approved $202,100 of additional RUCA matching funds for a second phase of the project that included truck driveway access from the rear of the property and additional parking on the Patterson Avenue side. The total project is approximately 90% complete.

Subsequent additional construction needs to the project of $78,548.26 included electrical work/fixtures and drop ceiling installation. Of this total, an additional RUCA match of $39,274.13 for this portion of the project were funded from the previous RUCA allocation approved by Council for Patterson/Glenn projects that did not move forward and from infrastructure funds previously approved by Council during the second round of RUCA funding.

Mr. Amer is requesting increased RUCA III matching funds totaling $53,600, which is 50% of total cost for additional improvements to the property, including fencing around the property; electrical work and light fixture installation; grading, drainage, and concrete work; handicap accessibility; and design work. The source of funds would be RUCA III bond money.

Committee Action:

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Remarks:
RESOLUTION APPROVING THE ALLOCATION OF ADDITIONAL REVITALIZING URBAN COMMERCIAL AREA (RUCA) III MATCHING FUNDS FOR THE PATTERSON/GLENN AREA

WHEREAS, in 2006 City Council established the Revitalizing Urban Commercial Areas (RUCA) Program to help revitalize some of the city’s declining urban commercial areas; and

WHEREAS, the general obligation bonds approved in 2014 designated an additional $2 million for a third round of RUCA projects; and

WHEREAS, ten areas were eligible to apply for funding: Patterson/Glenn, Old Greensboro/Barbara Jane, Northside, Baux Mountain/Old Rural Hall Road, Pleasant/Waughtown, Northwest/Patterson, Jetway, New Walkertown/Carver, South Main Street/Cassell, and Trade/Northwest; and

WHEREAS, the City issued a request for proposals and three areas submitted with potential projects: Patterson/Glenn, Old Greensboro/Barbara Jane, and Jetway; and

WHEREAS, City Council has allocated a total of $857,899 to RUCA III areas; and

WHEREAS, this allocation includes $756,879 to the Patterson/Glenn area, including $677,100 for a project at 1800 N. Patterson Avenue; and

WHEREAS, the owner of 1800 N. Patterson Avenue requests additional RUCA III matching loan funds for additional project work to include extra fencing around the property, electrical fixture installation, and design work; and

WHEREAS, all RUCA loans are to be secured by a deed of trust on the property being improved; and
WHEREAS, any increase in RUCA funds above the approved allocation, including the use of contingency funds, must be approved by City Council; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Winston-Salem hereby authorize additional RUCA III funding for the Patterson/Glenn area in the amount of $53,600.
Date: December 12, 2016

To: The City Manager

From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:

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

Summary of Information:

The area of the Ardmore Road Sidewalk – 2014 Bond Project requiring acquisition of property involves road widening, installation of curb and guttering and sidewalks from Highfield Park Drive to Old Salisbury Road. This project was originally approved by the City Council on October 17, 2016 but due to a plan change since that time it has become necessary to add one additional property to the acquisition list. It is necessary that the City of Winston-Salem acquire additional property for this project, as shown on the attached exhibit. This value is based on tax value. If the property owner rejects the initial attached offer based on tax value, then condemnation is authorized based on the appraised value. The Assistant City Manager’s existing $1,000 authority may be used to negotiate final settlements if necessary. This procedure will help decrease the potential delays in future road, sidewalk, and greenway construction projects.

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

Committee Action:

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Remarks:
RESOLUTION ACQUIRING FEE SIMPLE ACQUISITION FOR THE ARDMORE ROAD SIDEWALK PROJECT BY DEED OR CONDEMNATION

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the City Council of the City of Winston-Salem, upon the recommendation of the Finance Committee, hereby authorize the acquisition of said fee simple acquisition by deed or condemnation as described herein and that the total recommended tax based purchase price of $1,690 and

BE IT FURTHER RESOLVED that in the event the tax value offer is not accepted, staff is hereby authorized to offer the appraised value, and if the same is not accepted even after staff’s exercise of its settlement authority, then staff is further authorized to proceed with the condemnation of properties described herein and to charge all costs associated with the purchase or condemnation to Account No. 304-531103-541213.
Sheet No. 1 of 1, dated December 12, 2016 attached to Resolution Authorizing Acquisition of properties by Deed or Condemnation. All square footage is approximate. Figures rounded as needed and appropriate.

PROJECT: Ardmore Road Sidewalk – 2014 Bond Project

PROJECT NO.: 304-531103-541213

INTEREST TO BE ACQUIRED: Easements:
Fee Simple (FS)

<table>
<thead>
<tr>
<th>Property Owner</th>
<th>Description</th>
<th>Tax Value Amount</th>
<th>Recommended Purchase Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Griffith Baptist Church</td>
<td>Tax PIN: 6823-57-0559</td>
<td>$1,690</td>
<td>$1,690</td>
</tr>
<tr>
<td>Attn: Bobby Vaughn</td>
<td>931 sq. ft. FS</td>
<td></td>
<td></td>
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<tr>
<td>1987 Old Salisbury Road</td>
<td>1987 Old Salisbury Road</td>
<td></td>
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<tr>
<td>Winston-Salem, NC 27127</td>
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<td>Total</td>
<td></td>
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<td>$1,690</td>
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City Council – Action Request Form

Date: December 12, 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 112 Marvin Boulevard Under the Upset Bid Procedure (N.C.G.S. 160A-269) (North Ward)

Summary of Information:
The City owns a single-family lot and a house situated thereon identified as Tax PIN 6827-94-5691 located at 112 Marvin Boulevard. The lot is zoned residential, contains approximately 14,810 sq. ft., and the five room house contains 1,044 sq. ft. (living room, kitchen, three bedrooms, and two baths). The property was acquired through foreclosure on a loan. The tax value is $44,600 based on the exterior appearance, but the interior has been vandalized and stripped of metal. It is in poor condition with many repairs needed. For this reason, all reasonable offers should be considered.

Leonardo Rivera, 133-45 121st Street, South Ozone Park, NY 11420 has submitted an offer along with the required deposit to purchase the property. The offer is $25,000. The property is being purchased “As Is/Where Is and With All Faults”. The buyer proposes to rehab the house and be an owner/occupant. Staff believes that due to the poor condition of the house, this is a reasonable offer and the best offer that can be obtained. If this vacant property is not disposed of it will continue to deteriorate further and at some point the City will have to pay for the demolition of the house and the future upkeep of the lot. 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 $25,000.

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

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Remarks:
notice that within ten days any person may raise the bid by not less than 10% of the first $1,000 and 5% 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 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 Leonardo Rivera without further City Council action. If raised bids are received, City Council confirmation is required.

The attached resolution authorizes the sale of Tax PIN 6827-94-5691, known as 112 Marvin Boulevard under the upset bid procedure to Leonardo Rivera or his assigns as herein stated.
RESOLUTION AUTHORIZING THE SALE OF CERTAIN CITY-OWNED PROPERTY
AT 112 MARVIN BOULEVARD 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 112 Marvin Boulevard, further identified as Tax PIN 6827-94-5691, 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 $25,000 was submitted by Leonardo Rivera, 133-45 121st Street, South Ozone Park, NY 11420 and the required five percent deposit has been paid; and

WHEREAS, the property has been vandalized, stripped of metal, and is in poor condition with many 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 of the City of Winston-Salem, upon the recommendation of the Finance Committee, hereby authorize the sale for $25,000 of property herein referenced, as Tax Pin 6827-94-5691 to Leonardo Rivera for $25,000 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 10% of the first $1,000 and 5% 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 Leonardo Rivera or his 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

TAX PIN 6827–94–5691
Date: December 12, 2016

To: The City Manager

From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:
Consideration of a Resolution Authorizing the Sale of a Certain City-owned Vacant Lot at 1101 Shrub Street Under the Upset Bid Procedure (N.C.G.S. 160A-269) (North Ward)

Summary of Information:
The City owns a vacant lot identified as Tax Pin 6826-70-8677, Forsyth County Tax Map located at 1101 Shrub Street that is surplus to the City’s needs. The lot is zoned residential and contains approximately 9,583 sq. ft. The current tax value is $6,000. The lot was acquired by deed in lieu of foreclosure.

Gardine D. Gwyn, 1108 Shrub Street, Winston-Salem, NC 27105, has submitted an offer to purchase the lot. The offer is $750. The lot is adjacent to the buyer’s home at 1108 Shrub Street. This property is purchased “As Is/Where Is And With All Faults”. The sale of this vacant lot will eliminate further City maintenance and place it back on the tax rolls with greater revenue realized for the City. It is believed to be in the best interest of the City to sell this lot now for the offered price.

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 properties, the amount and terms of the offer, and a notice that within ten days any person may raise the bid by not less than 10% of the first $1,000 and 5% of the remainder, to be published, and without further authorization of the City Council, shall re-advertise the offer at the increased bid; this procedure shall be repeated until no further qualifying bids are received, at which time the City Council may accept the offer and sell the properties to the highest bidder or reject any and all offers. In the event that no upset bid is received, the properties will be sold to Gardine D. Gwyn without further City Council action. If raised bids are received, City Council confirmation is required.

The attached resolution authorizes the sale of Tax PIN 6826-70-8677, under the upset bid procedure to Gardine D. Gwyn or her assigns as herein stated.

Committee Action:

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Remarks:
RESOLUTION AUTHORIZING THE SALE OF A CERTAIN CITY-OWNED VACANT LOT AT 1101 SHRUB STREET UNDER THE UPSET BID PROCEDURE (N.C.G.S. 160A-269)

WHEREAS, the City is the owner of a vacant lot located at 1101 Shrub Street, further identified as Tax PIN 6826-70-8677, Forsyth County Tax Map, that is surplus to the City’s needs; and

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

WHEREAS, Gardine D. Gwyn, 1108 Shrub Street, Winston-Salem, NC 27105, has submitted an offer of $750 for the 9,583 sq. ft. lot; 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 of the City of Winston-Salem, upon the recommendation of the Finance Committee, that the City Council hereby authorizes sale of Tax PIN 6826-70-8677, to Gardine D. Gwyn for $750 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 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 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 the appropriate City officials are hereby authorized to execute instruments required to complete the conveyance to Gardine D. Gwyn or her 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
TAX PIN 6826–70–8677
City Council – Action Request Form

Date: December 12, 2016
To: The City Manager
From: S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:
Consideration of a Resolution Authorizing the Sale of a Certain City-owned Vacant Lot at 3425 Burke Mill Road Under the Upset Bid Procedure (N.C.G.S. 160A-269) (South Ward)

Summary of Information:
The City owns an unbuildable vacant remnant lot identified as Tax Pin 6814-23-8233, Forsyth County Tax Map located on 3425 Burke Mill Road that is surplus to the City’s needs. The lot is zoned residential and contains approximately 8,712 sq. ft. The current tax value is $18,000. The lot is a remnant remaining from the Burke Mill Road Widening and Realignment Project.

Levcor Acquisition, LLC, 1001 West Loop South, Suite 600, Houston, Texas 77027, has submitted an offer to purchase the lot. The offer is the appraised value of $80,000. The lot will be assembled with adjoining property. This property is purchased “As Is/Where Is And With All Faults”. The sale of this vacant lot will eliminate further City maintenance and place it back on the tax rolls with greater revenue realized for the City. It is believed to be in the best interest of the City to sell this lot now for the appraised value.

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 properties, the amount and terms of the offer, and a notice that within ten days any person may raise the bid by not less than 10% of the first $1,000 and 5% of the remainder, to be published, and without further authorization of the City Council, shall re-advertise the offer at the increased bid; this procedure shall be repeated until no further qualifying bids are received, at which time the City Council may accept the offer and sell the properties to the highest bidder or reject any and all offers. The Buyer agrees to a condition of the purchase that any potential Buyer must agree to construct a minimum of 100,000 rentable square feet of commercial space within 1,500 feet of the subject property. In the event that no upset bid is received, the properties will be sold to Levcor Acquisition, LLC without

Committee Action:

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Remarks:
further City Council action. If raised bids are received, City Council confirmation is required.

The attached resolution authorizes the sale of Tax PIN 6814-23-8233, under the upset bid procedure to Levcor Acquisition, LLC or its assigns as herein stated.
WHEREAS, the City is the owner of an unbuildable vacant remnant lot located at 3425 Burke Mill Road, further identified as Tax PIN 6814-23-8233, Forsyth County Tax Map, that is surplus to the City’s needs; and

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

WHEREAS, Levcor Acquisition, LLC, has submitted an offer of the appraised amount of $80,000 for the 8,712 sq. ft. lot; 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 of the City of Winston-Salem, upon the recommendation of the Finance Committee, hereby authorize sale of Tax PIN 6814-23-8233, to Levcor Acquisition, LLC for $80,000 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 10% of the first $1,000 and 5% of the remainder, be published, without further authorization of 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 City Council may accept the offer and sell the property to the highest bidder or reject any and all offers.
BE IT FURTHER RESOLVED, any buyer of the property must agree to construct a minimum of 100,000 rentable square feet of commercial space within 1,500 feet of the subject property; and

BE IT FURTHER RESOLVED, in the event that no raised bid is received, the offer set forth above is hereby accepted and the appropriate City officials are hereby authorized to execute instruments required to complete the conveyance to Levcor Acquisition, LLC or its assigns as stated herein.

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

TAX PIN 6814–23–8233
City Council – Action Request Form

Date: December 12, 2016

To: The City Manager

From: S. Kirk Bjorling, Real Estate Administrator
Johnnie Taylor, Director of Sanitation

Council Action Requested:

Resolution Authorizing an Extension of a Lease Agreement with KDM of Wilmington, LLC Providing a Site for a Leaf Mulching Facility for the Sanitation Department (North Ward)

Summary of Information:

On August 15, 2011, the City Council authorized the lease of a lot at 3 W. Thirty Second Street for a leaf mulching facility. On March 1, 2013, the lease was extended for an additional two years through February 28, 2015 and on March 1, 2015 it was extended for an additional two years through February 28, 2017. This lot meets all requirements and specifications of the Sanitation Department and it has proved to be a significant financial benefit to the City to have a leaf mulching facility in this area of the city. The area is fenced and is covered in asphalt. It is approximately a three acre eastern portion of Tax PIN 6836-29-0444. It is owned by KDM of Wilmington, LLC, 3330 River Road, Wilmington, NC 28412. The lease has remained stable at $3,000 per month for the past six years. The owner is now requesting a 2% per year increase, which is believed to be reasonable. This will amount to an additional $60 per month or $720 per year in the first year of the lease and an additional $61.20 per month or $734.40 per year in the second year. It is proposed that the lease be extended for an additional two years at a rate of $3,060 per month in the first year and $3,121.20 per month in the second year and the lease will run from March 1, 2017 through February 28, 2019, with an available option for extension. Although the site is heavily used during leaf season, the Sanitation Department will continue to use the facility year round for leaf storage, cart storage and vehicle staging.

The attached resolution authorizes the execution of a lease extension as stated herein, and as approved by the City Attorney’s office.

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RESOLUTION AUTHORIZING AN EXTENSION OF A LEASE AGREEMENT WITH KDM OF WILMINGTON, LLC PROVIDING A SITE FOR A LEAF MULCHING FACILITY FOR THE SANITATION DEPARTMENT

WHEREAS, the Sanitation Department has a continued need of a site to serve the leaf disposal needs of the City; and

WHEREAS, the current leased lot located at 3 W. Thirty Second Street, meets all requirements and specifications of the Sanitation Department and has found to be well suited to serve the leaf disposal needs of the City; and

WHEREAS, the site is approximately a three acre eastern portion of Tax PIN 6836-29-0444; and

WHEREAS, the property is owned by KDM of Wilmington, LLC, 3330 River Road, Wilmington, NC 28412; and

WHEREAS, it is proposed that the current lease for this lot be extended for an additional two years with a 2% increase per year; and

WHEREAS, the proposed lease rate be $3,060 per month in the first year and $3,121.20 per month in the second year and the lease will run from March 1, 2017 through February 28, 2019, with an available option for extension.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Winston-Salem, that the City Manager and City Secretary, are hereby authorized to execute a lease agreement for the property described herein with KDM of Wilmington, LLC, with the provisions stated herein, and in a form approved by the City Attorney’s Office.
Date: November 29, 2016
To: The City Manager
From: Derwick L. Paige, Assistant City Manager

Council Action Requested:

Authorize use of the Outside County Utility Services Fund for the Idols Road Business Park

Summary of Information:
The City has received a request from Forsyth County regarding the use of the Outside County Utility Services Fund to assist with the infrastructure development for the Idols Road Business Park in Clemmons. As proposed, Forsyth County is requesting $690,000 from this fund of which $300,000 would be a grant and $390,000 would be paid back to the fund over a term of 10 years.

The total infrastructure costs for this phase of the project is $1.5 million with other funding sources being a Golden LEAF Foundation grant, the Village of Clemmons, and Forsyth County. This phase of the business park will contain approximately 170 acres and is located on the southeast side of Idols Road and adjacent to Tanglewood.

The Outside County Utility Services Fund was established in September 1996 by the Winston-Salem City Council and the Forsyth County Board of Commissioners for economic development purposes. It is funded by surcharge fees paid by water, sewer or treatment services by customers outside of Forsyth County.

This fund has been used on three occasions. In 2004, $425,000 was used to fund water and sewer infrastructure improvements in Wake Forest Innovation Quarter. In 2008, $175,000 was used to install a sewer line for the construction of two speculative buildings in the Union Cross area. In 2010, $1.2 million was used towards the construction of Research Parkway.

The balance in the fund as of June 30, 2016 was $2,059,458. As of June 30, 2012, the fund had a balance of $601,602. Since then it has seen an average growth of $364,463/year.

Committee Action:

Committee Action
For
Against
Remarks:
RESOLUTION AUTHORIZING THE USE OF THE OUTSIDE COUNTY UTILITY SERVICES FUND FOR THE IDOLS ROAD BUSINESS PARK

WHEREAS, the City has received a request from Forsyth County regarding the use of the Outside County Utility Services Fund to assist with the public infrastructure development for the Idols Road Business Park in Clemmons; and

WHEREAS, the Outside County Utility Services Fund was established in September 1996 by the Winston-Salem City Council and the Forsyth County Board of Commissioners for economic development purposes; and

WHEREAS, Forsyth County is requesting $690,000 from the Outside County Utility Services Fund of which $300,000 would be a grant and $390,000 would be repaid to the fund over a term of 10 years; and

WHEREAS, the use of these funds for public infrastructure development is consistent with the established guidelines.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Winston Salem, upon the recommendation of the Finance Committee, hereby approve $690,000 from the Outside County Utility Services Fund.

BE IT FURTHER RESOLVED that the City Manager, City Attorney, and City Secretary are hereby authorized to take such actions as may be necessary for the execution of an inter-local agreement with Forsyth County and that all repayments will be placed in the Outside County Utility Services Fund.
This is a preliminary site plan based on limited information and therefore may not reflect final site features. Minimal site research has been conducted. Site conditions may change significantly.
ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA FOR THE FISCAL YEAR 2016-2017

BE IT ORDAINED by the Mayor and City Council of the City of Winston-Salem that the Annual Appropriation and Tax Levy Ordinance for the Fiscal Year 2016-2017 be amended to transfer funds from the Outside County Utility Services Economic Development Fund to assist with infrastructure development for the Idols Road Business Park in Clemmons.

SECTION 1. That the Annual Appropriation and Tax Levy Ordinance of the City of Winston-Salem, adopted on June 20, 2016 and amended on August 15, 2016, September 19, 2016, October 17, 2016, and November 21, 2016, shall be further amended by changing the expenditure appropriations in the following fund.

Enterprise Funds

Water and Sewer Utility Fund
Transfer to Economic Development Grants (Idols Road Business Park) $690,000

Total Enterprise Funds Expenditures $690,000

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

Enterprise Funds

Water and Sewer Utility Fund
Outside County Utility Services Economic Development Fund $690,000

Total Enterprise Funds Revenues $690,000

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 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 transfer funds from the Outside County Utility Services Economic Development Fund to assist with infrastructure development for the Idols Road Business Park in Clemmons.

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, October 17, 2016, and November 21, 2016, shall be amended by changing the expenditure appropriations in the following fund.

Special Revenue Funds

Grants Fund
    Economic Development Grants
        Idols Road Business Park $690,000

Total Special Revenue Funds Expenditures $690,000

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

Special Revenue Funds

Grants Fund
    Economic Development Grants
        Transfer from Water and Sewer Utility Fund (Outside County Utility Services Economic Development Fund) $690,000

Total Special Revenue Funds Revenues $690,000

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

**Applicant Organization:** Forsyth County North Carolina  
**Project Title:** Idols Road Business Park (Phase I)

<table>
<thead>
<tr>
<th>Budget category</th>
<th>Total project budget</th>
<th>Golden LEAF</th>
<th>WS/Forsyth Utilities Commission</th>
<th>Village of Clemmons</th>
<th>Forsyth County</th>
<th>Name of funding source 5</th>
<th>Name of funding source 6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Road Cost</td>
<td>$983,000.00</td>
<td>$200,000.00</td>
<td>$401,500.00</td>
<td></td>
<td>$381,500.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water + Sewer lines extended</td>
<td>$120,000.00</td>
<td></td>
<td>$102,000.00</td>
<td></td>
<td>$18,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design /Engineering/Contractor Fees complete road and utilities for phases 1+2</td>
<td>$413,000.00</td>
<td></td>
<td>$288,500</td>
<td>$124,500.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Total project budget | $1,516,000.00 | $200,000.00 | $690,000.00 | $226,500.00 | $399,500.00 | $0.00 | $0.00 |

**Funding proposals pending with:**

<table>
<thead>
<tr>
<th>Amount requested</th>
<th>Disposition date</th>
<th>In-kind contributor</th>
<th>In-kind $ value</th>
<th>In-kind description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Golden Leaf</td>
<td>$200,000.00</td>
<td>11/4/2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WS/Forsyth Utilities</td>
<td>$690,000.00</td>
<td>11/4/2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Village of Clemmons</td>
<td>$226,500.00</td>
<td>11/4/2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Forsyth County</td>
<td>$399,500.00</td>
<td>12/15/2016</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
City Council – Action Request Form

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

Council Action Requested:
Consideration of Resolution Authorizing Final Payment for the Road Widening Along Cole Road Project.

Summary of Information:
City Council awarded a contract to Yates Construction Company, Inc. on December 10, 2015, for the road widening along Cole Road project. The company agreed to subcontract 41% of the work with M/WBE companies; 8% of the contract with minority-owned firms and 33% with woman-owned firms.

The project has been completed and Yates Construction Company, Inc. failed to meet the M/WBE goals. The achieved M/WBE percentage is 33.75%; which includes 8.52% MBE and 25.23% WBE. One WBE firm and three MBE firms were utilized on the project.

A summary of M/WBE participation is as follows:

<table>
<thead>
<tr>
<th>City/State</th>
<th>M/WBE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harris Concrete</td>
<td>MBE</td>
</tr>
<tr>
<td>McCain Striping</td>
<td>MBE</td>
</tr>
<tr>
<td>Sawyers Lawn Care</td>
<td>MBE</td>
</tr>
<tr>
<td>Yadkin Valley Paving, Inc.</td>
<td>WBE</td>
</tr>
</tbody>
</table>

Following the review and evaluation of the contractor’s Good Faith Effort by the M/WBE Citizens Advisory Committee, it was determined that due to the City significantly reducing the asphalt quantities which directly affected the scope of work for Yadkin Valley Paving, Inc. Yates Construction Company, Inc. did make a Good Faith Effort to attain the goals of their contract.

The M/WBE Citizens Advisory Committee recommends that final payment be made once all other conditions have been satisfied.

Committee Action:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>Against</td>
</tr>
</tbody>
</table>

Remarks:
RESOLUTION AUTHORIZING FINAL PAYMENT FOR THE ROAD WIDENING ALONG COLE ROAD PROJECT

WHEREAS, City Council awarded a contract to Yates Construction Company, Inc. on December 10, 2015, for the road widening along Cole Road project; and

WHEREAS, the company agreed to subcontract 41% of the work with M/WBE companies; 8% of the contract with minority-owned firms and 33% with woman owned firms.

WHEREAS, the project has been completed and Yates Construction Company, Inc. failed to meet the M/WBE goals. The achieved M/WBE percentage is 33.75%; which includes 8.52% MBE and 25.23% WBE.

WHEREAS, following the review and evaluation of the contractor’s Good Faith Effort by the M/WBE Citizens Advisory Committee, it was determined that due to the City significantly reducing the asphalt quantities which directly affected the scope of work for Yadkin Valley Paving, Inc. Yates Construction Company, Inc. did make a Good Faith Effort to attain the goals of their contract; and

WHEREAS, it is the recommendation of the M/WBE Citizens Advisory Committee that final payment be made once all other conditions have been satisfied.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that final payment be made to Yates Construction Company, Inc. for road widening along Cole Road once all other conditions have been satisfied.
City Council – Action Request Form

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

Council Action Requested:
Adoption of Resolution Awarding Purchase Order for Enclosed Cab Tractors.

Summary of Information:
On November 16, 2016, bids were accepted for the purchase of three enclosed cab tractors intended for use by the Vegetation Management Division of the Property and Facility Maintenance Department as scheduled replacements for equipment that has exceeded its useful life and has regular down time with excessive maintenance and costly repairs. One bid was received as follows:

James River Equipment Carolinas, LLC Greensboro, NC $56,370

In addition to the base price the bid document requested pricing for five options: a loader, auger, finish mower, aerator, and blower. The department has requested one tractor be configured with no options at base cost of $56,370, a second tractor configured with all five options for a total cost of $78,275, and a third tractor configured with options 2, 3, 4, and 5 for a total cost of $72,295 making the total cost for all three enclosed cab tractors with options $206,940

See Exhibit A following the Resolution for vehicle replacement information, a detailed bid tabulation, and workforce demographics.

The City’s FY 2016-17 capital equipment budget includes $260,000 for this purchase; therefore, it is recommended that a purchase order be awarded to James River Equipment Carolinas, LLC, low bidder meeting specifications, for the purchase of three enclosed cab tractors with requested options in the total bid amount of $206,940.

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

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

Committee Action:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>Against</td>
</tr>
</tbody>
</table>

Remarks:
RESOLUTION AWARDING PURCHASE ORDER FOR 
ENCLOSED CAB TRACTORS

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 11:00 a.m., November 16, 2016, for the purchase of three enclosed cab tractors intended for use by the Vegetation Management Division of the Property and Facility Maintenance Department as scheduled replacements; and the following bid was received:

<table>
<thead>
<tr>
<th>Company</th>
<th>City/State</th>
<th>Base Price per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>James River Equipment Carolinas, LLC</td>
<td>Greensboro, NC</td>
<td>$56,370</td>
</tr>
</tbody>
</table>

WHEREAS, in addition to the base price the bid document requested pricing for five options: a loader, auger, finish mower, aerator, and blower

WHEREAS, the department has requested that one tractor be configured with no options at base cost of $56,370, a second tractor configured with all five options for a total cost of $78,275, and a third tractor configured with options 2, 3, 4, and 5 for a total cost of $72,295 making the total cost for all three enclosed cab tractors with options $206,940

WHEREAS, the City’s FY 2016-17 capital equipment budget includes $260,000 for this purchase; therefore, it is the recommendation of the Finance Committee that a purchase order be awarded to James River Equipment Carolinas, LLC for the purchase of three enclosed cab tractors with requested options per bid specifications for the total bid amount of $206,940.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a purchase order for three enclosed cab tractors with requested options per bid specifications is hereby awarded to James River Equipment Carolinas, LLC in the total bid amount of $206,940.
BE IT FURTHER RESOLVED that the award of this purchase order constitutes a preliminary determination as to the qualification of the bidder. The City is not legally bound to perform the purchase order until the purchase order is duly executed by the City.

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

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

### Enclosed Cab Tractors

<table>
<thead>
<tr>
<th>Vehicle#</th>
<th>Year</th>
<th>Make</th>
<th>Model</th>
<th>Mileage</th>
<th>Acquired Cost</th>
<th>Maintenance and Repairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>8533</td>
<td>2001</td>
<td>New Holland</td>
<td>TS 90</td>
<td>5,496</td>
<td>$39,640.00</td>
<td>$35,810.94</td>
</tr>
<tr>
<td>8559</td>
<td>1989</td>
<td>Ford</td>
<td>6610</td>
<td>3,622</td>
<td>$14,057.50</td>
<td>$15,100.07</td>
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<tr>
<td>8529</td>
<td>2004</td>
<td>New Holland</td>
<td>TN 70A</td>
<td>5,036</td>
<td>$33,841.33</td>
<td>$32,236.99</td>
</tr>
</tbody>
</table>

## Bid Tabulation

### Enclosed Cab Tractors

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Manufacturer</th>
<th>Model</th>
<th>Base Bid (Price for Three)</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>James River Equipment</td>
<td>John Deere</td>
<td>5100M</td>
<td>$56,370.00 $169,110.00</td>
<td>150</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Option Pricing</th>
<th>Option #1 (Loader)</th>
<th>Option #2 (Auger)</th>
<th>Option #3 (Finish Mower)</th>
<th>Option #4 (Aerator)</th>
<th>Option #5 (Blower)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$5,980.00</td>
<td>$3,820.00</td>
<td>$4,175.00</td>
<td>$2,760.00</td>
<td>$5,170.00</td>
</tr>
</tbody>
</table>

## Demographic Information

- **Project/Bid Description:** (3) Enclosed Cab Tractors
- **Bidder’s Company Name:** James River Equipment Carolinas, LLC
- **City/State:** Greensboro, NC

<table>
<thead>
<tr>
<th>Gender</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>43</td>
<td>3</td>
</tr>
<tr>
<td>% of Total</td>
<td>93.5%</td>
<td>6.5%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Race/Ethnic Identification</th>
<th>White</th>
<th>African-American</th>
<th>Hispanic</th>
<th>Asian</th>
<th>Native-American</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>46</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>46</td>
</tr>
<tr>
<td>% of Total</td>
<td>100.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

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

Council Action Requested:
Adoption of Resolution Awarding Purchase Order for a Fire Ladder Truck.

Summary of Information:
Winston-Salem Fire Department (WSFD) has the need to purchase one fire ladder truck. The new truck will replace truck #5, a 2001 Sutphen with 157,750 miles and has amounted $229,267 of repair and maintenance costs over its life. The Houston-Galveston Alliance Cooperative (H-GAC) received bids and was awarded the contract effective December 1, 2015, through November 30, 2017, for fire service apparatus and Kovatch Mobile Equipment Corp. has been awarded competitive bid contract #FS12-15 which includes product code MA07 specifications for this equipment and offers quotation 10440-003 to provide the fire ladder truck at a cost of $1,277,089.

N.C.G.S. 143-129(e)(3) authorizes “purchases made through a competitive bidding group purchasing program, which is a formally organized program that offers competitively obtained purchasing products and services at discount prices to two or more public agencies.”

It is recommended that a purchase order be awarded to Kovatch Mobile Equipment Corp. for one fire ladder truck per bid contract #FS12-15 and quotation 10440-003 which includes product code MA07 specifications in the total amount of $1,277,089. This recommendation is in accordance with N.C.G.S. 143-129(e)(3).

The City’s FY 2016-17 capital equipment budget includes $1,400,000 for this purchase which will be financed through the North Carolina Municipal Leasing Corporation. Funding for the lease payments is available in the General Fund FY 2016-17 budget.

M/WBE comment: There are no known area minority or woman-owned companies that sell this equipment.

Workforce Demographics: See Exhibit A

Committee Action:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Action</th>
</tr>
</thead>
</table>

For

Against

Remarks:
RESOLUTION AWARDING PURCHASE ORDER
FOR A FIRE LADDER TRUCK

WHEREAS, Winston-Salem Fire Department (WSFD) has the need to purchase one fire ladder truck to replace truck #5, a 2001 Sutphen with 157,750 miles and has amounted $229,267 of repair and maintenance costs over its life; and

WHEREAS, the Houston-Galveston Alliance Cooperative (H-GAC) received bids and was awarded the contract effective December 1, 2015, through November 30, 2017, for fire service apparatus and Kovatch Mobile Equipment Corp. has been awarded competitive bid contract #FS12-15 which includes product code MA07 specifications for this equipment and offers quotation 10440-003 to provide the fire ladder truck at a cost of $1,277,089; and

WHEREAS, N.C.G.S. 143-129(e)(3) authorizes “purchases made through a competitive bidding group purchasing program, which is a formally organized program that offers competitively obtained purchasing products and services at discount prices to two or more public agencies”; and

WHEREAS, it is the recommendation of the Finance Committee that a purchase order be awarded to Kovatch Mobile Equipment Corp. for one fire ladder truck per bid contract #FS12-15 and quotation 10440-003 which includes product code MA07 specifications in the total amount of $1,277,089.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that a purchase order is hereby awarded to Kovatch Mobile Equipment Corp. for one fire ladder truck per bid contract #FS12-15 and quotation 10440-003 which includes product code MA07 specifications in the total amount of $1,277,089, and that the bid specifications, the company’s proposal, and the City's purchase order will constitute the contract.
BE IT FURTHER RESOLVED that award of this purchase order constitutes a preliminary determination as to the qualifications of the bidders. The City is not legally bound to perform the purchase order until the purchase order is duly executed by the City.

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

BE IT FURTHER RESOLVED that the City may reimburse itself for the capital expenditures identified herein with the proceeds from the sale of debt obligations.
### WORKFORCE DEMOGRAPHICS

<table>
<thead>
<tr>
<th>Project/Bid Description:</th>
<th>Contract for Fire Ladder Truck</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bidder's Company Name:</td>
<td>Kovatch Mobile Equipment Corporation</td>
</tr>
<tr>
<td>City/State:</td>
<td>Nesquehoning, PA</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gender</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>806</td>
<td>68</td>
</tr>
</tbody>
</table>

| % of Total | 92.2% | 7.8%   |

<table>
<thead>
<tr>
<th>Race/Ethnic Identification</th>
<th>White</th>
<th>African-American</th>
<th>Hispanic</th>
<th>Asian</th>
<th>Native-American</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>853</td>
<td>0</td>
<td>20</td>
<td>1</td>
<td>0</td>
<td>874</td>
</tr>
</tbody>
</table>

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

Council Action Requested:
Adoption of Resolution Awarding Purchase Order for Tandem Axle Truck with Do-All Body.

Summary of Information:
On November 8, 2016, bids were accepted for the purchase of a tandem axle truck with Do-All body intended for use by the DOT/Streets Division of the Public Works Department as scheduled replacement for equipment that has exceeded its useful life and has regular down time with excessive maintenance and costly repairs. See Exhibit A following the Resolution for vehicle replacement information, a detailed bid tabulation, and workforce demographics. Summary of bids received:

<table>
<thead>
<tr>
<th></th>
<th>City/State</th>
<th>Each</th>
</tr>
</thead>
<tbody>
<tr>
<td>White’s Tractor and Truck Co., LLC</td>
<td>Greensboro, NC</td>
<td>$117,506</td>
</tr>
<tr>
<td>Triad Freightliner of Greensboro, Inc.</td>
<td>Greensboro, NC</td>
<td>120,128</td>
</tr>
</tbody>
</table>

The City’s FY 2016-17 capital equipment budget includes $117,506 for this purchase; therefore, it is recommended that a purchase order be awarded to White’s Tractor and Truck Co., LLC, low bidder meeting specifications, for the purchase of a tandem axle truck with Do-All body in the total bid amount of $117,506 and that all other bids are rejected.

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

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

Committee Action:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>Against</td>
</tr>
</tbody>
</table>

Remarks:
RESOLUTION AWARDING PURCHASE ORDER FOR TANDEM AXLE TRUCK WITH DO-ALL BODY

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 10:00 a.m., November 8, 2016, for the purchase of a tandem axle truck with Do-All body as a scheduled replacements; and the following bids were received:

<table>
<thead>
<tr>
<th>City/State</th>
<th>Each</th>
</tr>
</thead>
<tbody>
<tr>
<td>White’s Tractor and Truck Co., LLC Greensboro, NC</td>
<td>$117,506</td>
</tr>
<tr>
<td>Triad Freightliner of Greensboro, Inc. Greensboro, NC</td>
<td>$120,128</td>
</tr>
</tbody>
</table>

WHEREAS, City’s FY 2016-17 capital equipment budget includes $117,506 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 for the purchase of a tandem axle truck with Do-All body per bid specifications in the total bid amount of $117,506.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a purchase order for a tandem axle truck with Do-All body per bid specifications is hereby awarded to White’s Tractor and Truck Co., LLC in the total bid amount of $117,506 and that all other bids are rejected.

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

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

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

Bid Tabulation
Tandem Axle Truck with Do-All Body

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Chassis Manufacturer</th>
<th>Chassis Model</th>
<th>Price</th>
<th>Delivery</th>
</tr>
</thead>
<tbody>
<tr>
<td>White's Truck and Tractor, LLC</td>
<td>International</td>
<td>7400</td>
<td>$117,506.00</td>
<td>120</td>
</tr>
<tr>
<td>Triad Freightliner of Greensboro, Inc</td>
<td>Freightliner</td>
<td>108SD</td>
<td>$120,128.00</td>
<td>120</td>
</tr>
</tbody>
</table>

Equipment Replacement Information
Tandem Axle Truck with Do-All Body

<table>
<thead>
<tr>
<th>Vehicle#</th>
<th>Year</th>
<th>Make</th>
<th>Model</th>
<th>Mileage</th>
<th>Acquired Cost</th>
<th>Maintenance and Repairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>859</td>
<td>1997</td>
<td>Ford</td>
<td>F800 Do-All</td>
<td>128,965</td>
<td>$64,383.71</td>
<td>$44,173.23</td>
</tr>
</tbody>
</table>

Project/Bid Description: Tandem Axle Truck with Do-All Body
Bidder's Company Name: White's Truck and Tractor Company, LLC
City/State: Greensboro, NC

WORKFORCE DEMOGRAPHICS

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnic Identification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>African-American</td>
</tr>
<tr>
<td>42</td>
<td>41</td>
</tr>
<tr>
<td>Female</td>
<td>White</td>
</tr>
</tbody>
</table>

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.

-93-
City Council – Action Request Form

Date: December 19, 2016

To: The City Manager

From: Jerry Bates, Purchasing Director

Council Action Requested:

Adoption of Resolution Awarding Purchase Order for Parking Enforcement Vehicles.

Summary of Information:

The On-Street Division of the Transportation Department has the need to replace two GEM parking enforcement vehicles as scheduled replacements for equipment that has exceeded its useful life and has regular down time with excessive maintenance and costly repairs. The GO-4 vehicle, manufactured by Westward Industries, Inc. and supplied by Carolina Industrial Equipment, Inc. of Charlotte, NC, is currently the only vehicle which meets all the needs of the parking enforcement officers and is suited for the application. Carolina Industrial Equipment, Inc. is the exclusive dealer for these vehicles in North Carolina and has quoted a price of $28,264 per vehicle for a total purchase price of $56,528. Exhibit A following the Resolution contains additional information regarding the GO-4 vehicle, replacement information, and workforce demographics for the vendor.

The City’s FY 2016-17 capital equipment budget includes $69,000 for this purchase; therefore, it is recommended that a purchase order be awarded to Carolina Industrial Equipment, Inc. for the purchase of two GO-4 vehicles per quote specifications in the total amount of $56,528.

This recommendation is based upon provisions of N.C.G.S. 143-129(e) which provides that formal bid requirements do not apply to purchases of apparatus, supplies, materials, or equipment when: a needed product is available from only one source of supply or when standardization or compatibility is the overriding consideration.

The purchase of two GO-4 vehicles will be financed through the North Carolina Municipal Leasing Corporation. Funding for the lease payments is available in the General Fund FY 2016-17 budget.

M/WBE comment: Carolina Industrial Equipment, Inc. is the sole source provider for this purchase.

Workforce Demographics: See Exhibit A

Committee Action:

Committee ____________________ Action ____________________

For ____________________ Against ____________________

Remarks: ____________________
RESOLUTION Awarding Purchase Order for Parking Enforcement Vehicles

WHEREAS, the On-Street Division of the Winston-Salem Transportation Department has an established need to replace two parking enforcement vehicles and after in-depth evaluation of the features required for these vehicles, have selected the GO-4 vehicle manufactured by Westward Industries, Inc. and supplied by Carolina Industrial Equipment, Inc.; and

WHEREAS, Carolina Industrial Equipment, Inc. is the only authorized dealer for the GO-4 parking enforcement vehicles in North Carolina; and

WHEREAS, G.S. 143-129(e) provides that formal bid procedures “shall not apply to purchases of apparatus, supplies, materials, or equipment when performance or price competition for a product are not available; when a needed product is available from only one source of supply or when standardization or compatibility is the overriding consideration”; and

WHEREAS, Carolina Industrial Equipment, Inc. has submitted a quotation for two complete units which includes all hardware, freight, and related warranties for the total cost of $56,528; and

WHEREAS, it is recommended that a purchase order be awarded to Carolina Industrial Equipment, Inc. for two GO-4 parking enforcement vehicles per quote specifications in the total amount of $56,528.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that a purchase order for the purchase of two GO-4 parking enforcement vehicles per quotation is hereby awarded to Carolina Industrial Equipment, Inc. in the total amount of $56,528.
BE IT FURTHER RESOLVED, that the award of this purchase order constitutes a preliminary determination as to the qualification of the bidder. The City is not legally bound to perform the purchase order until the order is duly executed by the City.

BE IT FURTHER RESOLVED that the purchase of two GO-4 parking enforcement vehicles will be financed through the North Carolina Municipal Leasing Corporation and funding for the lease payments is available in the General Fund FY 2016-17 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.
Justification for G0-4 Parking Control Vehicles

- The G04 is the most suitable parking enforcement vehicle we have found for our application.
- The vehicle is the most maneuverable parking enforcement vehicle and affords the enforcement officer a high degree of safety and comfort.
- The ability to exit the vehicle out of the traffic side is a major safety feature for our parking enforcement operators.

Additional features of the GO-4:
- Electronically governed to 40 or 45 mph, Allows safer and more efficient movement in traffic
- 2.5 in Steel Roll Bar chassis is designed to provide the utmost in safety and impact protection
- Fuel Efficiency offering and average of 45 miles per gallon
- LED lighting saves power, long lasting, easily visible
- 2 piece sliding doors allowing easy access from both sides keeping operator safe
- Accessibility is another key advantage of the G0-4. At nearly 6 feet tall, the G0-4 allows the operator to safely enter and exit the vehicle all day long without tiring of this repetitive exercise.
- 2 piece sliding door allows operator to chalk tires or scan meters while driving
- Compact design for getting in and out of traffic
- Excellent visibility with fully enclosed glass windshield and windows
- Tight turning radius allows the G0-4 to easily maneuver around tight and narrow streets
- We have found using the electric vehicles to be very inefficient due to low runtime, excessive downtime and operator safety concerns.
- The G04 gas has been engineered for the stop and go daily tasks of our operators, the transmission is finely balanced to endure this stressful and repetitive exercise. Many larger or less commercial vehicles will not last in the stop and go environment.

Equipment Replacement Information
Parking Enforcement Vehicles

<table>
<thead>
<tr>
<th>Vehicle#</th>
<th>582</th>
<th>584</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year</td>
<td>2007</td>
<td>2007</td>
</tr>
<tr>
<td>Make/Model</td>
<td>Gem/2PSGR</td>
<td>Gem/2PSGR</td>
</tr>
<tr>
<td>Mileage</td>
<td>8,023</td>
<td>7,233</td>
</tr>
<tr>
<td>Acquired Cost</td>
<td>$11,907.11</td>
<td>$11,907.11</td>
</tr>
<tr>
<td>Repairs Over Life of Vehicle</td>
<td>$10,903.32</td>
<td>$12,526.49</td>
</tr>
</tbody>
</table>

Demographic Information

Project/Bid Description: (2) GO-4 Parking Enforcement Vehicles
Bidder's Company Name: Carolina Industrial Equipment, Inc.
City/State: Charlotte, NC

<table>
<thead>
<tr>
<th>Gender</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>15</td>
<td>5</td>
</tr>
<tr>
<td>% of Total</td>
<td>75.0%</td>
<td>25.0%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Race/Ethnic Identification</th>
<th>White</th>
<th>African-American</th>
<th>Hispanic</th>
<th>Asian</th>
<th>Native-American</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of Total</td>
<td>95.0%</td>
<td>5.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>20</td>
</tr>
</tbody>
</table>

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

Council Action Requested:
Adoption of Resolution Awarding Contracts for Furniture and Furnishings for the M.C. Benton, Jr. Convention Center.

Summary of Information:
Bids were received November 3, 2016, for furniture and furnishings for the M.C. Benton, Jr. Convention Center. Terms of the bid document allows the City to select the lowest responsive, responsible bidder for each of three product groups: stools, benches and chairs, tables, and miscellaneous items. The detailed bid tabulation (Exhibit A) follows the resolution. A summary of the lowest responsive, responsible bidder for each of three product groups follows:

<table>
<thead>
<tr>
<th>City/State</th>
<th>Lowest Bid by Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMC Commercial Interiors, Inc. Greensboro, NC</td>
<td>$105,335.52</td>
</tr>
<tr>
<td>West Jefferson Office Equipment, Inc. Boone, NC</td>
<td>$9,177.93</td>
</tr>
</tbody>
</table>

Following the review and evaluation of bids received by City staff and the Interior Designer, it is recommended that contracts be awarded to PMC Commercial Interiors, Inc. for Groups 1 and 2 in the amount of $105,335.52 and to West Jefferson Office Equipment, Inc., in the amount of $9,177.93 for Group 3. These recommendations are based upon the selection of the lowest responsive, responsible bidder for each of three product groups.

The City plans to finance these furnishings over five years through the North Carolina Municipal Leasing Corporation. The Convention Center’s operating revenues currently are tracking ahead of budget; therefore, there will be sufficient funds to cover the debt payment this year. Starting with FY 17-18, the annual payment will be included in the Convention Center’s operating budget.

M/WBE comment: The bid notice was sent to River’s Edge, a minority owned business.

Workforce Demographics: See Exhibit A

Committee Action:
Committee For Against Remarks:

-101-
RESOLUTION AWARDING CONTRACTS FOR FURNITURE AND FURNISHINGS FOR THE M.C. BENTON JR. CONVENTION CENTER

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 10:00 a.m., Thursday, November 3, 2016, for furniture and furnishings for the M.C. Benton, Jr. Convention Center; and

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

<table>
<thead>
<tr>
<th>City/State</th>
<th>Lowest Bid by Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMC Commercial Interiors, Inc. Greensboro, NC</td>
<td>$105,335.52</td>
</tr>
<tr>
<td>West Jefferson Office Equipment, Inc. Boone, NC</td>
<td>$9,177.93</td>
</tr>
</tbody>
</table>

WHEREAS, following the review and evaluation of bids received by City staff and the Interior Designer, it is recommended that contracts be awarded to PMC Commercial Interiors, Inc. for Groups 1 and 2 in the amount of $105,335.52 and to West Jefferson Office Equipment, Inc., in the amount of $9,177.93 for Group 3; and

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to PMC Commercial Interiors, Inc. for Groups 1 and 2 in the amount of $105,335.52 and to West Jefferson Office Equipment, Inc., in the amount of $9,177.93 for Group 3 and all other bids rejected.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that the contracts for furniture and furnishings for the M.C. Benton, Jr. Convention Center be awarded to PMC Commercial Interiors, Inc. for Groups 1 and 2 in the amount of $105,335.52 and to West Jefferson Office Equipment, Inc., in the amount of
$9,177.93 for Group 3, and that the City Manager and City Secretary are hereby authorized to execute these contracts on behalf of the City, contract forms to be approved by the City Attorney.

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

BE IT FURTHER RESOLVED the City plans to finance these furnishings over five years through the North Carolina Municipal Leasing Corporation. The Convention Center’s operating revenues currently are tracking ahead of budget; therefore, there will be sufficient funds to cover the debt payment this year. Starting with FY 17-18, the annual payment will be included in the Convention Center’s operating budget.
### Bid Tabulation

**M.C. Benton, Jr. Convention Center**

<table>
<thead>
<tr>
<th></th>
<th>Group 1</th>
<th>Group 2</th>
<th>Group 3</th>
<th>Total for Lowest Bid by Group</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>stools, benches, and chairs</td>
<td>tables</td>
<td>Miscellaneous items</td>
<td></td>
</tr>
<tr>
<td>Alfred Williams &amp; Company</td>
<td>$77,930.87</td>
<td>$37,658.18</td>
<td>$12,155.86</td>
<td></td>
</tr>
<tr>
<td>Delve Interiors, LLC</td>
<td>$81,268.48</td>
<td>$13,399.98</td>
<td>$8,455.48</td>
<td></td>
</tr>
<tr>
<td>West Jefferson Office Equipment, Inc.</td>
<td>$36,720.03</td>
<td>No Bid</td>
<td>$9,177.93</td>
<td>$9,177.93</td>
</tr>
<tr>
<td>PMC Commercial Interiors, Inc.</td>
<td>$69,718.39</td>
<td>$35,617.13</td>
<td>$9,809.31</td>
<td>$105,335.52</td>
</tr>
<tr>
<td>Edge Office, LLC</td>
<td>$96,104.00</td>
<td>$55,950.00</td>
<td>$9,205.00</td>
<td></td>
</tr>
</tbody>
</table>

### Demographic Information

**Project/Bid Description:** Furniture and Furnishings for the M.C. Benton, Jr. Convention Center  
**Bidder’s Company Name:** PMC Commercial Interiors, Inc.  
**City/State:** Greensboro, NC

<table>
<thead>
<tr>
<th>Gender</th>
<th>Male</th>
<th>Female</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>42</td>
<td>67</td>
<td>38.5%</td>
</tr>
<tr>
<td>Female</td>
<td></td>
<td></td>
<td>61.5%</td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th>Race/Ethnic Identification</th>
<th>White</th>
<th>African-American</th>
<th>Hispanic</th>
<th>Asian</th>
<th>Native-American</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>92</td>
<td>9</td>
<td>7</td>
<td>1</td>
<td>0</td>
<td>109</td>
</tr>
<tr>
<td>Female</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>% of Total</td>
<td>84.4%</td>
<td>8.3%</td>
<td>6.4%</td>
<td>0.9%</td>
<td>0.0%</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

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.

### Demographic Information

**Project/Bid Description:** Furniture and Furnishings for the M.C. Benton, Jr. Convention Center  
**Bidder’s Company Name:** West Jefferson Office Equipment, Inc.  
**City/State:** Boone, NC

<table>
<thead>
<tr>
<th>Gender</th>
<th>Male</th>
<th>Female</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>13</td>
<td>3</td>
<td>81.3%</td>
</tr>
<tr>
<td>Female</td>
<td></td>
<td></td>
<td>18.8%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Race/Ethnic Identification</th>
<th>White</th>
<th>African-American</th>
<th>Hispanic</th>
<th>Asian</th>
<th>Native-American</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>16</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>16</td>
</tr>
<tr>
<td>Female</td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>% of Total</td>
<td>100.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

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: December 19, 2016

To: The City Manager

From: Jerry Bates, Purchasing Director

Council Action Requested:

Adoption of Resolution Awarding Contract for Concrete Pipe.

Summary of Information:

On November 1, 2016, bids were accepted for estimated quantities of concrete pipe in various diameters to be ordered as needed for Recreation and Parks Department and Streets Division during the period January 1, 2017, through December 31, 2017. Unit prices are shown on Attachment A following the resolution and the following bid was received:

<table>
<thead>
<tr>
<th>City/State</th>
<th>Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foltz Holdings, LLC</td>
<td>$181,129.90</td>
</tr>
</tbody>
</table>

The FY 2017-18 operations budget of the Recreation and Parks Department and Streets Division includes appropriate funds for the purchase of concrete pipe. It is recommended that a contract be awarded to Foltz Holdings, LLC, in the estimates amount of $181,129.90 for concrete pipe in various diameters to be ordered as needed for Recreation and Parks Department and Streets Division during the period January 1, 2017, through December 31, 2017.

M/WBE comment: There are no known area minorities or women-owned companies that sell concrete pipe.

Workforce Demographics: See Exhibit A

Committee Action:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Action</th>
<th>For</th>
<th>Against</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Remarks:
RESOLUTION AWARDING CONTRACT FOR CONCRETE PIPE

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 10:30 a.m. on Tuesday, November 1, 2016, for estimated quantities of concrete pipe in various diameters to be ordered as needed for Recreation and Parks Department and Streets Division during the period from January 1, 2017, through December 31, 2017, and the following bid was received:

<table>
<thead>
<tr>
<th>City/State</th>
<th>Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foltz Holdings, LLC</td>
<td>$181,129.90</td>
</tr>
</tbody>
</table>

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded for the purchase of concrete pipe in various diameters to be ordered as needed for Recreation and Parks Department and Streets Division during the period January 1, 2017, through December 31, 2017, to Foltz Holdings, LLC, in the estimated amount of $181,129.90.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem, that the contract for the purchase of concrete pipe in various diameters to be ordered as needed for Recreation and Parks Department and Streets Division during the period January 1, 2017, through December 31, 2017, is hereby awarded to Foltz Holdings, LLC, in the estimated amount of $181,129.90 and that the City Manager and City Secretary are hereby authorized to execute the contract on behalf of the City, contract forms to be approved by the City Attorney.

BE IT FURTHER RESOLVED that the award of this contract constitutes a preliminary determination as to the qualification of the bidder. The City is not legally bound to perform the contract until the contract is duly executed by the City.
BE IT FURTHER RESOLVED that funds have been previously appropriated in the approved FY 2016-17 budget and are available in various accounts to cover the cost of this contract.
## CONCRETE PIPE BID TABULATION

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Pipe</th>
<th>Concrete Foltz Holdings LLC (per Linear Foot)</th>
<th>Picked Up</th>
<th>Delivered</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>50</td>
<td>12&quot;</td>
<td>$12.43 $13.05</td>
<td>8.43</td>
<td>8.85</td>
</tr>
<tr>
<td>2.</td>
<td>5,500</td>
<td>15&quot;</td>
<td>8.43</td>
<td>9.38</td>
<td>9.85</td>
</tr>
<tr>
<td>3.</td>
<td>1,640</td>
<td>18&quot;</td>
<td>16.94</td>
<td>22.92</td>
<td>24.07</td>
</tr>
<tr>
<td>4.</td>
<td>1,320</td>
<td>24&quot;</td>
<td>34.29</td>
<td>36.01</td>
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</tr>
<tr>
<td>5.</td>
<td>400</td>
<td>30&quot;</td>
<td>45.39</td>
<td>58.89</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>400</td>
<td>36&quot;</td>
<td>63.79</td>
<td>84.66</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>140</td>
<td>42&quot;</td>
<td>70.14</td>
<td>99.48</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>140</td>
<td>48&quot;</td>
<td>199.76</td>
<td>239.76</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>140</td>
<td>54&quot;</td>
<td>94.81</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>140</td>
<td>60&quot;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>140</td>
<td>66&quot;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>140</td>
<td>72&quot;</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Picked Up Bid Totals $181,129.90**

### Demographic Information

<table>
<thead>
<tr>
<th>Gender</th>
<th>Race/Ethnic Identification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>White</td>
</tr>
<tr>
<td>Female</td>
<td></td>
</tr>
<tr>
<td>2726</td>
<td>2516</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>% of Total</th>
<th>88.0%</th>
<th>12.0%</th>
<th>81.3%</th>
<th>6.1%</th>
<th>11.6%</th>
<th>0.9%</th>
<th>0.2%</th>
</tr>
</thead>
</table>

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

Council Action Requested:
Adoption of Resolution Awarding Contract for Asphaltic Concrete.

Summary of Information:
On November 14, 2016, bids were accepted for estimated tonnages of asphaltic concrete to be ordered as needed for the period January 1, 2017, through December 31, 2017. Unit prices are shown in Exhibit A following the resolution. Summary of the bids received follows:

<table>
<thead>
<tr>
<th>City/State</th>
<th>Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yadkin Valley Paving, Inc.</td>
<td>$2,059,263.75</td>
</tr>
<tr>
<td>APAC-Atlantic, Inc., Thompson-Arthur Division</td>
<td>$2,097,000.00</td>
</tr>
</tbody>
</table>

The Streets Division FY 2016-17 operations budget includes appropriate funds for asphaltic concrete. It is recommended that a contract be awarded to Yadkin Valley Paving, Inc., low bidder meeting specifications, in the estimated amount of $2,059,263.75 for asphaltic concrete to be ordered as needed for the period January 1, 2017, through December 31, 2017.

M/WBE comment: Yadkin Valley Paving Inc. is a women-owned company.

Workforce Demographics: See Exhibit A

Committee Action:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Action</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>For</td>
<td>Against</td>
<td>_______</td>
</tr>
</tbody>
</table>
RESOLUTION AWARDING CONTRACT FOR ASPHALTIC CONCRETE

WHEREAS, after due advertisement, bids were received and publicly opened by the City/County Purchasing Department at 10:00 a.m. on Monday, November 14, 2016, for estimated tonnages of asphaltic concrete to be ordered as needed for the period January 1, 2017, through December 31, 2017. Summary of bids received:

<table>
<thead>
<tr>
<th>City/State</th>
<th>Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yadkin Valley Paving, Inc. Winston-Salem, NC</td>
<td>$2,059,263.75</td>
</tr>
<tr>
<td>APAC-Atlantic, Inc., Thompson-Arthur Division Winston-Salem, NC</td>
<td>$2,097,000.00</td>
</tr>
</tbody>
</table>

WHEREAS, it is the recommendation of the Finance Committee that a contract be awarded to Yadkin Valley Paving, Inc., low bidder meeting specifications for asphaltic concrete to be ordered as needed for the period January 1, 2017, through December 31, 2017, in the estimated amount of $2,059,263.75.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Winston-Salem that the contract for asphaltic concrete to be ordered as needed for the period January 1, 2017, through December 31, 2017, is hereby awarded to Yadkin Valley Paving, Inc. in the estimated amount of $2,059,263.75. The City Manager and City Secretary are hereby authorized to execute the contract on behalf of the City, contract forms to be approved by the City Attorney.

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

BE IT FURTHER RESOLVED that funds have been previously appropriated and are available in account no. 01-108002 to cover the cost of this contract.
EXHIBIT A

ASPHALTIC CONCRETE BID TABULATION

<table>
<thead>
<tr>
<th></th>
<th>Yadkin Valley Paving, Inc.</th>
<th>Apac-Atlantic, Inc. Thompson Arthur-Division</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(per ton)</td>
<td>(per ton)</td>
</tr>
<tr>
<td>1. 26,500 tons surface course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary</td>
<td>$ 28.97</td>
<td>$ 32.00</td>
</tr>
<tr>
<td>Secondary</td>
<td>34.00</td>
<td>32.00</td>
</tr>
<tr>
<td>Total Primary</td>
<td>$ 767,705.00</td>
<td>$ 848,000.00</td>
</tr>
<tr>
<td>2. 12,250 tons binder course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary</td>
<td>$ 28.82</td>
<td>$ 32.00</td>
</tr>
<tr>
<td>Secondary</td>
<td>34.00</td>
<td>32.00</td>
</tr>
<tr>
<td>Total Primary</td>
<td>$ 353,045.00</td>
<td>$ 392,000.00</td>
</tr>
<tr>
<td>3. 1,500 tons base course</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary</td>
<td>$ 28.30</td>
<td>$ 33.00</td>
</tr>
<tr>
<td>Secondary</td>
<td>34.00</td>
<td>33.00</td>
</tr>
<tr>
<td>Total Primary</td>
<td>$ 42,450.00</td>
<td>$ 49,500.00</td>
</tr>
<tr>
<td>4. 2,375 tons asphalt binder for plant mix</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Primary</td>
<td>$ 377.29</td>
<td>$ 340.00</td>
</tr>
<tr>
<td>Secondary</td>
<td>377.29</td>
<td>340.00</td>
</tr>
<tr>
<td>Total Primary</td>
<td>$ 2,059,263.75</td>
<td>$ 2,097,000.00</td>
</tr>
</tbody>
</table>

Demographic Information

Project/Bid Description: Asphalitc Concrete
Bidder’s Company Name: Yadkin Valley Paving, Inc.
City/State: Winston-Salem, NC

<table>
<thead>
<tr>
<th>Gender</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>40</td>
<td>7</td>
</tr>
<tr>
<td>% of Total</td>
<td>85.1%</td>
<td>14.9%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Race/Ethnic Identification</th>
<th>White</th>
<th>African-American</th>
<th>Hispanic</th>
<th>Asian</th>
<th>Native-American</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>41</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>0</td>
<td>47</td>
</tr>
<tr>
<td>% of Total</td>
<td>87.2%</td>
<td>6.4%</td>
<td>6.4%</td>
<td>0.0%</td>
<td>0.0%</td>
<td>100%</td>
</tr>
</tbody>
</table>

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: December 12, 2016

To: The City Manager

From: Greg Turner, Assistant City Manager/Public Works

Council Action Requested:

Consideration of a Resolution Approving an Interlocal Agreement with the Town of Kernersville to Reimburse the City of Winston-Salem for its 80% Local Match of the Kernersville Traffic and Transportation Plan Study.

Summary of Information:

The City of Winston-Salem serves as the Lead Planning Agency (LPA) and manages the transportation planning funds for the Winston-Salem Metropolitan Planning Organization (WSMPO). The transportation planning funds are programmed for various plans, projects and studies through the MPO’s adopted Unified Planning Work Program (UPWP). Funding for transportation planning studies are included in the UPWP in Section II-B Planning Process. These studies utilize Surface Transportation Program – Direct Attributable (STP-DA) and PL, Section 104 (f), funds.

On March 17, 2016, the WSMPO Transportation Advisory Committee reviewed and approved proposals for transportation planning studies for inclusion in the work program. The Kernersville Traffic and Transportation Plan Update was one of several studies proposed and recommended for funding. The current Traffic and Transportation Plan is over 16 years old. The revised plan would act as a guide for Kernersville’s future transportation capital improvements.

As per the adopted UPWP, the study would be paid for using 80% Federal STP-DA funds and the required 20% local match. The Town of Kernersville will use the standard approved DOT review process to select a consulting firm to conduct this plan update. The $100,000 study includes $80,000 in STP-DA funds and $20,000 in local match funds which will be provided by the Town of Kernersville. Per the January 2004 agreement between NCDOT and the City of Winston-Salem, the City will submit an invoice to NCDOT for the STP-DA funds expended and will use those funds to reimburse Kernersville.

Committee Action:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Action</th>
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<tbody>
<tr>
<td>For</td>
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</tr>
<tr>
<td>Against</td>
<td></td>
</tr>
</tbody>
</table>

Remarks:
RESOLUTION APPROVING AN INTERLOCAL AGREEMENT WITH THE TOWN OF KERNERSVILLE FOR THE USE OF $80,000 IN SURFACE TRANSPORTATION FEDERAL FUNDS ALLOCATED TO THE WINSTON-SALEM URBANIZE AREA

WHEREAS, the Winston-Salem Urban Area Metropolitan Planning Organization (WSMPO) is responsible for transportation planning in Winston-Salem, Forsyth County and portions of Davidson, Davie and Stokes Counties; and

WHEREAS, the City of Winston-Salem serves as the Lead Planning Agency (LPA) and manages the transportation planning funds for the MPO; and

WHEREAS, the transportation planning funds are programmed for various plans, projects and studies through the MPO’s adopted Unified Planning Work Program (UPWP); and

WHEREAS, On March 17, 2016, the WSMPO Transportation Advisory Committee approved a proposal from the town of Kernersville for a Traffic and Transportation Plan Update; and

WHEREAS, the Town of Kernersville will select a firm to complete the work, based on North Carolina Department of Transportation approved standards; and

WHEREAS, as per the adopted UPWP, the study would be paid for using 80% Federal Surface Transportation Program – Direct Attributable (STP-DA) funds and the required 20% local match; and

WHEREAS, the $100,000 study includes $80,000 in STP-DA funds and $20,000 in local match funds to be paid by the Town of Kernersville; and

WHEREAS, the interlocal agreement will permit the City of Winston-Salem to reimburse the Town of Kernersville for their federal portion of the study not to exceed $80,000.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of the City of Winston-Salem will allow the City Manager to enter into an interlocal agreement with the Town of Kernersville to reimburse the Town up to $80,000 for the completion of a Traffic and Transportation Plan Update for the Town of Kernersville.
SUMMARY OF MINUTES

FINANCE COMMITTEE

4:00 p.m., Monday, November 14, 2016

COMMITTEE ROOM

Room 239, City Hall

MEMBERS PRESENT: Council Member Robert C. Clark, Chair
Council Member Vivian H. Burke
Council Member Derwin L. Montgomery

MEMBER ABSENT: Council Member Denise D. Adams, Vice Chair

OTHERS PRESENT: Council Member Molly Leight
Council Member James Taylor, Jr. (arrived at 5:31p.m.)

Chair Clark called the meeting to order and stated that without objection, the Committee would first consider the Consent Agenda. Council Member Burke pulled Items C-4 and C-6. Council Member Montgomery pulled Item C-11(a)(b). Item C-7(b) was pulled by staff. No other items were removed.

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

CONSENT AGENDA

Property Matters

C-1. RESOLUTION AUTHORIZING A MODIFICATION TO A PREVIOUSLY APPROVED RESOLUTION TO PARTICIPATE IN THE GOLER HEIGHTS (GOLER LOFTS) REDEVELOPMENT PROJECT.

C-2. REPORT ON PETERS CREEK COMMUNITY INITIATIVE.

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-5. CONSIDERATION OF ITEMS REGARDING AMENDMENTS TO CHAPTER 50 OF CITY CODE:
a. ORDINANCE AMENDING CHAPTER 50 OF THE CITY CODE REGARDING PERSONNEL AND RETIREMENT.

b. RESOLUTION APPROVING AN ADMINISTRATIVE SERVICES AGREEMENT WITH ICMA RETIREMENT CORPORATION AND ADOPTING A TRUST AGREEMENT FOR THE CITY OF WINSTON-SALEM GENERAL AND FIRE EMPLOYEES’ DEFINED CONTRIBUTION RETIREMENT PLAN.

C-7. CONSIDERATION OF ITEMS RELATED TO CONTRACTS:

a. RESOLUTION AWARDING CONTRACT FOR READY MIXED CONCRETE – Hartley Ready Mix Concrete Mfg., Inc. - $289,425. (Estimated Amount).


d. RESOLUTION AWARDING PURCHASE ORDER FOR ASPHALT DISTRIBUTORS – Triad Freightliner of Greensboro, Inc. - $346,226.

e. RESOLUTION AWARDING PURCHASE ORDER FOR MID-SIZE SUV CROSSOVERS – Capital Nissan of Wilmington, Inc. - $127,272.75.


g. RESOLUTION AWARDING PURCHASE ORDER FOR HALF-TON PICKUP TRUCKS – Performance Automotive Group, Inc. $124,158.00.

h. RESOLUTION AWARDING PURCHASE ORDER FOR FOUR WHEEL DRIVE BACKHOES – Company Wrench, LLC. $184,658.32

i. RESOLUTION AWARDING PURCHASE ORDER FOR HEAVY DUTY TRAILERS – Argo Fab, Inc. - $100,230.

C-8. CONSIDERATION OF ITEMS AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MCGUIRE WOODS CONSULTING, LLC:

a. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH MCGUIRE WOODS CONSULTING, LLC. [$67,500]

b. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE CITY OF WINSTON-SALEM, NORTH
C-9. 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-10. CONSIDERATION OF AMENDMENTS TO THE FISCAL YEAR 2016-17 BUDGET ORDINANCES FOR THE CITY OF WINSTON-SALEM, NORTH CAROLINA:

a. ORDINANCE AMENDING THE ANNUAL APPROPRIATION AND TAX LEVY ORDINANCE FOR THE FISCAL YEAR 2016-2107.


C-12. INFORMATION REGARDING STRATEGIC PLANNING WORKSHOP.


C-6. RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH THE MOBILE DOC, PLLC FOR THE PROVISION OF MEDICAL EVALUATION SERVICES FOR CERTAIN CANDIDATES FOR FIRE DEPARTMENT EMPLOYMENT. [$16,000]

Mr. Tad Byrum, Assistant Fire Chief, gave the staff presentation on this item.

In response to Council Member Burke, Mr. Byrum stated these medical services are for new hires only.

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

C-4. CONSIDERATION OF ITEMS REGARDING THE 2015 HUMAN EXPLOITATION RESCUE OPERATIVE/INTERNET CRIMES AGAINST CHILDREN ACT GRANT:

a. RESOLUTION AUTHORIZING ACCEPTANCE OF A 2015 HUMAN EXPLOITATION RESCUE OPERATIVE/INTERNET CRIMES AGAINST CHILDREN ACT (HERO/ICAC) GRANT PROGRAM AWARD.

Chief Barry Rountree, Police Department, gave the staff presentation on this item.

In response to Council Member Leight, Chief Rountree stated the investigative committee enters online and they allow people to communicate with them.

In response to Council Member Burke, Chief Rountree stated the investigative committee has made several arrests; however, they have not contacted TV13 about those arrests.

Council Member Burke suggested these arrests and investigative reports be communicated to TV13 so that the public is aware.

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

*This item was pulled by staff for technical reasons.*

C-7. CONSIDERATION OF ITEMS RELATED TO CONTRACTS:

   b. RESOLUTION AWARDING CONTRACT FOR FURNITURE AND FURNISHINGS FOR BENTON CONVENTION CENTER.

C-11. CONSIDERATION OF ITEMS REGARDING LOCAL HISTORIC LANDMARK DESIGNATION:

   a. ORDINANCE DESIGNATING CERTAIN PROPERTY AS A HISTORIC LANDMARK – The O’Hanlon Building, 101-105 West Fourth Street.

   b. ORDINANCE DESIGNATING CERTAIN PROPERTY AS A HISTORIC LANDMARK – The Pepper Building, 100-104 West Fourth Street.

In response to Council Member Burke, Mr. David Reed, property tax with the Planning Division stated the current tax values for the buildings are eligible for deferral of up to 50%, and the tax office will do a calculation for the new tax value after this designation goes to them. They will give them 50% of what the City is asking for the renovation.

In response to Council Member Montgomery, Mr. Reed stated that at the O’Hanlon Building, renovating the floors and some interior renovations are being conducted and to go forward, they will need the assistance to complete the project.

Chair Clark stated the Committee is requesting the current tax values for both buildings, what will be spent on the renovations, and what will be the new tax values after the renovations.

Mr. Paul Norby, Planning and Development Services Director, stated this item requires a Public Hearing.

By consensus, the Committee agreed to send Items (a) and (b) forward without recommendation to discuss at the December 19 meeting.
GENERAL AGENDA

G-1. INFORMATION REGARDING NEW HOPE MANOR SCOPE OF WORK ASSESSMENT.

Mr. Ritchie Brooks, Community and Business Development Director, gave a brief staff report on this item.

Mr. Larry Woods, Housing Authority of Winston-Salem (HAWS), gave a presentation on this item.

In response to Council Member Leight, Mr. Woods stated there are about 120 units and at least 50 to 60 of the units are vacant and have been vandalized.

In response to Council Member Montgomery, Mr. Woods stated the bank loan was for $2.5 million dollars and the bank agreed to release the property at $1.9 million. Council Member MacIntosh previously requested that the bank provide a new assessment conducted by a qualified appraiser and it was done. The new number is $1.95 million dollars. The property has been in decline since the first appraisal.

In response to Council Member Montgomery, Mr. Woods stated the challenging approach is due to the way the property is secured. It is not federal property. If HAWS were to receive the Choice Neighborhood Implementation Grant, any federal action would have the full protection of the Federal Uniform Relocation Act (URA). The U.S Department of Housing and Urban Development (HUD) only allows HAWS to modify use of the vouchers to make sure all residents currently housed would remain housed in a new location.

In response to Council Member Montgomery, Mr. Woods stated HAWS short-term solution removes the uncertainty of the families living there now in living conditions that do not meet standard.

In response to Council Member Montgomery, Mr. Brooks stated in these uncertain living conditions, they may qualify for emergency relocation assistance in the event the conditions presents an immediate danger to the current occupancy.

Council Member Burke requested information concerning the police reports that have been filed in regards to people that are not supposed to be in the New Hope Manor neighborhood. Also, include in the report what types of crimes are being committed.

Council Member Leight suggested the City find emergency funding to help re-locate the residents. She also stated, due to the hazardous living conditions of the units, they should be demolished.
In response to Chair Clark, Mr. Brooks stated, if HAWS utilizes the URA to relocate families, it would cost about $30,000-$40,000 per family. URA is formulated to help families in the short-term. The differences vary based on the families that stay together or break up. The individuals on subsidy or receive some type of assistance have cheaper rents while other locations may have higher rental fees. The relocation grants are for short-term situations, and they will also need long term assistance.

In response to Chair Clark, Mr. Brooks stated rents are paid monthly and relocation payments are only applied to help them find places to move contents from one place to another. The rent subsidy would be the challenge. The residents have low incomes and may not be able to afford the rents of the new places.

In response to Chair Clark, Mr. Woods stated to demolish the units would depend on when the grant award is received. It usually takes about four to five months to receive those funds, and then HAWS would interview each family to see what their needs are. A voucher would be given to them and the process begins. The units would be demolished after the families are completely moved out.

In response to Chair Clark, Mr. Woods stated HAWS is looking to borrow up to $1.4 million dollars from the bank and a grant and a loan from the City. A one million dollar loan towards purchase and the rest towards demolition and rehab work totaling $1.6 million dollars from the City. The complete total to fulfill this project would be three million dollars.

In response to Chair Clark, Mr. Woods stated Carolina Bank is currently holding the mortgage.

In response to Chair Clark, Mr. Brooks stated if nothing is done to help these residents, HAWS would inspect those units and initiate an emergency relocation for the majority, if not all, of the tenants and the City would bear the costs.

Mr. Kevin Chesner, general counsel for HAWS, stated according to the owners, they have other offers on the table and the bank wants this contract closed before the end of the calendar year.

Chair Clark suggested staff bring this item back to the December committee meeting and the Committee will vote. Chair Clark requested a map of New Hope Manor.

G-2. REQUEST FROM FORSYTH COUNTY REGARDING THE USE OF THE OUTSIDE COUNTY UTILITY SERVICES ECONOMIC DEVELOPMENT FUNDS.

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

Chair Clark requested the total funding used on the other three water projects and contributions made to the fund over the last four to five years.

Mr. Dan Cornelius, Director of Housing and Forsyth County’s Development Department, spoke briefly on this item.
In response to Council Member Leight, Mr. Cornelius stated they have a master plan of proposed buildings and it is just a concept plan that is offered for prospective business owners to choose from. These plans can consist of bigger buildings or lots.

Chair Clark requested a letter of support from Winston-Salem Business Inc.

By consensus, the Committee agreed to bring this item back to its December meeting.

G-3. UPDATE REGARDING WINSTON LAKE YMCA.

Mr. Paige gave an updated report on this item.

In response to Council Member Leight, Mr. Paige stated the YMCA is a non-profit organization that provides programs, while the City’s goal is to provide a service to the community and the City will not be in it for the same purpose as the organization.

In response to Council Member Burke, Mr. Paige stated currently a survey has not been conducted to ask the local community questions regarding what programs they are interested in having at the YMCA. Discussions are in preparation concerning how we could get full usage of the facility. Council Member Burke also asked about the impact on other recreation facilities in the area.

Mr. Kurt Hazelbaker, President/CEO of the YMCA of Northwest North Carolina, stated they looked at several options with the City concerning the uses of the full facility. If the City does not participate, they would close a portion of the facility and save a substantial amount of money.

Chair Clark requested a performa for this YMCA location in what the maintenance costs and operating budget would be for one year in lieu of the City running it and what it would cost to run the facility short term and in the long term.

Council Member Montgomery requested information about the square footage for the Winston Lake YMCA.

Chair Clark requested that staff bring a report to the Committee concerning the fiscal year 2017-2018 budget projection for Recreation and Parks Department.

G-4. REPORT ON FEDERAL LOBBYING CONTRACT.

Mr. Paige gave the staff report on this item.

Chair Clark indicated this item was discussed at the November 10th Community Development/Housing/General Government Committee meeting and a special committee meeting of the whole is being considered and will be held in December.

G-5. FISCAL YEAR 2017-2018 BUDGET OUTLOOK.

Mr. Ben Rowe, Assistant City Manager, gave the staff report on this item.
In response to Chair Clark, Ms. Lisa Saunders, Chief Financial Officer, stated that for June 30, 2016 the $51.4 million is not all cash. It consists of receivables and payables outstanding at the end of the year. General fund is the main operating fund. If other funds within the City have a negative balance, there is a borrowing from the general fund. At the end of the year, transit fund had a due to from the Federal Transit Administration (FTA) of about 7 million dollars. There were not enough funds in the transit fund for the operating account, so there was a borrowing from general fund, which increased the amount of restricted fund balance.

Council Member Montgomery asked staff to draft a letter to the federal delegation expressing concern about transit funding and the need for the City to provide bridge funding to community agencies that are waiting on other federal funding.

In response to Mr. Rowe’s report on fiscal year 2017-2018 budget outlook, Council Member Montgomery asked about the economic impact of the one-third classification and compensation study and whether grants were available to pay for body cameras and tasers.

ADJOURNMENT: 5:55 p.m.