



## Summary

### Finance Committee

*Council Member Robert C. Clark, Chair*  
*Council Member Denise D. Adams, Vice Chair*  
*Mayor Pro Tempore Vivian H. Burke*  
*Council Member Jeff MacIntosh*

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Monday, February 11, 2019

4:30 PM

Committee Room 239, City Hall

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#### CALL TO ORDER

*Chair Clark called the meeting to order at 4:30 pm.*

#### **Present:**

Council Member Robert Clark, Chair  
Council Member Denise Adams, Vice Chair  
Mayor Pro Tempore Burke  
Council Member MacIntosh

#### **Others Present:**

Council Member John Larson  
Council Member Dan Besse - arrived at 5:19 pm  
Council Member Annette Scippio  
Council Member James Taylor - arrived at 5:57 pm

#### C CONSENT AGENDA

*Chair Clark stated without objection, the Committee would first consider the Consent Agenda. Items C-2 through C-5, C-8, and C-13 were pulled for discussion.*

**A motion was made by Council Member Adams, seconded by Council Member MacIntosh, to approve the balance of the Consent Agenda. The motion carried by the following vote:**

**Aye:** 4 - Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh

- C-1. [19-0115](#) Consideration of Amendments to the Fiscal Year 2018-2019 Budget Ordinances for the City of Winston-Salem, North Carolina: (Recommended by Finance Committee)

Ordinance Amending the Annual Appropriation and Tax Levy Ordinance.

Ordinance Amending the Project Budget Ordinance for the City of Winston-Salem, North Carolina for the Fiscal Year 2018-2019.

**Attachments:** [February 2019 Budget Amendment - CARF.doc](#)  
[February 2019 Budget Amendment - AATLO](#)  
[February 2019 Budget Amendment - PBO.docx](#)

**Approved by Consent Vote.**

- C-6. [19-0092](#) Resolution Authorizing a Lease Extension for a Portion of the Second Floor in the Winston Mutual Building for the Police Departments Crime Prevention Unit (East Ward) [Recommended by Finance Committee].

**Attachments:** [Lease Extension - Fifth Street Investments, LLC - CARF](#)  
[Lease Extension-Fifth Street Investments, LLC - RES](#)  
[Lease Extension-Fifth Street Investments, LLC - MAP](#)

**Approved by Consent Vote.**

- C-7. [19-0094](#) Resolution Authorizing an Agreement with John Davenport Engineering, Inc. for Professional Engineering Services for the Two-Way Conversion of First and Second Streets and Liberty and Main Streets. (\$640,000) [Recommended by Finance and Public Works Committees].

**Attachments:** [TwoWayConversionFirstSecondMainLibertyStreets - CARF](#)  
[TwoWayConversionFirstSecondMainLibertyStreets - Resolution](#)  
[TwoWayconversionFirstSecondMainLibertyStreets - Exhibit A](#)  
[TwoWayConversionFirstSecondMainLibertyStreets - Exhibit B](#)

**Approved by Consent Vote.**

- C-9.**     [19-0089](#)     Resolution Awarding Contract for Examination of Annual financial Statements of the City of Winston-Salem for Fiscal Year 2019 (Recommended by Finance Committee.)

**Attachments:**   [CARF - Auditing Services](#)  
                          [Resolution- Auditing Services](#)  
                          [Exhibit A - Cherry Bekaert - Bid List-Workforce Demographics 2-18-19](#)  
                          [Exhibit B - Auditing Service Proposal Scoring Summary 2-18-19](#)

**Approved by Consent Vote.**

- C-10.**     [19-0103](#)     Resolution Awarding Contract for Mowing Services at Long Creek Golf Course (North Ward) [Recommended by Finance Committee].

**Attachments:**   [CARF - Mowing Services Contract Z-1](#)  
                          [RE - Mowing Services Contract Z-1](#)  
                          [Exhibit A - Bid List](#)  
                          [Exhibit B - Score Sheet and demographics - Mowing at Long Creek Golf Course](#)

**Approved by Consent Vote.**

- C-11.**     [19-0104](#)     Resolution Awarding Purchase Order for Regular Cab and Chassis with Aerial Platform Lift (\$157,087) [Recommended by Finance Committee].

**Attachments:**   [CARF - Regular Cab with 40 Ft. Aerial Platform Lift](#)  
                          [RES - Regular Cab with 40 Ft. Aerial Platform Lift](#)  
                          [Exhibit A - Bid List and Demographics](#)

**Approved by Consent Vote.**

- C-12.**     [19-0105](#)     Resolution Awarding Purchase Order for Ford F-550 with Aerial Platform Lift (\$105,022) [Recommended by Finance Committee].

**Attachments:**   [CARF - Ford F-550 with Aerial Platform Lift](#)  
                          [RES - Ford F-550 with Aerial Platform Lift](#)  
                          [Exhibit A - Bid List and Demographics](#)

**Approved by Consent Vote.**

- C-14.** [19-0108](#) Resolution Approving a Contract Change Order with Jordan Consultants, LLC for Architectural and Engineering Services for Hobby Park Development Phase 1. (South Ward) [\$24,950] (Recommended by Finance Committee).

**Attachments:** [CARF - Contract Change Order with Jordan Consultants, LLC](#)  
[RES - Contract Change Order with Jordan Consultants, LLC](#)

**Approved by Consent Vote.**

- C-15.** [19-0109](#) Resolution Authorizing a Change in Use of Funding to Habitat for Humanity of Forsyth County, Inc. and Execution of a Memorandum of Understanding with the North Carolina State Historic Preservation Office for 1603 and 1605-1607 North Cherry Street. (North Ward) [Recommended by Finance and Community Development/Housing/General Government Committees].

**Attachments:** [1605 Cherry Street - CARF](#)  
[1605 Cherry Street - RES](#)

**Approved by Consent Vote.**

- C-16.** [19-0119](#) Approval of Finance Committee Summary of Minutes - January 14, 2019.

**Attachments:** [Finance Committee Summary of Minutes - January 14, 2019](#)

**Approved by Consent Vote.**

- C-2.** [19-0118](#) Approval of a Project Budget Ordinance, Including Additional Funds, for Rehabilitation of 108 Units of Rental Housing for Families, Known as Southgate Apartments. (East Ward) [\$150,000] (Recommended by Finance Committee).

**Attachments:** [Southgate Apartments Additional Funds CARF](#)  
[Southgate Apartments Additional Funds - PBO](#)

*Mayor Pro Tempore Burke pulled this item for Council Member Scippio.*

*Council Member Scippio noted that the owners have kept these apartments well maintained and are now renovating them.*

**A motion was made by Mayor Pro Tempore Burke, seconded by Council Member Adams, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:** 4 - Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh

**C-3.** [19-0120](#) Information about Travel and Tourism Promotion Strategies.

**Attachments:** [Travel and Tourism Promotion Strategies - Information Item](#)  
[Winston-Salem Research Executive Summary](#)

*Mayor Pro Tempore Burke pulled this item.*

*Ben Rowe, Assistant City Manager, gave the staff report.*

*Council Member Larson asked for this information to be publicly disseminated.*

**C-4.** [19-0117](#) Resolution Authorizing Subordination of a City/County Loan for the Enclave II at Winston-Salem Development. (North Ward) [Recommended by Finance and Community Development/Housing/General Government Committees].

**Attachments:** [Enclave II 2019 - CARF](#)  
[Enclave II 2019 - RES](#)  
[Enclave II - PBO](#)

*Vice Chair Adams pulled this item.*

*Marla Newman, Community Development Director, gave the staff report.*

**A motion was made by Council Member Adams, seconded by Mayor Pro Tempore Burke, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:** 4 - Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh

**C-5.** [19-0091](#) Resolution Accepting a North Carolina Drinking Water State Revolving Fund Loan for the Neilson Water Treatment Plant Modernization Project. (Recommended by Finance Committee).

**Attachments:** [CARF- North Carolina Clean Drinking Water State Revolving Loan](#)  
[Neilson -](#)  
[Resolution - North Carolina Clean Drinking Water State Revolving](#)  
[Loan](#)

*Mayor Pro Tempore Burke pulled this item.*

*Damon Dequenne, Assistant City Manager, gave the staff report.*

**A motion was made by Mayor Pro Tempore Burke, seconded by Council Member MacIntosh, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:** 4 - Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh

- C-8.** [19-0093](#) Resolution Awarding Contract with MGT of America Consulting, LLC for the City of Winston-Salem Disparity Study. (\$333,570) [Finance and Community Development/Housing/General Government Committees forwarded this item to Council with three in favor, none opposed, and one abstaining.]

**Attachments:** [CARF- Disparity Study](#)  
[Resolution - Disparity Study 2019](#)  
[PBO - Disparity Study](#)  
[Exhibit A - bid list and demographics](#)  
[Exhibit B - Score Sheet -Disparity Study](#)

*Mayor Pro Tempore Burke pulled this item.*

*Tiesha Hinton, Assistant Director of the Office of Business Inclusion and Advancement, gave the staff report.*

*Mayor Pro Tempore Burke requested that the public be made aware of this study. She also requested the City Manager to make sure that diversity is looked at with every company the City works with.*

**A motion was made by Council Member Adams, seconded by Mayor Pro Tempore Burke, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:** 3 - Council Member Adams, Council Member Burke and Council Member MacIntosh

**Abstain:** 1 - Council Member Clark

- C-13.** [19-0106](#) Resolution Awarding Purchase Order for Trans-Aid Buses (\$773,442) [Recommended by Finance Committee].

**Attachments:** [CARF - Trans-Aid Buses](#)  
[RE - Trans-Aid Buses](#)  
[Exhibit A - Equipment Replacement Information and Demographics](#)

*Council Member Larson pulled this item.*

*Toneq McCullough, Transportation Director, gave the staff report.*

*Council Member Larson asked how many buses we have, and how many buses are operational.*

**A motion was made by Mayor Pro Tempore Burke, seconded by Council Member MacIntosh, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:** 4 - Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh

## G GENERAL AGENDA

- G-2.** [19-0112](#) Resolution Authorizing the City Manager or His Designee to Accept Less Than Full Repayment of Construction Loans, Not to Exceed \$30,000 Per Home Constructed for the Remaining Properties Eligible for Home Funds in the Ridgewood Place Subdivision and the East End Revitalization Area (Recommended by Finance and Community Development/Housing/General Government Committees).

**Attachments:** [CARF-Subsidy Policy](#)  
[RES Subsidy Policy](#)

*Marla Newman, Community Development Director, requested item G-2 go before the committee prior to G-1, and gave the staff report.*

*Council Member Larson requested staff notify Council anytime money is reallocated to offset homes selling for less than the construction costs.*

**A motion was made by Council Member Adams, seconded by Council Member MacIntosh, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:** 4 - Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh

- G-1.** [19-0110](#) Resolution Ratifying Action Taken on November 15, 2018, Regarding S.G. Atkins Community Development Corporations Repayment of the Construction Loan for 3248 Ridgeback Drive, and Making a Grant to the Development Project for the Repayment Shortage of the Construction Loan (Recommended by Finance and Community Development/Housing/General Government Committees).

**Attachments:** [CARF - Ratification](#)  
[RES-Ratification](#)

*Marla Newman, Community Development Director, gave the staff report.*

**A motion was made by Council Member Adams, seconded by Mayor Pro Tempore Burke, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:** 4 - Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh

- G-3.** [19-0113](#) Resolution Authorizing the Adoption of Procedures to Recommend Funds to be Recaptured and Reallocated to Meet the Expenditure Time Requirements for CDBG and HOME Funds (Recommended by Finance and Community Development/Housing/General Government Committees).

**Attachments:** [CARF-Funds Recapture Policy](#)  
[RES-Funds Recapture Policy](#)  
[CDBG and HOME Recapture Reprogram Guidelines revd011819](#)

*Marla Newman, Community Development Director, gave the staff report.*

*Vice Chair Adams recommended that staff look into getting an expert contracted to help with the building of affordable housing on behalf of the City.*

**A motion was made by Council Member Adams, seconded by Mayor Pro Tempore Burke, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:** 4 - Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh



- G-4.**     [19-0038](#)     Resolution Authorizing Modification and Execution of a Lease for Surplus Space in the Union Station Building at 300 South Martin Luther King, Jr. Drive under the Provisions of N.C.G.S. 160A – 272 (East Ward) [Recommended by Finance Committee].

**Attachments:**   [Modification & Execution of Lease Memo - Union Station](#)  
[CARF - Modification and Execution of Lease - Union Station Building](#)  
[RES - Modification and Execution of Lease - Union Station Bldg](#)  
[Exhibit A - Modification and Execution of Lease - Union Station Bldg](#)  
[Map - Modification and Execution of Lease - Union Station Bldg](#)

*Kirk Bjorling, Real Estate Director, gave the staff report.*

*Chair Clark asked about the entry and exit doors, and if they were open during business hours.*

*Council Member Scippio noted her concern for the lack of access from inside Union Station and questioned how this could be rectified.*

*Council Member Besse arrived at 5:19 pm.*

*Lou Baldwin, 2217 Westover Drive, spoke on behalf of Elizabeth's Pizza, and said that he believed the restaurant would open 90-120 days after the lease is approved.*

*Vice Chair Adams recommended that the blue area on the map be kept available for other small businesses to potentially utilize.*

*Chair Clark requested the total amount the City has spent on Union Station.*

**A motion was made by Council Member Adams, seconded by Mayor Pro Tempore Burke, that this Resolution be Approved. The motion carried by the following vote:**

**Aye:**   4 -   Council Member Clark, Council Member Adams, Council Member Burke and Council Member MacIntosh

**G-5.** [19-0111](#) Fiscal Year 2019-2020 Early Budget Forecast Information.

**Attachments:** [Cover Sheet FY 2019-20 Early Budget Forecast.doc](#)  
[FY20 Early Budget Forecast for Finance Committee \(Feb 2019\)](#)  
[Unchanged User Fees, Memo, FY19 Schedule](#)  
[Fund Balances Report 2018](#)

*Patrice Toney, Budget and Evaluation Director, gave the staff report.*

*Lee Garrity, City Manager, gave a brief update on what staff has already started to implement to help the 2019-2020 budget get closer to being balanced.*

*Chair Clark requested that staff make sure that information regarding the bonds that were passed in November of 2018 are included in the budget.*

*Vice Chair Adams requested a break down of the expenditures shown in the presentation.*

*Council Member Taylor arrived at 5:57 pm.*

**ADJOURNMENT**

*There being no further business to come before the Committee, the meeting adjourned at 6:03 pm.*