

AGENDA

Meeting Type:	BUSINESS
Date:	01/16/1996

City of Charlotte, City Clerk's Office

Charlotte City Council

Business Meeting

Order of the Meeting

- Call to order at 6:30 p.m.
- Invocation
- Pledge of Allegiance
- Proclamations & Recognitions
- Citizens Hearing
- Minutes & Consent Items
- Public Hearings
- City Manager's Report
- Policy
- Business

Agenda

The Business Meeting begins with a Citizens Hearing from 6:30 till 7:00 p.m. At 7:00 p.m. City Council takes up their formal business agenda. The agenda consists of the consent agenda, public hearings, City Manager's report, policy agenda, and business agenda.

Consent agenda items are first because they may be considered in one motion except those items removed by a Councilmember. Consent items are routine items that have been approved in the budget.

Occasionally, the City Council will announce it will go into Closed Session, if necessary, pursuant to North Carolina General Statutes 143-318.11 to receive advice from Legal Counsel, to discuss matters of land acquisition, litigation or personnel matters as specifically listed on the agenda. Council will take any subsequent action in the open meeting as listed on the agenda.

Assistance for the Disabled

Agendas, reports, and records are available in alternative formats upon request. To order information in braille, oversized print or voice cassette tape, or to arrange for a sign language or oral interpreter for the meeting, please call the Clerk's office at least five days prior to the meeting at 336-2248.

Speaking to City Council

Citizens who wish to speak to City Council are encouraged to sign up with the City Clerk. The City Clerk may be reached by calling 336-2248. The City Clerk records names and addresses of citizens who address Council. Please call the City Clerk by 3:00 p.m. on the meeting date or you may sign up at the meeting.

The Mayor will recognize speakers. The time limit is three minutes per person or ten minutes per subject. Groups are encouraged to have designated speakers.

Televised Meetings

Council business meetings are televised live on the Government Channel, Channel 16 on Cable Vision and Vision Cable, on the second and fourth Monday evenings at 6:30 p.m. Meetings are replayed on Wednesdays at 9:00 a.m. and 9:00 p.m. and on Sundays at 1:00 p.m.

City Council Members

Mayor Pat McCrory	336-2241
Mayor Pro Tem Al Rousso	375-1142
At Large - Don Reid	554-6572
At Large - Ella Scarborough	366-4790
At Large - Lynn Wheeler	338-5814
District 1 - Sara Spencer	375-3042
District 2 - Malachi Greene	375-3883
District 3 - Patrick Cannon	553-8760
District 4 - Nasif Majeed	536-1153
District 5 - Tim Sellers	366-3440
District 6 - Charles Baker	364-2523
District 7 - Michael J. Jackson	542-2421

For Meeting Information,
contact the City Clerk, 336-2248

Form of Government

Charlotte has operated as a Council-Manager form of government since 1929. Under this form of government, the Mayor serves as the Chief Executive Officer; the City Council as the legislative body; and the City Manager as the Chief Administrative Officer.

The City Council includes 11 representatives, seven elected from districts and four elected at-large. Elections are held every two years, with the next election scheduled for 1997.

Charlotte at a Glance

- Largest city between Atlanta & Washington, D.C. with a population of approximately 455,000. The Charlotte metropolitan area population is 1,144,419.
- Square Miles 213
- Center of the Country's fifth largest urban region with approximately 5.6 million people living within a 100 mile radius.
- 14th busiest airport in the country
- Second largest banking/financial center
- Charlotte-Mecklenburg property taxes rank in the lowest quarter of 100 metro areas nationwide.
- The City of Charlotte holds a AAA credit rating, the highest possible. Only 14 cities have been designated as AAA by both major rating agencies.
- Charlotte's tax rate is 42.8 cents per hundred dollar evaluation. The tax rate has been the same for eight years.
- The City of Charlotte's total budget is \$724 million (operating and capital).
- There are approximately 4,884 city employees. In the last four years, 683 positions have been eliminated.
- There are 1,657 police employees and 800 fire employees.

Quotes about Charlotte

"Charlotte has a reputation of being one of the better-run big cities in America...The city is stressing continuous improvement and cost-cutting in city operations by introducing competition."

Reason Foundation 1995

"Charlotte's economic development has benefitted from the development of close relationships with its outlying areas, instead of battling with them for new business."

Financial World, April 2, 1994

"Not only is local government generally supportive of business, it is by all accounts efficient and effective. The tax rate is low. Businesses are not offered tax incentives to relocate here, but services appear to be good. The streets are immaculate and a study by Southport Magazine declared Charlotte's police force the best of a dozen large Southern cities."

Financial World, June 26, 1994

Charlotte won first place in the 1995 City Livability Awards sponsored by The United States Conference of Mayors and Waste Management, Inc. In particular, Charlotte was noted for programs designed to foster collaboration and encourage all citizens to work together on solving problems. The panel of judges praised Charlotte's history of good government, saying:

*"Charlotte has set the standard
by which to measure good local government."*



For additional information or if you have questions concerning the City of Charlotte and its organization, contact the Customer Service Center at 336-7600.

Mayor Patrick McCrory Mayor Pro Tem Al Rousso

<i>Charles Baker</i>	<i>Don Reid</i>
<i>Patrick Cannon</i>	<i>Ella Scarborough</i>
<i>Malachi Greene</i>	<i>Tim Sellers</i>
<i>Mike Jackson</i>	<i>Sara Spencer</i>
<i>Nasif Rashad Majeed</i>	<i>Lynn Wheeler</i>

Council Agenda

CITY COUNCIL MEETING **Tuesday, January 16, 1996**

5:00 p.m.

Conference Center

- **Stonehaven Storm Water Project**
- **Council Committee
Recommendation Concerning
Cemeteries**
- **Airport Acquisition of a Portion
of Jackson Homes**

6:30 p.m.

Meeting Chamber

- **Invocation**
- **Pledge of Allegiance**
- **Citizens Hearing**

7:00 p.m.

Formal Business Meeting

CITY COUNCIL AGENDA

Tuesday, January 16, 1996

TABLE OF CONTENTS

<u>Item No.</u>	<u>Page No.</u>	<u>Attachment No.</u>
-----------------	-----------------	-----------------------

MINUTES AND CONSENT

- | | | |
|-------------------------------|---|--|
| <u>1.</u> Approval of Minutes | 1 | |
| <u>2.</u> Consent Items | 1 | |

POLICY

- | | | |
|----------------------------------|---|---|
| <u>3.</u> City Manager's Report | 1 | |
| <u>4.</u> Fannie Mae Partnership | 2 | 1 |

BUSINESS

- | | | |
|--|---|------|
| <u>5.</u> Self-Help Credit Union Agreement Amendment | 6 | 2 |
| <u>6.</u> Nominations for Boards and Commissions | 7 | 3-12 |

Item No. Page No. Attachment No.

CONSENT I

<u>7.</u>	Various Bids	
	A. Providence Road Sidewalks (Wendover to Ferncliff)	9
	B. Six Mile Creek and Flat Branch Gravity Sewers	10
	C. Water Main, Roadway, and Storm Drainage Construction - Seversville Neighborhood Reinvestment	10
<u>8.</u>	Speed Limit Change	11

CONSENT II

<u>9.</u>	Truck Mounted Excavators	12	
<u>10.</u>	Pumper Fire Truck	13	
<u>11.</u>	Aircraft Fuel Facility Modifications	14	
<u>12.</u>	Baggage Conveyor Construction Contract Change Order #5	14	
<u>13.</u>	Storm Water Projects - Engineering Services	15	
<u>14.</u>	Financing for FY96 Equipment Purchases	16	13
<u>15.</u>	CMUD Map Conversion - Budget Ordinance and Services Contract	17	

Item No.

Page No.

Attachment No.

CONSENT II CONTINUED

<u>16.</u>	Neighborhood Housing Services Deed Conveyance	18	
<u>17.</u>	Charlotte Firefighters' Retirement System Comprehensive Annual Financial Report	20	14
<u>18.</u>	Property Transactions	21	

Minutes and Consent

1. Approval of Minutes:

- **November 13 Regular Meeting**
- **November 20 Zoning Meeting**
- **November 27 Regular Meeting**
- **December 4 Organizational Meeting**
- **December 11 Regular Meeting**

2. Consent agenda items 7 through 18 may be considered in one motion except those items removed by a Councilmember. Items are removed by notifying the City Clerk before the meeting.

Staff Resource: Julie Burch

POLICY

3. City Manager's Report

POLICY CONTINUED

4. Fannie Mae Partnership

- Action:**
- A. **Authorize a tri-party partnership between Fannie Mae, Seller/Servicer Lenders and the City of Charlotte to increase home ownership opportunities for persons in the CWAC area by setting aside \$1,000,000 of City housing funds to be utilized with Fannie Mae Affordable Housing Programs; and**
 - B. **Authorize the City Manager to enter into Participation Agreements with the participating lenders.**

Staff Resource: Gene Shipman

Focus Area: City-Within-a-City (CWAC)

- Policy:** CWAC Strategic Plan identifies two home ownership goals:
- 1. **Increase home ownership in CWAC neighborhoods.**
 - 2. **Seek opportunities to create middle income neighborhoods and attract residents with a mix of incomes to live in CWAC.**

Committee Review: The Council City-Within-A-City Committee will review this proposal at its January 11 meeting. The results of the Committee review will be forwarded to Council in the Friday, January 12 Council-Manager Memo.

- Explanation of Request:**
- **Fannie Mae will soon open an office in Charlotte with the goal of increasing affordable housing and home ownership opportunities for low, moderate and middle income families. Fannie Mae increases the credit opportunities available to home buyers by purchasing home mortgages from local lenders on the secondary market, thereby freeing the lenders to make more home loans.**

- Fannie Mae is asking the City to provide a total of \$1,000,000 in down payment assistance that will be used to remove obstacles to home ownership for low and moderate income home buyers. Because the City's funds are targeted to the 40 CWAC neighborhoods classified as "fragile" and "threatened" in the City's Neighborhood Assessment, the assistance also becomes an incentive to help stabilize these neighborhoods through increased home ownership.
- Fannie Mae has been working closely with representatives from local government, local lenders and housing providers over the past several months to develop an initiative, called "HouseCharlotte."
- The HouseCharlotte Plan will have approximately 20 local seller/servicer lenders participating. The loans will actually be originated by the local lenders. Participation agreements will be entered into between Fannie Mae, Seller/Servicer Lenders and the City. The banks will handle intake and underwriting according to Fannie Mae's and the City's guidelines, thus minimizing the City's administrative role.
- The program is expected to create \$8,000,000 to \$10,000,000 in business volume the first year. The lenders will leverage the City's down payment assistance funds at a minimum ratio of eight to one and provide a minimum of 150 home ownership opportunities the first year or 750 over the five-year period of the HouseCharlotte Plan.
- The HouseCharlotte Plan is a five-year plan; however, the City's commitment under this request is limited to a one year authorization of \$1 million. If the program is successful, subsequent appropriations will be requested from future budget allocations.
- The program as proposed has five components aimed at increasing home ownership:
 1. Down payment assistance of up to 2% for persons earning 80% or less of median income;

2. Down payment assistance of up to 2% for persons earning 80%-110% of median income;
 3. Down payment assistance of up to 8% for persons earning 60% or less of median income;
 4. Subsidy to individuals or nonprofits to acquire and rehabilitate houses in fragile or threatened neighborhoods;
 5. Down payment assistance of 2% or 8% (depending on the end-buyer's income) provided to nonprofits to facilitate lease-purchase arrangement with future borrower.
- All homes purchased with this assistance will be located in the 40 CWAC neighborhoods classified as threatened or fragile. Program 2 provides the deepest subsidy and is further restricted to the City's Action Plan neighborhoods. Additional details on the programs are provided in the attachment.
 - The City's down payment assistance is a forgivable, deferred payment, ten year loan. The loan is deferred for years one through five and then forgiven at the rate of 20% per year for years six through ten. No payments are due in any given year unless property is sold, transferred, a change in owner occupancy status occurs or a cash-out refinance transaction takes place.
 - Of the \$1,000,000 proposed to fund this activity, \$750,000 is available from federal HOME and CDBG funds and \$250,000 from (local) Innovative Housing Funds. The Innovative Housing Funds will be used for assistance provided to persons between 80-110% median income. These funds are available due to higher than anticipated program income generated from prior year housing loans and slower than anticipated activity in non-profit sponsored housing and unit-based rent subsidies.

Funding:

CDBG, HOME and Innovative Housing Funds

Attachment 1

Background

Description of Programs

CWAC Map

BUSINESS

5. Self-Help Credit Union Agreement Amendment

Action: Authorize City Manager to amend an agreement with Self-Help Credit Union to provide City's match of \$125,000 which corresponds to the credit union's increased contribution of \$500,000.

Staff Resource: Gene Shipman

Policy:

- On October 28, 1991, City Council approved the City-Within-A-City (CWAC) Loan/Equity Pool Program, with the goal of stimulating economic activity by helping meet capital/equity needs of new and expanding businesses and creating jobs for low/moderate income persons.

Explanation of Request:

- Self-Help Credit Union's increase of \$500,000 will result in a total commitment of \$1,000,000.
- Currently, Self-Help Credit Union has approved loans totaling \$560,000 and has a loan in process to commit an additional \$121,450.
- Self-Help Credit Union has another CWAC loan package it is currently reviewing and anticipates ongoing participation in the CWAC Loan Program.

Funding: Development and Revitalization Fund - Urban Development Action Grant repayments.

Attachment 2
Self-Help Credit Union's Request
Background

6. Nominations for Boards and Commissions

Action:

**Nominate citizens to fill the following vacancies.
Appointments will be made on January 29, 1996.**

1. **Citizens Oversight for Cable Television**
Four two year appointments beginning April 1996. John Breeding does not wish to be reappointed. Theaury Greene, Grady Sharps and Mike McLaurin are all eligible and would like to be reappointed.

Attachment 3

2. **Competition Advisory Committee**
Three two year terms beginning March 1996. Thomas Hayes, Eugene Kiser and William Spears are all eligible and would like to be reappointed.

Attachment 4

3. **Firemen's Relief Board of Trustees**
One two year appointment beginning February 1996. Eddie Woodall does not wish to be reappointed.

Attachment 5

4. **Historic District Committee**
One resident of the Elizabeth neighborhood to fill a new three year position beginning immediately and ending June 1999.

Attachment 6

5. **Housing Appeals Board**
One three year appointment beginning January 1996 to represent the housing industry. Appointee should own or be employed by a firm engaged in the construction or management of housing. Clark Baldwin is eligible and would like to be reappointed.

Attachment 7

6. **Parade Permit Committee**
One appointment beginning March 1996 for a three year term. Louise Sellers is eligible and would like to be reappointed.

Attachment 8

7. **Parole Accountability Committee**
One appointment beginning immediately and ending June 1997. Hilda Griffin has resigned.

Attachment 9

8. **Transit Advisory Commission**
Two three year appointments beginning February 1996. Warren Linde, Jr. is not eligible for reappointment. William G. Martin does not meet the criteria for a local or express service passenger.

Attachment 10

9. **Tree Advisory Committee**
One position beginning immediately and expiring December 1997. Steve Vermillion has resigned.

Attachment 11

10. **Zoning Board of Adjustment**
One three year appointment beginning February 1996 to replace Cyrus Johnson, who is not eligible to be reappointed.

Attachment 12

Introduction to CONSENT I and II

The consent portion of the agenda is divided into two sections: Consent I and Consent II.

Consent I consists of routine items that have been approved in the budget, are low bid, and have met MWBD criteria.

Consent II consists of routine items that have also been approved in the budget, but may require additional explanation.

Minority and Women Business Development Program (MWBD)

Abbreviations:

BBE -	African American
ABE -	Asian American
NBE -	Native American
HBE -	Hispanic
WBE -	Non-Minority Women

CONSENT I

7. Various Bids

- A. **Providence Road Sidewalks
(Wendover to Ferncliff)** **Engineering and
Property Management**

Recommendation: The City Engineer recommends the low bid of \$147,514.50 by Shaw Group, Ltd. of Charlotte, N.C.

MWBD Status:	Amount	% of Project	Project Goals
BBE	0	0%	4%
ABE	\$25,000	18%	0%
NBE	0	0%	0%
HBE	0	0%	0%
WBE	\$115,490	82%	3%

Compliance: Yes.

**B. Six Mile Creek and Flat
Branch Gravity Sewers**

CMUD

Recommendation: Charlotte-Mecklenburg Utility Director recommends the low bid of \$3,244,114.79 by Sanders Brothers, Inc. of Charlotte, North Carolina.

MWBD Status:	Amount	% of Project	Project Goals
MBE	\$10,000	0.3%	4%
HBE	\$0	0%	0%
NBE	\$0	0%	0%
WBE	\$5,000	0.2%	4%

Compliance: Yes. The Contractor has met the requirements of the MWBD Program by exhibiting a good faith effort to utilize minority and women owned firms. Sanders Brothers, Inc. has committed all available subcontract opportunities to minority and women businesses. The remainder of the work will be performed by Sanders Brothers' forces. CMUD personnel will continue to monitor subcontractor activity throughout the contract to ensure that no unauthorized firms perform work on this project. Sanders Brothers, Inc. has stated that should they acquire additional contracts in the near future, they will subcontract in addition to the amounts shown above, making every effort to utilize minority/women businesses.

**C. Water Main, Roadway, and Storm
Drainage Construction - Seversville
Neighborhood Reinvestment**

CMUD

Recommendation: Charlotte-Mecklenburg Utility Director recommends the low bid of \$3,265,345.87 by Blythe Development Company of Charlotte, North Carolina.

MWBD Status:	Amount	% of Project	Project Goals
MBE	\$447,663	13.7%	14%
HBE	\$0	0%	2%
NBE	\$0	0%	1%
WBE	\$336,135	10.3%	10%

Compliance: Yes. The Contractor has met the requirements of the MWBD Program by exhibiting a good faith effort to utilize minority and women businesses for this project. At bid time, the Contractor had submitted participation in the amount of 10.2% BBE and 5.3% WBE. After the Utility Department's review and consultation with the Contractor, the Contractor increased his participation to the amounts shown above. The Utility

Department will continue to ensure that the Contractor continues his efforts in meeting the above goals throughout the project. The BBE goal is 0.3% short of being met, and the WBE goal was exceeded.

8. Speed Limit Change

Action: Adopt an ordinance to lower the speed limit to 25 MPH on two Charlotte streets:

Dinglewood Avenue (Howie Acres)
Stokes Avenue (Heatherstone)

CONSENT II

9. Two Truck Mounted Excavators

Action: Award to the lowest responsible bidder, J. W. Burress Equipment, of Charlotte, North Carolina in the amount of \$369,734, for the purchase of two truck mounted excavators.

Explanation of Request: This equipment is used by Street Maintenance for repair and construction work. The request for quotation was sent to four companies, with two submitting bids. The low bid, Badger Equipment Company, did not meet specifications in one major area: Badger does not have a representative or dealer in this area. In addition, there are excessive maintenance problems experienced with similar Badger equipment.

For example,

- Boom design is a major contributor to excessive maintenance expense of \$83,131 for two years on four 1989 Badger machines we now own.
- The downtime on these machines has been 335 days during the past two years of service with Street Maintenance.
- Five local contractors were contacted concerning operating costs of the recommended J.W. Burress excavators. The average cost was \$8.50 per hour while the City's cost to operate the Badgers has been \$18.58 per hour.
- We currently have in use two 1992 Burress excavators whose operating costs are similar to that of the five contractors contacted. This information projects a savings of \$45,519 in operating costs over the first two years of operation.
- Badger has not made any effort to resolve the continuing maintenance problems with the currently owned machines.
- Badger did not offer an extended warranty on this bid to show any good faith.

Summary of Bids:

Badger Equipment Co. Winona, MN	\$365,522
J.W. Burress Equipment Charlotte, NC	\$369,734

MWBD Compliance: Yes. There are no known MWBD vendors.

10. Pumper Fire Truck

Action: Purchase one new pumper truck from existing contract with Quality Equipment Company at the contract price of \$222,969.

- Explanation of Request:**
- Purchasing from existing contracts
 - saves time and money.
 - does not require rebidding.
 - allows City to purchase the item at a guaranteed unit cost at last year's contract pricing level.
 - avoids having to pay an estimated 3% price increase over previous contract pricing.
 - The original request for quotation was sent to 15 companies, 8 submitted bids. Quality Equipment was the low bid.
 - The Fire Department purchased one pumper fire truck from this contract on December 11, 1995. This is the last pumper fire truck purchase for this fiscal year.

MWBD Compliance: Yes. There are no known MWBD vendors.

11. Aircraft Fuel Facility Modifications

Action: Award the lowest responsive bid of \$455,100 by Petroleum Tank Service of Newell, North Carolina for Aircraft Fuel Facility modifications.

Explanation of Request: The original request for quotations was sent to 11 companies; only two responded. Petroleum Tank Service was deemed the lowest responsive bidder at bid opening and is recommended for award of contract. The low bid of Jones & Frank was non-responsive because they did not comply with the "good faith effort" requirements of the Airport DBE Program to solicit DBE subcontractors. Therefore, it is recommended that the contract be awarded to the lowest responsive bidder (Petroleum Tank Service, Inc.).

MWBD Status:

	Amount	% of Project	Project Goals
MBE	\$70,400	15.47%	N/A
WBE	\$600	.13%	N/A
DBE TOTAL	\$71,000	15.60%	10%

Compliance: Yes

Summary of Bids:

Jones & Frank	\$450,655.45
Petroleum Tank Service, Inc.	\$455,100.00

12. Baggage Conveyor Construction Contract Change Order #5

Action: Approve Change Order #5 with BAE Automated for the baggage conveyor construction contract for the terminal expansion.

Explanation of Request: This is the final change order that completes the Baggage Conveyor System Construction and resolves all claims. Under the terms of this agreement, the Contractor's claims, amounting to \$220,030.20 for additional compensation for delays by the action and/or inaction of others, are resolved to the mutual satisfaction of all parties for \$75,000. This change order increases the contract to \$1,838,719.63.

Funding: Funds are available in the project contingency to cover this change order.

Background:

- In 1987, City Council approved the Airport's Master Plan that included a passenger terminal expansion and required additional baggage handling facilities for the tenant airlines.
- In 1992, the original contract of \$1,757,300 was awarded to BAE Automated by City Council.
- The Airport Advisory Committee recommends this change order.

13. Storm Water Projects - Engineering Services

Action: Approve the following agreements for Engineering Services:

- A. Ronda Avenue - Amendment #2 to the Agreement with Espey, Huston & Associates, Inc. for \$116,485.
- B. Plaza/Shamrock Phase II - Agreement with Ogden Environmental and Engineering Services for \$225,115.

Explanation of Request:

- Ronda Avenue and Plaza/Shamrock Phase II storm water projects are high priority projects identified in 1994 for funding. The Storm Drainage bonds approved by the voters in November 1994 accelerated the schedule of these projects.
- The Ronda Avenue amendment provides for final design and preparation of construction plans. The recommended alternative includes the purchase and removal of four homes in order to provide the necessary drainage facilities. Because the properties currently flood, the owners are expected to be willing sellers. If they are not, condemnation of the properties would be necessary to construct the project. This project is located in the Stonehaven neighborhood.

- The engineering agreement for Plaza/Shamrock Phase II provides for planning and design services.
- The cost of these services is comparable to the cost of similar work for other storm water drainage projects.

Background:

- Ronda Avenue
On November 14, 1994, City Council approved the original agreement with Espey, Huston & Associates, Inc. for \$64,100 for planning and neighborhood input for the Ronda Avenue Storm Water Improvement Project.
- On September 13, 1995, the City Engineer approved Amendment #1 to the original agreement with Espey, Huston & Associates, Inc. for \$48,863 for surveying and subsurface investigation.

14. Financing for FY96 Equipment Purchases

Action: Adopt a resolution approving the terms of an **Installment Payment Contract (lease/purchase) and related financing documents to fund the FY96 Capital Equipment Requirements. The principal amount of the contract will be approximately \$4.5 million.**

Explanation of Request: Adoption of the resolution will authorize the City Manager and the Finance Director to negotiate the documents necessary to secure funding for the City's FY96 capital equipment requirements. The resolution also approves the:

- Installment Payment Contract
- Trust Agreement
- Preliminary Official Statement
- Underwriters, the Contract of Purchase and its related Letter of Representations

Funding:

The FY96 Budget includes funds for the FY96 interest payment on this financing. The City has used this or similar types of financing for equipment since 1982.

Background:

The FY96 Operating Budget includes an estimated debt service amount to pay the first year's interest payment on the FY96 Installment Payment Contract as well as payments on previous years' agreements. On August 28, 1995 Council authorized staff to proceed with necessary actions to secure an Installment Payment Contract to fund the FY96 capital equipment purchases.

Attachment 13

List of Equipment

15. CMUD Map Conversion - Budget Ordinance and Services Contract

Action:

- A. **Adopt a budget ordinance transferring \$173,500 from CMUD Water and Sewer Operating Fund Balance to Operating Budget; and**
- B. **Approve a Service Contract with Data Reduction, Inc. for the scanning, or map conversion, of CMUD's water and sewer system maps and drawings from paper format to electronic format for an amount not to exceed \$173,500.**

Explanation of Request:

- The request for approval of the budget ordinance and service contract have been combined into one action since both are required to go forward with this project.
- The service contract with Data Reduction, Inc. will allow 3,400 water and sewer system maps and approximately 82,000 as-built construction plans or record drawings, currently in paper format, to be scanned into electronic format.

- The electronic files will be loaded into a document management system (EDMS) allowing the quick access of these maps and records over the Local Area Network (LAN) for use in the operation, maintenance, and expansion of the water and sewer systems, and for the better service of customers and the development community.
- This project is for conversion of existing maps/record drawings only. Future map revisions and drawings will be maintained in computer formats.

Background:

- On July 24, 1995, Council approved the purchase of an electronic document management system (EDMS) from Universal Systems, Inc. This system will automate the filing, recovery and distribution of the maps and associated documents that are vital to the construction, operation, and maintenance of the water and sewer systems.
- CMUD currently uses paper maps, some as much as 50 years old, to record the details and location of more than 5,000 miles of water and sewer lines and 23,000 valves.
- The EDMS will store these records electronically thereby simplifying their storage, retrieval, and updating. Design, customer service, and maintenance staff can access these records through the computer network.
- It is estimated that annual time savings in excess of \$100,000 can be achieved in filing, retrieving, and updating these records.

16. Neighborhood Housing Services Deed Conveyance

Action:

Authorize the conveyance of 1700 Cliffwood Place to Neighborhood Housing Services free and clear of use restrictions and right of reversion imposed by the City.

Explanation of Request:

- Neighborhood Reinvestment Corporation, the national affiliate of Neighborhood Housing Services (N.H.S.) of Charlotte, is implementing a restructuring plan in its Charlotte organization to transfer its primary operations from Wilmore to the Wesley Heights neighborhood. As part of this restructuring, N.H.S. is selling its Wilmore assets in an attempt to satisfy outstanding obligations. Remaining assets and liabilities will be transferred to the restructured organization in Wesley Heights.
- N.H.S. has found a buyer for 1700 Cliffwood Place for residential use of the four units; however, there is a deed restriction on the property imposed by the City holding up the sale. The deed restriction required that the property be restricted to low and moderate income tenants and/or owners for a period of ten years. Since that requirement has been met for 9 ½ years, it is recommended that the restriction be removed so the property can be sold.

Background:

- On May 12, 1986 City Council approved action to fund the acquisition and rehabilitation of 1700 Cliffwood Place through the City's contract with Neighborhood Housing Services. The City acquired the property which was subsequently boarded up through foreclosure in 1983. The Wilmore neighborhood requested that the City make funds available to acquire and rehabilitate the quadraplex as one temporary office and three rental units for low and moderate income families. A deed restriction was placed on the property to ensure residency by low and moderate income families for a period of ten years.
- On August 11, 1986 City Council approved an action to amend the N.H.S. contract to allow the possibility of converting the quadraplex from a rental property to ownership for a minimum of 10 years. The idea was to sell the units as condominiums to tenant occupants.

17. Charlotte Firefighters' Retirement System Comprehensive Annual Financial Report

Action: Accept the Charlotte Firefighters' Retirement System Comprehensive Annual Financial Report.

Explanation of Request:

- The Board of Trustees of the Charlotte Firefighters' Retirement System (CFRS) submits the attached Comprehensive Annual Financial Report to City Council for the fiscal year ending June 30, 1995, pursuant to Section 45 of the Retirement Act.
- The Comprehensive Annual Financial Report is divided into four sections of information regarding the operations of the retirement system. The first section contains a Letter of Transmittal which describes the organization and administration of the system and highlights of the past year. Also contained in the first section is the summary of retirement system benefits.
- Section 2 contains the annual audit, completed by Coopers & Lybrand. Coopers & Lybrand provided an unqualified opinion that the financial statements were prepared in accordance with generally accepted accounting principles and fairly presented the status of the system on June 30, 1995.
- Section 3 contains an excerpt of material taken directly from the actuarial valuation of the system completed by Towers, Perrin, Forster, and Crosby. The material included in this report was selected by the system administrator and the consulting actuary to provide a fair, but summarized, picture of the CFRS actuarial condition. The actuarial certification indicates that the system is adequately funded both currently and from a long range view.
- Section 4 contains statistical schedules and information relating to the investment of the CFRS assets. Included for information is an excerpt from the Investment Policy.

- There is a statement explaining overall investment goals and objectives relating to both the total portfolio and segment portfolios, i.e., stocks, bonds, etc. The investment performance of the assets have been satisfactory on both an absolute and relative basis over the recent past.

Attachment 15

18. Property Transactions

Action: Approve property acquisitions A-F.

For items A-F, the purchase was determined by an independent appraiser and was reviewed by a second appraiser. Each appraisal takes into consideration the specific condition and size of the house. The tax value is determined on a more generic basis and will be higher or lower for houses with certain features. Residential property is acquired per Federal Guidelines 49 CFR Part 24 of the Uniform Acquisition and Relocation Act of 1970. The owners are eligible for relocation benefits. Acquisition and relocation costs are eligible for Federal Aviation Administration reimbursement.

- A. **Project:** FAR Part 150 Program
Owner(s): Phyllis Inc & Victoria M. Stephens
Property Address: 2521 Danforth Lane
Property to be acquired: .263 Acres
Improvements: Ranch, 3 Bdrm, 1 Bath
Tax Value: \$46,080
Purchase Price: \$51,000
- B. **Project:** FAR Part 150 Program
Owner(s): Townsend Properties
Property Address: 2405 Newberry Street
Property to be acquired: .599 Acres
Improvements: Ranch, 2 Bdrm, 1 Bath
Tax Value: \$44,400
Purchase Price: \$35,000

- C. **Project:** FAR Part 150 Program
Owner(s): TPM Properties
Property Address: 4322 Pebblebrook Drive
Property to be acquired: .241 Acres
Improvements: Ranch, 3 Bdrm, 1 Bath
Tax Value: \$43,500
Purchase Price: \$51,000
- D. **Project:** FAR Part 150 Program
Owner(s): TPM Properties
Property Address: 2410 Carrington Court
Property to be acquired: .187 Acres
Improvements: Ranch, 3 Bdrm, 1 Bath
Tax Value: \$45,190
Purchase Price: \$51,000
- E. **Project:** FAR Part 150 Program
Owner(s): TPM Properties
Property Address: 4317 McKinley Drive
Property to be acquired: .224 Acres
Improvements: Ranch, 3 Bdrm, 1 Bath
Tax Value: \$44,580
Purchase Price: \$51,000
- F. **Project:** FAR Part 150 Program
Owner(s): TPM Properties
Property Address: 2501 Carrington Court
Property to be acquired: .199 Acres
Improvements: Ranch, 3 Bdrm, 1 Bath
Tax Value: \$49,500
Purchase Price: \$51,000