AGENDA

Meeting Type:	B
Date	09-08-1986
SUBJECT	

City of Charlotte, City Clerk's Office

Charlotte

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9/8/86

council agenda

THE WEEK OF SEPTEMBER 14 - 20

15	Monday, 5.00 p.m.	COUNCIL/MANAGER DINNER - Education Center, Rooms 237-239
	Monday, 6.00 p.m.	CITY COUNCIL MEETING (Zoning Hearing) - Education Center, Board Room
16	Tuesday, 4 00 p.m.	CITY COUNCIL/Zoning Ordinance Revision Consultants - City Hall Annex, Training Center
17	Wednesday, 1 00 p.m.	HOUSING AUTHORITY - Administrative Offices, 1301 South Boulevard
	Wednesday, 2 00 p.m.	TECHNICAL COORDINATING COMMITTEE - City Hall Annex, Dept. of Transportation Conference Room
	Wednesday, 3 00 p.m.	CITIZENS ADVISORY COUNCIL FOR HAZARDOUS MATERIALS - City Hall Annex, 3rd Floor Conference Room
	Wednesday, 7 00 p.m.	METROPOLITAN PLANNING ORGANIZATION - City Hall Annex, Dept. of Transportation Conference Room
18	Thursday, 8 00 a.m.	CLEAN CITY COMMITTEE - Cameron-Brown Bldg., 5th Floor Conference Room
	Thursday, 3 00 p.m.	ADVISORY ENERGY COMMISSION - Marshall Bldg., 700 N. Tryon St., Agriculture Extension Service Conference Room
	Monday, 4 00 p.m.	PLANNING COMMISSION (Deferred Rezoning) - Cameron-Brown Bldg., 1st Floor Conference Room
	Thursday, 7 30 p.m.	CHARLOTTE TREE ADVISORY COMMITTEE - Park Operations, 701 Tuckaseegee Rd.
19	Friday, 9 00 a.m.	CIVIL SERVICE BOARD (Hearing) - City Hall, Council Chamber

THE WEEK OF SEPTEMBER 21 - 27

22	Monday, 12 Noon	COUNCIL/MANAGER LUNCHEON - City Hall Annex, Training Center
	Monday, 2 00 p.m.	CITIZENS HEARING - City Hall, Council Chamber
	Monday, 3 00 p.m.	CITY COUNCIL MEETING - City Hall, Council Chamber
	Monday, 3 00 p.m.	SPECIAL USE PERMIT BOARD - Cameron-Brown Bldg , 1st Floor Conference Room
	Monday, 4 30 p.m.	SPECIALIZED TRANSPORTATION ADVISORY COMMITTEE - Belmont Regional Center, 700 Parkwood Ave.
23	Tuesday, 4 30 p.m.	MUNICIPAL INFORMATION ADVISORY BOARD - Cameron-Brown Bldg., 3rd Floor Conference Room
24	Wednesday, 4.30 p.m.	COMMUNITY RELATIONS COMMITTEE - Covenant Presbyterian Church

THE WEEK OF SEPTEMBER 28 - 30

29	Monday, 4 00 p.m.	PLANNING COMMISSION/Executive Committee - Cameron-Brown Bldg., 1st Floor Conference Room

These organizations will <u>not</u> meet in August:

COMMUNITY FACILITIES COMMITTEE
PARADE PERMIT COMMITTEE

Charlotte

Public Service & Information Department
City Hall 600 E Trade Street
Charlotte, North Carolina 28202
704/336 2395

Meetings in September '86

SEPTEMBER 1 - SEPTEMBER 6

1	Monday	LABOR DAY - City Holiday. All City Government Offices Closed.
2	Tuesday, 6.00 p.m.	CHARLOTTE ADVISORY PARKS COMMITTEE - Park Center, Director's Office
	Tuesday, 7.30 p.m.	PLANNING COMMISSION (Special Meeting) - Cameron-Brown Bldg., 1st Floor Conference Room
3	Wednesday, 8 00 a.m	PLANNING COMMISSION/Planning Committee - Cameron-Brown Bldg , 1st Floor Conference Room
	Wednesday, 8 30 a.m.	CIVIL SERVICE BOARD - City Hall, 3rd Floor Conference Room
4	Thursday, 7·30 a.m.	PLANNING COMMISSION/Ordinance Revision Task Force - Cameron-Brown Bldg , 1st Floor Conference Room

THE WEEK OF SEPTEMBER 7 - SEPTEMBER 13

8	Monday, 12 Noon	PLANNING COMMISSION (Work Session) - Cameron-Brown Bldg., 1st Floor Conference Room
	Monday, 5 00 p m	COUNCIL/MANAGER DINNER - Myers Park High School, 2400 Colony Road
	Monday, 7.00 p.m.	CITIZENS HEARING - Myers Park High School, 2400 Colony Road
	Monday, 7.30 p.m.	CITY COUNCIL MEETING - Myers Park High School
9	Tuesday, 8 00 a.m.	AIRPORT ADVISORY COMMITTEE - Charlotte-Douglas International Airport, Conference Room A
	Tuesday, 9 00 a.m	HISTORIC DISTRICT COMMISSION - Edwin Towers, Conference Room
	Tuesday, 10 00 a.m.	AUDITORIUM-COLISEUM-CONVENTION CENTER AUTHORITY - Convention Center Conference Room
	Tuesday, 12 Noon	INSURANCE & RISK MANAGEMENT AGENCY - Cameron-Brown Bldg , Finance Dept , 6th Floor Conference Room
10	Wednesday, 7 45 a.m.	PRIVATE INDUSTRY COUNCIL - Chamber of Commerce, Action Room A
	Wednesday, 8 00 a.m	PLANNING COMMISSION/Planning Committee - City Hall Annex, DOT Conference Room
	Wednesday, 6 30 p.m.	YOUTH INVOLVEMENT COUNCIL - City Hall, Council Chamber
	Wednesday, 7.30 p.m.	HISTORIC PROPERTIES COMMISSION - City Hall, 2nd Floor Conference Room
11	Thursday, 8 15 a.m.	BUSINESS OPPORTUNITY NETWORK - Chamber of Commerce

(Continued on Back)

September 8 Council Addendum

Recommend approval of contracts between the City of Charlotte and the applicants listed below:

These are extension contracts for new development in accordance with the Water/Sewer Extension Policy. The applicants are to construct the entire systems at their own proper cost and expense. The City is to retain all revenue. There is no cost to the City and no funds are needed. The Utility and Planning Directors recommend approval.

1. Eastern Sunbelt, Inc., to construct 2,272 linear feet of 8-inch sanitary sewer main to serve Wellsley Village Subdivision, located west of N. C. Highway 115, north of Washam Potts Road and south of Hickory Street, outside the Charlotte City Limits. Estimated Cost - $79,520.00. Sanitary Sewer Job No. 621-86-077.

2. JRS Enterprises, Inc., to construct 2,800 linear feet of 8-inch water main, 685 linear feet of 2-inch water main to serve Morris Farms Phase III Subdivision, located east of Spicewood Drive, west of Lebanon Road and south of Lawyers Road, outside the Charlotte City Limits. Estimated Cost - $62,000.00. Water Contract No. 86-031.

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Charlotte

CITY COUNCIL AGENDA
Monday, September 8, 1986
Myers Park High School
2400 Colony Road

5:00 PM	-	Council/Manager Dinner . Refuse collection status report . Piedmont Courts Task Force Report
7:00 PM	-	Citizens Hearing
7:30 PM	-	Council Meeting

ITEM NO.

1. Invocation.

2. Consider approval of minutes of the Zoning Hearings of July 21, and the Special Meeting of July 28, 1986.

PUBLIC HEARINGS

3. A. Conduct a public hearing to receive citizens' input on the community need for cable television and the Request for Proposal for Cable Television Service.

   B. Recommend approval of the Request for Proposal for Cable Television Service as recommended by the Planning and Public Works Committee.

Public Hearing
The City of Charlotte franchise with Cablevision of Charlotte expires in January, 1988. In September, 1985 City Council began the process of refranchising cable television service under the Cable Act of 1984 by appointing a Citizens' Advisory Committee on Cable Television Refranchising and charged the committee with: (1) reflecting the community attitude on cable television; (2) providing citizens' input into the review of the existing franchise; and (3) making recommendations to the City Council on services and features to be requested in a new cable television franchise.

council agenda

Mayor Harvey B. Gantt **Mayor Pro Tem Al Rousso**

Charlie S. Dannelly
Gloria Fenning
Ann Hammond
Ron Leeper
Roy Matthews
Cyndee Patterson
Pamella Q. Patterson
Minette Conrad Trosch
Richard Vinroot
Velva W. Woollen

The activities of the Citizens' Advisory Committee were part of the community needs assessment of the refranchising process set forth in the Cable Act of 1984. The public hearing by City Council will end the community needs assessment phase and any comments made at this hearing will be included as an addendum to the Request for Proposal (RFP).

Request for Proposal

The report of the Citizens' Advisory Committee was presented to City Council on June 16, 1986 and referred to the Planning and Public Works Committee, which reviewed the citizens' recommendations and developed an RFP for cable television service. Committee minutes of August 14 are attached. This RFP, the Introduction/Summary of which is attached, includes the following provisions:

- Requires a minimum of 42 channels for approximately the next five years.

- Seeks a high quality of diverse programming including entertainment, educational, public affairs and sports programming and places a high priority on programming for minorities.

- Seeks a line extension policy that would provide the opportunity for all residents to subscribe to cable and pay for television service.

- Requires the provision of public, educational and government access channels to all subscribers while stating the City's desire to do this without eliminating any commercial channels currently available to those subscribers.

- Allows the cable operator to manage and operate the public access channel and requests that the operator pledge equipment, facilities, personnel and financial support for the access channel.

- Establishes a Citizens' Oversight Committee to oversee and promote public access and develop performance goals for public access.

- Requires the cable operator to establish consumer service standards and provides the City with monetary penalties to ensure compliance with these standards.

- Requires the cable operator to meet the equal employment and M/WBE provisions of the Cable Act of 1984.

- Requires the cable operator to pay 5% of gross revenues as an annual franchise fee.

The complete RFP is in the Council library.

Cablevision of Charlotte, the current franchise holder to whom this Request for Proposal will be sent, has requested that the City suspend the process and enter into informal negotiations to develop a franchise. (See attached letter.) The benefit of informal negotiations for the City is that we would be relieved of the four month timeframe, beginning with the approval of the RFP, in which we must make a franchise decision. The problems with entering informal negotiations at this point are that the process which we have been following for the past year would be cut short. Also, the RFP formalizes the information needed for the City to make decisions on the franchise provisions. Informal negotiations do not guarantee that all of this information would be provided. Therefore, it is the recommendation of staff and the City's consultant, Rice Associates, that the Request for Proposal be approved and that City continue the formal process.

Franchise Fee

The Planning and Public Works Committee unanimously recommended a 5% franchise fee, which is included in the RFP, but did not reach a conclusion on how to allocate the franchise fee. The current fee of 3% generates $425,000 for the General Fund. A 5% fee is estimated to generate $925,000 per year. A decision on how to allocate the franchise fee is not necessary for the City to issue the RFP. However, Council may wish to discuss the two options developed by the Planning and Public Works Committee, neither of which won a majority vote. The options are:

Option I: Allocate the entire 5% franchise fee to the General Fund, and review and give priority consideration to requests for distribution of a portion of these funds for the promotion and development of public, educational and government access during the annual budget process upon the recommendations of the Citizens' Oversight Committee. This would allow time for the Citizens' Oversight Committee to assess the magnitude of the need for access funds and keep the possibility open of funding these activities as part of the regular budget process.

Option II: Allocate a specific portion of the franchise fee for the promotion and development of public, educational and government access and request that the Citizens' Oversight Committee make specific recommendations on the use of this money. This would provide a dedicated pool of funds and, thereby, make planning for access easier and ensure that some of the funds go to improve programming services and promoting access.

Attachment No. 1

4. Recommend approval of the following actions concerning the November 4, 1986 General Obligation bond referendum:

A. Conduct a public hearing concerning the November 4, 1986 General Obligation bond referendum.

B. Approval of an order on the second reading authorizing $18,800,000 water bonds.

C. Approval of an order on the second reading authorizing $11,100,000 Sewer Bonds.

D. Approval of an order on the second reading authorizing $2,500,000 Storm Drainage Bonds.

E. Adoption of a resolution calling the bond referendum.

5. A. Conduct a public hearing on Amendment No. 5 to the Redevelopment Plan for the Greenville Urban Renewal Area.

B. Recommend approval of Amendment No. 5 to the Redevelopment Plan for the Greenville Urban Renewal Area.

The Greenville Redevelopment Plan was last amended by Council on October 28, 1985. Since that time R. M. Industrial Products, Inc. (RMI) filed a petition to rezone a 21-acre parcel on Hamilton Street bordering I-77 and Seaboard Coastline Railway from I-1 to I-2 (CD). RMI is presently under contract with the City to acquire this 21-acre parcel following the completion of the rezoning and the Redevelopment Plan Amendment. On August 18, 1986, Council approved Petition No. 86-22 with the understanding that if they did, they would then be asked to amend the redevelopment plan at the September 8, 1986 Council meeting to reflect the rezoning action.

N. C. Redevelopment Law requires that Council hold a public hearing prior to the approval of the Redevelopment Plan Amendment.

The proposed changes were considered and approved by the Planning Commission as part of Petition 86-22 at their July 24, 1986 meeting.

A map is attached.

Attachment No. 2

POLICY

6. Recommend that Council accept the report of the Uptown Charlotte Mixed Use Development Study for information purposes.

The action recommended is to accept as information the report of the Uptown Charlotte Mixed Use Development Study and defer any final decisions until appropriate City departments review and make recommendations on the report.

In the spring of 1985, the Charlotte Uptown Development Corporation was asked to study the possible advantages of using mixed use development to help facilitate the construction of a new or expanded Convention Center and a new Performing Arts Center. With funds from the City, Charlotte Uptown Development Corporation (CUDC), and private corporations, CUDC used four consulting firms to aid their study and have produced the statements below concerning the report:

"Because of the contribution it can make to the quality of life as well as the industrial and economic development of Charlotte, we (CUDC) recommend that the Charlotte City Council, working in tandem with the Charlotte Uptown Development Corporation, take appropriate action to move forward in the development of a business plan to cause the construction of a Performing Arts Center in uptown Charlotte based upon the public-private mixed use concept.

Because of its potential to enhance the economic well being of Charlotte-Mecklenburg by increasing employment; increasing lodging, food, entertainment, sales and tax revenues; stimulating additional hotel, retail, office and parking development, we recommend that the City seriously consider the expansion of the Convention Center employing, if possible, the public-private mixed use concept.

Although CUDC was not charged in this study to address the issue of the railroad as it affects the expansion of the Convention Center, it is apparent that the cost of expansion might be significantly reduced if the railroad were not a physical impediment. As a result of this preliminary determination, it is recommended that discussion take place between high-level officials of the railroad companies, local corporate executives and City officials to determine the feasibility, practicality, impact and cost of removing the railroad, rerouting the trackage or depressing the track to make available a more complete development site for an expanded Convention Center.

Recognizing that a Convention Center and a Performing Arts Center would provide broad benefits to an expanded geographic area and a large populous, it is recommended that the above leadership request the Mecklenburg County Commission to participate as a full or limited partner in the planning, financing and operation, through ad valorem tax contributions or other means, in either one or both of the public facilities."

Council is asked to: (1) accept this report for information purposes, and (2) defer any final decisions on its recommendations until the appropriate departments within the City can review the final report and make recommendations to Council.

7. A. Recommend approval of a contract with the Charlotte Convention and Visitor's Bureau for the purposes of promoting tourism and attracting conventions to Charlotte-Mecklenburg.

B. Recommend adoption of a budget ordinance transferring $34,000 in occupancy tax revenues from the Debt Service Fund to the Convention and Visitor's Bureau for the City's share of the Special Events Grant Program.

C. Recommend transferring funds and responsibility to the Convention and Visitor's Bureau for the Carrousel Parade and Festival in the Park beginning in FY88.

On June 23, 1986, City Council approved a contract with the Convention and Visitor's Bureau for $1,038,554 and reserved approximately $100,000 of excess revenue (actual revenue over the estimated amount) pending discussions on use of this money for local events. The Convention and Visitor's Bureau did not approve this contract and has been operating under an extension of their FY 86 contract which is in effect until September 30, 1986.

The proposed contract includes the Special Events Grant Program that the Convention and Visitor's Bureau proposed at a breakfast meeting with City Council on August 14, 1986. This grant program would be funded by a contribution from the Bureau of not less than 3% of their total operating budget and would be matched by the City. For FY 87, this would provide a total fund of $68,000 for the Special Events Grant Program. The total amount of this contract is $1,174,557 which includes the City's $34,000 contribution to the Special Events Grant Program.

The Bureau would award funds from the Special Events Grant Program under the following guidelines:

- Grant awards would be limited to $25,000 with a portion of the grant used to promote the event and the other portion to underwrite the operation of the event.

- The event for which application is being made should be sponsored by a non-profit organization whose purpose is to conduct programs which benefit the citizens of Charlotte.

- The applying organization should match the grant amount with either funds or in-kind support.

- The event should have either:

  . Short or long-term potential of attracting visitors to Charlotte, or

  . Potential of improving the quality of life for the citizens of Charlotte.

- Organizations must submit a proposed budget with their grant applications.

- Organizations that receive grants would be required to submit a final accounting, showing actual expenditures, no later than 45 days after the event has been held.

- Organizations would be eligible to receive grants in two consecutive years for the same event. However, since one of the purposes of the program is to help create new events, priority would be given to new applicants each year.

- Grants awarded on October 21 and April 21 should be implemented by June 30 and December 31, respectively.

In FY 88 the City would also transfer funds and responsibility to the Grants Program for such events as the Carrousel Parade and Festival in the Park. These items are currently funded from the General Fund - Non-Departmental Account in the amount of $5,000 (Carrousel) and $22,637 (Festival in the Park).

8. A. Consider a comprehensive study of historic preservation and programming in Charlotte-Mecklenburg.

   B. If Council's decision in A. is to undertake study, then consider a recommendation of two alternative methods of conducting this survey.

   Council is asked to decide whether to undertake a comprehensive study of historic preservation and programming in Charlotte-Mecklenburg and, if so, decide how to conduct the survey. If yes, there are two alternatives; the City Manager recommends Alternate B.

Alternate A: A Council-appointed citizen's task force to work with an outside consultant to survey historic preservation needs in Charlotte-Mecklenburg. City staff to provide limited assistance as needed, information, coordinate meeting times, and advise and comment on task force's report. Consultant will administer survey.

Alternate B: A program review by Budget and Evaluation, with a Manager-appointed citizen's committee as an advisory board, and a consultant to provide assistance in developing options on how to structure historic preservation programming. The citizen's task force will be composed of four people from the historic organizations and five citizens specifically chosen to represent the community at large.

During the budget process, the Budget and Evaluation Department recommended consolidation of the staff functions of the Historic Properties and Historic District Commissions in order to avoid duplication of programming expenditures. In response to that recommendation, the Historic Properties Commission recommended a comprehensive study of historic preservation/programming for Charlotte-Mecklenburg. The Hezekiah Alexander Homesite Study Committee also recommended a study of historic programming. As a result, Budget and Evaluation developed a study outline and two alternatives for implementing this study. Budget and Evaluation met with representatives of the Historic Properties Commission and the Historic District Commission, and solicited input and comments from a representative of the Hezekiah Alexander Homesite, to review and evaluate the two alternative methods of surveying historic preservation and programming needs in Charlotte-Mecklenburg. These discussions have been concerned with how best to assess not only the current status of historic preservation and programming in Charlotte-Mecklenburg, but also to determine long-range needs for these activities. In addition, options would be developed for organizing historic preservation/programming efforts.

City Council is requested to decide if they want to undertake a study of historic preservation and programming, which would result in the development of options for organizing these preservation and programming efforts. If Council chooses not to undertake such a study at this time, the existing Historic Properties and Historic District Commissions would continue to operate as they do now. On a separate agenda item, Council will be asked to decide if they want to separate the Hezekiah Alexander Homesite from the Mint Museum. The City Manager would monitor the status of the homesite operations and report back to Council, whether the homesite remains under administrative control of the Mint or goes under Parks and Recreation. The advantage of postponing the study now is that the public agenda is already quite crowded with issues relating to the capital program, and the proposed study could add a substantial new priority for public resources to that agenda.

If City Council does decide to undertake the study, two alternatives are attached for Council's consideration. Alternative B, which makes the City Manager responsible for reporting back to City Council on the study conclusions and recommendations, is recommended. A citizen's task force, appointed by the City Manager, would have an ongoing review and advisory role during the study. The other option, Alternative A, calls for a citizen's task force to be responsible for the study and reporting back to City Council on its findings and recommendations. All of the historic agencies involved strongly recommend the selection of Alternative A so as to ensure direct and ongoing representation in the process by all involved parties. The survey outline is also attached.

There are no cost estimates available at this time. The maximum effort would be $25,000 in consultant fees or staff costs combined. This appropriation would require some transfer from General fund contingency at the time of awarding the contract.

Attachment No. 3

9. Consider the recommendations of the Hezekiah Alexander Homesite Study Committee and determine whether the Homesite should be separated from the Mint Museum.

At its August 11 meeting, City Council accepted the report of the Hezekiah Alexander Homesite Study Committee for information purposes. (The complete report is in the Council library.) The Committee made four major recommendations which are summarized in an attachment.

Council is asked to consider two options for the management of the Homesite. These options should be considered in light of Council's decision on a possible study of the management of historic sites. If such a study is conducted, Council's decision on the Homesite would, in all probability, be on an interim basis until the study is completed and its results evaluated. If the study is not conducted, Council's decision on the Homesite will be of a more permanent nature.

The Mint staff prefers to maintain a permanent exhibit in the main gallery at the Hezekiah Alexander site with changing exhibits in the small galleries. One of the key recommendations of the citizens' report is to remove the permanent exhibit and have that as a changing

exhibit as well. If the City Council agrees with the recommendation that we have changing exhibits in the main gallery, then we would recommend that responsibility for the Hezekiah Alexander site be transferred to the Parks and Recreation Department, and since funding for the exhibits has come from the Mint board, that the changing exhibits be the financial responsibility of the Hezekiah Alexander Foundation rather than adding funds to the Parks and Recreation Department for this purpose. This is Option A. If Council chooses this alternative, then you will be asked at a later meeting to approve a budget ordinance transferring the City funds currently allocated to the Homesite from the Mint Museum to Parks and Recreation. Positions currently assigned to the Homesite would be transferred to Parks and Recreation.

Option B would be to leave the Hezekiah Alexander homesite under the Mint because of their experience with the site until a final decision is made.

Attachment No. 4

BUSINESS

10. Consider a request from the Housing Authority for the implementation of the proposed Stepping Stone Housing Program with a $1,000,000 program budget for a period of three years and the remission of payment in lieu of taxes (PILOT) payments (approximately $684,000) to the Authority for a period of ten years.

The Housing Authority requests City Council consider entering into a contract with the Authority for implementation of the Stepping Stone Housing proposal. Background information and associated costs are outlined in the agenda text. If Council wishes to pursue this proposal, an additional source of funding or a change in the current housing priorities would be necessary. The funding required for the Stepping Stone proposal represents the equivalent of one of Council's current priorities of 50 units of housing. Council may wish to defer action on this item until after the Housing Symposium.

On May 12, 1986, the Charlotte Housing Authority presented the "Stepping Stone Housing" proposal to the City Council, County Commissioners and other community leaders. Stepping Stone Housing is a concept for helping families, with annual incomes ranging from $13,624 to $19,226, to become homeowners. Housing Authority research reveals that there are currently 325 families who are either living in, or who have applied to live in, public housing who have incomes in this $13,000 - $19,000+ range. The research suggests that such families can "...easily afford rental payments in excess of $250 per month."

Drawing on the initial concept of assisted housing as a stepping stone to better housing on the private market as the family solves their financial and employment problems, Stepping Stone Housing proposes to provide 100 two-and three-bedroom rental units "for families who are transitional between being dependent on subsidized housing and wanting to be an independent homeowner."

"Unlike conventional subsidized housing, the Stepping Stone Housing plan proposes to base the rents on the operating and debt service costs associated with the units. These costs would be minimized through grants for construction from the City and the use of City refunds to the Authority for payments in lieu of taxes (PILOT) for debt service."

Stepping Stone Housing participants would be expected to pay initial monthly rents of approximately $250 for a two-bedroom unit and $300 for a three-bedroom unit. In addition, a program participant would pay an additional progressive amount into an escrow account which would help the family buy a home at the end of their five-year Stepping Stone Program involvement. The goal would be for each participant to accumulate approximately $2,700 plus interest which could be used to pay down payment and closing costs. Participants in Stepping Stone Housing would be provided with extensive counseling and related services to ease their transition to private sector housing.

The Housing Authority requests that City Council consider a contract for the implementation of the Stepping Stone Housing program. The contract calls for the City of Charlotte to:

1. Provide a grant of $1,000,000 disbursed to the Authority in the following manner:

    a. $200,000 in FY87 for start-up planning costs which would include architectural fees and planning and development costs;
    b. $400,000 in FY88;
    c. $400,000 in FY89;

2. Refund to the Authority payments in lieu of taxes for the ten-year period FY87-FY96. (These payments averaged $68,403 per year for fiscal years 1984, 1985 and 1986. If the average payments remain the same over the ten-year period, the total refund would be $684,030); and

3. Donate within three years to the Authority one of the sites suitable for the construction of 50 multi-family housing units.

The proposed contract calls for the Housing Authority to:

1. Acquire a suitable tract(s) of land consistent with the Housing Assistance Plan (HAP);
2. Cause no fewer than 100 rental housing units to be designed and constructed under contracts with the Authority;
3. Own, operate, manage and rent the 100 units for the benefit of eligible low-income families, substantially in accordance with the Stepping Stone Housing program; and
4. Contribute the balance of necessary funds to the extent of its own resources legally available for the contract's purpose.

This has been reviewed by the Housing Authority, Budget and Evaluation and Community Development Departments.

11. Recommend award of a consulting contract for $82,786 to Pacific Environmental Services, Inc. for an air quality analysis.

In 1980, the Environmental Protection Agency (EPA) awarded Charlotte/Mecklenburg three grants for local transportation-related air quality planning under the Clean Air Act of 1977. The City of Charlotte is the recipient of the grants and administers them on behalf of various Charlotte-Mecklenburg agencies which will use the funds. The funds will be used to track implementation and enforcement of transportation control measures, make emissions projections, revise local requirements of the transportation portion of the North Carolina State Implementation Plan (NCSIP), and review and update the Unified Planning Work Program and Prospectus.

The Charlotte-Mecklenburg Planning Commission, the Charlotte Department of Transportation, and the County Environmental Health Department, with the concurrence of the Citizens' Advisory Committee, recommend employment of a consultant to develop an emission inventory and a data management system to accomplish attainment of the national air quality standards.

The Charlotte Department of Transportation has negotiated a consulting contract with Pacific Environmental Services, Inc. for this work

program and it is recommended that Council approve the award of this contract to Pacific Environmental Services, Inc. for $82,786.

Funds are provided under a grant from the Environmental Protection Agency. No City funds will be needed for this project.

City Attorney has approved this contract as to form.

12. Appointments to Boards and Commissions.

A. Community Facilities Committee - The following nominations were made for a two-year term:

1) Willa N. Cline, nominated for reappointment by Councilmember Dannelly.
2) Leslie B. Cohen, nominated by Mayor Pro Tem Rousso.

Since the date of nominations, a letter of resignation has been received from Ms. Cline.

B. Citizens Advisory Committee - Convention and Visitor's Bureau
The following nominations were made for the unexpired terms of Boris Sellers. The term will expire March 26, 1988.

1) Austin Sapp, nominated by Councilmember C. Patterson.
2) Bill Treadaway, nominated by Councilmember P. Patterson.
3) Janice Y. Beck, nominated by Councilmember Hammond.
4) Joan P. Maultsby, nominated by Councilmember Trosch.
5) Maarten J. Pennink, nominated by Councilmember Vinroot.

Attachment No. 5

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The City Attorney advises that agenda items no. 13 through 29 may be considered in one motion. However, any member of Council may request that an item be divided and voted on separately.

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BUDGET ORDINANCES

13. A. Recommend adoption of a budget ordinance to appropriate $200,000 for the construction of intersection improvements at Sharon Amity Road and Albemarle Road.

On September 7, 1984, the City of Charlotte entered into an agreement with the North Carolina Department of Transportation (NCDOT) whereby the NCDOT agreed to contribute $200,000 toward the cost of intersection improvements at Sharon Amity and Albemarle Roads. On May 5, 1986, a construction contract for $339,388.46 was awarded to Crowder Construction Company. Construction began on May 19, 1986 and is scheduled for completion on November 15, 1986.

This action appropriates NCDOT's share of the project cost.

The Engineering Department and the Budget and Evaluation Department concur with this request.

B. Recommend adoption of a budget ordinance to transfer $74,000 from surplus funds in the Pleasant Grove Road Water Main Account to the Pressley Road Water Main Construction Account.

On August 7, 1986, the Charlotte-Mecklenburg Utility Department received four proposals for construction of a twelve-inch water main to serve Pressley Road. The low bid of $176,486 was submitted by Lockwood Construction Company and is recommended for award in the Bid section of the agenda.

The construction appropriation of $120,000 was estimated approximately two years ago for budget purposes. Due to numerous road condition changes and N. C. Department of Transportation construction restrictions, the construction cost has exceeded the funding level and an additional $74,000 is required.

This budget ordinance will transfer $74,000 from surplus funds in the Pleasant Grove Road water main account to Account 636.32 - Pressley Road Water Main.

C. Recommend adoption of a budget ordinance for $23,526 to reimburse the Charlotte-Mecklenburg Utility Department for the cost of additional improvements constructed in conjunction with the 54" water line project.

On June 9, 1986, City Council awarded a contract of $11,500,000 to Ruby-Collins, Inc. of Smyrna, Georgia, for the 54" water line project. While this project was in the planning stages, the Engineering Department identified the need for additional non-utility improvements at various locations along the construction route which could be implemented more efficiently in conjunction with the water line installation. These improvements, costing $23,526, are as follows:

Construction of 23 handicap ramps	$2,174
Sidewalk construction	6,430
Curb and gutter construction	7,272
Construction of a lane/median improvement	

on Queens Road and the construction of a left-turn lane at the intersection of Providence and Wendover	7,650
Total	$23,526

This budget ordinance for $23,526 will reimburse the 54" water line project account for the cost of the above improvements.

Funding will be from 1981 Street Improvement Bonds, CIP account "Trade Street Boulevard (Allotment #480.70)".

The Engineering Department, the Budget & Evaluation Department, and the Charlotte-Mecklenburg Utility Department concur with this request.

D. Recommend adoption of an ordinance to appropriate an additional $125,000 in HUD grant funds for the FY86 Rental Rehabilitation Program in order to make rehabilitation loans to private owners for approximately 25 substandard low-income rental housing units.

The Rental Rehabilitation Program provides up to 50 percent of the funds, not to exceed $5,000 per housing unit, to rehabilitate rental housing. The purpose is to provide affordable "standard" housing to lower income persons without the need for displacement.

Based on the percentage of funds committed by grantees in the Rental Rehabilitation Program through June 30, 1986, the City of Charlotte shares with four other cities the distinction of being ranked first in a field of 472 competing cities. Charlotte's total funding commitment as of June 30, 1986 was $683,800 or 130 percent of its grants with two bonuses. These funds leveraged $1,212,134 in private financing resulting in 166 rental dwelling units being made standard.

This ordinance will appropriate an additional $125,000 in HUD grant funds for the FY86 Rental Rehabilitation Program in order to make rehabilitation loans to private owners for approximately 25 substandard low income rental housing units.

The Community Development and Budget and Evaluation Departments concur in this request.

CITY CODE AMENDMENT

14. A. Recommend adoption of an ordinance amending Chapter 8 of the City Code by establishment of primary fire limits for the central business district.

B. Authorize staff to hold a public hearing regarding proposed additions to the primary fire limits.

ITEM NO.

Charlotte's primary fire limits, which delineate the principal business portion of the city, were inadvertently deleted from the City Code when responsibility for building inspection passed to Mecklenburg County and all ordinances related to building construction were deleted.

Council is requested to adopt the ordinance to reestablish the previous fire limits with the exclusion of a portion of Third Ward bounded by Cedar Street to the west, Sixth Street to the north, and the Southern Railroad tracks to the south and east. This change was suggested by the Planning staff to encourage the development of this property in a manner consistent with the existing Third Ward Plan. A map of the fire limits is attached.

The Fire Department and Building Standards Department have developed some proposed changes in the fire limits which would add additional areas to the primary fire limits. Council is requested to authorize staff to hold a public hearing regarding the new fire limits. After the hearing, Council will be asked to approve the new boundaries.

This request has been cleared by the Fire Department, the City Attorney's Office, the Building Standards Department, and the Planning Staff.

Attachment No. 6

BID LIST

15. Recommend approval of the bid list as shown. The following contract awards are all low bid and within budget estimates unless otherwise noted. Each project or purchase was authorized in the annual budget.

Utility Department

A. Diesel Engine

Recommendation: By the Utility Director and Purchasing Director that the lowest responsive bidder, Carolina Tractor & Equipment Co., Charlotte, N.C., in the amount of $90,975.00, be accepted for award of contract on a unit price basis.

Project Description: This diesel engine will be installed at the Vest Treatment Plant. It is used to drive a water pump which is utilized during electrical power outages. The present gasoline motor is in poor condition and maintenance costs to keep it operational will continue to be high.

Other Bid Received Not Meeting Specifications: Cummins Atlantic Inc., Charlotte, N.C., in the amount of $67,616.00 did not meet minimum specifications in regard to the engine output and the height of the crankshaft centerline to the motor base. In

addition, repairs to the Cummins engine would be more cumbersome than repairs to the Caterpillar engine, offered by Carolina Tractor, thereby incurring greater downtime and expense.

Source of Funding: Water and Sewer Capital Improvement Fund (Rehabilitate Vest Plant).

B. Crushed Stone — Operations-Street Maintenance Div.

Recommendation: By Operations Director and Purchasing Director that the low bid, Martin Marietta Aggregates, Charlotte, N.C., in the amount of $452,650.00, be accepted for award of contract on a unit price basis.

Project Description: The crushed stone will be used for street construction and repair work.

Source of Funding: Powell Bill Fund - Operations (Street Maintenance Division).

C. Television System, Phase 1V — PS&I

Recommendation: By Public Service & Information Director and Purchasing Director that the low bid, Midwest Communications, Charlotte, N.C., in the amount of $147,421.00, be accepted for award of contract.

Project Description: This television system will be used to produce training, public affairs and government programming for use by City departments and cable television. This is the fourth of a five-part program to equip production facilities in the new City-County Office Building.

Source of Funding: General Fund - Public Service and Information.

D. 160 - Fire Hydrants — Utility Department

Recommendation: By Utility Director and Purchasing Director that the low bid, Consolidated Pipe & Supply Co. Inc., in the amount of $63,602.00 be accepted for award of contract on a unit price basis.

Project Description: This proposed purchase of 160 fire hydrants is an estimated amount to be installed bv the Utility Depart-

ment and used by the Fire Department to connect to the water distribution system for fire fighting.

Source of Funding: Water and Sewer Operating Fund (Inventories - Water Shop).

E. Janitorial Service & Supplies 2 Districts — Parks & Recreation

Recommendation: By Parks & Recreation Director and Purchasing Director that the lowest responsive bidder for Districts 3 & 4 be accepted for award of contract as follows:

Appling Commercial Building Maintenance Charlotte, N.C. $53,460.00

Project Description: Several years ago as a productivity measure, the City began contracting for janitorial cleaning service and supplies for the 18 recreation centers located throughout the city. The City is divided into five districts with each district containing three or four recreation centers.

On January 27, 1986, Council awarded contracts for janitorial service: Appling Commercial Building Maintenance Company for districts 1, 2, and 5; and Associated Cleaning Consultants for districts 3 and 4.

The Parks and Recreation Department experienced poor performance from Associated Cleaning Consultants and the contract was cancelled.

It is, therefore, recommended that the contract for districts 3 and 4 be awarded to Appling Commercial Building Maintenance Co. This company, which was next low bidder for districts 3 and 4, has agreed to accept these districts at the prices they quoted when the bids were taken November 13, 1985.

Source of Funding: General Fund - Parks and Recreation (Maintenance/Landscaping).

F. Water Distribution Project 12-inch Water Main to serve Pressley Road - from Charlotte Park Drive to Barringer Drive — Utility Department

Recommendation: Director, Charlotte-Mecklenburg Utility Department, recommends that the low bid by Lockwood Construction Company

of Pineville, North Carolina in the amount of $176,485.50 be accepted for award of contract on a unit price basis.

Project Description: This project provides for construction of a water line to serve the Pressley Road area.

This project was originally scheduled for receipt of bids on July 17, 1986. At that time only two bids were received. These bids were returned unopened and the project was readvertised for receipt of bids on August 7, 1986. In accordance with State Law 143-132 on re-advertised projects, the contract may be let to the lowest responsible bidder submitting a bid for such project.

Funds of $120,000 for construction of this project were approved in the November 1984 bond referendum. Due to numerous road condition changes and N.C. Department of Transportation construction restrictions, the construction cost will exceed the approved funding level. A budget ordinance for an additional $74,000 to cover the revised construction cost was requested earlier in the agenda.

Source of Funding: Water and Sewer Capital Improvement Fund (Pressley Road Main).

An MBE goal of 5% was established for the following two airport contracts - mechanical and electrical construction for the Piedmont cargo/catering facility. Initial bids were received on June 5, 1986. Council rejected all bids because 60% of the bidders, including the three lowest bidders, were non-responsive.

The projects were rebid. Even though there was no commitment of M/WBE participation in either contract, the proposals were considered responsive because proper documents were submitted at the bid opening which showed good faith efforts were made in obtaining M/WBE participation.

The previous low bidder for the mechanical contract ($177,828) did not submit a second bid. The previous second low bidder (Electricon, $219,500) was low bidder the second time at $189,000.

The previous low bid for the electrical contract was $168,200.

G. Mechanical Construction Contract — Airport
Piedmont Cargo & Catering Facility

Recommendation: The Airport Manager recommends that the low bid from Electricon, Inc. in the amount of $189,000 be accepted for award of contract on a lump sum basis.

Project Description: This contract provides all labor, material and equipment for the mechanical construction work for the proposed 75,000 sq. ft. Piedmont cargo and catering facility.

Source of Funding: Airport Capital Improvement Fund (Piedmont Airlines Air Cargo Facility).

H. Electrical Construction Contract — Airport
Piedmont Cargo & Catering Facility

Recommendation: The Airport Manager recommends that the low bid from Electricon, Inc. in the amount of $198,750.00 be accepted for award of contract on a lump sum basis.

Project Description: This contract provides all labor, material and equipment for the electrical construction work for the proposed 75,000 sq. ft. Piedmont cargo and catering facility.

Source of Funding: Airport Capital Improvement Fund (Piedmont Airlines Air Cargo Facility).

At the request of Piedmont Airlines and the City, a study was prepared by an independent lighting consultant to upgrade the lighting in both Concourse C and the existing terminal building. Costs for these projects were included in the 1985 revenue bonds and will be repaid through airline user fees.

The following two contracts provide all labor, material and equipment to upgrade the lighting on Concourse C and the existing terminal building.

I. General Construction Contract — Airport
Concourse C and Existing Terminal
Lighting Upfit Package

Recommendation: The Airport Manager recommends that the low bid from The Linda Construction Company in the amount of $65,651.00 be accepted for award of the contract on a lump sum basis.

Source of Funding: 1985 Airport Revenue Bond Construction Fund (Airport Terminal Building Expansion - Phase I) - $48,350.

1985 Airport Revenue Bond Construction Fund (Phase II Terminal Expansion/Concourse "A" Construction) - $557,432.

J. Electrical Construction Contract
Concourse C and Existing Terminal
Lighting Upfit Package

Airport

Recommendation: The Airport Manager recommends that the low bid from Electricon, Inc. in the amount of $196,000 be accepted for award of this contract on a lump sum basis.

Source of Funding: 1985 Airport Revenue Bond Construction Fund (Airport Terminal Building Expansion - Phase I) - $88,350.

1985 Airport Revenue Bond Construction Fund (Phase II Terminal Expansion/Concourse "A" Construction) - $713,432.

K. Design and Construction Contract
Solid State Ground Power System

Airport

Recommendation: The Airport Manager recommends that the low bid from Teledyne Inet in the amount of $253,910.00 be accepted for award of contract on a lump sum basis.

Project Description: This project provides ground power for aircraft that is parked at the concourse, and was included in project costs for the West Terminal expansion and Concourse A that was approved by City Council on February 11, 1985.

On November 18, 1985 Council approved the issuance of revenue bonds to finance the project. This contract is a part of the total project.

Source of Funding: 1985 Airport Revenue Bond Construction Fund (Phase II Terminal Expansion/Concourse "A" Construction.)

L. New Charlotte Coliseum Sound System

Engineering

Recommendation: By the City Engineer, based upon the recommendation of Odell Associates and Turner Construction Co., that the base bid plus Alternates #1 and #2 in the amount of $757,644.00, as submitted by Long Communications Group, be accepted for award on a lump sum basis.

Project Description: The scope of work for the sound system involves the furnishing and installation of the complete sound reinforcement system.

ITEM NO.

Alternate #1 - Outside Sound System
Alternate #2 - Hearing Impaired System

Source of Funding: General Capital Improvement Fund (New Charlotte Coliseum Construction - 1984 Coliseum Bonds).

CONTRACT

16. Recommend award of contract for quality control testing for long-term parking lot and connector roadway at the Airport to Froehling & Robertson, Inc., not to exceed $35,000.

On August 11, 1986, Council awarded a construction contract for the remote long-term public parking lot and connector roadway to the low bidder, Crowder Construction Company for $1,153,890. Award of the quality control testing contract will provide testing to assure that all work is performed according to contract specifications.

Proposals were requested for quality control testing services for this project in a public advertisement on July 30, 1986. Proposal forms were mailed to four firms with previous experience in the required soils and pavement testing work and quality control procedures. Froehling and Robertson, Eastern Engineering, Law Engineering and Testing Company, and Soil & Material Engineers, Inc. submitted proposals. The project engineering firm, Talbert, Cox & Associates, reviewed the proposals and determined that Froehling & Robertson, Inc.'s proposal best meets the City's requirements and is the most economical.

Council is requested to award this contract for professional services to Froehling & Robertson, Inc. on a unit price basis not to exceed $35,000.

Council has previously appropriated Airport revenue bonds to cover this work.

A map is attached.

Attachment No. 7

17. Recommend approval of a contract for $78,800.00 with Stroupe Security Services for security services in conjunction with the construction of the new Charlotte Coliseum.

In obtaining builder's risk insurance for construction of the new Coliseum, the Insurance and Risk Management Agency assured the insurance carrier that a security firm would be hired. This service contract should prevent vandalism and theft loss on the Coliseum site.

Proposals were secured from four security firms for the following hourly rates:

Stroupe Security Service	$5.25
Pinkerton's, Inc.	$5.75
Stegall Security	$6.00
Mann Security	$7.96

The security firm will provide site security on nights, weekends, and holidays until construction is complete in mid-1988. They will be paid on an hourly basis with the total amount not to exceed $78,800.00.

Funding will be from the General Capital Improvement Fund - Charlotte Coliseum Construction (1984 Coliseum Bonds).

The City Attorney's Office has reviewed this contract and it is recommended by the Engineering Department, the construction management firm, and the Insurance and Risk Management Agency.

CONTRACT AMENDMENT

18. Recommend approval of an amendment to the contract with Rice Associates for an amount not to exceed $12,000 for consulting services on cable television refranchising.

In December 1985 the City entered into a contract with Rice Associates for consulting services during the first phase of cable television refranchising. Rice Associates was chosen after a staff committee reviewed proposals from five consulting firms and interviewed two of those firms. This contract was not to exceed $28,950 and covered the following work:

- Consumer market study
- Technical analysis of the current cable system
- Preliminary financial analysis
- Institutional users survey
- Education of Citizens Advisory Committee

This work has now been completed and based on Rice Associates performance, staff recommends amending this contract to provide consulting services for the final phase of cable television refranchising. Work to be done under this amendment includes:

- Analyzing the cable operator's franchise proposal
- Assisting City staff with the negotiation of a new franchise with the cable operator
- Developing a final franchise document

Much of the cost of this amendment will be for assistance in negotiating the differences between the City's Request for Proposal and the cable operator's proposal. At this time, staff is projecting this to require eight full days with the consultant here in Charlotte. The actual time may vary depending upon the differences between the City's Request for Proposal and the cable operator's proposal; however, the total amount of this contract will not exceed $12,000.

AGREEMENT

19. Recommend continuation of the agreement dated December 21, 1961 between the City of Charlotte and the U.S. Geological Survey for the period July 1, 1986 through June 30, 1987.

The City of Charlotte and Mecklenburg County have had an agreement with the U.S. Geological Survey (USGS) since 1961. Under this agreement, local cooperative funds and direct expenditure items are matched essentially dollar for dollar by funds of the U.S. Geological Survey. Services include: 1) stream flow measuring analyses to observe the effects of development on flood heights; 2) detailed investigations to determine the effects of land use on the quality of both surface and ground-waters (example-landfills); 3) updating of floodway maps in the Charlotte-Mecklenburg area.

The City's contribution is $55,380; the County's contribution is $100,620; and the USGS matching funds total $156,000 for a total program value of $312,000.

Funds of $55,380 were included in the Engineering Department's FY 87 operating budget.

AGREEMENT AMENDMENT

20. Recommend approval of an amendment to a management agreement dated January 1, 1979 between the City of Charlotte and the Housing Authority for the management and maintenance of 16 rental housing units.

Through a management agreement, the Housing Authority manages and maintains 45 housing units for the City: Clinton Square Apartments (25 units), and Wilkerson Apartments (20 units).

ITEM NO.

On April 30, 1979, City Council approved the purchase of ten scattered site VA, FHA or HUD repossessed dwelling units in partial fulfillment of the Harris/Kannon lawsuit. Because of some unique aspects of the lawsuit, City staff has managed and maintained these ten units, plus six additional units acquired through First Ward housing activities and foreclosures.

The Housing Authority has adequately maintained and managed the 45 housing units and it is recommended that City Council approve an amendment to the management agreement between the City and the Housing Authority for the management and maintenance of 16 additional City-owned rental properties scattered throughout the City. The terms and conditions for maintenance services and management fee shall be consistent with the original agreement.

No funding is required because the annual rental income is sufficient to cover all maintenance and management costs.

The Housing Authority and the Community Development and Legal Departments concur in this recommendation.

21. Recommend authorizing two amendments to extend the Home Improvement Loan Program (HILP) from an 18-month period to a 24-month period, ending January 22, 1987.

On October 8, 1984, City Council approved the use of $32,286 in Community Development Block Grant (CDBG) program funds for participation in the N. C. Housing Finance Agency's (NCHFA) Home Improvement Loan Program and the expansion of the service area to include the City-wide rehabilitation area.

The Home Improvement Loan Program (HILP) provides assistance for homeowners who cannot afford conventional home improvement loans but who earn too much to qualify for assistance offered to very low income families. The program allows the City to use CDBG funds to leverage $209,475 in State bond funds to provide more rehabilitation loans than the City could provide independently.

Each of the 14 participating cities has been requested by the NCHFA to extend their HILP for six months or until January 22, 1987. Therefore, it is necessary to extend the agreement with the NCHFA and First Union National Bank for the statewide bond program and the agreement with the NCHFA and Southeastern Savings & Loan Company, the local lender for this program. The two reasons for extending the HILP are to enable more time for pending loans to close and to allow for the extension of the tax exempt bond authority for this state-wide program. If any one of the participating cities takes exception to the extension, the extension of the tax exempt bond authority could be in jeopardy.

ITEM NO.

The NCHFA, First Union National Bank, Southeastern Savings and Loan Company and the Community Development Department concur in this recommendation.

CHANGE ORDER

22. Recommend approval of Change Order No. 1 to the contract awarded CFW Construction Company, Incorporated of Fayetteville, Tennessee on May 12, 1986 for Sanitary Sewer Construction - Mallard Creek Outfall-Phase III.

Change Order No. 1 will increase the contract price by $43,225.00 from $784,063.80 to $827,288.80. There will not be a change in the contract period.

This change order is necessary to meet the requirements of the erosion control plan approved by the N.C. Department of Natural Resources and Community Development. This project was bid utilizing an erosion control design that CMUD has used as a standard in the past. On this project, the North Carolina Department of Natural Resources is requiring stricter erosion control. This change order reflects the necessary additional requirements of the State such as installation of a silt check fence, construction of a silt check dam, and basins. This change order also includes using six-foot diameter manholes instead of five-foot diameter manholes to accommodate an angular change of the sewer line.

The Utility Director recommends approval.

HOUSING CODE ENFORCEMENT

23. Recommend adoption of an ordinance to demolish and remove the dwelling declared unfit for human habitation at 3012-12½ Virginia Avenue using the in rem remedy and authorize the City Manager to approve a contract for such work.

Date of inspection: February 27, 1986
Owner(s) notified of hearing: February 28, 1986
Hearing held: March 20, 1986
Owner(s) ordered to demolish dwelling by: April 21, 1986
Estimated value of dwelling: $2,450
Estimated repair (which exceeds 65% of estimated value): $13,975

The repairs include: replacing fire damaged walls and ceilings; replacing stud walls, flooring, electrical wiring outlets, switches and overhead ceiling fixtures; replacing interior doors and locksets; replacing rear door and framing; installing window glass; replacing

interior stairs; installing window screens; installing rear steps; painting all interior rooms; replacing roof and roof sheathing; and replacing rotted main sill.

Funds are available and a lien will be placed against the property for the costs incurred.

LOAN RELEASE

24. Recommend release of Susan G. Davis from liability on the loan for 415-1 West Seventh Street under the Third Ward/Fourth Ward Loan Program.

On August 24, 1981 City Council approved a $46,350 loan to Susan G. Davis for permanent financing to purchase 415-1 West Seventh Street under the Third Ward/Fourth Ward Loan Program.

This loan has now been assumed by Todd Haack and Ms. Davis has requested that she be released from all liability.

North Carolina National Bank, as agent for the City, has recommended the granting of this release with the concurrence of the Community Development Department.

SPEED LIMITS

25. Recommend adoption of an ordinance lowering the speed limit on four neighborhood streets from 35 miles per hour to 25 miles per hour.

In accordance with Council's approved policy, four streets in four neighborhoods have had petitions validated and are determined by the engineering study to be appropriate for a 25 mile per hour speed limit. The streets are:

Coronado Drive (Coventry Woods)
Hunter's Crossing Lane (Hunter's Crossing)
Lumarka Drive (Woodberry Forest)
Walterboro Road (Chestnut Lake)

ITEM NO.

TAX COLLECTION

26. Recommend adoption of an order of collection empowering the Office of the Tax Supervisor to collect the City's ad valorem taxes.

Attached is a memorandum dated August 11, 1986 from Mr. J. A. Stone, City-County Tax Administrator, which recommends, upon the advice of the City-County Tax Attorney, that the City Council adopt and that the Mayor sign an annual order of collection of taxes. Mr. Wade, the Tax Attorney, has suggested that the City Council do this because of certain questions being raised by the bankruptcy court.

Attachment No. 8

TAX REFUND

27. Recommend adoption of a resolution authorizing the refund of certain taxes in the total amount of $5,749.66 which were assessed through clerical error or illegal levy against 37 tax accounts.

UTILITY CONTRACTS

28. Recommend approval of contracts between the City of Charlotte and the applicants listed below:

These are extension contracts for new development in accordance with the Water/Sewer Extension Policy. The applicants are to construct the entire systems at their own proper cost and expense. The City is to retain all revenue. There is no cost to the City and no funds are needed. The Utility and Planning Directors recommend approval.

1. Vulcan Materials Company, to construct 2,280 linear feet of 6-inch water main to serve Old Nations Ford Road, located east of Nations Ford Road and north of Downs Road, outside the Charlotte City Limits. Estimated Cost - $32,000.00 Water Contract No. 86-028.

2. Harrington/Dowd Realty Company, Inc., to construct 2,220 linear feet of 8-inch water main and 5,560 linear feet of 2-inch water main to serve Winterbrooke Subdivision, located east of Weddington Road and north of Plantation Road, outside the Charlotte City Limits. Estimated Cost - $97,000.00. Water Contract No. 86-034.

3. Devesco Pacific Development Corporation, to construct 1,460 linear feet of 8-inch water main, 85 linear feet of 6-inch water main and 2,385 linear feet of 2-inch water main, to serve Brittany Oaks Subdivision, located east of Elm Lane West and north of Providence Road West, outside the Charlotte City Limits. Estimated Cost - $54,000.00. Water Contract No. 86-010.

ITEM NO.

4. Fairway, Ltd., A North Carolina Limited Partnership, to construct 2,880 linear feet of 8-inch water main and 930 linear feet of 2-inch water main to serve Arnold Palmer Corporate Center, Phase II, located west of North Wendover Road, north of Marvin Road and south of Monroe Road, inside the Charlotte City Limits. Estimated Cost - $64,000.00. Water Contract No. 85-092.

5. GBS Joint Venture, to construct 1,545 linear feet of 8-inch sanitary sewer main to serve Sardis Croft Subdivision, located west of Sardis View Lane, south of Sardis Road and north of Harrison Road, inside the Charlotte City Limits. Estimated Cost - $54,075.00. Sanitary Sewer Job No. 621-86-100.

6. Devesco Pacific Development Company, to construct 3,879 linear feet of 8-inch sanitary sewer main to serve Brittany Oaks Subdivision, located east of Elm Lane West, north of Providence Road West, and south of N.C. Highway 51, outside the Charlotte City Limits. Estimated Cost - $135,765.00. Sanitary Sewer Job No. 621-86-038.

7. Devesco Pacific Development Corporation/Piper Glen Joint Venture, to construct 2,679 linear feet of 10-inch sanitary sewer main and 4,138 linear feet of 8-inch sanitary sewer main to serve Piper Glen and Brittany Oaks Subdivision, located east of Elm Lane West, south of N.C. Highway 51 and north of Providence Road West, outside the Charlotte City Limits. Estimated Cost - $375,650.00. Sanitary Sewer Job No. 621-86-069.

8. Fairway, Ltd., A North Carolina Limited Partnerhip, to construct 1,943 linear feet of 8-inch sanitary sewer main to serve Arnold Palmer Corporate Center, Phase II, located west of Wendover Road, north of Marvin Road and south of Monroe Road, inside the Charlotte City Limits. Estimated Cost - $68,005.00. Sanitary Sewer Job No. 621-86-001.

9. Pace/Dowd Properties, Ltd., to construct 7,260 linear feet of 8-inch sanitary sewer main to serve Shelton Subdivision, located north of N.C. Highway 49 on Harris Houston Road, outside the Charlotte City Limits. Estimated Cost - $254,100.00. Sanitary Sewer Job No. 621-86-059.

10. Crosland-Erwin Associates, to construct 2,462 linear feet of 8-inch sanitary sewer main to serve Crownpoint Executive Drive, located south of Sardis Boulevard, west of Independence Boulevard and east of Monroe Road, outside the Charlotte City Limits. Estimated Cost - $86,170.00. Sanitary Sewer Job No. 621-86-103.

11. Robert C. Rhein Interests, Inc., to construct 2,683 linear feet of 8-inch sanitary sewer main to serve Marshbrooke Subdivision, located north of Margaret Wallace Road and east of Independence Boulevard, outside the Charlotte City Limits. Estimated Cost - $80,490.00. Sanitary Sewer Job No. 621-86-086.

12. Robert C. Rhein Interests, Inc., to construct 1,500 linear feet of 8-inch sanitary sewer main to serve Trunk to Marshbrooke Subdivision, located north of Margaret Wallace Road, east of Independence Boulevard and south of McAlpine Creek, outside the Charlotte City Limits. Estimated Cost - $52,500.00. Sanitary Sewer Job No. 621-86-076.

13. DMC Properties, Inc./George E. Wightman, Jr., to construct a pump station, 1,362 linear feet of 6-inch force main and 2,893 linear feet of 8-inch gravity main to serve Holiday Inn and Torrence Chapel Road, located at I-77, Catawba Avenue and Torrence Chapel Road, outside the Charlotte City Limits. Estimated Cost - $178,922.00. Sanitary Sewer Job No. 621-86-088.

14. Carmel Development Company, to construct 5,176 linear feet of 8-inch sanitary sewer main to serve Linden Oaks Subdivision, located south of Kuykendall Road, east of Providence Road and north of McKee Road, inside the Charlotte City Limits. Estimated Cost - $155,280.00. Sanitary Sewer Job No. 621-86-091.

15. John Crosland Company, to construct 1,669 linear feet of 8-inch sanitary sewer main to serve Mallard Trace Subdivision, Section II, located west of Mallard Creek Road, north of W. T. Harris Boulevard and east of Brown Road, outside the Charlotte City Limits. Estimated Cost - $50,700.00. Sanitary Sewer Job No. 621-86-092.

RESCIND CONDEMNATION RESOLUTION

29. Recommend City Council rescind its resolution of condemnation adopted August 11, 1986, to acquire property of Floyd L. Blackwell, Elizabeth Ann Blackwell, W. Herbert Brown, Jr., Trustee, Clyde M. Cashion, Jr., Beneficiary, Dixie Cashion, Beneficiary, and Schloss Outdoor Advertising Company, Lessee. The property owners have granted the City the necessary easement and it is no longer necessary to institute proceedings.

- SCHEDULE OF MEETINGS -
September 8 - 12, 1986

Monday, September 8	COUNCIL/MANAGER DINNER	5·00 p. m.
	CITIZENS HEARING	7·00 p. m.
	COUNCIL MEETING Myers Park High School	7·30 p. m

1(a)

Planning and Public Works Committee

Executive Summary
August 14, 1986

The Planning and Public Works Committee of the City of Charlotte, North Carolina, met in Committee session on Thursday, August 14, 1986, at 4:00 p.m. in the second floor conference room of City Hall with Chairperson Minette Trosch presiding. Committee members Gloria Fenning, Velva Woollen and Richard Vinroot were present.

Committee member Ann Hammond was absent because of illness.

Also in attendance were:

Tom Flynn, Assistant to City Manager
Jean Rice, Rice & Associates
Hal Bouton, Citizen's Advisory Committee
Joe Garrity, Cablevision
Linda Brashear, Cablevision
Jeff King, Cablevision
Evelyn Dove, Legal Department
Lisa Beckham, Budget & Evaluation Department
Bob Kahn, The Charlotte Observer

Chairperson Minette Trosch opened the meeting and announced that the Committee would be considering the last policy issues regarding the new franchise for cable. She asked Jean Rice to show a five-minute tape of some of the uses of access throughout the country.

Public Access

After viewing the tape Tom Flynn advised that the Citizens Committee recommended that the cable company continue to operate the access channel, but that the door be left open for a non-profit organization to be established some time in the future if the interest warrants it. They did feel that increased equipment, staffing, and training is needed as well as oversight and promotion through a permanent citizens committee.

Committee member Gloria Fenning asked whether WTVI, being a non-profit organization, could run access TV if we gave them a contract.

Tom Flynn stated one thing to keep in mind is that access basicly is to provide that person who has minimal skills the ability to use the media. WTVI is a much more finished product. The idea behind access is to give non-professionals the opportunity to put together some things to share with the community.

Chairperson Trosch asked that if you decide that some portion of the franchise fee or some City fee go into programming and promotion, who would you give that to if the cable company managed the access.

Tom Flynn stated that one possibility is to give the money for capital equipment, possibly above and beyond what you are able to get from the cable company as part of the franchise. Another possibility is to have a pool of money available that the Citizens Oversight Committee can tap into to do promotional work on access.

Chairperson Trosch said that this is getting close to the non-profit except that you are asking the cable company to tell us what they are willing to do for access.

Jean Rice advised that in a structure like this the operator provides the operational support, that is not subtracted from the franchise. If they voluntarily provide it to another non-profit group, through a contract, then the contract could be broken at a later date. In terms of a non-profit group, it is possible to go with the company operation with the non-profit advisory group that would serve the same kind of function.

Chairperson Trosch stated the choice is the company, city operated, or a non-profit operator.

Tom Flynn advised that the City does operate the governmental access channel. If you chose the city operated here, you would be getting into actually operating the public access channel.

Action

Motion was made by Velva Woollen to go with the cable operator and the Citizens Oversight Committee as was recommended by the Citizens Advisory Committee with the City's need for increased equipment, staffing and training being stated in the RFP. The motion was seconded by Gloria Fenning and was carried. The Committee agreed to add to the motion the provision for a non-profit operation at a later date.

Franchise Fee

Chairperson Trosch stated it had already been determined by the Committee to recommend to the Council that the franchise fee be increased to the 5%. The question now is do we allocate any, all, or part of that fee to governmental access programming or promotion.

Tom Flynn advised that the Citizens Advisory Committee looked at this extensively and had many good discussions about it. They could not come up with a concensus recommendation and therefore there are three ideas. All these ideas contain one thing in common and that is that the current 3% of the franchise fee would remain with the General Fund. Taking that into consideration, staff came back with the recommendation that the whole 5% of the franchise fee go into the General Fund. The reasons for that are that in light of the whole area of access this does give you maximum flexibility to allocate money through your regular budgeting process. Just as you have heard from WTVI in the past, this gives you an opportunity to hear from them in the future, and provides for an evaluation by Budget and Evaluation as they do other requests.

What it does not provide for the person on the outside, the person who wants to get this money; it doesn't provide them a guaranteed pot of money. It doesn't provide them the money they can point to and say O. K. City Council, you folks promised we would be able to have this pot of money for programming. It does provide you some flexibility to change this should some certain court cases be decided against the cities of this area. There are currently court cases which question whether anything above and beyond "cable related costs" can be paid for out of the franchise fee. If those court cases go against the cities, then we would have to be coming back to you with a recommendation on the entire franchise fee. That's the other 3%.

Chairperson Trosch asked Jean Rice whether cable related could mean access programming.

Ms. Rice advised that in the decision the Courts would probably have some thoughts as to what is cable related costs. One of the ways in which people think about protecting themselves is in tracking the regulatory costs. Another possibility is the cost of maintaining the right-of-way. Another is programming costs whether it is your government access channel, anything that you put into public access, all those would be cable-related services. The question is whether you can just put it into the General Fund. Basicly, it is a question at this point as to what portion of it goes to cable-related purposes.

Mr. Flynn advised that there are some reasons for dedicating a portion of the franchise fee to access programming. First, it would be a guaranteed pool of dollars that they could draw upon. The other reason to do this is to insulate these dollars from the political process.

Chairperson Trosch stated she feels that a portion should be fed back to the people who use it. Because it is a class that pays it, it is right to help that system to develop and serve public goals, right-of-way being one. Pot holes being another. Because the company is franchised in the City, they use a lot of City resources and the people who use that system use a lot of it. The right is there for the City to determine where they put it, but the reason and logic is that part of it should also go to those who directly pay the fee to help the public and that is access. She stated she would put most of the fee into the General Fund because there are a lot of reasons for a franchise fee. She stated she would like to deal separately with who do you contract with instead of making the mistake of making any institution believe that it's their money. WTVI has many of those resources that could be very valuable, but that is a separate issue.

Velva Woollen stated that at this point in time the best thing to do is to keep the communication open where the community programming groups would come in each year with their request and the Council would decide what is the public purpose, whether we are meeting that, whether it could be done better rather than just designate.

Chairperson Trosch stated she would designate the 1% for planning purposes. You can't year to year plan an access system and get the public involved in a meaningful way unless you know there is some money dedicated to access.

Richard Vinroot stated he feels the same as Velva Woollen. The same arguments can be made every year and at some point in time we could decide to dedicate. The Committee didn't recommend dedication. We don't know yet what the oversight committee is going to tell us is most needed for public access to be developed. There is no need to dedicate now. One thing that bothers him is regular flows of income.

Gloria Fenning stated that since we would be doing it by contract, if it were not satisfactory, the Council could end the contract.

Chairperson Trosch reiterated the issue is whether to dedicate any part of the fee back into the system to develop access. We have had cable for all these years and have put nothing into it and it is reflected in what the access channels are like.

Gloria Fenning stated that she cannot see cable quitting putting money into access, but that they will get away with as little as they possibly can.

Velva Woollen stated she is not comfortable with dedication. The recommendation is to put the 5% into the General Fund.

Tom Flynn advised that the question now is do you want to set some of this money aside, and have us come back at a later date with some guidelines that people could go by to apply for this money, or, do you want to have people come and ask you for money and have that compete against everything else that is totally non cable related.

Motion was made by Gloria Fenning to dedicate a percentage to Public Educational Access for development of the access system.

Velva Woollen made a motion to allocate the entire 5% franchise to the General Fund. She stated she does not have enough information to designate a percentage to access development.

Richard Vinroot made a substitute motion to allocate the entire 5% franchise fee to the General Fund and review and give priority consideration to request for distribution of a portion of those funds for the development and promotion of PEG access during the annual budget process. The motion was seconded by Velva Wollen.

Voting in favor: Richard Vinroot and Velva Woollen

Opposed: Minette Trosch and Gloria Fenning

Chairperson Trosch stated her problem with the motion is that unless you put it in as a requirement of the franchise, then it really is not dedicated.

Tom Flynn advised that it could be handled in the same way that the 1/2¢ sales tax was dedicated to Transit and that is for Council to adopt a policy as a regular item on the Council agenda.

Mr. Vinroot stated his feeling is that we do not now know enough about how much should be spent on the development of public access. He further stated

that the Oversight Committee should be in a much better position a year from now to tell us how much money we should be spending to develop public access.

Chairperson Trosch suggested that the Citizens Advisory Committee come to the Council with a recommendation during the budget process.

Motion was made by Gloria Fenning to designate a percentage of the franchise fee for access television and request the Citizen's Advisory Committee to come back with specific recommendations. The motion was seconded by Minette Trosch.

Voting in favor: Gloria Fenning and Minette Trosch

Opposed: Richard Vinroot and Velva Woollen

Channel Capacity on Basic Service

Tom Flynn advised the Committee if you want the governmental and educational access channels to be available to all subscribers, under the current channel lineup, you will have to move two commercial channels off. The other option, if you want to do that is to expand what is called the basic service. That would be to add channels to what everybody receives. There are two ways of doing that. The first way would be basicly to continue the system that is now out there, the "addressable" system, which has the converter box. This allows the cable operator to address the cable programs to the individual TV set. You would be asking the cable company to provide some type of converter to all homes so that everybody could get this expanded basic service. The other option before the Committee in this area is to make the system non-addressable, that is to eliminate the converter box. In that regard the Citizens Advisory Committee heard the most about the converter box. The box is not compatible with "cable ready" televisions. That does not mean that it does not work, but it does not work all that well. It is not compatible with VCR's. As people buy new TV's, they get the new "cable-ready" sets and the cable system should be capatible with that new technology. The Cable Advisory Committee talked at length about this, and talked with the cable company about this. We are recommending that the request for proposals state the desire to have all subscribers receive all access channels, public, governmental, and educational on the basic tier while not eliminating any commercial services. The cable company would propose a method of achieving this goal.

Action

Motion was made by Richard Vinroot, seconded by Velva Woollen to state in the Request for Proposal that the City requires all subscribers to receive all access channels and desires not to eliminate any commercial services to the basic subscriber. Motion carried unanimously.

Request for Proposal

Tom Flynn stated the draft ordinance would be attached to the request for proposal to receive comment from the cable company on this ordinance. We would not be asking Council to approve the ordinance at the next meeting, rather it would just be part of the RFP. In other words, we would be asking the cable company for comments.

Mr. Flynn advised the Committee that this RFP is the basic document that Committee asked for. He discussed the introduction portion of the RFP which is more specific to Charlotte.

Jean Rice stated that the policy issues that the Committee has developed have been placed in the RFP as minimum requirements. There are some issues that are more regulatory issues.

Chairperson Trosch asked whether lines should be run throughout the City so that every home could be served and whether it can be required.

Jean Rice advised it can be required but that requirement is not in the proposed RFP. She stated that if you want to require it to go by every home the technical requirements need to be in the RFP.

Tom Flynn recommended that the requirement for cable availability to all residences be put into the RFP.

Action

Motion was made by Velva Woollen and seconded by Gloria Fenning to require that service be available to all residences, and if the company feels it is an economic hardship, it would be reconsidered. Motion carried.

After review of the RFP, motion was made by Richard Vinroot to recommend approval of this document by the City Council with the policy issues adopted today to be inserted.

Draft Ordinance

Tom Flynn suggested that a public hearing be held just prior to discussion of the RFP at the City Council meeting. It was recommended that the RFP include a provision that the RFP may be supplemented in case something comes up at the hearing that was not already in the RFP. The Committee agreed.

Catherine Cochran

Catherine Cochran
Office Assistant V

Length of Meeting: 2 hrs. 15 mins.

1(B)

INTRODUCTION

The City of Charlotte has conducted an indepth analysis of the needs of the community and the technical and financial position of Cablevision of Charlotte (Cablevision). Based on the finding of the Cable Advisory Committee, the reports of the City's consultant and the assessment conducted by Council and staff in Charlotte, the City has established minimum standards for cable service in Charlotte and developed an evaluation criteria for assessing the proposal to be developed by Cablevision. A public hearing on community needs for cable service and the Request for Proposal will be held by the City Council on September 8, 1986. Comments from the public hearing will be provided as an addendum to the Request for Proposal. The deadline for submitting six (6) copies of the proposal to the City is September 26, 1986.

Following are the City's minimum requirements and evaluation criteria.

I. Minimum Requirements

The City of Charlotte has established a number of minimum requirements and specifications related to the cable communications franchise. Cablevision's application for Charlotte's cable license should reflect a commitment to each of the minimum requirements outlined below. In this Request for Information the terms Applicant and

Company are used to refer to Cablevision and the term Grantee is utilized when referring to requirements that will be placed on the franchise holder.

Access

The City's goal is to ensure the development and propagation of public, governmental and public access as a vital community resource. This includes promoting access for all residents, institutions, and organizations in the City; allocating channel time and facilities to users; and stimulating the production of new programming. The City expects to rely heavily on the Company for operational and technical support.

Access channels are those channels available to local organizations, institutions and residents to produce, direct and perform their own programs and the City places a high priority on the development of access channels. The following describes the minimum reasonable requirements for access.

- Channel Allocation: The franchise will allocate the following channels for access:
  - -- No less than one downstream channel on the basic tier for public access.
  - -- No less than one downstream channel on the basic tier for educational access.
  - -- No less than one downstream channel on the basic tier for governmental access.
  - -- No less than one downstream channel for governmental and institutional training.

Just as the Grantee is expected to commit substantial resources to operate, maintain and promote use and viewership of basic premium entertainment services, so the Grantee is expected to commit resources adequate to operate, maintain and promote use and viewership of channels devoted to public access. Charlotte therefore desires that the Company agree to the following for public access.

- Operational Support of Access: The City desires the Company to pledge annual operational support to public access.

- Technical Support: The City expects the Grantee to provide technical support.

- Equipment and Facilities: The Grantee will be expected to provide high quality equipment that is easy to use and maintain; studio space and facilities that are equipped for high quality audio and video production; portable equipment and mobile production facilities; provision for utilizing selected locations as cable casting sites apart from main studio facilities; and character generation equipment with multiple input terminals for community and municipal information services.

The City reserves the right to establish a non-profit access corporation at a future time.

Training Channel

The dedicated Training Channel will provide a means to transmit training and information programs to City employees and employees of other institutions at work locations during convenient times. To support this channel and facilitate continued and increasing amounts of

access programming, the City strongly encourages interconnection among Cablevision studios and key public buildings as well as the provision of two portable remote production units for institutional users. The Training Channel will be managed by the City through its new facility at the Charlotte-Mecklenburg Government Center.

Interconnection

The City requires the interconnection of the access channels with Vision Cable and is seeking proposals from the Company in this area.

Subscriber Network

The City requires that the Company outline in detail its proposal for a cable network offering continuous, high quality service to residential subscribers. The City places a high priority on plans to meet the current and future cable-related needs of the residents of Charlotte. A minimum of 42 channels is required by the City for approximately the next five years. The Company's proposed system is expected to provide a diversity of services, including public access, educational access and government access. Service is required to be available to all residents within the City. However, if the Company feels this requirement would be an undue economic hardship, the Company can describe the related technical and financial requirements and the City will review the submission.

Basic Service

The Company should specify which services it intends to provide as part of its "basic cable service tier." The Company is required to have the access channels on the basic service tier.

The City encourages the Company to offer converters to all subscribers or propose a technical plan which will allow for present and future flexibility and the tiering services so that a diversity of services is available as part of basic cable service.

Consumer Services

The City seeks high quality and diverse cable services. Programming for minorities is a high priority for the City. Please reference the Citizen Advisory Committee's Report and Rice Associates' Consumer Market Survey.

Regulation of the Franchise

By applying for the franchise, the Company agrees to reimburse the City for all costs associated with the renewal process including but not limited to all costs incurred by the City in its needs assessment process, preparation of Ordinance and Request for Proposal documents, the evaluation of the proposal, examination of the Companys' qualifications, and franchise negotiations. The City shall provide the Company with an accounting of

these expenses. The Company shall deliver said payment to the City within thirty (30) days of receipt of the City's invoice.

The City has prepared a draft comprehensive cable television Ordinance and seeks the Company's comments. For any provisions the Company would like to suggest a change, the Company is instructed to cross out the relevant language and write the suggested language on the document or a corresponding page. The City requires, among other items: a Performance Bond; Letter of Credit; Consumer Protection Provisions; Liquidated Damages; and EEO and Minority and Women Business Enterprise provisions.

Franchise Fee

The City will require a franchise fee of five (5%) percent of gross annual revenues.

Term

The City requests that the Company indicate the franchise term that is sought. If the Company seeks a term of more than approximately five years, a reopener clause is expected regarding a rebuild of the cable system.

II. EVALUATION CRITERIA

The City will conduct a complete and thorough analysis of the proposal.

In addition, qualitative and quantitative considerations will be important factors in the City's overall evaluation of the proposal.

The commitment to the cable communications facility of the City of Charlotte will be an important consideration.

The major considerations described below will serve as guidelines for the evaluation of the proposal. These guidelines will serve as a basis to analyze the relative merits of the proposal.

The criteria below are not listed in order of priority.

1. Benefits to Charlotte and its Citizens

   - Provision of service to all residents.
   - Commitment to access programming and the Training Channel.

2. Local Programming

   - Demonstrated commitment to quality, diversity and responsiveness in public access reflecting the needs of the City's population and its institutions.
   - Continued commitment to educational and governmental access.
   - Provision for local origination facilities and staff.
   - Commitment to the Training Channel.

3. Financial

   - Financial resources and capability.
   - Financial feasibility and viability of projections and underlying assumptions.

4. Construction

   - Converters or related technical plans.
   - Upgrade.
   - Future rebuild.

5. Compliance with Minimum Requirements of the City

6. Technical System Design, Operation, and Channel Capacity

   - Upgrade policies.
   - Future rebuild policies.

1(c)

American Television &
Communications Corporat on
A Time Inc Company
ATC-Charlotte Division
316 East Morehead Street
Charlotte NC 28202
704/377 2228

6070

August 25, 1986

O. Wendell White
City Manager
City of Charlotte
600 East Trade Street
Charlotte, NC 28202

Dear Wendell:

I would like to take this opportunity to commend the City of Charlotte and the city council for their roles in appointing the Cable TV Citizens Advisory Review Committee. The members of the committee worked diligently and thoroughly toward their goal. Not only did these people take into consideration their own observations, but the public ascertainment gave due process to citizens through surveys, personal interviews, public hearings, and a number of committee and subcommittee meetings. Cablevision can complement this committee and their final report as we observed each of the meetings and public hearings and had full opportunity to witness the tremendous amount of work they completed.

As a result of the citizens committee report, the city staff, with the guidance of the city's consultant -- Rice and Associates, presented the planning and public works committee with several issues. City staff's thorough preparation and comprehension of the complexity of our industry facilitated this entire process. After several sessions, the planning and public works committee reviewed and made their recommendations on each issue for the preparation of the city's Request For Proposals.

We have outlined a proposed timetable which includes an opportunity for development of a Request For Proposals from the city, a proposal presented back from Cablevision, and then a period of time where a final document is negotiated between the two parties. The Request For Proposals from the city, as well as the proposal from Cablevision, will be based on the information gained through the citizens advisory committee as well as recommendations from the planning and public works subcommittee. Since this information is currently available to us, and it is the desire of Cablevision to facilitate renewal with as little inconvenience, cost or operating interference to our subscribers as possible, Cablevision of Charlotte would like to offer this opportunity to temporarily suspend our proposed timetable and informally enter into negotiations with the city to develop a final document. This informal process was strongly contemplated during the drafting of the Cable Act. It is our belief the informal process was included in the act to

allow cities who have positive relationships with their operator to negotiate on the most informal yet practical terms possible. The formal process was, however, developed for use in situations where there may be a higher degree of conflict and more formal due process was necessary.

Obviously, any negotiated document would be presented for final approval to the planning and public works subcommittee, as well as the full city council, prior to the conclusion of the process. If informal negotiations did not facilitate a document, that could be agreed upon between the company and the city council, we would resume the process with a formal proposal and a continuation of procedures as provided in the Cable Act.

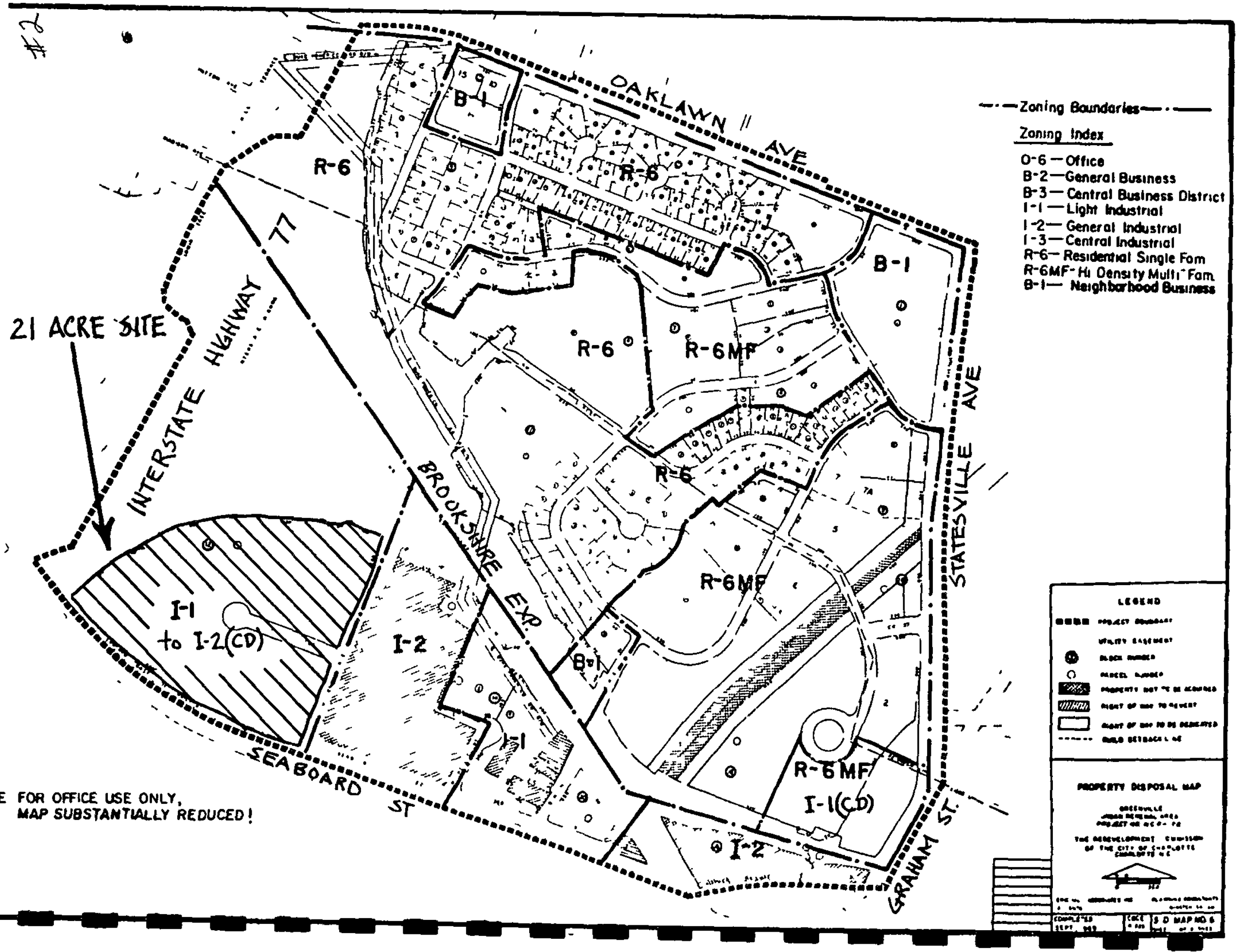
Our offer comes at a time when we are aware of the desires of the citizens as well as the city fathers. We feel it would have been impossible to enter negotiations on an informal basis without this important input. Cablevision of Charlotte would provide, in informal negotiations, such information as would reasonably be necessary and pertinent to areas being discussed. We hope the city recognizes the process of a formal Request For Proposals and formal proposal from the company, along with the extensive and time-consuming review of mountains of paper by both parties, is extremely costly to our consumers. We are sure this informal process could save not only time but money and, with the valuable knowledge that is currently available, would result in a negotiated document that serves the best interest of our subscribers, the City of Charlotte, as well as Cablevision. We respectfully look forward to your reply.

Respectfully,

Jeffrey M. King
Division President

JMK:mh

#2



TE FOR OFFICE USE ONLY,
MAP SUBSTANTIALLY REDUCED!

(Attachment A)

#3

ALTERNATIVES FOR SURVEY OF HISTORIC PRESERVATION, PROGRAMMING AND SITES

ALTERNATIVE A

A Council-appointed citizen's task force, to work with an outside consultant to survey historic preservation needs in Charlotte-Mecklenburg. City staff to provide limited assistance as needed, to provide information, to coordinate meeting times, and to advise and comment on task force's report. Consultant will administer survey.

Charge (To Task Force):

To review and evaluate the direction of historic programming and historic site management within Charlotte-Mecklenburg; to determine the degree to which the Historic Districts Commission and the Historic Properties Commission conform and embellish this direction; to assess the roles and responsibilities of the Historic Districts Commission, the Historic Properties Commission, and the historic site societies, to the end of making a recommendation on the optimum organizational structure for Historic programming; to complete this evaluation and its written recommendation by December 31, 1986.

Composition (Task Force):

Chairman, Historic Properties Commission;
Chairman, Historic Districts Commission;
Representative of Hezekiah Alexander Homesite;
Representative of the Mint Museum;
Five additional citizens (three appointed by the City and two by the County), representing the community at large.

Charge (Consultant):

To survey the historic preservation and programming needs, under the direction of the Citizen's Task Force; to prepare recommendations for City Council.

Charge (To Staff):

To provide the consultant and committee with information on the City's role in historic preservation; to coordinate committee efforts; tc advise and comment on the Task Force's final report.

Composition (Staff):

Budget and Evaluation Department;
Charlotte-Mecklenburg Planning Department.

Product

Consultant to prepare written recommendation for City Council no later than December 31, 1986.

ALTERNATIVE B

A program review by Budget and Evaluation, with a Manager-appointed citizen's committee as an advisory board, and a consultant to provide assistance in developing options on how to structure historic preservation programming.

Charge (To Staff):

To assess how the current structure of historic programming may be modified or enhanced; to survey needs, goals, and operations of Historic Properties Commission, the Historic Districts Commission, and the management of historic sites for presentation in report form to the advisory group by December 31, 1986; to work with a consultant on developing options for historic programming.

Composition (Staff):

Budget and Evaluation Department;
Assistance from Finance, Parks and Recreation, Planning, and the Mint Museum.

Charge (To Task Force):

To serve as advisory board for staff survey committee; to have an on-going review of the findings and recommendations identified by staff during the process of surveying historic preservation and programming needs.

Composition (Task Force):

Chairman, Historic Properties Commission;
Chairman, Historic Districts Commission;
Representative of Hezekiah Alexander Homesite;
Representative of the Mint Museum;
Five additional citizens (three appointed by the City Manager and two appointed by the County Manager), representing the community at large.

Charge (Consultant):

To work with staff and task force following the completion of the survey of needs to develop options for structuring historic programming

Product

Written recommendation by staff to City Manager no later than December 31, 1986.

(Attachment C)

SURVEY OUTLINE

A. Survey of Historic Preservation Needs in Charlotte-Mecklenburg.

I. Current Historic Preservation Efforts

A. Organizational Structure

1. Determine who is responsible for directing what is to be done.

2. Determine the reporting relationships and lines of authority.

3. Describe the decision-making process.

4. Describe the role of the advisory board and other volunteer committees.

B. Policies and Procedures

1. Personnel

a. Determine how staff responsibilities and assignments are made.

b. Review job descriptions for staff and consultants.

c. How are performance evaluations conducted?

d. Review formal hiring practices.

2. Fiscal

a. Define how budget request and appropriated expenditures are derived and monitored.

b. Review standard written procedures for the processing of funds.

c. Determine performance objectives in relation to funds expended.

C. Operational Guidelines

1. Determine goals and objectives and assess the achievements which result.

2. Define specific tasks and responsibilities performed (for example properties surveyed, Certificates of Appropriateness issued, etc.)

3. Assess the strengths and weaknesses of historic preservation efforts.

II. Future Plans for Existing Organizations (next 1-5 years)

A. Define future changes in goals, objectives, and priorities.

B. Define plans, if any, for program expansion.

C. Assess changes in organizational structure necessary to accommodate change, expansion.

D. Determine corresponding impact on personnel.

E. Determine corresponding impact on budgetary resources.

F. Define the needs for historic preservation in Charlotte-Mecklenburg over the next five years.

III. Long-Range Needs for Historic Preservation in Charlotte-Mecklenburg (next 5-20 years)

A. Consider changes in goals, objectives, and priorities.

B. Assess what Charlotte should be doing now to meet these opportunities.

C. Anticipate changes in organization structure necessary to promote these directions.

D. Assess how the current strengths/weaknesses of Charlotte's historic preservation efforts accentuate/hinder the accomplishment of these long-range goals and objectives.

IV. Survey of Historic Preservation Organizations in Other Cities

A. Determine structures used in cities nationally renown for historic preservation - Charleston, Savannah, etc.

B. Determine how other new-South cities, with different historic resources, are promoting historic preservation.

V. Options for organization of historic preservation efforts, including cost and impact of each.

B. Methods of Study

I. Study of Local Historic Preservation

A. Structured interviews with involved agencies and other local "experts" on historic preservation.

B. Review of existing records and procedures.

II. Study of Other Cities

A. Telephone Surveys

B. Review of solicited written material

III. Development of Options

A. Use of consultant with historic preservation expertise to assist with developing options

B. Provide staff assistance as needed.

Agencies/Sites to be Surveyed

The Historic Districts Commission

The Historic Properties Commission

The Mint Museum

The Historic Sites, including:
- Hezekiah Alexander Homesite
- Thompson Orphanage Chapel
- Dowd House
- Robinson Rock House Ruin

4(a)

Recommendations of Hezekiah Alexander Homesite Study Committee

(1) Separate the Hezekiah Alexander Homesite from the Mint Museum and either place it under another City department or make it a separate department. The Committee believes that:

"History and art, while closely related, require the development of different resources and interests. In Charlotte, an interest in art has been nurtured over a period of time and has a 35 - 40 year head start over history in generating enthusiasm and financial support. This committee believes that separating the Hezekiah Alexander Homesite from the administrative control of the Mint Museum would be a small but important step toward establishing the foundation for a museum where history is the primary focus and priority of its members. It is difficult to establish a museum which combines both art and history without one component becoming subordinate to the other. This separation would enable the history enthusiasts to begin the fuller development of their program while at the same time allowing the Mint to concentrate its resources on its continued development as one of the finest art museums in the Southeast."

(2) The City should maintain its current level of funding to the Homesite with programming funds that are currently provided by the Mint Museum Board of Trustees replaced by funds from the Hezekiah Alexander Homesite Foundation and Auxiliary. Documentation as to the availability of these funds is attached. If the separation is approved, the Finance Department will be asked to conduct an internal audit of the Homesite's financial records.

(3) Name the Homesite the Hezekiah Alexander Homesite and Museum and operate the facility as a museum with rotating exhibits in its Visitor's Center. At the present time, a permanent interpretive exhibit has replaced most of the rotating exhibits at the Visitor's Center. The Committee believes that "while the interpretive exhibit provides a good perspective on the period in which Hezekiah Alexander lived, it does not generate repeat visits. Any museum or historic site is dependent upon repeat visitors if it is to remain a vital part of the community it serves." The Committee felt that operation of the facility as a museum is the key to increased attendance and "more important, it would give the City of Charlotte a place where it could showcase its own historic past as well as that of other areas."

(4) City Council should authorize a study to determine interest in the formation of a historic preservation trust and a history museum. The Committee believes that:

"While separating the Hezekiah Alexander Homesite from the Mint Museum would enable the City to change the Homesite's focus, it would still be only the first step toward the development of an integrated program of historic preservation in Charlotte. This committee would like to see the City take the lead in obtaining and developing other historic properties which, over a period of time, could be developed into a major resource both for Charlotte's residents and its visitors. Obviously, obtaining historic sites is extremely expensive and would require a commitment of funds which the City may not be able to make due to budget constraints. For that reason, the Committee feels that the City should consider the development of a public-private partnership of trust."

The Committee would like for Council to authorize a study of the long range prospects for acquisition and maintenance of historic sites. A number of the issues which would be addressed by such a study are covered in the two study proposals submitted to Council by the Budget and Evaluation Department.

4(b)

James Helms and Company

Accountants

1125 East Morehead Street - Suite 103

P O Box 240654

Charlotte, N C. 28224

James T Helms
Enrolled to practice before Internal Revenue Service

Thomas J Helms

(704) 332 8206

Member
North Carolina Society of Accountants
National Society of Public Accountants

August 6, 1986

To;
The Foundation and Auxiliary of the
Hezekiah Alexander Homesite
P. O. Box 6272
Charlotte, N. C. 28207

We have met with the treasurers of the various committees of the Hezekiah Alexander Homesite on August 5, 1986 and reviewed the bank checking and/or savings accounts at July 31, 1986.

Our rewiew indicated total balances in these accounts at July 31, 1986 to be $89,102.89.

Our review was conducted without audit or confirmation. However our comparation of the balances shown on the bank statements and the check books did agree at that date.

Our review was not made in accordance with generally accepted auditing procedures and consisted of comparing the balance on books with that shown on bank statements, therefore we ar unable to render an opinion on the fairness of the records.

Respectfully submitted,

James Helms

JAMES HELMS AND COMPANY

#5

INFORMATION ON NOMINEES

	District	Profession/Business
Community Facilities Committee		
1. Leslie B. Cohen W/M	7	Water Service Consultant
Citizens Advisory Committee Convention & Visitors Bureau		
1. Austin Sapp W/F	4	Marketing & Public Relations background
2. Bill Treadaway W/M	Mooresville	CEO/Graphic Arts Trade Asso. for Carolinas
3 Janice Y. Beck W/F	5	Discovery Place/Special Events
4. Joan P. Maultsby W/F	6	Exe. Director/Nat'l. Conference of Christians and Jews
5. Maarten J. Pennink W/M	6	Realtor

2 Appointed by City Council
2 Appointed by County Commission
Chairman Appointed by Mayor and
County Commission Chairman

COMMUNITY FACILITIES COMMITTEE

(5 Members)

Membership - Appointments are for two-year terms and no member may serve more than two consecutive full terms. No member of City Council or Board of County Commissioners, or regular employee of either, is eligible for appointment.

Responsibilities - To advise City Council and the Board of County Commissioners with respect to planning and providing water and sewerage services within the jurisdiction of the City and County Governments.

MEMBER	DIST.	BUSINESS/ PROFESSION	ORIGINAL APPTMT.	RE-APPTMT.	TERM	EXPIRATION
Chairman						
Lloyd F. Baucom W/M	6	Attorney	10/05/83	6/85	2 yrs.	9/01/87
City						
Willa N. Cline B/F	6	Market Researcher	9/10/84		2 yrs.	9/01/86
James A. Coates W/M	0	V.P., Fincorp, Inc.	2/14/83	8/13/84		
				8/11/86	2 yrs.	9/01/86
County						
David Richards W/M	7	Ret. - A&P Executive	8/12/85		2 yrs.	7/31/87
Eric Karnes	7	Realtor	11/ /85		Unexp.	7/31/86

839 Scaleybark Rd.
Apt. 2B
Charlotte, N. C. 28209
August 22, 1986

Mr. Lloyd F. Beucom
Attorney at Law
P. O. Box 35246
Charlotte, N. C. 28235

Re: Community Facilities Committee

Dear Lloyd:

As a result of my recent employment with the City of Charlotte, I must submit my resignation as a member of the Community Facilities Committee, effective immediately.

It has been a pleasure working with you and the other Committee members.

Best wishes.

Sincerely,

Willa

Willa N. Cline

City of Charlotte
Application for Appointment

Applications should be typed or printed in black ink

Committee, Commission, Board or Authority: Community Facilities Committee

Name Leslie B. Cohen **Sex/Race** M/W **District No.** 7

Home Address 5310 Sandtrap Lane, Charlotte, NC 28226 **Phone No.** 542-0700-H 523-4848-O

Business Address 5 Woodlawn Green 208 28210 **Phone No.** 523-4848

Education Brown University '44 - BA Economics/History
University of North Carolina, Executive Training School '58
CPCC - 1974-1984 - various courses i.e. Real Estate, Public Speaking
Computers, Russian, Arabic, etc.

Present Employer Consultant to Carolina Water Service, Inc. Northbrook, Ill.

Job Title Corporate Development **Duties** Acquisition of new properties. I also act as consultant to other water utility companies, doing expert testimony before utility commissions, appraisals, rate structures, rate cases.

Business & Civic Experience 20 years experience in the water utility industry, formerly Republican County Chairman, Montgomery County, NC; former member & VP Young Republican Federation, NC; Lions Club, Mt. Gilead, NC;

Interests/Skills/Areas of Expertise 1963 - Financial advisor to General Utilities & Industries, Inc., Tampa, Florida; owned and operated water and sewer plants in North & South Carolina from 1965 to 1974; built water system in Lexington, SC and Roaring Gap, NC.

Comments I believe that I am eminently qualified to be of service to the CMUD staff on behalf of the City of Charlotte.

I understand that this application will be maintained in the active file for a period of one year only

8/1/86 Leslie B. Cohen

Date Signature of Applicant

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Office of the City Clerk
600 East Trade Street
Charlotte North Carolina 28202

A personal contact with the Mayor s Office or a City Councilmember is recommended

PLEASE DO NOT SUBMIT RESUMES

City Clerk
1983

9 Appointed bv Mayor
16 Appointed by City Council

CITIZENS ADVISORY COMMITTEE - CONVENTION & VISITORS BUREAU

(25 Members)

Membership - Original appointments were made to expire on a staggered basis - one and two year terms.

Responsibilities - Established in conjunction with the Convention & Visitors Bureau to develop community awareness and to assist in developing community involvement and pride in Charlotte as a convention and travel destination.

MEMBER		DIST.	BUSINESS/ PROFESSION	ORIGINAL APPTMT.	RE-APPTMT.	TERM	EXPIRATION
(C)Rennie Cuthbertson	W/M	6	Banker	1/09/84	2/24/86	2 yrs.	3/26/88
*(C)Ruth Castleberry		2	Adv. Mkt. Exec.	1/09/84	2/24/86	2 yrs.	3/26/88
(C)Boris Sellers	W/M	(Resigned)					
(M)Lucille Black		2	Spirit Square Dir.	1/09/84	2/24/86	2 yrs.	3/26/88
(M)Brenda Cage				3/26/84	5/19/86	2 yrs.	3/26/88
(M)Yvette Alston	B/F		Asso. w/ J. Crosland	1/03/86	5/19/86	2 yrs.	3/26/88
(M)Linda Kopel	W/F	7	Yvette Productions	5/19/86		2 yrs.	3/26/88
(M)Floyd Young		2		5/19/86		2 yrs.	3/26/88
(C)Vanessa Baxter	B/F	5		3/26/84	5/19/86	2 yrs.	3/26/88
(C)Jim Shaw		6	Speech Inst. - JCSU	1/09/84	4/22/85	2 yrs.	3/26/87
(C)Peter H. Gerns	W/M	7		1/09/84	4/22/85	2 yrs.	3/26/87
(C)Joe Sonderman	W/M		Attorney	1/09/84	4/22/85	2 yrs.	3/26/87
(M)Page Hightower	/F			1/09/84	4/22/85	2 yrs.	3/26/87
(M)Don Abernathy		1	Asso. w/Car. Trade Mart	3/26/84	3/29/85	2 yrs.	3/26/87
(M)Evelyn Welch	W/F			3/26/84	3/29/85	2 yrs.	3/26/87
(M)Cathy Thompson	W/F		Adv./Mkt.(Castleberry)	1/03/86		Unexp.	3/26/87
(C)Neil Leach	W/M	6	Springfest, Inc.	3/26/84	3/29/85	2 yrs.	3/26/87
(C)Abigail Flanders	B/F	4		2/10/86		2 yrs.	3/26/88
(C)Ange DeVivo	/F	7	WBTV, Com. AFF. Dir.	2/10/86		2 yrs.	3/26/88
(C)Laura Campbell		2	Bus. Owner/Opr.	2/10/86		2 yrs.	3/26/88
(C)William Reeder	B/M	3	So. Shows Dir./Prom.	2/10/86		2 yrs.	3/26/88
(C)Alfred Glover	B/M	2	Ret./Barc.-Am.	2/10/86		Unexp.	3/26/87
(C)George Westerfeld	W/M	7		2/10/86		Unexp.	3/26/87
(C)Cameron Keyser	W/M	5	Human Potential Dev. Consultant	3/24/86		2 yrs.	3/26/88
(C)Elizabeth Kandler	W/M	6	Pres./Visitor Info. TV Network	3/24/86		Unexp.	3/26/87
			Former Hotel Sales Mgr.	3/24/86		Unexp.	3/26/87

*Chairman

City of Charlotte
Application for Appointment

Applications should be typed or printed in black ink

Committee, Commission, Board or Authority: Citizens Advisory Comm. - Convention & Visitors Bureau

Name Austin Sapp **Sex/Race** F/W **District No.** 4

Home Address 1214 Thomas Avenue Charlotte 28205 **Phone No.** 334-6672

Business Address _____ **Phone No.** _____

Education Associate Degree in Merchandising, Bachelor's Degree - Marketing

Present Employer _____

Job Title _____ **Duties** _____

Business & Civic Experience Served as Marketing Director for 2 different fully enclosed malls in major markets in South Carolina; Committee Chair with SpringFest since 1982, also work w/St. Patrick's Day Celebration; current active Board member with Plaza Midwood Neighborhood Association

Interests/Skills/Areas of Expertise Marketing and Public Relations Background; very 'people' oriented

Comments As a native Charlottean, I would welcome the opportunity to be instrumental in making others aware of Charlotte as the place to go.

I understand that this application will be maintained in the active file for a period of one year only

14 February 1986 — Austin Sapp

Date — Signature of Applicant

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Charlotte North Carolina 28202

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PLEASE DO NOT SUBMIT RESUMES

City Clerk
1983

City of Charlotte
Application for Appointment

Applications should be typed or printed in black ink

Committee, Commission, Board or Authority: Citizens Advisory Committee/Convention & Visitors Bureau

Name Bill Treadaway **Sex/Race** M/W **District No.** N/A

Home Address Rt. 4, Box 91, Mooresville, NC 28115 **Phone No.** (704) 663-5808

Business Address P. O. Box 11176, Charlotte, NC 28220 **Phone No.** 527-7422

Education Graduate of the University of North Carolina at Chapel Hill

Present Employer The Printing Industry of the Carolinas, Inc.

Job Title President **Duties** CEO of graphic arts trade association for North & South Carolina

Business & Civic Experience Trade association trade show management - 22 years

Interests/Skills/Areas of Expertise Trade associations play a vital part in the business growth of Charlotte. I would like to help

Comments

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February 3, 1986 — Bill Treadaway

Date — Signature of Applicant

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City of Charlotte
Application for Appointment

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Committee, Commission, Board or Authority: Citizens Advisory Committe - Convention and Visitors Bureau

Name Janice Y (Jan) Beck **Sex/Race** F/C **District No.** 5

Home Address 725 Ashmeade Rd 28211 **Phone No.** 364-0156

Business Address Discovery Place - 301 N Tryon St Charlotte, N C 28202 **Phone No.** 372-6261 (Ext 17)

Education Elementary, High School, Wiston-Salem Arts Council, Art courses at N.C State (Raleigh), Georgia State (Atlanta)

Present Employer Science Museums of Charlotte

Job Title Special Sales Events Assistant **Duties** Assistant buyer for museum gift shop and special events (This is a part time job)

Business & Civic Experience Doncaster Consultant (Tanner Companies) - 8 years, Whole sale gift business - 4 years, Jr Womans Club of Raleigh, N C Charlotte Symphony Women's Assoc, New volunteer for Little Theatre of Charlotte

Interests/Skills/Areas of Expertise Art, Sales, Travel, Writing, Theatre, Fashion my expertise would be in good communication skills - a necessity in successful selling I enjoy people and believe that travel adds dimension to our lives and character

Comments My desire, if I am chosen for this committee, would be to serve the city well. I feel that I owe Charlotte something and this would be an exciting and interesting fulfillment

I understand that this application will be maintained in the active file for a period of one year only

January 29, 1986 — Jan Beck

Date — Signature of Applicant

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City Clerk
1983

City of Charlotte
Application for Appointment

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Committee, Commission, Board or Authority: HISTORIC PROPERTIES COMM/CONVENTION & VISITORS BUREAU

Name JOAN P. MAULTSBY **Sex/Race** F/W **District No.** 6

Home Address 1521 E, Morehead St., Charlotte, 28207 **Phone No.** 332-1808

Business Address NCCJ, 700 Parkwood Ave., Char. 28205 **Phone No.** 332-4420

Education B.S., English, Univ. of Va.; M.Ed. Counseling, Univ. of N.C., Greensboro; Personnel Management, CPCC: Managerial Effectiveness Program, Center for Creative Leadership, Greensboro Real Estate Broker, Guilford Technical Institute

Present Employer NATIONAL CONFERENCE OF CHRISTIANS & JEWS

Job Title Executive Director, Charlotte-Mecklenburg Chapter **Duties** Program Development, Fundraising, Public Relations, Development & Management of Budget and Staff, Development & Maintenance of Board of Directors, and a Sense of what is going on in the Community.

Business & Civic Experience

In addition to my job in human relations, I'm involved in real estate. I also work with a wide variety of people in Charlotte: United Way volunteers (served on the Campaign Speakers Bureau), interreligious, interracial, and international groups. I belong to Myers Park Baptist Church and several groups Charlotte Public Relations Soc., Amer. Soc. of Training & Development, Chamber of Commerce, Char/Metrolina Development Assoc., Leadership Charlotte, & Char. Women's Political Caucas.

Interests/Skills/Areas of Expertise I am extremely excited about Charlotte and its growth. I have lived here 5½ years and feel very much a part of its vitality. Being on a Board/Commission would give me an opportunity to share in its development and be even more involved. I like working with people have developed some ability to do long term planning. I am interested in convertions and the hotel business as well as historical properties.

Comments I feel good about the leadership of Charlotte, government as well as business. There is generally a willingness to cooperate if people understand the situation and consequences. I am eager to be a part of decision-making for long term effect.

I understand that this application will be maintained in the active file for a period of one year only

Jan. 29, 1986 — Joan P. Maultsby

Date — Signature of Applicant

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City Clerk
1983

City of Charlotte
Application for Appointment

Applications should be typed or printed in black ink Advisory Com / Convention + Visitors Bureau

Committee, Commission, Board or Authority: ART Commission ; Housing Authority ; Spirit Square Board of Dir.

Name MAARTEN J. PENNINK **Sex/Race** M / W **District No.** ~~4~~ 6

Home Address 1715-B EUCLID AVE, CHARLOTTE, N.C 28203 **Phone No.** 376-1203

Business Address 1320 DURWOOD DRIVE, CHARLOTTE, N.C 28204 **Phone No.** 377-1600

Education B.S - Industrial Engineering

Present Employer REALTOR - KEEGAN & Co.

Job Title REALTOR **Duties** INDEP. CONTRACTOR

Business & Civic Experience INSURANCE UNDERWRITING ; WHOLESALE / RETAIL SALES ;
REAL ESTATE SALES.
CHARLOTTE JUNIOR SOCCER FOUNDATION BOARD

Interests/Skills/Areas of Expertise ART ; SPORTS
UNDERWRITING ; REAL ESTATE
INTERNATIONAL RELATIONS

Comments U.S. CITIZEN NOW / FORMERLY DUTCH CITIZEN

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11/18/85 — Maarten Pennink

Date — Signature of Applicant

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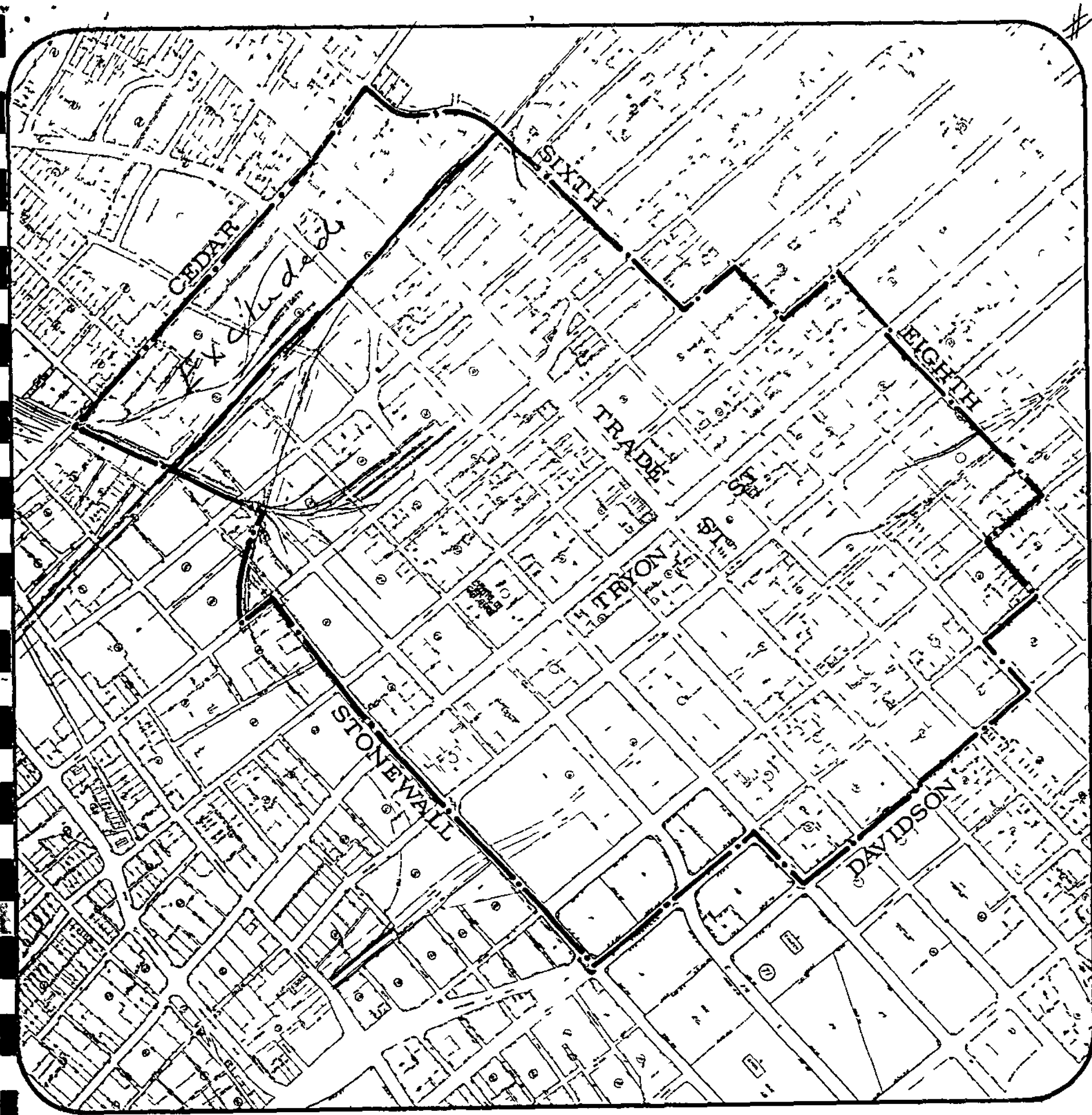
City Clerk
1983

#6



CHARLOTTE FIRE LIMITS

0 feet 1600

adopted
10 NOV 75

amended

#8

...AL DEPARTMENT
RECEIVED
THIS DATE
AUG 1 2 1986

MECKLENBURG COUNTY
Office of the Tax Administrator

MEMORANDUM

TO: Henry W. Underhill, Jr., City Attorney

FROM: J. A. Stone, Tax Administrator

DATE: August 11, 1986

SUBJECT: Order of Collection

Because of certain questions being asked by the bankruptcy court, Mr. Hamlin Wade, Tax Attorney, has suggested that the city council adopt and the mayor sign an annual order of collection. For your review, this order comes from the Machinery Act, G.S. 105-321(b) as follows: "(b) Before delivering the tax receipts to the tax collector in any year, the board of county commissioners or municipal governing body shall adopt and enter in its minutes an order directing the tax collector to collect the taxes charged in the tax records and receipts. A copy of this order shall be delivered to the tax collector at the time the tax receipts are delivered to him, but the failure to do so shall not affect the tax collector's rights and duties to employ the means of collecting taxes provided by this Subchapter. The order of collection shall have the force and effect of a judgment and execution against the taxpayers' real and personal property."

For your convenience, I have prepared an order of collection. Please have the city clerk return it to me after it has been signed.

Thank you for your cooperation.

JAS/sn

720 East Fourth Street • P O Box 36819 • Charlotte North Carolina 28236 • (704) 336-2813