



Durham County

200 E. Main Street
Durham, NC 27701
(919) 560-0025

Meeting Agenda Board of County Commissioners

Wendy Jacobs, Chair
James Hill, Vice Chair
Heidi Carter, Commissioner
Brenda A. Howerton, Commissioner
Ellen W. Reckhow, Commissioner

Monday, June 26, 2017

7:00 PM

Commissioners' Chambers

Closed Session (To be held at: 5:30 pm)

17-0310

Closed Session (To Begin at 5:30 pm)

Agenda Text:

The Board is requested to adjourn to Closed Session to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial appointment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee pursuant to G.S. § 143-318.11(a)(6).

Alignment with Strategic Plan: Goal 5 - Accountable, Visionary, and Efficient Government

County Manager's Recommendation: The County Manager recommends that the Board adjourn to Closed Session and direct staff accordingly.

"Public Charge"

The Board of Commissioners asks its members and citizens to conduct themselves in a respectful, courteous manner, both with the Board and fellow citizens. At any time, should any member of the Board or any citizen fail to observe this public charge, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until such time that a genuine commitment to the public charge is observed.

As a courtesy to others, please turn off cell phones during the meeting.

7:00 pm Regular Session

- 1. Opening of Regular Session - Pledge of Allegiance (5 min)**
- 2. Agenda Adjustments (5 min)**
- 3. Announcements (5 min)**

17-0216**Announcements****Agenda Text:**

- 1) The next regular Board of County Commissioners meeting will be held July 31, 2017 at 7:00 pm. We will receive public comments at that meeting for the month of July.
- 2) Durham County Criminal Justice Resource Center (CJRC), Durham County Information Services & Technology Department, as well as Durham Court Officials have been working collaboratively over the past several months to develop a Court Date Reminder System for citizens who have scheduled court appearances in Durham County Superior and District Criminal Court. The Court Date Reminder Service was developed to reduce the number of citizens who fail to appear for scheduled court dates. Individuals with charges in district and superior court now have the option to receive email text or phone notices regarding their scheduled court dates. For more information or to sign up go to courtreminders.dconc.gov.
- 3) Please contact the Clerk's Office at 919-560-0025 or clerk@dconc.gov <<mailto:clerk@dconc.gov>> to find out about opportunities to serve on one of our volunteer boards or commissions.
- 4) Durham City and County announce a joint mobile app initiative that will allow residents to submit service and public records 24 hours a day. Search "Durham One Call" in the App Store or Google Play Store for this free tool. Residents will still be able to call Durham One Call at 919-560-1200 or go online to place a request. The following requests can be forwarded thru the app just to name a few:
 - Pothole repair
 - Missed trash or recycling collection
 - Litter removal
 - Dead animal removal
 - Reporting a vacant, or abandoned home
 - Water Service requests
 - Concealed handgun permits

4. Minutes (5 min)**17-0217****Minutes****Attachments:**[Regular Session - June 12, 2017](#)[Regular Session -May 22, 2017](#)**5. Consent Agenda (15 min)**

17-0239**Award Contract for Roadside Recycling Collection Services****Agenda Text:**

The Board is requested to authorize the County Manager to enter into a contract with Waste Industries, LLC beginning July 1, 2017 through June 30, 2018 to provide roadside recycling collection services to households located within the unincorporated areas of Durham County. For FY17-18, the compensation paid to Waste Industries, LLC shall not exceed \$440,500.00. The contract may be renewed for four (4) successive one (1) year periods under the same terms and conditions. If successfully renewed, starting in FY 18-19 the amended contract costs for each successive term shall increase by 1.5%.

On March 28, 2017 a Request for Proposal (RFP#17-032) for Roadside Recycling Collection Services was advertised and mailed to potential proposers. A Pre-Proposal Conference was conducted on April 5, 2017. Two proposers, Waste Industries, LLC and Republic Services responded on April 27, 2017.

The current roadside recycling service provider, Waste Industries, LLC, completes the 5th year of the original public bid and annual contract on June 30, 2017.

Alignment with Strategic Plan: Durham County Government is responsible for properly managing and disposing of the solid waste and recyclable materials generated in the unincorporated areas of Durham County and within its buildings and facilities, including its four solid waste and recycling convenience sites. These responsibilities align with Strategic Plan Goal 4 - Environmental Stewardship and Goal 5 - Accountable, Efficient and Visionary Government.

Resource Persons: Motiryo Keambiroiro, General Services Director and Brian S. Haynesworth, Solid Waste Program Manager

County Manager's Recommendation: The Manager's recommendation is that the Board authorize the County Manager to enter into a service contract with Waste Industries, LLC beginning July 1, 2017 through June 30, 2018. The compensation paid to Waste Industries, LLC shall not exceed \$440,500.00 in FY17-18. If successfully renewed, starting in FY 18-19 the amended contract costs for each successful successive term shall increase by 1.5%.

Attachments:

[MWBE Compliance Review Form-AAF for RFP 17-032 051517](#)

[RFP 17-032 Durham County Roadside Recycling Collection](#)

[Waste Industries Roadside Recycling Service Contract FY18](#)

[AAF Suppl Doc - Contract Approval Roadside Recycling Collection RFP No.doc](#)

[AAF Suppl Doc - Contract Approval Roadside Recycling Collection RFP No.doc](#)

[AAF Suppl Doc - Contract Approval Roadside Recycling Collection RFP No.doc](#)

17-0262

Contract Amendment to Increase the Robert Half International (RHI) Contract for SAP Financial Analyst Consulting Services by \$60,000 for a Total Amount of \$98,240 and to Extend the Date of the Contract

to August 31, 2017**Agenda Text:**

The Board is requested to authorize the County Manager to amend the contract for SAP Financial support services with Robert Half International (RHI) from \$38,240 to \$98,240 to support the SAP Finance modules through August 31, 2017. The original contract provided a consultant to support the SAP Finance applications until a qualified candidate was selected and hired. Due to the nature of the skillset and market demands, the position remains vacant. The SAP Finance applications are a critical software component for Durham County Government and require specialized expertise to maintain and enhance them. RHI has provided a consultant to support the day to day responsibilities.

Alignment with Strategic Plan: Efficient and effective operations of business applications supporting citizens across our County departments aligns with Goal 5 (Accountable, Efficient and Visionary Government) of the Strategic Plan.

Resource Persons: Greg Marrow, Chief Information Officer

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to amend RHI's SAP Financial Analyst contract to provide additional SAP financial support services for a total contract amount of \$98,240.00.

Attachments:

[RHI CONTRACT](#)

[AAF Supplemental Document - RHI Contract Approval](#)

17-0267**Request to Award Contract for Sole Source Purchase of Digital Content Management Services and for eBooks, eAudiobooks, and streaming video from OverDrive****Agenda Text:**

The Board is requested to provide approval for sole source exemption for the purchase of digital content management services from Overdrive in the amount of \$10,000 annually for three years. The Board is also requested to provide approval for the purchase of individual eBooks, eAudiobooks, and streaming video from OverDrive in an amount not to exceed \$223,000 for the first year of the contract.

Alignment With Strategic Plan: This request aligns with the Strategic Plan Goal 1 "Community and Family Prosperity and Enrichment" by providing library materials which support and enhance the educational, creative and cultural opportunities available to library users.

Resource Persons: Tammy Baggett, Library Director; Katherine Makens, Resources and Finance Officer; Jan Seabock, Collection Development Administrative Librarian

County Manager's Recommendation: The County Manager recommends that the Board approve the sole source exemption and authorize the County Manager to enter into a contract with OverDrive, in the amount of \$10,000 annually for services for three years and expenditures for goods not to exceed \$223,000 in

fiscal year 2018.

Attachments: [AAF Supplemental Document - Contract Approval FY18 OD draft](#)
[Iran Divestment Act- OverDrive](#)
[OverDrive Library Order Form- Durham County Library \(3 Year Agreement 20...](#)
[OverDrive Sole Source Letter- Durham County Library \(2017\)](#)

17-0270 **Renewal of Annual Service Contract with Urban Ministries of Durham**

Agenda Text: The Board is requested to authorize the County Manager to renew the Annual Service Contract with Urban Ministries of Durham for Fiscal Year 2017-2018 in the amount of \$311,130.00. The Annual Service Contract with Urban Ministries provides for emergency shelter services to the homeless population of Durham County.

Durham County Government has been a long-time supporter of Urban Ministries of Durham (UMD). In addition to having secured funding to build the shelter side of the facility, which the County still owns and UMD manages under a long-term lease, the County has an Annual Service Contract with UMD help cover operational costs for Durham's main, non-denominational emergency shelter. In addition to supporting operational costs, this contract includes performance criteria for UMD that come from the City/County Homeless Services Advisory Committee. As part of the contract, UMD will provide Durham County with quarterly updates on their performance criteria.

Alignment with Strategic Plan: This request supports the County's Strategic Goal 1: Community Empowerment.

Resource Persons: Drew Cummings, Chief of Staff; Rafael Baptista, Strategic Initiatives Analyst

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to renew the Annual Service Contract with Urban Ministries of Durham for Fiscal year 2017-2018 in the amount of \$311,130.00.

Attachments: [ATTACHMENT 1 - UMD FY17-18 Scope of Work](#)
[UMD Service Contract FY18](#)
[AAF Supplemental Document - Contract Approval UMD 17-18](#)

17-0285 **Approval of Contract with Cherwell IT Service Management System, Installation and Configuration for Services from Cherwell. The Approved Funding to Support this Project Uses Funds from the IS&T Fiscal Year 2017 Operating Budget in the Amount of \$135,476.25**

Agenda Text: The Board is requested to authorize the County Manager to enter into a \$135,476.25 contract to purchase services from Cherwell IT Service Management System, installation and configuration for services from Cherwell.

IS&T has used the current Information Technology Service Management (ITSM) system, TrackIT, for over a decade. It has provided a basic service management tool but no longer meets the full requirements of the department. The ITSM System provides an essential framework for managing technology services and improving customer and support services for the County. Our technology footprint and services supporting them have grown and matured considerably and a more complete toolset is needed, as well as, one that is easily adaptable to changing requirements and that aligns well with industry best practices and current technology standards such as the Information Technology Infrastructure Library (ITIL). Cherwell - IT Service Management, is a solution capable of improving service management and reporting essential to our Managing For Results efforts, incorporating change management, problem management, and other requirements as needed. The application aligns with and aids in the use of current best practices and the ITIL standard. It also offers ease of configuration and application control for our systems administrator and does not require application programming.

IS&T followed Durham County Finance policy and procedure and published a Request for Purchase (RFP) that received seven proposals in response. Committee evaluated and reviewed the proposals and selected the proposal submitted by Cherwell on basis of committee ranking, project information, ability to execute the project in a way that best serves Durham County, references, and cost. Durham County Finance reviewed and approved the selection.

Alignment with Strategic Plan: Efficient and effective operations of business applications supporting citizens across our County departments aligns with Goal 5 (Accountable, Efficient and Visionary Government) of the Strategic Plan.

Resource Persons: Greg Marrow, Chief Information Officer

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract with Cherwell IT Service Management System for \$135,476.25 with 2017 Fiscal year Operating Budget funds.

Attachments:

[ITSM AAF Supplemental Document - Contract Approval](#)

[MWBE Compliance Review Form-AAF for RFP 17-038 052417](#)

[RFP 17-038 Information Technology Service Management](#)

[Cherwell Contract \(2\)](#)

17-0289

Capital Project Amendment No. 17CPA000027 - Closing Three Lottery Funded Capital Projects and Returning Unspent Funds to Durham County's Public School Building Capital Fund (PSBCF) account with NC Department of Public Instruction (NCDPI)

Agenda Text:

On June 15, 2017, the Durham Public Schools (DPS) Board of Education

approved adjustments to three lottery funded capital projects. Pursuant to the Interlocal Agreement with DPS, as amended, the Durham County Board of County Commissioners is requested to consider and approve the reduction and closing of three capital projects. Unspent funds will be returned to NCDPI (only for Durham County use) for a future reallocation to other DPS capital projects.

The table below indicates funds reconciled by DPS and the County that are available for return:

Project	Current Budget	Increase/ Decrease	Revised Budget
Hillandale Elementary School (SH229)		\$1,200,000.00	(\$26,921.57)\$1,173,178.43
Jordan High School (SH231)	\$550,000.00	(\$56,757.70)	\$493,242.30
Burton Elementary School (SH232)	\$605,048.30	(\$7,497.16)	\$597,551.14
Totals	\$2,355,048.30	(\$91,176.43)	\$2,263,871.87

Alignment with Strategic Plan: This capital project amendment aligns with **Goal 1-Community and Family Prosperity and Enrichment**, though providing access to educational, vocational, economic and cultural opportunities and by providing support for educational opportunities that ensure high academic achievement.

Resource Persons: Hugh Osteen, DPS Deputy Superintendent of Operational Services; Jon Long, DPS Executive Director, Construction & Capital Planning

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 17CPA000027 reducing and closing three Capital Projects and returning the unspent lottery funds back to Durham County's PSBCF account with NCDPI (only for Durham County use) for future reallocation to other DPS capital projects.

Attachments: [CPA-27 Legal Form Closing 3 DPS Capital Projects \(Lottery Funds\)](#)

17-0290

Adoption of the Fiscal Year 2017-2018 Budget Ordinance

Agenda Text:

The Durham County Manager presents the FY2017-2018 Annual Budget Ordinance to the Durham County Board of Commissioners for approval. This submission is in accordance with the Local Government Budget & Fiscal Control Act which requires adoption of the annual budget, no later than July 1.

Alignment With Strategic Plan: Goal #5, Accountable, Efficient, and Visionary Government

Resource Persons: Wendell Davis, Durham County Manager; Keith Lane, Director, Budget & Management Services.

County Manager's Recommendation: The County Manager recommends that the Board approve the FY2017-2018 Budget Ordinance.

Attachments: [FY17-18 Budget Ordinance w seal Final.docx](#)
[VERTICAL FY18 Approved Fee and other charges schedule v2.pdf](#)
[VERTICAL FY18 Adopted Planning Fees.pdf](#)
[VERTICAL FY18 Adopted Inspections Fees.pdf](#)
[VERTICAL FY18 Adopted Fire Prevention Fees.pdf](#)

17-0293**Service Contract with Animal Protection Society of Durham, Inc.****Agenda Text:**

The Board is requested to approve the service contract with Animal Protection Society of Durham, Inc., ("APS") for the operation of the Durham County Animal Shelter, in the amount of \$654,823.64, a 5.6% increase over the FY17 contract. The increase in the contract is requested to continue to improve euthanasia rates, increase adoption numbers, increase the ability to return and retain more animals in their current homes, and increase employee wages to a rate of \$15 an hour. In addition, APS will increase their contribution to the shelter budget by 9.4%. The proposed service contract and a request letter from the Shelter Manager are attached. The proposed contract has been reviewed and approved by the County Attorney's Office.

The services provided under the proposed service contract are similar to those currently provided by APS and include but are not limited to (i) caring for, at the shelter, all dogs, cats and other animals impounded by Animal Control and/or delivered to it by members of the general public; (ii) providing necessary veterinary care for animals impounded, housed, or surrendered to the shelter, and (iii) maintaining accurate records and providing monthly reports of all animals impounded, the disposition of all animals, amounts collected for board, redemption fees, and civil penalties by APS.

Alignment With Strategic Plan: This request aligns with the County's Strategic Goal 2: Health & Well-being for All and Goal 3: Safe and Secure Community.

Resource Persons: Major Adam Clayton, Kimberly Franklin, Finance Officer, Shafonda Davis, APS, Shelter Manager.

County Manager's Recommendation: The County Manager recommends that the Board approve the Service Contract with Animal Protection Society of Durham, Inc., and the Sheriff for the operation of the Durham County Animal Shelter, in the amount of \$654,823.64 and authorize the County Manager to execute the Agreement.

Attachments: [AAF Supplemental Document - APS 2018.docx](#)
[APS Budget Request Letter 2017.18 .docx](#)
[APS Service Contract FY18.docx](#)

17-0295

Budget Ordinance Amendment No. 17BCC000077 Appropriate General Fund Fund Balance of \$266,194 and transfer it along with the remaining balance of \$198,000 previously budgeted in the BOCC

budget to Capital Project 4110DC090; Capital Project Amendment No. 17CPA000030 - Appropriating the \$464,194 to a new BOCC Chambers AV Upgrade Capital Project (4110DC090); and Execution of a Construction Contract with Clark-Powell Associates, Inc., for the Technology Upgrades/Improvements of the BOCC Chambers, Conference Room and Associated Areas

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 17BCC0000076 to appropriate \$266,194 of General Fund Fund Balance and transfer it along with the remaining balance of \$198,000 previously budgeted in the BOCC budget to Capital Project 4110DC090 and approve Capital Project Amendment No. 17CPA000030 appropriating the \$464,194 to create the new BOCC Chamber Audiovisual Upgrade Capital Project (See attachment 1, page 1-3) and to authorize the County Manager to enter into a contract with Clark-Powell Associates, Inc., for the technology upgrades to the BOCC Chambers, Conference Room and associated areas located on the second floor of the Durham County Administrative Building, 200 East Main Street, Durham., in the amount of \$374,994, and to execute any other related contracts including change orders, if necessary, not to exceed a total budget of \$464,194. (See Attachment 2, Pages 1-9.)

The purpose of this project is to upgrade the audiovisual capabilities and other associated technology in the Durham County Commissioners' Chambers and Conference Room. The existing system, installed in 2009 and 2010 has become unreliable due to age, and replacement parts that are no longer available for some key system components. In addition to the audio-visual upgrades, selected architectural improvements including a new six-place staff desk will be implemented to enhance usability and accessibility of the facility. Completion of the project will provide a better facility for the conduct of BOCC meetings and other chamber activities, and improve the television broadcast of meetings for enhanced public engagement.

The construction of the BOCC Chambers AV Upgrade project was advertised in local newspapers on May 5, 2017 and a pre-bid conference was held on May 11, 2017 at 10:00 a.m. Two (2) bids were received on May 31, 2017 at 2:00 p.m. (See Attachment 2, Page 5, Bid Tabulation Sheet). Clark-Powell Associates, Inc. submitted the lowest combined Base Bid & Alternates price in the amount of \$374,994.00, which is over the current available funding for the project. An initial funding amount of \$250,000.00 had been allocated to the Clerk's operating budget in FY 16/17 based on an informal estimate obtained from a third-party integrator for a system upgrade identified by the Clerk's office. This was prior to any formal design process and associated program definition subsequently performed as part of this project and did not account for the eventual scope and functionality identified by the stakeholders during detailed programming efforts. \$52,000 of the initial \$250,000 funding was used for design services for the improvements. The majority of the conversion will take place during the July 2017 break. However, some improvements will follow

based on the contractor's implementation schedule. The total funding requirement identified for the project is \$464,194. Therefore, additional funding in the amount of \$266,194 is required in order to complete this project.

The Engineering Department has reviewed the bid proposals with Purchasing and J&A Engineering, the Project Engineers, and recommends that the County award a contract to Clark-Powell Associates, Inc. for this project. Completion of this project will provide a better facility for service delivery and improve the overall reliability of the audiovisual systems. For M/WBE participation information (See Attachment 2, page 10).

Alignment With Strategic Plan: This aligns with Goal 5 - "Accountable, Efficient and Visionary Government" by providing more efficient service delivery of BOCC meetings, enhanced public engagements, and better customer service to internal and external organizations using the Commissioners' Chambers and Conference Room for other functions.

Resource Persons: Jay Gibson, P.E., General Manager; Peri Manns, ASLA, Deputy Director of Engineering; James Faress, P.E., Senior Project Manager; Keith Lane, Director of Budget and Management Services and Chuck Dowd, J&A Architects.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 17BCC000077 to appropriate \$266,194 of General Fund Fund Balance and transfer it along with the remaining balance of \$198,000 previously budgeted in the BOCC budget to Capital Project 4110DC090 and approve Capital Project Amendment No. 17CPA000030 appropriating the \$464,194 to create new BOCC Chamber Audiovisual Upgrade Capital Project Account and authorize the execution of the contract with Clark-Powell Associates, Inc., for the technology upgrades/improvements of the BOCC Chambers, Conference Room and associated areas in the amount of \$374,994 and to execute any other related contracts including change orders, if necessary, not to exceed a total budget of \$464,194.

Attachments: [AAF - Backups - Attachment 1 - CPA and Execution of Construction Contract fo](#)
[AAF - Backups - Attachment 2 - CPA and Execution of Construction Contract fo](#)

17-0297

Property Tax Releases and Refunds for May 2017

Agenda Text: The Board is requested to approve the Releases & Refunds for the month of May 2017. Due to property valuation adjustments for over assessments, listing discrepancies, duplicate listings, and clerical errors, etc. the attached report details releases and refunds for the month of May 2017.

Releases and Refunds for 2016 total \$98,805.03 and 2017 total \$26,157.51. Prior year's (2014-2015) releases and refunds for May 2017 are in the amount of \$184.16. The current year and prior year's releases and refunds amount to

\$125,146.70.

Alignment with Strategic Plan: Goal 5, Accountable, Efficient, Visionary Government. To ensure the county complies with North Carolina General Statutes ensures we are accountable to our citizens. The Board of E & R ensures that we are accountable and efficient as tax revenues are impacted by the actions of this Board. The actions of the tax department and this Board impact all strategic goals due to the revenues needed.

Resource Persons: Kimberly H. Simpson, Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board accept the property tax release and refund report for May 2017 as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report.

Sponsors: Board of County Commissioners

Attachments: [BackUp-Releases & Refunds-May 2017-June 26, 2017](#)
[May VTS Refund Report](#)
[Releases & Refunds Backup Detail-May 2017-June 26, 2017](#)

17-0301

Appoint Voting Delegate - NACo Conference

Agenda Text: The Board is requested to appoint Commissioner Brenda Howerton as the voting delegate and Commissioner Ellen Reckhow as the alternate for the NACo conference to be held July 21-24, 2017, in Franklin County, Ohio.

Alignment with Strategic Plan: Goal 5 - Accountable, Efficient and Visionary Government

Resource Persons: Wendy Jacobs, Chair; V. Michelle Parker-Evans, Clerk

County Manager's Recommendation: The County Manager recommends that the Board appoint Commissioner Brenda Howerton as the voting delegate and Commissioner Ellen Reckhow as the alternate for the NACo conference to be held July 21-24, 2017, in Franklin County, Ohio.

17-0309

Department of Social Services Home and Community Care Block Grant Plan for FY2017-2018

Agenda Text: The Board is requested to approve the Home and Community Care Block Grant Plan for FY2017-2018. The HCCBG, as authorized in G.S. 143B-181.1(a)(11), is designed to improve the planning and coordination of in-home and community based services provided to North Carolina's older adults. It is also intended to promote the visibility of aging programs at the local level by giving counties increased flexibility with respect to funding aging services available through the Block Grant. The majority of funding comprising the HCCBG is authorized by the federal Older Americans Act. There are federal mandates and priorities established by the Older Americans Act. However, the legislation provides for state and local discretion in the funding of particular services and programs.

The Durham County Department of Social Services and the Durham Center for Senior Life are co-lead agencies for receiving the funds and administering the programs. The goal of services provided under this grant is to enable recipients to stay at home longer; receiving the care and services they need in their own homes, thus reducing the necessity for out of home placement. Services provided are Adult Day Care Services, Congregate Meals, Senior Center Operations, Information and Case Assistance, Transportation, Home Delivered Meals and In-Home Aide Services.

The funding has been incorporated into the FY 2018 Budget.

Alignment With Strategic Plan: Goal 2: Health and Well-being for All which decrease health disparities within the community.

Resource Persons: Margaret Keller and Joan Pelletier, Co-chairs, Durham Partnership for Seniors; Judy Kinney, Executive Director, Durham Center for Senior Life; and Janeen Gordon, Assistant Director, Aging and Adult Services, Durham County Department of Social Services

County Manager's Recommendation: The County Manager recommends that the Board approve the Home and Community Care Block Grant Plan for FY2017-2018.

Attachments: [HCCBG AAF Supplemental Document](#)
[HCCBG Plan AAF Backup](#)

17-0311

Replacement of The Condenser Unit and Evaporator Coil Serving Air Handling Unit (AHU)#1 at The Durham County Center For Senior Life

Agenda Text:

The Board is requested to approve RFP #17-037 contractor selection and initiate a contract with Schneider Electric in the amount of \$103,816.00 to replace the 80 ton condenser unit and associated evaporator coil on Air Handling Unit (AHU) #1 at the Durham County Center for Senior Life. This HVAC system provides the heating and cooling for the assembly areas on the main floor and the administration department located on the second floor. The current refrigerant system is failing due to the age of the system. General Service's staff frequently makes service calls to the facility to reset the unit it when it fails. During the periods that the unit is down, the staff and patrons of the Center for Senior Life endure uncomfortable temperatures while undergoing their daily activities in the facility. Funding for this project will be from the HVAC Replacement CIP.

In review of the MWBE participation for RFP 17-037 Replacement of the Condenser Unit and Evaporator Coil at the Senior Center for Life, there were no participation goals achieved on this project. Schneider Electric Buildings Americas, Inc. will be utilizing their own workforce to perform all elements of the work on this project.

Alignment with Strategic Plan: Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: Motiryo Keambiroiro, Director of General Services; Shawn Swiatocha, Assistant Director of General Services; Joel Jones, Quality Control & Contract Specialist, Tom Dougherty, Project Facilitator

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into contract with Schneider Electric to replace the 80 ton condensing unit and evaporator coil at the Center for Senior Life in the amount of \$103,816.00.

Attachments:

[17-037, AAF Supplemental Document - Contract Approval](#)

[Proposal Tabulation, RFP 17-037 Condenser Unit & Evaporator Coil Replacement](#)

[MWBE Compliance Review Form-AAF for RFP 17-037 060617](#)

[RFP 17-037 Replacement of the Condenser Unit & Evaporator Coil at Senior Center](#)

[Schneider Electric Proposal RFP# 17-037](#)

[Service Contract, Schneide Electric, Replace Condenser & Coil at Senior Center](#)

17-0312

Public Health: Approval of Contract between Durham County and Correct Care Solutions (CCS) to Provide Medical Care to Inmates of the Durham County Detention Center and Residents of the Durham County Youth Home and Authorize the County Manager to Execute the Contract

Agenda Text:

The Board is requested to approve a one year renewal contract between Durham County and Correct Care Solutions and authorize the County Manager to execute the contract. The total amount of the contract is **\$3,178,547.43** to be applied as follows:

- Base amount - **\$2,987,156.43** (to be paid in eleven equal payments of \$248,929.70 and 1 payment of \$248,929.73)
- Contingency for excess medical fees. (See explanation below) - **\$150,000**
- Contingency for excess population. (See explanation below) - **\$41,391**

Explanation of contingency amounts:

- **Excess medical fees:** CCS will have full financial responsibility for the first \$400,000 related to the cost of off-site care. If and when costs exceed \$400,000, Durham County will be responsible for 100% of the overage, not to exceed \$150,000. CCS will purchase a reinsurance policy to help mitigate the cost of off-site medical care. (In the event that medical fees do not reach the \$400,000 amount, 100% of the savings will be returned to the County at the end of the Term.)
- **Excess population:** Medical care for 460 inmates is included in the base charge. For any month that the Average Daily Population (ADP) is greater than 460, the County will pay CCS \$1.89 per day per additional inmate.

These changes were discussed during Public Health's budget presentation. The funds are included in the FY 18 budget.

Durham County Department of Public Health (DCoDPH) will continue to administer the contract and provide medications for the Detention Center through the DCoDPH Pharmacy. The terms and conditions of the contract for services will otherwise remain the same as FY 17 (original contract period).

Alignment with Strategic Plan: Goal 2: Health and Well-being for All

Resource Persons: Gayle B. Harris, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board approve the annual renewal contract between Durham County and Correct Care Solutions (CCS) for an amount not to exceed \$3,178,547.43 and authorize the County Manager to execute the contract.

Attachments: [Correct Care Solutions FY 18 Contract](#)
[Supplemental Document CCS Contract](#)

17-0313 **Budget Ordinance Amendment No. 17BCC000078 Increasing the Budget Amount for the Intrafund Transfer from the General Fund (1001010000) to the Capital Financing Plan Fund (1001250000) in the Amount of \$3,847,575 Appropriating Fund Balance for the Intrafund Transfer in the General Fund (1001010000)**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 17BCC000078 increasing the budget amount for the intrafund transfer from the General Fund (fund #1001010000) to the Capital Financing Plan Fund (fund #1001250000) in the amount of \$3,847,575 appropriating fund balance for the General Fund (fund #1001010000) in the amount of the increase.

In a recent analysis of the intrafund transfers from the General Fund (fund #1001010000) to the Capital Financing Fund (fund #1001250000), it was discovered that the intrafund transfers that occurred were under the budgeted amount for fiscal years 2014, 2015 and 2016. Therefore, a more detailed analysis was performed to determine why they were under budget for these fiscal years. The result of the analysis was that the logic of the funding sources being identified to be transferred between these two funds (which is included in the approved budget book under the Capital Financing Plan Fund Section) was not being followed as approved which appears to be the result of a misunderstanding of the process. The accumulated affect is the amount requested to be approved in the transfer budget amendment in the amount of \$3,847,575. Please note that this transfer is an intrafund transfer between two General sub-funds (e.g., fund #1001010000 and fund #1001250000). As such, there is no effect on the General Fund fund balance as a whole nor the fund balance % of total general fund expenditures. However, please note that the \$3.8M increase in the intrafund transfer will reduce unassigned fund balance

and increase committed for debt service fund balance at yearend. Based on the fund balance estimate for FY17, the effect on the unassigned fund balance % of total general fund expenditures is less than 1%. This is approving a budget amendment so that a journal entry can be processed between the two General sub-funds moving funds that had been intended to be available for use for the Capital Financing Plan Fund for debt service. Also, please note that additional internal controls and checks and balances have been put into place between the designated/assigned Budget and Finance staff to ensure that this does not occur going forward.

Alignment With Strategic Plan: Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: George K. Quick, Chief Financial Officer, Susan F. Tezai, Deputy Chief Financial Officer

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 17BCC000078 increasing the budget amount for the intrafund transfer from the General Fund (fund #1001010000) to the Capital Financing Plan Fund (fund #1001250000) in the amount of \$3,847,575 appropriating fund balance for the General Fund (fund #1001010000) in the amount of the increase.

Attachments:

[AAF Supplemental Document - Intrafund xfer request June 26, 2017](#)

[AAF-78 Legal Form Increase transfer to the CFP Fund for previous years \(\\$3.84](#)

17-0314

Change in Board Approved Article 46 Sales Tax Distribution Resolution

Agenda Text:

The Board is requested to approve changes to the original Article 46 sales tax distribution resolution approved on October 10, 2011.

Minor changes were made throughout the document, but the major change is described below.

Funding for Pre-K related services provided by or through Durham Public Schools will be capped at the FY 216-17 budgeted amount of \$508,140, with all new future growth from Article 46 sales tax allotted for Pre-K services (2.17%) annually budgeted within the County General Fund to support various Pre-K service partners and services.

Alignment With Strategic Plan: Goal 1 - Community Empowerment and Enrichment. Adoption and changes to the Board resolution concerning Article 46 sales tax distribution focus on supporting educational opportunity for all Durham County citizens. This aligns with Goal 1 statement of "providing access to educational, vocational, economic and cultural opportunities while empowering citizens to choose pathways for their own success".

Resource Persons: S. Keith Lane, Budget and Management Services Director

County Manager's Recommendation: The County Manager recommends that

the Board approve changes to the original Article 46 sales tax distribution resolution approved on October 10, 2011.

Attachments: [Article 46 Sales Tax Board Resolution for 6-26-17.docx](#)

17-0315 **Capital Project Amendment No. 17CPA000028 Closing and Reducing Multiple Completed Capital Projects Allowing Closed Projects to Become Final Assets, and Budget Ordinance Amendment No. 17BCC000076 Transferring the Balance of Funds to the Debt Service Fund to Service the Debt, and Closing Related Capital Project Funds**

Agenda Text: The Board is requested to approve the official closing of thirty-nine projects listed below, along with decreasing the budget of eight existing projects, and officially closing two associated general ledger capital project funds. With these acts an approximate net equity of \$57,550 will be transferred to the Debt Service Fund to service debt.

Durham County Capital Projects	Increase/Decrease	Project Status
Convention Center (41201200DC094)	\$0	Closing
Urban Ministries Sprinkler Upgrade (41201200DC099)	(\$138,600.95)	Closing
2014 800mhz Radio System (41201200DC100)	(\$0.30)	Closing
County Stadium New Signage Project (41904200DC075)	(\$102,511.84)	Closing
12 Sheriff Technology Upgrade (4200DC100)	(\$1,002.13)	Closing
13 Telecommunications Upgrade (42001910DC101)	(\$134.12)	Closing
Fiber Optic Network (4200DC134)	(\$418.44)	Closing
Criminal Justice Resource Center (47302635DC082)	(\$297.44)	Closing
Utility Performance Contract Project (4730DC135)	(\$49,495.86)	Closing
Hamlin Facilities/Transportation (59105400SH087)	\$0	Closing
Shepard Middle School (59105400SH107)	\$0	Closing
07 New Elementary E (59105400SH119)	\$0	Closing
07 Playground Upgrades (59105400SH121)	\$0	Closing
07 Neal Middle School (59105400SH122)	\$0	Closing
07 New Middle B (59105400SH123)	\$0	Closing
07 Jordan High (59105400SH125)	\$0	Closing
07 R.N. Harris Elementary (59105400SH141)	\$0	Closing
07 Merrick-Moore Elementary (59105400SH143)	\$0	Closing
07 E.K. Powe Elementary (59105400SH145)	\$0	Closing
07 DSA High School (59105400SH148)	\$0	Closing
DPS Project Contingency (59105400SH157)	\$0	Closing
07 GO Easley Elementary (59105400SH201)	\$0	Closing
07 GO Fayetteville Street Elementary (59105400SH203)	\$0	Closing
07 GO Forest Elementary (59105400SH204)	\$0	Closing
07 GO Glenn Elementary (59105400SH205)	\$0	Closing
07 GO Holt Elementary (59105400SH207)	\$0	Closing

07 GO Hope Valley Elementary (59105400SH208)	\$0	Closing
07 GO Little River Elementary (59105400SH209)	\$0	Closing
07 GO Pearsonstown Elementary (59105400SH211)	\$0	Closing
07 GO Brogden Middle (59105400SH215)	\$0	Closing
07 GO W.G. Rogers-Herr Middle (59105400SH220)	\$0	Closing
07 GO Hillside High (59105400SH221)	\$0	Closing
07 GO Riverside High (59105400SH223)	\$0	Closing
07 GO Southern High (59105400SH224)	\$0	Closing
07 GO Bacon Street Center (59105400SH225)	\$0	Closing
07 GO Carrington Middle School (59105400SH228)	\$0	Closing
LF 14 Githens Restroom Upgrade (59105400SH230)	\$0	Closing
DTCC - Main Campus Expansion (59205300CC011)	\$0	Closing
NCMLS New Exhibits (61903100CD033)	\$0	Closing
Total Change	(\$292,461.08)	

Durham County Capital Fund	Fund Number	Fund Status
Utility Performance Contract Project	4004830000	Closing
2012 IT Related Loan	4004850000	Closing

The closing of these completed projects and capital funds is a technical issue as completed (final) capital projects cannot become a final asset and begin depreciation until they are officially closed by the Board. In addition, because the projects are complete, the balance of monies remaining in the above general ledger capital project funds needs to be used to service the related debt or the County will be subject to arbitrage penalties for these monies as long as they remain in the capital project general ledger funds.

Alignment With Strategic Plan: Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: George K. Quick, Chief Financial Officer, Keith Lane, Budget Director

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 17CPA000028 approving the official closing of thirty-nine projects, along with decreasing the budget of eight existing projects, and Budget Ordinance Amendment No. 17BCC000076 closing two associated general ledger capital project funds, and transferring the final balance of monies in these funds to the Debt Service Fund to service debt. With the closing of the general ledger capital project funds, an approximate net equity of \$57,550 will be transferred to the Debt Service Fund to service debt.

Attachments:

[AAF Supplemental Document - Clsing Cap Projs June 26 2017](#)

[CPA-28 Legal Form Closing Capital Projects](#)

[AAF-76 Legal Form Close completed FY17 capital projs and funds and transfer](#)

17-0318 Capital Project Amendment No. 17CPA000029 Closing the Rougemont Community Water System (RCWS) Project and Creating a New Improvements to the RCWS Project and Budget Ordinance Amendment No. 17BCC000079 Closing the RCWS Fund to the General Fund and Moving the RCWS Services to a New Division within the Engineering Department in the General Fund

Agenda Text:

The Board is requested to approve Capital Project Amendment No. 17CPA000029 closing the Rougemont Community Water System (RCWS) Project and creating a new “Improvements to the RCWS” Project to be funded with the remaining balance of Pay-As-You-Go (PAYGO) funds in the original project being closed in the amount of \$229,958.40. In addition, the Board is requested to approve Budget Ordinance Amendment No. 17BCC000079 closing the RCWS Fund to the General Fund and moving the RCWS services to a new division within the Engineering Department in the General Fund.

The County began providing the RCWS services in September of 2016. However, we have not yet closed the project and converted the project to a final asset. When a service goes live and revenues are generated for these services, the project is considered final and should be closed and converted to a final capital asset (e.g., which will also depreciate). Therefore, in order to comply with this concept, the existing RCWS Project needs to be completed. If not, the County will receive an audit finding.

However, there are still improvements that need to be made to the RCWS. As such, County staff recommend that in closing the existing project, we in turn create a new “Improvements to the RCWS” Project and fund this project with the remaining PAYGO funds in the project being closed in the amount of \$229,958.40.

In fiscal year 2016, a proprietary fund was created for the RCWS because it was thought that eventually this service was going to be a self-sustaining service funded by user fees (e.g., operating and non-operating revenues). An interfund loan from the General Fund in the amount of \$30K was approved as “startup” funding until such time when the service would be self-sustaining and would then begin to repay the General Fund over time until the interfund loan was repaid in full. However, now with almost one full fiscal year of data, the costs are significantly more than the original projections while the revenues being generated are significantly less. As a result of County staff’s analysis, it appears that this service being provided to the Rougemont County citizens will never be self-sustaining. If the service will not be self-sustaining, it cannot remain in a proprietary fund because it will never meet the requirements to do so. An adjustment to the current rate structure to attempt to become self-sustaining would result in an unreasonable rate for these citizens located in this rural area of the County. If you recall, the RCWS was completed for the community because of health-related issues with contaminated water. Because it now appears that this service will never be self-sustaining (e.g., fully funded by user

fees), County staff recommend closing this fund (e.g., repaying the interfund loan, moving the revenues collected to date to the General Fund, etc.) and establishing a new division within the Engineering Department for RCWS services in the General Fund. The estimated expenditures for personnel and operating for fiscal year 2017 are \$79K and \$20K, respectively, while the estimated revenues for providing these services for FY17 is \$8K.

Durham County Capital Projects	Increase/Decrease	Project Status
Rougemont Community Water System (4120DC098)	(\$229,958.40)	Closing
Improvements to the Rougemont Community Water System (4120DC102)		
\$229,958.40	Opening	
Total Change	\$0	

Durham County Capital Fund	Fund Number	Fund Status
Rougemont Community Water System Fund	6006900000	Closing

Please note that the budget amendment attached is to close the RCWS Fund (proprietary, full accrual fund) to the General Fund. No budget amendment is being requested for the General Fund new division under the Engineering Department in the General Fund. Budget is being moved from other areas within that functional area for the fiscal year 2017 expenditures which is allowable under our Budget Policy.

Alignment with Strategic Plan: Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: George K. Quick, Chief Financial Officer, Keith Lane, Budget Director, Jay Gibson, General Manager

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 17CPA000029 closing the Rougemont Community Water System (RCWS) Project and creating a new "Improvements to the RCWS" Project to be funded with the remaining balance of PAYGO funds in the original project being closed in the amount of \$229,958.40. In addition, the County Manager recommends that the Board approve Budget Ordinance Amendment No. 17BCC000079 closing the RCWS Fund to the General Fund and moving the RCWS services to a new division within the Engineering Department in the General Fund.

Attachments:

[AAF Supplemental Document - RCWS File ID 17-0318](#)

[CPA-29 Legal Form Rougemont Water System Improvements \(\\$229,958.40\)](#)

[AAF-79 Legal Form Closing the RCWS Fund and transferring the proceeds to the](#)

17-0319

Approval of MOU with Made in Durham for FY17-18

Agenda Text:

The Board is requested to approve the attached MOU governing the County's

support for, relationship with, and expectations of the Made in Durham collaborative for FY17-18.

Made in Durham (MID) is a collaborative of public and private sector partners in Durham who wish to improve education-to-career pathways for Durham youth ages 14-24 so that by age 25 increasing numbers of young people will have completed a post-secondary credential and secured living wage work.

Made in Durham was formed because the partners agreed that existing mechanisms and collaborations were not meeting the talent needs of employers and the employment needs of youth. MID is building collaborative structures that are bringing increasing numbers employers into the system to directly participate in youth preparation. MID and its partners are working to identify barriers to youth success and to work with institutional partners to address the system gaps and challenges that inhibit movement of Durham's youth towards an economically secure existence.

The MID work plan for FY17-18 includes aggressive efforts to expand apprenticeship programs and other career pathways, to place a MID-funded researcher at the Durham Children's Data Center to move MID evaluation to a new level, to work with DPS to improve the depth and relevance of career advising in DPS, to improve feedback loops from their Youth Network, and to continue applying a racial equity lens to the education and job preparation and training environments.

Attached to this agenda item is a report on the FY16-17 work plan. Built into the new communication plan is a recommendation for two presentations on their FY 2018 progress to the Durham County Commissioners.

Alignment With Strategic Plan: Made in Durham's work in education and job training has strong ties particularly to Goal 1 of the County's strategic plan.

Resource Persons: Meredythe Holmes, Executive Director of Made in Durham ; Drew Cummings, Chief of Staff (MID Advisory Board member) ; Wendell Davis, County Manager (MID board member)

County Manager's Recommendation: The County Manager recommends that the Board approve the attached MOU governing the County's support for, relationship with, and expectations of the Made in Durham collaborative for FY17-18.

Attachments:

[FY2017 Final Update 6-16-17](#)

[MID MOU FY17-18](#)

[County Statement of Work FY2018](#)

[AAF Supplemental Document - Contract Approval](#)

17-0320

Exterior Maintenance and Repair Services to the Durham County Administration Building

Agenda Text:

The Board is requested to approve RFP #17-035 contractor selection and initiate a contract with CT Wilson Construction in the amount of \$211,140.00 to provide exterior maintenance services consisting of window sealing, painting, pressure washing, and tuck pointing. The Durham County Administration Building (formerly the Durham County Courthouse) is a historic building originally constructed in 1916. The facility consists of 6 floors with a basement level parking garage. The exterior of the building entails masonry and stucco finishes with windows located throughout the facility on all levels. The services being performed are necessary in order to prevent water encroachment through windows and to continue to provide an attractive building façade. Available funding for this project will be from the ongoing fenestration capital project budget.

In review of the MWBE Compliance for RFP 17-035 Exterior Maintenance Repair to the Durham County Administration Building, C.T. Wilson Construction Company, Inc. will be utilizing 57.41% MWBE certified Women-Owned business to be used as MWBE participation on this project.

Alignment With Strategic Plan: Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: Motiryo Keambiroiro, Director of General Services; Shawn Swiatocha, Assistant Director of General Services; Eli McCutcheon, Quality Control & Contract Specialist

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into contract with CT Wilson Construction to provide exterior maintenance and repair services to the Durham County Administration Building in the amount of \$211,140.00.

Attachments:

[17-035 AAF Supplemental Document - Contract Approval](#)

[Proposal Eval 17-035](#)

[RFP 17-035 Exterior Maintenance Repair Services to Durham County Admin B](#)

[CT Wilson Construction Proposal for RFP No. 17-035](#)

[MWBE Compliance Review Form-AAF for RFP 17-035 061917](#)

[Service Contract, CT Wilson, RFP 17-035](#)

17-0321**Budget Ordinance Amendment No. 17BCC000080 - Appropriate Community Health Fund Balance and transfer funds to the Pay As You Go Capital Project Fund****Agenda Text:**

On April 24, 2017, the BOCC approved Capital Project Amendment No. 17CPA000021 appropriating \$1,239,596 of Community Health Fund fund balance for the EMS Station 17 Project. This action approved the set up the capital project and budgeting these funds in the project. However, a separate budget amendment is necessary to appropriate fund balance in the Community Health Fund and the transfer of those funds to the Pay As You Go Capital Project Fund.

Alignment With Strategic Plan: This budget amendment aligns with the County's Strategic Goal 3: Safe and Secure Community.

Resource Persons: Keith Lane, Budget & Management Services Director

County Manager's Recommendation: The County Manager recommends that the BOCC approve Budget Ordinance Amendment No. 17BCC000080 appropriating Community Health Fund fund balance and transferring the funds to the Pay As You Go Capital Project Fund.

Attachments: [AAF-80 Legal Form Appropriate CHF fund balance and transfers to the Pay As](#)
[AAF-80 Supplement Appropriate CHF fund balance and transfer the fund to the](#)

17-0322

Approval of 2017-2021 Durham County Strategic Plan

Agenda Text: The Board is requested to approve the refreshed Durham County Strategic Plan, the County's guiding document for 2017-2021.

Since late summer 2016, County staff have been working to refresh Durham County's 2012 Strategic Plan. Five staff teams - one for each strategic goal - have met to refresh and develop goals, objectives, strategies and performance indicators and measures. Staff also have intentionally led and participated in a variety of engagement activities designed to get feedback from residents across the Durham County community as well as employees throughout County government. Along with the County's change management model Managing for Results, the Strategic Plan will continue to guide the work of County employees in achieving Durham County's strategic goals and seeking continuous improvement of County services.

Alignment with Strategic Plan: This item aligns with all five goals of the Durham County Strategic Plan.

Resource Persons: Michael Davis, Strategic Initiative Manager

County Manager's Recommendation: The County Manager recommends that the Board approves the refreshed Durham County Strategic Plan.

Attachments: [2017 Durham County Strategic Plan - final](#)

17-0323

Durham City-County Interlocal Agreement Regarding the City-County Youth Initiatives Manager

Agenda Text: The Board is requested to authorize the County Manager to execute the five year Interlocal Agreement with the City of Durham.

This position would work to better align, support and assess programs provided and supported by the City and County for youth ages 5 to 24. Staff believes a joint City-County position will promote better coordination among City and County youth programs and initiatives, stronger collaboration with external community partners, and more strategic allocation of City and County resources

for youth. Costs for the position would be divided equally between the City and County; funding for this position is currently included in the City and County Managers' proposed budgets for FY 2017-2018.

The Interlocal agreement stipulates a 50-50 split of total costs for the position (including associated operating costs) between the City and County. The proposed pay range for the new position is \$62,765 - \$100,423, with estimated benefits costs of approximately \$24,000. Initial operating costs may include upfit of office space, office furniture, technology, training, and funds for engagement activities. Operating costs for future years will be determined and approved during each annual budget process.

Alignment with Strategic Plan: This Interlocal Agreement aligns with Goal 1: Community and Family Prosperity, Goal 2: Health and Well Being for All, Goal 3: Safe and Secure Community, Goal 4: Environmental Stewardship, and Goal 5: Accountable, Efficient and Visionary Government, of the County's Strategic Plan.

Resource Persons: Deborah Craig-Ray, General Manager, Dionne Hines, Assistant to the County Manager, Mattie Sue Stevens, Management Analyst with the City of Durham

County Manager's Recommendation: The County Manager recommends that the Board approve the proposed Durham City-County Interlocal Agreement Regarding the City-County Youth Initiatives Manager position.

Attachments:

[Interlocal Agreement for City-County Youth Initiatives Manager Position](#)

[Youth Initiative AAF Supplemental Document - Contract Approval Template Cit](#)

17-0324

Nehemiah Christian Center Homeless Day Services Contract Extension

Agenda Text:

The Board is requested to authorize the County Manager to extend the Homeless Day Services Center Contract with Nehemiah Christian Center from November 1st, 2017 through July 1st, 2019 in an amount not to exceed \$123,500.

When the Main Library branch closed for renovations in January 2017, The Board authorized the County Manager to enter into a service contract with Nehemiah Christian Center to provide a safe space during weekdays where community members have access to a warm and secure space with restrooms and public computers. Staff have been pleased with the performance of Nehemiah Christian Center. Nehemiah has performed all obligations listed under the scope of services and has proactively worked within the community to promote the day center as well as to build relationships with service providers who can provide future services at the day center. This contract extension would ensure that the homeless day services center remains open throughout the remainder of the Main Library renovation.

Alignment With Strategic Plan: Organized efforts to combat homelessness have strong alignment with multiple County strategic plan goals.

Resource Persons: Drew Cummings, Chief of Staff; Rafael Baptista, Strategic Initiatives Analyst

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to extend the Homeless Day Services Center Service Contract with Nehemiah Christian Center from November 1st, 2017 through July 1st, 2019 in an amount not to exceed \$123,500.

Attachments: [June 26th AAF](#)

17-0325

Launching a Supply and Demand Study for Pre-K Expansion

Agenda Text:

The Board is requested to waive the bid requirement for this supply and demand study and authorize the manager to execute a contract committing up to \$60,000 in County funds for a supply and demand study to inform Durham's expansion of high-quality preschool.

Durham County has committed to expanding the availability of high quality pre-school for Durham 4 year olds whose parents might otherwise not be able to afford this important educational intervention. Research has shown that a high quality, rich preschool experience can have significant effects that extend into adulthood, and Durham County is committed to expanding access to this high value experience.

The recently released final report of the Durham PreSchool Task Force had among its recommendations the following: *Conduct a thorough analysis of the demand for and supply of preschool in Durham County. Durham needs information about parents' preschool preferences and arrangements, including location. Such a study could seek to understand the value many parents place on preschool education and the needs of families who are not currently using childcare or preschool programs.*

Time is already short to do all of the preparation for opening 15-20 new pre-school classrooms in the Fall of 2018, and the results of this study will be needed as soon as possible to inform all stages of expansion. As a result, and because Child Care Services Association, one of the premier institutions for this kind of work in the nation, is located right here in Durham, board authority to waive their normal bid requirements is requested.

Alignment With Strategic Plan: Expansion of high-quality pre-school is strongly aligned with Goal 1 of the County's strategic plan.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board waive the bid requirement for this supply and demand study and authorize the manager to execute a contract committing up to \$60,000 in County

funds for a supply and demand study to inform Durham's expansion of high-quality preschool.

Attachments: [Universal Pre-K Report \(2\).final draft](#)
 [AAF Supplemental Document for Supply and Demand Study](#)

17-0331 **Creation of Reappraisal Reserve Fund (1001050000) and Budget Ordinance Amendment No. 17BCC000081 - Transfer of Current General Fund Revaluation Fund Center Budget to the New Reappraisal Reserve Fund**

Agenda Text: The Board is requested to approve the creation of a Reappraisal Reserve Fund (1001050000) and Budget Ordinance Amendment No. 17BCC000081 transferring the existing FY 2016-17 General Fund Revaluation Fund Center budget and reclassing the actuals to date to the new Reappraisal Reserve Fund.

The creation of a Reappraisal Reserve Fund follows NC General Statute (G.S.) 153A-150, Reserve for reappraisal. This statute ensures that a budget for financing the costs of the next reappraisal has been established and approved by the Board with appropriating each year's portion of this budget in the annual budget ordinance to be approved by the Board. The County's next reappraisal period is a three year period with FY17 being year 1. As required by the statute, the County Budget Director is presenting as an attachment to this agenda a budget for financing the cost of the next reappraisal. The estimated total cost of the next reappraisal is \$4,200,000. Currently, year 1 (FY17) is budgeted as \$1,662,043.51 and the estimated budget amount for year 2 and year 3 are currently \$1,100,000.00 and \$1,437,956.49, respectively. Please note that the three year estimates total to the current estimated total cost budget of \$4,200,000. The establishment of this Reappraisal Reserve Fund and the move of the current fiscal year (FY 2016-17) Revaluation Fund Center budget and reclassing the actuals to date from the General Fund to the new Reappraisal Reserve Fund also meet the Board of County Commissioners approved County Finance Policy. This issue was discussed during the April 02, 2017 BOCC worksession and was approved at the April 11, 2017 BOCC meeting.

In future years, including the FY 2017-18 budget ordinance, all related annual Reappraisal related personnel, operating, and capital costs will be budgeted within the Reappraisal Reserve Fund with a corresponding intrafund transfer of an equal amount from the General Fund to the Reappraisal Reserve Fund as the funding source to support the annual Revaluation budget. Any fiscal year unspent funds will become committed Reappraisal Reserve Fund fund balance for use to support the reappraisal process.

Alignment With Strategic Plan: Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: Claudia Hager, General Manager; George Quick, Chief Financial Officer; Keith Lane, Budget and Management Services Director;

Susan F. Tezai, Deputy Chief Financial Officer

County Manager's Recommendation: The County Manager recommends that the Board approve the creation of a Reappraisal Reserve Fund (1001050000) and Budget Ordinance Amendment No. 17BCC000081 transferring the existing FY 2016-17 General Fund Reappraisal fund-center budget to the new Reappraisal Reserve Fund.

Attachments:

[AAF Supplemental Document - 17-0331](#)

[FY 2017 Annual Department of Revenue Report](#)

[AAF-81 Legal Form Creating Reappraisal Reserve Fund and transfer of Reappr](#)

17-0333

Approval of the Revised Interlocal Cooperation Agreement between Durham County and Alliance Behavioral Healthcare and Authorize the County Manager to Execute the Agreement

Agenda Text:

The Board is requested to approve the revisions to the Interlocal Cooperation Agreement between the Durham County and Alliance Behavioral Healthcare and authorize the County Manager to execute the agreement. The revisions included adding more specific language regarding reports to be incorporated into the County's performance measures quarterly reporting system and reducing the annual allocation by \$86,156.64 that supports the System of Care Project Manager within Durham Public Schools. Alliance has requested that the County contract with DPS for this service. A separate contract is being developed to support this change. This change was discussed during the Public Health budget presentation on May 25, 2017.

The revisions to Agreement read as follows:

Section 2: "**SERVICES.**...Alliance will provide disaggregated reports by age, gender, race and ethnicity on utilization and outcomes resulting from the use of Annual Allocation provided by the County on a quarterly basis. The data will be incorporated into the County's performance measures quarterly reporting system."

Section 3. "**ANNUAL ALLOCATION.** Pursuant to N.C.G.S. 122C-115, the County agrees to allocate and pay to Alliance Six Million One Hundred Thirty One Thousand Two Hundred and Twenty Four Dollars (\$6,131,224.00, the Annual Allocation). Alliance may use up to 1% of the Annual Allocation actually expended for services during the current year (not to exceed \$60,705.19) to cover administrative costs associated with administering the obligations set forth herein..."

Funds to support the terms of the Agreement are included in the FY18 budget.

Alignment with Strategic Plan: Goal 2 - Health and Well-being for All

Resource Persons: Gayle B. Harris, General Manager and Willie Darby,

Attorney

County Manager's Recommendation: The County Manager recommends that the Board approve the revisions to the Interlocal Cooperation Agreement between Durham County and Alliance Behavioral Healthcare and authorize the Manager to execute the Agreement.

Attachments: [Interlocal Cooperation Agreement-DCo ABH FY17-18 \\$6131224-Draft \(003\)](#)
[Interlocal Cooperation Agreement-DCo ABH FY17-18 \\$6131224 clean copy-](#)
[AAF Supplemental Document - Revision of Interlocal Cooperation Agreement](#)

6. Public Hearings

17-0296

Public Hearing and Vote to Name or not Name the Press Box at Durham County Memorial Stadium in Honor of Tommy Hunt

Agenda Text:

It is requested that the Board of County Commissioners Conduct a Public Hearing and then vote to name the Press Box at Durham County Memorial Stadium in honor of Tommy Hunt. At its meeting on May 22, 2017, the Board of County Commissioners received and accepted the assigned Screening Committee's Report and Recommendation to name the Durham County Memorial Stadium Press Box in honor of Durham citizen, Tommy Hunt. Mr. Hunt served on the Stadium Authority Board of Directors for thirty years and is well known and respected in the community, having served on several Boards, Committees and Commissions. Also, at the meeting the Board decided to conduct a Public Hearing at its regular meeting on June 26, 2017 to receive public comments on this matter. All of the procedural steps required by the Durham County Naming/Renaming Policy have been performed with the exception of this Public Hearing and a final vote by the Board. After this Public Hearing the Board may vote to name or not name the Press Box at Durham County Memorial Stadium in honor of Tommy Hunt.

Alignment with Strategic Plan: Goal 5- Accountable, Efficient and Visionary Government

Resource Persons: Willie S. Darby, Senior Assistant County Attorney; Frank Davis, Stadium Authority Chairperson; and Reco Chavis, Stadium Manager

County Manager's Recommendation: The County Manager recommends that the Board of County Commissioners conduct the required Public Hearing and then vote to name the Press Box at Durham County Memorial Stadium in honor of Tommy Hunt.

Attachments: [Affidavit of Publication Public Hearing](#)
[Rendition of Press Box](#)

7. Board and Commission Appointments (10 min)

17-0299

Board and Commission Appointments

Agenda Text: Michelle Parker-Evans, Clerk to the Board, will distribute ballots to the Board to make appointments to the following boards:

- Adult Care Home Community Advisory Committee
- Alcoholic Beverage Control Board
- Bicycle and Pedestrian Advisory Commission
- Board of Adjustment
- Citizens Advisory Committee
- Durham Technical Community College Board of Trustees
- Environmental Affairs Board
- Juvenile Crime Prevention Council
- Planning Commission
- Social Services Board
- Sports Commission
- Women's Commission
- Workforce Development Board

The Board of Commissioners recognizes the need to have a representative sample of the citizens of Durham County serve on boards, commissions, committees, and authorities. No citizen may serve more than four consecutive terms for 2-year term boards; three consecutive terms for 3-year term boards; two consecutive terms for 4-year term boards; and one consecutive term for 5 and 6-year term boards in any one position, unless otherwise stated by statute; or there are no other applicants who meet the eligibility requirements. The Equalization and Review Board shall be exempt from these term limits.

Alignment with Strategic Plan: When citizens are engaged and partners on our Boards and Commissions, the vision of our Strategic Plan is achieved - a thriving, vibrant, diverse community with abundant opportunity for all residents to live, work, learn, play and grow.

Resource Persons: V. Michelle Parker-Evans, County Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the Board of County Commissioners vote to appoint a member to the above-mentioned boards and commissions.

8. ITEMS PULLED FROM CONSENT AGENDA (20 min)

9. Closed Session

17-0336 Closed Session

Agenda Text: The Board is requested to adjourn to closed session pursuant to G.S. 143.318.11(a)(3) to consult with an attorney and to preserve the attorney-client privilege.

Alignment with Strategic Plan: Goal 5 - Accountable, visionary, and efficient

government.

County Manager's Recommendation: The County Manager recommends that the Board adjourn to Closed Session and direct staff accordingly.

10. Adjournment