



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, June 24, 2019

7:00 PM

Commissioners' Chambers

Regular Session

Closed Session (To be held at: 4:00 pm)

19-0320

Closed Session

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 employment 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: This item aligns with Strategic Plan Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Monica W. Toomer, Clerk to the Board

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

"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)

19-0324

Announcements

Agenda Text:

1. **Champs Grant Presents Summer Meals** - Durham Public Schools and the City of Durham invite **ALL** children ages 1-18 to **FREE** meals daily (Monday-Friday) during summer vacation beginning June 17th - August 9th. Parent meal cost is \$2.00 (meals are FREE for DHA resident parents)

For meal locations text "FOODNC" to 877-877 or call 1-866-348-6479. For more information please contact Linda Harris at 919-560-2370 ext. 26287.

2. **National Track and Field Championship in Durham** - 2019 USA Track & Field (USATF) Youth Outdoor Championship will take place at the Durham County Memorial Stadium June 25th - June 30th. USATF is the National Governing Body for track and field, long-distance running and race walking in the United States.

Tickets can be purchased at www.eventbrite.com
<<http://www.eventbrite.com>>. To learn more about upcoming USATF events visit www.usatf.org/groups.Youth/
<<http://www.usatf.org/groups.Youth/>> or email
ashleigh.durhamncsports.com.

3. **Fire up the Grill for the Bull City Block Party** -Join Durham County Public Health, My Brothers Keeper Durham and other community partners on June 27th from 10am - 7pm at Walgreens located on 1812 Holloway Street.

There will be FREE HIV testing and vendor displays available with the Block Party beginning at 4pm.

4. **2019 Russell E. Blunt East Coast Invitational** - The Durham Striders are excited to host and celebrate 19 years of this highly competitive track meet. They are looking for athletes ages 8 and Under through 17-18 to enter and participate Friday, July 19th - Sunday, July 20th at the Durham County Memorial Stadium.

For more information on entry deadlines and registrations please visit
www.durhamstriders.com/blunteci
<<http://www.durhamstriders.com/blunteci>>

5. **Your Help Is Needed to Spread the Word About Census Jobs** - Recruiting Assistant positions are now available for the 2020 Census. North Carolina pay rates are from \$15 - \$22 per hour and flexible hours are available. For more information

and to apply please visit www.2020census.gov/jobs
<<http://www.2020census.gov/jobs>> or call 1-855-JOB-2020.

4. Minutes (5 min)

19-0321

Minutes

Attachments:

[Regular Session - May 13, 2019](#)

[Regular Session - May 28, 2019](#)

[5.18.19 PAC 1](#)

5. Ceremonial Items (20 min)

19-0325

Recognition of the J. Robert Havlick 2019 Award for Innovation in Local Government (10min)

Agenda Text:

The Board is requested to recognize Durham County Strategic Initiatives as the 2019 winner of the J. Robert Havlick Award for Innovation in Local Government, presented by the Alliance for Innovation. The City and County were joint recipients of the recognition for their Innovate Durham Program. Innovate Durham was formed as a partnership program that allows startups and staff to collaboratively test new technology.

To receive this premier recognition, award winning programs must demonstrate several attributes including: commitment and support of bringing the innovation to life, how it has had a positive impact and tremendous benefit to the community or jurisdiction and how it shows a quantum leap of creativity. The Havlick award was presented earlier this year during the 2019 Transforming Local Government Conference in Reno, Nevada.

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

Resource Persons: Eric Marsh, Strategic Initiatives Analyst

County Manager's Recommendation: The County Manager recommends that the Board extend congratulations to the Strategic Initiatives division of the County Manager's Office for receiving this outstanding national recognition for innovation.

19-0329

Recognize Tax Department Staff and Interim Tax Administrator Teresa Hairston (10min)

Agenda Text:

The Board is asked to recognize the Tax Department staff for efforts in conducting the 2019 reappraisal process, assisting taxpayers with the appraisal appeals, payment arrangements and other issues. More than 85% of the Durham County tax base consists of real property. The reappraisal is intended to produce a reasonable estimate of the January 1, 2019 market value for each of the approximately 117,000

parcels of real property in the county.

The Tax Department staff worked over the past two fiscal years to prepare for the 2019 reappraisal. Process changes, an expanded communication strategy, technology enhancements and improvements with the appraisal review resulted in a decrease in the number of appeals from the 2016 reappraisal. There were nearly 5,600 appeals to appraised values in 2019. This represents a 20% decrease from the 2016 reappraisal. Staff will continue to work with taxpayers as they complete the appeals process with the Board of Equalization and Review.

Since December 2018, Teresa Hairston has served as the Interim Tax Administrator after the retirement of the former Tax Administrator, Kimberly Simpson. Ms. Hairston has done an excellent job leading staff during the interim period. In May, the Board of County Commissioners named Mr. Dwane Brinson as the new Tax Administrator. Mr. Brinson will began work on July 1, 2019.

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

Resource Persons: Wendell Davis, County Manager and Claudia Hager, General Manager

County Manager's Recommendation: The County Manager recommends that the Board recognizes the Tax Department Staff and Interim Tax Administrator, Teresa Hairston.

6. Consent Agenda (15 min)

[19-0108](#)

Request to Award Library Contract for Audiovisual Materials and Cataloging & Processing Services

Agenda Text:

The Board is requested to authorize the County Manager to enter into a contract with Midwest Tape, LLC that allows the company to serve as the primary vendor for the purchase of audiovisual materials (music compact discs, DVDs, and audiobooks on disc) and cataloging & processing services as specified in RFP #19-026 for a total not to exceed \$150,000.00 in fiscal year 2020. The term of the contract is from July 1, 2019 through June 30, 2020, with the option to renew for four (4) successive one (1) year periods. The funds for this contract will come from the existing FY20 budget.

Alignment with Strategic Plan: Goal 1 (Community Empowerment and Enrichment) and Goal 5 (Accountable, Efficient, and Visionary Government)

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 authorize the Manager to enter into a contract with Midwest Tape, LLC for a total not to exceed \$150,000.00 in fiscal year 2020 with the option to renew for four (4) successive one (1) year periods.

Attachments:[Baker & Taylor References RFP 19-026](#)[Discount-Price Comparison for RFP 19-026](#)[Midwest References RFP 19-026](#)[RFP 19-026 AV Materials and Cataloging & Processing Evaluation Scores](#)[MWBE Compliance Review Form-AAF for 19-026 RFP 050619](#)[AAF RFP 19-026 Agenda Action Form Supplemental Document](#)**19-0209****Approve Fiscal Year (FY) 2019-20 Contract with Gartner Consulting Services in the amount of \$112,500 for services related to cybersecurity and cloud services****Agenda Text:**

The Board of County Commissioners is requested to authorize the County Manager to execute the attached service agreement contract with Gartner, Inc. in the amount of \$112,500 for services related to cybersecurity and cloud services. Funds were approved in the FY19-20 Manager's Recommended Budget for this work equaling the proposed amount.

The agreement keeps Durham County current with IT issues including cybersecurity, cloud services and best practices across the private and government sectors-both nationally and within North Carolina. This includes Mecklenburg County, Wake County, Guilford County and many other counties and municipalities in North Carolina.

Summary of services

The "Gartner for IT leaders individual access advisor" provides clients with access to research and advice about information technology and the functional responsibilities of specific IT roles. This includes role-specific IT research, IT key metrics data, diagnostic tools, templates, and case studies selected vendor reports; weekly picks & news analysis; individual inquiry; summit event ticket; talking technology series and peer networking. Also, the Gartner relationship includes programs for executives where an Executive Partner with past experience in senior technology executive roles and an Executive Client Manager will serve as the Member's primary points of contact. They will help define and develop individualized strategies based on their priorities and initiatives. The Member may interact on a monthly basis with the Executive Partner and Gartner to ensure ongoing engagement and delivery of value. Interactions may include: Strategy Meetings, research advisor interactions, local events, Symposium attendance, peer networking interactions, or Executive Partner teleconferences or meetings.

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 Manager to execute the attached service agreement contract with Gartner Consulting Services. And, that County Manager be granted approval authority for all future renewals.

Attachments: [Gartner 19-0209 AAF - Supplemental Contract Agreement](#)

19-0236

Adoption of the FY2019-20 Budget Ordinance

Agenda Text: The Durham County Manager presents the FY2019-20 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 FY2019-20 Budget Ordinance.

Attachments: [2A\) FY19-20 Budget Ordinance - DPS Increase revised Attachment 1 FY19-20 Approved Fees & Charges](#)

19-0291

Approval of FY19-20 Contract with Urban Ministries of Durham

Agenda Text: The Board is requested to review and possibly modify the attached FY19-20 contract with Urban Ministries of Durham and authorize the County Manager to execute it following final approval and the approval of the FY19-20 budget.

Urban Ministries of Durham (UMD) has long been Durham's primary, publicly-supported homeless shelter. The County owns the shelter side of the facility and leases it to UMD for \$1/yr. St. Phillip's Episcopal Church owns the café side. In addition to the donation of space, the County maintains / repairs the major building systems, has funded or help fund significant upgrades to the facility (e.g. adding a sprinkler system to the shelter side in 2014 and helping to fund renovations of the entry area in FY13-14). The County also makes a large grant to UMD each year to help cover operating costs, often amounting to approximately 20% of the agency's annual cash budget.

UMD's FY19-20 budget request includes flat funding for shelter operations

(\$225,407) and an increase of \$30,319 in what they consider a separate allocation for shelter security, a cost center which has increased regularly over the past five or six years. The \$30,319 represents an approximately 30% increase in the County's contribution to the UMD security budget. The grand total for UMD in the FY19-20 budget is \$352,182.

Alignment with Strategic Plan: A high-functioning homeless shelter has a close relationship to the forms of health, safety, and well-being covered in Goal 1 (Community and Family Enrichment) and Goal 2 (Health and Well-Being for All) and Goal 3 (Safe Community) of the Durham County Strategic Plan.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board review and possibly modify the attached FY19-20 contract with Urban Ministries of Durham and authorize the County Manager to execute it following final approval and the approval of the FY19-20 budget.

Attachments:

[UMD 2019 Durham County Request Final signed](#)

[UMD FY19-20 contract](#)

[ATTACHMENT 1 - UMD FY19-20 Scope of Work](#)

[UMD FY18-19 contract](#)

[UMD Durham County Q1 FY18-19 report](#)

[UMD Durham County Q2 FY18-19 report FINAL](#)

[UMD Durham County Q3 FY18-19 report Final \(1\)](#)

19-0292

Approval of FY19-20 Day Center Service Contract with Nehemiah Christian Center

Agenda Text:

The Board is requested to review the proposed FY19-20 contract for day center services with Nehemiah Christian Center and authorize the County Manager to execute it upon adoption of the FY19-20 budget.

Durham County contracted with Nehemiah Christian Center starting in January of 2017 to provide day services to homeless individuals as well as others who may have found themselves without needed day shelter and services after Durham County's Main Library was shut down for renovations. Nehemiah has provided and grown these services since then and has been paid \$6,000 per month to do so. With the Main Library expected to open back up in the spring of 2020, the County has included 8 months of funding for the Nehemiah center. If the library re-opening is delayed somewhat or if other reasons for keeping the center open are deemed important enough, staff will bring back a contract extension in early 2020 for this purpose.

Alignment with Strategic Plan: A complete and effective set of services meeting the needs of the homeless would help Durham County meet many goals and objectives in Goal 1 (Community and Family Enrichment) and Goal 2 (Health and

Well-Being for All) and Goal 3 (Safe Community) of the Durham County Strategic Plan.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board review the proposed FY19-20 contract for day center services with Nehemiah Christian Center and authorize the County Manager to execute it upon adoption of the FY19-20 budget.

Attachments: [Nehemiah Christian Center Day Center Contract FY19-20](#)
[Nehemiah Day Center Scope of Work FY19-20](#)
[Copy of Nehemiah Day Center Attendance Tally \(version 1\)-3](#)

19-0293

Approval of FY19-20 Contract with Made in Durham

Agenda Text:

The Board is requested to approve the attached contract and authorize the County Manager to execute it following adoption of the FY19-20 budget.

Made in Durham (MID) was initiated in 2012 as a project of MDC, Inc. and created as a separate non-profit in FY15-16. The County funded MID for \$101,000 for the first three years and added an allowance of \$25,000 in the current year (FY18-19) related to the exploration of a cradle-to-career continuum. Some costs were incurred against that allowance in the fall of 2018. In light of additional efforts being proposed for FY19-20, \$150,000 for Made in Durham has been included in the FY19-20 budget. The possibility of adding \$50,000 more to the contract following a successful mid-year progress review was supported by Commissioners during FY19-20 budget deliberations.

Made in Durham's role has been primarily as a convener and backbone agency designated to work with major public and private institutions in Durham to assess and advance policies and programs needed to improve our education-to-work pipeline, particularly for disadvantaged young people in Durham. This is important and difficult work and ultimately finds its limits in the willingness of those major institutions to change their behavior. FY19-20 will be a key year to gauge the effectiveness of this relationship and this backbone agency.

Alignment with Strategic Plan: A successful backbone agency helping drive systems changes in our education-to-work pipeline would be critical to the future success of Durham.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board approve the attached contract and authorize the County Manager to execute it following adoption of the FY19-20 budget.

Attachments: [MID 2020 Contract](#)
[MID FY19-20 Detailed Scope of Work](#)
[MID FY19-20 quarterly report template](#)
[MID County contract 18-19 final report](#)
[MID COUNTY YE SUMMARY 2018-2019](#)

19-0295 **Amendment to Chapter 2 of the Durham County Code of Ordinances**

Agenda Text: The Board is requested to review and either adopt it or give direction to staff regarding the draft Ordinance permitting the service and sale of alcoholic beverages on County property.

This ordinance is proposed to implement the Board's resolution approving the sale of alcoholic beverages in the spaces of Admin II which are intended to be leased for use as restaurants. It also provides for the service of such beverages in other designated County facilities.

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

Resource Persons: Curtis Massey, Senior Assistant County Attorney

County Manager's Recommendation: The County Manager recommends that the Board review the draft ordinance and either adopt it or advise staff as to any desired modifications.

Attachments: [Durham County Alcohol Ordinance](#)

19-0296 **Approval of Interlocal Agreement between the County of Durham and the City of Durham for the International City/County Management Association (ICMA) Local Government Management Fellowship Position**

Agenda Text: The Board is requested to authorize the County Manager to execute the attached Interlocal Agreement with the City of Durham for the International City/County Management Association (ICMA) Fellow.

As part of the Fiscal Year 2019-2020 Budget, the City of Durham and the County of Durham have proposed continuing to host an ICMA Local Government Fellow for one year (July 2019 through June 2020). The ICMA Local Government Management Fellowship Program links aspiring local government professionals with a local host government or governments for a year. The local government or governments provide the Fellow with professional work experience, while ICMA offers professional development opportunities and a Fellows network so that the Fellows can all connect with and learn from each other. The County of Durham and the City of Durham collaborate to offer an ICMA Fellow the opportunity to work in City and County government on a variety of projects throughout the year. The position is a County position; but will be paid on a 50/50 basis from both the County and the City. The

amount to be contributed by the County is \$35,632, and the City will contribute the same amount. The attached Interlocal Agreement formalizes the agreement between the City and County for the ICMA Fellowship.

Alignment with Strategic Plan: The ICMA Local Government Fellowship Program closely aligns with Goal 5 (Accountable, Efficient and Visionary Government), as the ICMA Fellowship is one way in which the County works to develop the next generation of local government leaders.

Resource Persons: Michael Davis, Strategic Initiative Manager

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to execute the attached Interlocal Agreement with the City of Durham for the International City/County Management Association Fellow.

Attachments: [Interlocal Agreement - ICMA Fellow FY19-20](#)
[AAF Supplemental for ICMA Fellow FY19-20](#)

19-0306 **Capital Project Amendment No. 20CPA000001 - FY2019-20 Appropriation of Approved County Contribution Funds (\$16,739,452) for Multiple Capital Projects**

Agenda Text: The Board is requested to approve Capital Project Amendment No. 20CPA000001 appropriating County Contribution funds of \$16,739,452 to twenty-two (22) capital projects (twelve existing and ten new projects). The budget amendment is a standard annual procedure that occurs at the beginning of each fiscal year. The funds were approved in the FY2019-20 budget and the FY2020-29 Capital Improvement Plan, and are as follows:

PROJECT STATUS	FY2019-20 APPROPRIATION	REVISED PROJECT BUDGET	PROJECT
Ongoing Roof Replacement (4190DC073)	\$774,223	\$3,731,273	Existing
Ongoing Parking Resurfacing (4190DC074)	\$297,179	\$1,812,361	Existing
Ongoing HVAC Replacement (4190DC076)	\$541,775	\$2,457,990	Existing
County Building Envelope Upgrades (4190DC078)		\$403,745 \$1,903,745	Existing
Leased Convenience Center Site (4190DC079)		\$423,050 \$791,380	Existing
Owned Convenience Center Site (4190DC080)		\$439,671 \$654,618	Existing
County Security Improvements (4190DC081)	\$334,162	\$1,173,038	Existing
County Stadium Improvements (4190DC083)	\$338,456	\$1,809,859	Existing
EMS MLK Blvd -4 Bay Station (4410DC134)	\$18,000	\$258,000	Existing
Open Space & Farmland Acquisition (4730DC083)		\$500,000 \$13,942,535	Existing
Human Services Building Backfill (4730DC145)	\$917,400	\$1,067,400	Existing
Stanford L. Warren Library Upgrade (6110DC97)	\$500,000	\$1,392,500	Existing
SAP S4 Hana (ERP Upgrade) (4200DC109)	\$250,000	\$250,000	New
20 IT Hardware Upgrade (4200DC120)	\$3,016,944	\$3,016,944	New
Sheriff Firing Range Renovation (4310DC91)	\$757,608	\$757,608	New
Multi-Dept Radio and Tower Replacement (4320DC003)		\$200,000 \$200,000	New
New Youth Home (4400DC001)	\$1,770,833	\$1,770,833	New
EMS Equipment Replacement (4410DC001)	\$2,700,000	\$2,700,000	New

EMS Station #19 Co-Location (4410DC137)	\$734,580	\$734,580	New
Public Safety and Service Complex (4730DC146)	\$684,180	\$684,180	New
Parkwood Building Upgrade (4730DC147)	\$337,643	\$337,643	New
DSS Main St. Renovation (4730DC148)	\$800,003	\$800,003	New
TOTAL: \$16,739,452			

Alignment with Strategic Plan: Consistent funding support for ongoing capital projects meets the Strategic Plan Goal 5 “Accountable, Efficient, and Visionary Government” by enabling the County to provide the timely upgrades and capital purchases necessary to most efficiently meet infrastructure demands.

Resource Persons: Keith Lane, Director, Budget & Management Services and David Ades, Assistant Director, Budget & Management Services.

County Manager’s Recommendation: Approve Capital Project Amendment No. 20CPA000001 appropriating \$16,739,452 of budgeted County Contribution funds for twenty-two (22) capital projects.

Attachments:

[CPA-01 Legal Form Annual County Contribution to Capital Projects](#)

[CPA-01 FY2019-20 County Contribution to Capital Projects](#)

[CPA-01 FY 2019-20 County Contribution to Capital Projects-Backup.docx](#)

19-0307

Property Tax Releases and Refunds for May 2019

Agenda Text:

The Board is requested to approve the Releases & Refunds for the month of May 2019.

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 2019.

Releases and Refunds for 2019 total \$2,101.09. Prior year’s releases and refunds for May 2019 are in the amount of \$30,263.89. The current year and prior year’s releases and refunds amount to \$32,364.98.

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: Teresa Hairston, Interim Tax Administrator

County Manager’s Recommendation: The County Manager recommends that the Board accept the property tax release and refund report for May 2019 as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report.

Attachments: [Backup-Tax Release and Refunds-May 2019-June 24, 2019](#)
[Releases and Refunds Backup Detail May 2019](#)
[NCVTS April Refunds](#)

19-0309 **Rougemont Community Water System pH Adjustment System**

Agenda Text: The Board is requested to award a construction contract to Water and Waste Systems Construction, Inc. for the construction of the Rougemont Community Water System (RCWS) pH Adjustment System (IFB 19-038) in the amount of \$47,175 and to authorize the County Manager to execute the contract and to authorize the County Manager to execute any related contract amendments, not to exceed a total project budget of \$51,893.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as this will provide better quality of water and maintain compliance with State and Federal regulations.

Resource Persons: Jay Gibson PE, General Manager; Peri Manns ASLA, Interim General Manager; and Stephanie Brixey, Deputy Director

County Manager’s Recommendation: The County Manager recommends the Board award a construction contract to Water and Waste Systems Construction, Inc. for the construction of the Rougemont Community Water System (RCWS) pH Adjustment System (IFB 19-038) in the amount of \$47,175 and to authorize the County Manager to execute the contract and to authorize the County Manager to execute any related contract amendments, not to exceed a total project budget of \$51,893.

Attachments: [AAF Supplemental Document - pH Adjustment System IFB 19-038](#)
[Bid Tabulation](#)
[MWBE Compliance Review Form-AAF for 19-038 IFB 052819](#)

19-0310 **Project Management Services for the Snow Hill Road Pump Station Project**

Agenda Text: The Board is requested to award a consulting services contract to Freese and Nichols (sole bidder) for the Project Management Services for the Snow Hill Road Pump Station Project in the amount of \$59,035 and to authorize the County Manager to execute the contract and to authorize the County Manager to execute any related contract amendments, not to exceed a total project budget of \$75,000.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as this project will ensure a quality delivery of the Snow Hill Road Pump Station to promote economic development.

Resource Persons: Jay Gibson, PE, General Manager; Peri Manns, ASLA, Interim

General Manager; Vincent Chirichella, PE, Sr. Project Manager

County Manager's Recommendation: The County Manager recommends the Board award a consulting services contract to Freese and Nichols (sole bidder) for the Project Management Services for the Snow Hill Road Pump Station Project in the amount of \$59,035 and to authorize the County Manager to execute any related contract amendments, not to exceed a total project budget of \$75,000.

Attachments:

[190610 Supplemental Document-for 19-040](#)

[190604 MWBE Compliance Review Form-AAF for 19-040 RFQ 060419](#)

[190604 F&N Durham County Snow Hill PS Proposal Final](#)

19-0315

Approval of FY 2020-2029 10 Year Capital Improvement Plan (CIP)

Agenda Text:

On April 23, 2019 the County Manager presented a recommended FY 2020-2029 ten-year capital improvement plan to the Board of County Commissioners. The Board received presentations on various CIP projects at its meetings on June 3rd, and June 11th. Capital improvement and related debt service funding for FY 2019-20 will be part of the FY 2019-20 Budget Ordinance to be approved by the Board of County Commissioners at their June 24th, 2019 meeting.

The Board is requested to approve this final revised FY 2020-2029 Capital Improvement Plan. An included attachment shows the final changes made to the proposed CIP.

Alignment With Strategic Plan: (brief statement and relevant goal)

Resource Persons: Wendell Davis, County Manager, Keith Lane, Director Budget and Management

County Manager's Recommendation: The County Manager recommends that the Board approve the FY 2020-2029 Durham County Capital Improvement Plan (CIP).

Sponsors:

Lane

Attachments:

[Capital Finance Plan Summary.pdf](#)

[Summary of Capital Projects.pdf](#)

19-0316

Budget Ordinance Amendment No.19BCC0000064 - Appropriating \$650,000.00 of Risk Management Fund fund balance in support of a previously approved legal action

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No.19BCC0000064 appropriating \$650,000.00 of Risk Management Fund fund balance in support of a previously approved legal action. The funds will be appropriated to the Risk Management claims settlement budget.

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

Government.

Resource Persons: Lowell Siler, County Attorney, Nina Bullock, Legal Services Manager, Kim Connally, Senior Budget & Management Analyst, Josh Edwards, Budget & Management Analyst

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 19BCC000064 appropriating \$650,000.00 of Risk Management Fund fund balance in support of a previously approved legal action.

Attachments: [AAF-64 Legal Form Risk Management Fund balance appropriation for legal action](#)

19-0317

FY18-19 Allocation to Urban Ministries of Durham for Service and Facilities Improvements

Agenda Text:

The Board is requested to approve an allocation out of the FY18-19 budget in the amount of \$58,000 to fund certain facilities and service improvements at Urban Ministries of Durham (UMD) and to authorize the County Manager to enter into an appropriate agreement with UMD reflecting those improvements.

Urban Ministries of Durham sent a request to the County Commissioners in February 2019, requesting \$58,000 to help leverage other funds, all of which would be used for facility improvements which in turn allow for improved service delivery.

Serving close to 200 homeless Durhamites each night introduces significant wear and tear to a building. Effective and comprehensive service delivery to that population is a must if Durham County is ever to eliminate chronic homelessness.

The day center located at Nehemiah Christian Center, which has been providing services to a largely homeless population while the Main Library has been under renovation, will likely close when the library re-opens in the spring of 2020. The county's need for effective day services for the homeless, and one or more appropriate locations for the delivery of those services, will be even greater than it is now.

As such, staff is recommending that the Commissioners fund this request out of the FY18-19 budget and work with Urban Ministries to establish an appropriate set of day services which can be delivered out of the renovated facilities.

Alignment with Strategic Plan: Adequate facilities and services for Durham's homeless population aligns strongly with Goals 1, 2, and 3 of the Durham County Strategic Plan.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board approve an allocation out of the FY18-19 budget in the amount of

\$58,000 to fund certain facilities and service improvements at Urban Ministries of Durham (UMD) and to authorize the County Manager to enter into an appropriate agreement with UMD reflecting those improvements.

Attachments: [Proposal to Durham County - Cafe Renovation](#)

19-0318

Public Health: Approval of Contract between Durham County and Correct Care Solutions (CCS) to provide medical care to detainees of the Durham Detention Center and Durham Youth Home

Agenda Text:

The Board is requested to approve a one-year renewal contract between Durham County and Correct Care Solutions, to be administered by Durham County Department of Public Health (DCoDPH). The total amount of the contract is \$3,542,255.00 to be applied as follows:

- Base amount: \$ 3,151,458 (divided into 12 equal payments of \$262,621.50)
Includes staffing changes:
 - Dental Services increased to 8 hours per week;
 - Night shift med tech replaced with medication licensed practical nurse
- Contingency for excess medical fees. (See explanation below): \$ 25,000
- Contingency for excess population. (See explanation below) \$ 13,797
- Medications (See Explanation below) \$ 352,000

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% the cost of care not to exceed \$150,000. Any amount for excess medical fees in excess of \$25,000 will be subject to a budget amendment approved by the Board of County Commissioner not to exceed an additional \$125,000. In the event that medical fees do not reach the \$400,000 amount, 100% of the savings will be returned to the County. CCS will purchase a reinsurance policy to help mitigate the cost of off-site medical care.
- Excess population: Medical care for 400 detainees is included in the base charge. For any month that the Average Daily Population is greater than 400, the county will pay CCS \$1.89 per day per additional detainee. The budgeted amount of \$13,797.00 allows for fluctuations in the average daily population of up to an additional 20 detainees per day.

Medications:

Prior to this contract extension, medications were provided by DCoDPH pharmacy. Effective July 1, 2019 medications will be provided by Diamond Pharmacy through CCS. Charges for medications plus a 4% administrative fee will be billed monthly by CCS. DCoDPH pharmacy staff will monitor the process and verify charges before submitting invoices for payment. Based on medication costs in the prior year, \$352,000 is budgeted for this contract period. (These charges are not included in the “not to exceed cost of care referenced above). A contract amendment will be executed if additional funds are needed.

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

Resource Persons: Joanne Pierce, Deputy 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 \$3,542,255.00

Attachments: [Supplemental AAF CCS FY 19 20 Contract](#)
[Correct Care Solutions Contract FY19 20](#)

19-0319**Approval of Interlocal Agreement between Durham County and Alliance Health and Authorize the Manager to Execute the Agreement****Agenda Text:**

The Board is requested to approve the revised Interlocal Agreement between Durham County and Alliance Health and authorize the Manager to execute the agreement.

Alliance is the Local Management Entity/Managed

<<https://www.alliancebhc.org/glossary/mco/>> Care Organization, or LME/MCO, for public behavioral healthcare for the citizens of Durham, Wake, Cumberland and Johnston counties in North Carolina.

Through an Interlocal Cooperation Agreement, Durham County provides Alliance an annual allocation (FY 18-19 \$6,245,859). In the FY19-20 Interlocal Agreement, the funding allocation is \$6,336,751. Additional funded items included are: \$213,981 to support 3.0 FTEs for System of Care activities; \$208,400 to support the Permanent Supportive Housing program, including 2.0 FTEs; \$46,000 for El Futuro to use to develop capacity to provide more MH/SU services for the Durham County Latino community; and \$12,500 for Threshold. Alliance may use up to \$62,740 (1% of the allocation) to cover administrative costs associated with administering agreed upon obligations. The remainder of the funding shall be used exclusively for the provision of mental health, intellectual/developmental disability and substance abuse services to eligible Durham residents served by Alliance. Medicaid pays these services for Medicaid eligible beneficiaries.

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

Resource Persons: Kim Connally, Sr. Budget and Management Analyst

County Manager's Recommendation: The County Manager recommends that the Board approves the agreement and authorize the Manager to execute the agreement.

Attachments: [Durham AAF supplemental document _Alliance FY 19-20 Budget](#)
[Durham County funding agreement FY20 - FINAL.asd](#)

19-0328

Award of Contract to Carolina Time Equipment Company for the Replacement of the Parking Access and Revenue Control System (PARCS) (e.g., includes hardware and software) at the Justice Center Parking Deck

Agenda Text:

The Board is requested to authorize the County Manager to execute a service contract with Carolina Time Equipment Company in an amount not to exceed \$441,796.00 to replace the Parking Access and Revenue Control System (PARCS) at the Justice Center Parking Deck.

The current parking system was purchased and installed by the 3M Company and was installed with the construction of the deck in FY13. The parking system includes all hardware and software necessary to provide an operational parking management system. In November 2014, the 3M Company announced that it was transitioning out of the PARCS business. The 3M Company continued to support warranties up to two years. The current parking system is out of warranty status and has been since FY16. Also, please note that with the 3M Company no longer in the PARCS business, they have no longer made replacement parts for the current system. This has proven to be a significant issue when parts of the system have broken down and needed replacement. Over time, replacement parts have continued to be hard to come by and will continue to diminish over time. As a result, the County has had to repair the existing parts as they break down (e.g., some parts have broken down and been repaired multiple times).

Due to the age of the current parking system, out of warranty status and/or the reduced availability of replacement parts has resulted in issues and concerns such as:

- more service calls for repairs at the regular rate, thereby, increasing maintenance costs (which will continue to increase over time as the parking system continues to age and replacement parts continue to diminish)
- non-compatibility of the aged parking system for technology improvements, upgrades and enhancements
- the challenge of keeping the current system payment process in Payment Card Industry (PCI) Compliance
- protection of the parking system from break-ins by hackers

Carolina Time Equipment Company was the selected vendor to replace the equipment. The new PARCS will provide leading edge technology that will allow for

future scalability and flexibility. The replacement of the current system with the Carolina Time Equipment Company's PARCS is a step to innovate the Justice Center Parking Deck and increase the level of service the County provides. The results in which should make the parking experience in the Justice Center Parking Deck more user-friendly and a higher level of satisfaction for our citizens as well as visitors from outside of the County.

Also, please note that the most recent award for a parking system by the City of Durham was to Carolina Time Equipment Company. With the County and City having the same system, we can collaborate and continue to work together so that the parking experience in downtown decks is compatible whether a City deck or County deck for our citizens and visitors.

County staff provided the Board with a parking deck narrative update during the budget work sessions that included a status update of the Justice Center Parking Deck. In the status update, County staff informed the Board of the Request for Proposal (RFP) being issued in April of this fiscal year to replace the parking deck system as it was severely out of date with frequent malfunctions. County staff has attached the status update to this agenda item.

County staff are coming to the Board requesting the approval of awarding this contract and authorizing the County Manager to enter into this contract before fiscal year end because there are sufficient funds in the current budget available at this time. Therefore, County staff are recommending the County enter into this contract in FY19 and commit to the replacement of the current parking system with Carolina Time Equipment Company utilizing the FY19 budget availability rather than coming to the Board in FY20 requesting an award that will require a budget amendment (as it is not in the original FY20 budget because the plan has been to replace in FY19).

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

Resource Persons: Claudia Hager, General Manager; Susan Tezai, Chief Financial Officer; Chrystal Thomas, Accounts Payable Manager

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into contract with Carolina Time Equipment Company in an amount not to exceed \$441,796.00 to replace the PARCS at the Justice Center Parking Deck.

Attachments: [AAF Supplemental Doc PARCS](#)
[RFP 19-034](#)
[Carolina Times Proposal 1of3](#)
[Carolina Times Proposal 2of3](#)
[Carolina Times Proposal 3of3](#)
[MWBE Compliance Review Form-AAF for 19-034 RFP 061719](#)
[Parking Deck Revenue Update 5.29.2019 FINAL 365](#)
[Carolina Time Equipment Service Contract FY19](#)

19-0331 **Utility Extension Agreement with City of Durham**

Agenda Text: The Board is requested to approve the Utility Extension Agreement (UEA) and to authorize the County Manager to execute the UEA. The UEA is a three-party agreement between the City of Durham (City), Corning Incorporated (Developer) and Durham County (County). On June 17, 2019, the City Council approved the UEA by a vote of 7/0. A copy of the Utility Extension Agreement is attached.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as this project will ensure a quality delivery of the Snow Hill Road Pump Station to promote economic development.

Resource Persons: Jay Gibson, PE, General Manager; Peri Manns, ASLA, Interim General Manager; Vincent Chirichella, PE, Sr. Project Manager

County Manager’s Recommendation: The County Manager recommends that the Board approve the Utility Extension Agreement with the City of Durham and Corning Incorporated.

Attachments: [190610 Supplemental Document-for 19-040](#)
[190617 Utility Extension Agreement](#)
[190617 City of Durham Vicinity Map](#)
[190617 City Council Meeting Minutes](#)

7. Public Hearings (20 min)

19-0313 **Rougemont Commercial (20min)**

Agenda Text: The Board is requested to conduct a public hearing and consider the following motions:

- 1) Adopt a Consistency Statement as required by NCGS 153A-341; and
- 2) Adopt an ordinance amending the Unified Development Ordinance by taking property out of the Commercial Neighborhood (CN), Residential Suburban-10 (RS-10), and Lake Michie/Little River District B Watershed Protection Overlay (M/LR-B) zoning districts and establishing the same as Commercial

Neighborhood with a Text-Only Development Plan (CN(D)) and Lake Michie/Little River District B Watershed Protection Overlay (M/LR-B) zoning districts.

Summary: This is a request to change the zoning atlas for property located at 12907 and 12807 North Roxboro Road and 123 Bill Poole Road from Commercial Neighborhood (CN) and Residential Suburban-10 (RS-10) to Commercial Neighborhood with a Text-Only Development Plan (CN(D)). Staff determines that this request is consistent with the *Comprehensive Plan* and applicable policies and ordinances.

Alignment with Strategic Plan: Review of applications for amendments to the official zoning map is aligned with Goal 5 of the County Strategic Plan: Accountable, Efficient, and Visionary Government by creating a sustainable land use pattern that supports the use of properties as provided by the Comprehensive Plan and other adopted ordinances.

Resource Persons: Emily Struthers, Senior Planner; 919.560.4137 x28263

County Manager's Recommendation: The County Manager recommends that the Board conduct a public hearing and consider the two motions.

Attachments:

[Staff Report REVISED 6 11 19](#)

[Attachment 1 - Context Map](#)

[Attachment 2 - Aerial Map](#)

[Attachment 3 - FLUM](#)

[Attachment 4 - Application](#)

[Attachment 5 - List of CN permitted uses](#)

[Attachment 6 - REVISED 5 22 19 Comp Plan Analysis](#)

[Attachment 7 - CN Dimensional Standards](#)

[Attachment 8 - REVISED 5 22 19 Summary of Impacts](#)

[Attachment 9 - BPAC Comments](#)

[Attachment 10 - updated_PC Written Comments](#)

[Attachment 11 - Consistency Statement](#)

[Attachment 12 - Zoning Ordinance](#)

[Memo Rougemont Commercial - Village of Rougemont Plan 6 11 19](#)

[Memo Attachment 1 A1300009](#)

[Memo Attachment 2_TC1300003](#)

8. Other Business (50 min)

19-0188

Discussion and Approval of City-County Response Policy Regarding Encampments on Public Property (20min)

Agenda Text:

The Board is requested to discuss the proposed policy and, if appropriate, approve it.

Historically, Durham has experienced minimal challenges posed by encampments of those experiencing homelessness. The number, size, and visibility of encampments has increased in recent years, however, which is in part reflective of national trends. In the past, staff and service providers have responded on a case-by-case basis to encampments as they arise. Past efforts to respond highlighted the need for a specific response policy and plan for addressing encampments, particularly those that present a threat to public health and safety.

In response to rising public awareness of encampments, the City of Durham (City), Durham County (County), and the Durham Continuum of Care (CoC) have collaborated to develop a policy outlining the approach that will be used to respond to future encampments. This Encampment Response Policy was approved by the by the Durham Homeless Services Advisory Committee (HSAC) in February 2019. As this Policy addresses encampments on both City and County property, the Policy was presented before the Joint City-County Committee on May 14, 2019, and, with minimal changes, is now going before both the City Council and the County Commissioners for endorsement.

Alignment with Strategic Plan: Appropriate planning and policies regarding the homeless are an important part of serving the homeless and critical for maintaining a community that is safe and welcoming both for those who are homeless and those who are not. This policy has ties to Goals 1, 2, and 3 of the Durham County Strategic Plan.

Resource Persons: Drew Cummings, Chief of Staff; Hanaleah Hoberman, Homelessness Project Manager (City of Durham Department of Community Development)

County Manager's Recommendation: The County Manager recommends that the Board discuss the proposed policy and, if appropriate, approve it.

Attachments: [Encampment Response Policy Revised per CC Comments](#)
[4-29 Proposed Encampments Response Policy Presentation](#)
[V2 encampment agenda memo 5-1-19](#)

19-0253 **Update on Northern Durham Convenience Site Project (15min)**

Agenda Text: The Board is requested to receive an update on the northern Durham convenience site project.
HDR Engineering Inc. of the Carolinas and General Services' Solid Waste Division will provide the Commissioners with a short presentation on the program analysis and proposed plan.

Alignment with Strategic Plan: Durham County Government is responsible for providing solid waste services to unincorporated residents in Durham County which includes curbside recycling, litter control and abatement, and the management of

residential 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, Chrissie Koroivui, Solid Waste Program Manager, Darius Allen, Waste Reduction Supervisor

County Manager's Recommendation: The County Manager recommends that the Board receive an update on the northern Durham convenience site project.

Attachments:

[Durham North CC - BOC Presentation](#)

[AAF Supplemental Document - Northern Conv. Site Update](#)

[Northern Durham Convenience Site - Site Plan Application Drawings](#)

19-0278

Assessment Factors for Disposition of County-owned Real Property (15min)

Agenda Text:

The Board is requested to adopt the Property Assessment Factors as the tool to be prepared by staff to facilitate the Board's decision-making regarding the disposition of County-owned property. In November 2018, staff presented to the Board an inventory of all County-owned parcels. The inventory highlighted six (6) parcels that are vacant or underutilized for the Board to consider for alternate use or disposition. The Board discussed the properties at its retreat on November 27, 2018 and requested that staff recommend a framework that supports Board discussion and decision-making regarding disposition of these parcels.

Staff presented the content and structure of the Property Assessment Factors document to the March 2019 Board work session. The Assessment Factors would be completed by staff and provided to the Board when requested in order to provide as much information as possible related to the context and implications of the range of disposition strategies available for consideration of individual properties. The attached Assessment Factors reflects Board discussion from March 9.

Alignment with Strategic Plan: The attached Durham County Property Assessment Factors supports Goal 5 "Accountable, Efficient and Visionary Government".

Resource Persons: Peri Manns, Deputy Director of Engineering and Environmental Services; Nancy Mitchell, Sr. Real Estate Officer; Jane Korest, Open Space and Real Estate Division Manager

County Manager's Recommendation: The County Manager recommends that the Board adopt the County Property Assessment Factors to be used when analyzing County-owned properties for potential alternate use.

Attachments:

[AAF Suppl Document Property Assessment Factors 060319](#)

[Attachment 1 - Property Assessment Template](#)

[BOCC Presentation on Property Assessment Factors 6-24-19](#)

8. Board and Commission Appointments (10 min)**19-0323****Board and Commission Appointments (10min)****Agenda Text:**

Monica Toomer, Clerk to the Board, will distribute ballots to the Board to make appointments to the following boards:

- Bicycle and Pedestrian Advisory Commission
- Board of Adjustment
- Citizens Advisory Committee
- Dangerous Dog Appeal Board
- Durham Technical Community College Board of Trustees
- Environmental Affairs Board
- Homeless Services Advisory Committee
- Jury Commission
- Juvenile Crime Prevention Council
- Nursing Home Community Advisory Committee
- 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: This item aligns with Goal 5 Accountable, Efficient and Visionary Government. 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: Monica Toomer, 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 aforementioned Boards and Commissions.

Attachments:[24june19](#)**9. Items Pulled From the Consent Agenda (20 min)**

10. Adjournment