



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, July 12, 2021

7:00 PM

Commissioners' Chambers

Regular Session

"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)

21-0447 Announcements (5min)

Agenda Text:

1. **Public Art is Coming to DCo** - The new Durham County parking deck under construction in the 300 block of East Main Street includes a wall of public art and we want YOUR input!

Please visit www.surveymonkey.com/r/Parasoleil2107

<<http://www.surveymonkey.com/r/Parasoleil2107>> by August 9th to share your ideas!

2. **Durham Food and Beverage FREE Job Fair** - Looking for full-time and part-time employment? Discover Durham and the American Tobacco Campus are hosting a job fair on Tuesday, July 13th from 3pm - 7pm. There will be over 25 participating employers with positions starting at \$13-15/hr.

For registration and additional information, please visit www.bulldcityjobfair.com
<<http://www.bulldcityjobfair.com>>

3. **Public Input Needed on Region's Triangle Bikeway Study** - Participants are asked to share their ideas on where they would prefer to walk along the 17-mile biking/walking path connecting Raleigh, Cary, Morrisville, RTP, Durham and Chapel Hill.

Community members can provide feedback by visiting the study website <https://www.publicinput.com/trianglebikewaystudy> and taking an online survey. The survey deadline is July 16, 2021. Please visit www.trianglebikeway.com or additional details.

4. **Final 2020 Durham County Community Health Assessment Now Available** - After months of work, the final 2020 Durham County Community Health Assessment (CHA) is now available! Find information on what impacts the health of your Durham neighbors and how COVID-19 has affected the top priorities of affordable housing, access to care, mental health, poverty and obesity, diabetes, and food access.

Learn more and view the CHA at www.healthydurham.org
<<http://www.healthydurham.org>>

5. **Homeschool Learning Lab from Durham County Library** - Enjoy weekly virtual lessons exploring world cultures, science, DIY projects, and art! All students, grades K-8 are welcome to join every Thursday from 10-11am. Pre-registration is required and can be accessed by visiting <https://durhamcountylibrary.libcal.com/calendar>, search for "Homeschool Learning Lab"

For more information, please contact dpeterson@dcconc.gov
<<mailto:dpeterson@dcconc.gov>>

6. **Welcome Baby's Clothing and Diaper Giveaway** - Welcome Baby is hosting a contactless pick-up for baby clothing and diapers. Sizes are based on availability and no appointment is needed. Just bring your photo ID, proof of Durham address, Medicaid card/birth certification of children under 5 years old. Pick up is on Friday's (July 16th, 23rd and 30th) from 9am - 1pm at 721 Foster Street.

Masks are required for pick-up. For additional questions, please call 919-560-7150 or visit www.facebook.com/welcomebabydurham
<[http://www.facebook.com/welcomebabydurham](https://www.facebook.com/welcomebabydurham)>

7. **Subscribe to Durham This Week Online Newsletter** - Did you know that each week the Durham County Manager's Office releases a newsletter - Durham This Week Online - that provides updates on County services, news items, video releases, job listings and much more!

Subscribe today at www.bit.ly/SubscribeDTWO
<<http://www.bit.ly/SubscribeDTWO>>

4. Citizen Comments (30 min)**21-0445****Citizen Comments (30min)****Agenda Text:**

The Board of County Commissioners will provide a 30-minute comment period at a meeting once a month. Any citizen of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers were asked to provide comments prior to the start of the meeting so that staff may reply to comments and/or questions. All speakers are requested to refrain from addressing issues related to personnel matters.

Alignment with Strategic Plan: Citizen engagement aligns with all five of the strategic goals by allowing the Board to receive comments and concerns from the community related to important issues in Durham County.

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

County Manager's Recommendation: The County Manager recommends that the board receive citizen comments and direct staff to respond, as deemed appropriate.

5. Minutes (5 min)**21-0446****Minutes (5min)****Attachments:**

[Regular Session - June 14 2021](#)

6. Ceremonial Items (10 min)**21-0433****Introduction of Jason Shepherd as the Office of Emergency Services (OES) - Chief Fire Marshal (10min)****Agenda Text:**

The Board is requested to recognize and welcome Mr. Jason B. Shepherd as the new Chief Fire Marshal of the OES Fire Marshal Division. Mr. Shepherd joined Durham County on June 21, 2021. In this senior leadership role Mr. Shepherd is responsible for leading and managing the daily operations of the County's Fire Marshal Division. His responsibilities also include developing the community risk reduction program, strategic planning, plan review of life safety systems, fire prevention, fire inspections, and fire investigations.

Mr. Shepherd is a seasoned and dedicated Fire Marshal with over 27 years of experience and expertise. He currently serves as the 2nd Vice President of the North Carolina Fire Marshals' Association and in this capacity, he is the Association's legislative representative working with the NC General Assembly to promote, educate, and support community-oriented fire service priorities. Additionally, Mr. Shepherd is a member of the North Carolina Building and Fire Code Ad-Hoc Committee tasked with developing the 2024 building and fire code.

In his most recent professional role, Mr. Shepherd led the Orange County, NC Fire Marshal Division from June 2013-June 2021. His responsibilities included managing the fire prevention & education, fire inspection, and fire investigation programs. Before serving in Orange County, Mr. Shepherd worked with Duke University Health System in the Occupational and Environmental Safety Office as their Fire Safety Specialist. His responsibilities included working closely with design teams to provide technical expertise with the construction of many of Duke's medical center facilities between 2005 and 2013.

Prior to joining the Duke University team, Mr. Shepherd was a career firefighter/fire driver for the Town of Chapel Hill, NC from 2001 to 2005. Mr. Shepherd's first career opportunity was with the North Chatham Volunteer Fire Department, NC where he served from 1999 - 2001. Mr. Shepherd began his career in 1994 at the Faucette Township Volunteer Fire Department where he served the community as a volunteer rising to the rank of Fire Chief in 2001.

Mr. Shepherd is the proud father of Jacob C. Shepherd, a rising high school student.

Alignment with Strategic Plan: Having a talented and experienced Chief Fire Marshal strongly supports Goals 3: Safe Community and Goal 4: Health and Well-being for All.

Resource Persons: Jim Groves, OES Director and Jodi Miller, Goal 3 General Manager

County Manager's Recommendation: The Interim County Manager recommends that the Board recognize and welcome Mr. Jason B. Shepherd as the new Chief Fire Marshal of Durham County.

7. Consent Agenda (15 min)

21-0420

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 \$812,081.11 and authorize the Interim Manager to execute the contract. This contract includes services such as: (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; (iii) maintaining accurate records and providing monthly reports of all animals impounded; (iv) the disposition of all animals; and (v) the amounts collected for boarding, redemption fees, and civil penalties by APS.

Alignment with Strategic Plan: This request aligns with Goal 2: Health and Well-being for All and Goal 3: Safe Community.

Resource Persons: David LaBarre, Director of Planning & Development, Durham County Sheriff's Office; Shafonda Davis, Executive Director, Animal Protection Society of Durham; Mark Manning, Captain of Animal Services, Durham County Sheriff's Office.

County Manager's Recommendation: The Interim County Manager recommends that the Board approve the service contract with Animal Protection Society of Durham, Inc. for the operations of the Durham County Animal Shelter in the amount of \$812,081.11 and authorize the Interim Manager to execute the Agreement.

Attachments:

[Supplemental APS FY22](#)

[APS Service Contract FY22 Final](#)

[Budget Request letter FY22](#)

[Final Draft Budget FY22](#)

21-0421

Budget Ordinance Amendment No. 22BCC00004 Library to Recognize \$7,270 in Durham County Grant Revenue from The National Film Preservation Foundation

Agenda Text:

The Board is requested to approve Budget Ordinance No. 22BCC00004 Library to recognize \$7,270 in grant revenue from the National Film Preservation Foundation. The grant funds are for laboratory preservation work on the film "Negro Durham Marches On."

"Negro Durham Marches On" is a 1948 film made by itinerant filmmaker Don Parisher. It extols the numerous wonderful commercial enterprises in the African American community of Durham, North Carolina. The film was commissioned by the Durham Business and Professional Chain (DBPC), Durham's oldest African American business advocacy organization, which had a strong interest in the "welfare, progress, and improvement" of its community. The DBPC advocated for better living conditions, improved educational facilities, greater school enrollment, and more and better employment resources. This film is an example of efforts made by the DBPC to promote its local business community.

Grant funds will help make it possible to create a 4K scan, archival negative and soundtrack, answer print, and Blu-ray of the film. The soundtrack will be re-recorded from the optical soundtrack for basic audio sweetening.

Alignment with Strategic Plan: This aligns with Strategic Goal 5: Accountable, Efficient, and Visionary Government, Customer Engagement and Responsiveness.

Resource Persons: Tammy Baggett, Library Director; Kathy Makens, Resources and Finance Officer; and Lauren Menges, North Carolina Collection Manager.

County Manager's Recommendation: The Interim County Manager recommends

that the Board approve Budget Ordinance No. 22BCC00004 to recognize \$7,270 in grant revenue from the National Film Preservation Foundation.

Attachments: [NFPF Proposal_Durham County Library](#)
[Colorlab Estimate E102308002](#)
[FED21-009_Durham County Library](#)
[2021 NFPF Grant Reporting Requirements](#)
[NFPF - AAF Supplemental Form](#)
[AAF-04 Legal Form](#)

21-0428 **Approve Budget Ordinance Amendment No. 22BCC00002 Recognizing \$25,000 from NCDEQ's Community Waste Reduction and Recycling Grant to the Durham County Solid Waste Division**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 22BCC00002 recognizing \$25,000 from NCDEQ's Community Waste Reduction and Recycling Grant to the Durham County Solid Waste Division. The County will use the money to purchase one recycling compactor for the new Northern Convenience Site, currently under construction. This purchase will increase the efficiency of our operations. The recycling compactor will hold the equivalent of 4 of our current recycling dumpsters capacity, reducing our hauls per month from 37 to 9. It will also reduce the potential of windblown litter during the hauling. The County will provide a \$5,000 cash match from Solid Waste operating fund.

Alignment with Strategic Plan: Durham County Government is responsible for properly managing and disposing of the solid waste and recyclable materials generated by residents in the unincorporated areas of Durham County and disposed of at its four solid waste 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; Darius Allen, Waste Reduction Supervisor; and Chrissie Koroivui, Solid Waste Program Manager

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 22BCC00002 recognizing \$25,000 from NCDEQ's Community Waste Reduction and Recycling Grant to the Durham County Solid Waste Division.

Attachments: [CW21132 Durham County 2021 CWRAR Grant](#)
[Durham County 2021 CWRAR Official Award Letter](#)
[AAF Supplemental](#)
[AAF-02 Recognize 25K grant from NCDEQ to Solid Waste Division](#)

21-0432 **Approve Budget Ordinance Amendment No 22BCC00003 to Appropriate General Fund fund balance in the Amount of \$296,220 for Approved Food Security Service Contracts with Beyu Caffé and**

Farmer Foodshare**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No. 22BCC00003 to appropriate General Fund fund balance in the amount of \$296,220 for approved food security service contracts with Beyu Caff  and Farmer Foodshare.

This request is a technical amendment to two previously approved contracts from the June 14, 2021 BOCC meeting. One for \$243,720 with Beyu Caff  to continue the EAT NC food security program to provide home delivered meals to families and seniors. The second with Farmer Foodshare for \$52,500 to provide food boxes to Durham County food pantries to distribute to Covid-19 affected families.

Alignment with Strategic Plan: Appropriate food security support for vulnerable at-risk portions of Durham County's population aligns with Goal 2: Health and Well-Being for All of the Durham County Strategic Plan.

Resource Persons: Donna Rewalt, County Extension Director; Mary Oxendine, County Food Security Coordinator

County Manager's Recommendation: The Interim County Manager recommends that the Board approve Budget Ordinance Amendment No 22BCC00003 to appropriate General Fund fund balance in the amount of \$296,220 for Approved Food Security Service Contracts with Beyu Caff  and Farmer Foodshare.

Attachments:

[AAF-03 Legal Form](#)

21-0434**Quality Mortuary Contract FY 21-22****Agenda Text:**

The Board is requested to approve a contract with Quality Mortuary and Cremation Services, Inc. (QMC) for the storage, inspection, investigation, and final release of decedents to the Medical Examiner and authorize the Interim County Manager to execute the contract. Durham County has contracted with QMC to provide the forementioned services to meet the requirements of NCGS 130A-381 and NCGS 130A-415.

The County entered into the most recent 1-year contract with QMC for the period of July 1, 2020-June 30, 2021 in the amount of \$25,000. The contract was subsequently amended to add \$42,000 bringing the total contract amount for FY 20-21 to \$67,000. This new contract amount is \$52,000 with a period of performance from July 1, 2021-June 30, 2022 and will automatically renew for four (4) consecutive years unless terminated earlier by either party.

The funding required for this contract amendment is available in the Medical Examiner cost center in the approved FY21/22 budget. The Office of Emergency Services is helping to manage the contract and cost center. The contract with QMC is relatively new with minimal historical spending information and the County will continue to

monitor the contract to develop an accurate cost model outside of the COVID pandemic.

Alignment with Strategic Plan: County's Strategic Goal 3: Safe Community and Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: Jim Groves, OES Director

County Manager's Recommendation: The Interim County Manager recommends that the BOCC authorize the Interim County Manager to execute the contract with Quality Mortuary and Cremation Services Inc. for an amount not to exceed \$52,000.

Attachments: [AAF Supplemental Document - Contract Approval Template QM 7-12-21](#)
[Quality Mortuary Current Contract 7-12-2021](#)
[GL & WC COI FY21-22](#)
[DCo Legal Approval of Quality COI's FY21](#)
[Quality Mortuary COI FY21](#)

21-0435

Budget Ordinance Amendment No. 22BCC000001- Administrative Changes to The Public Health Fee Schedule

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 22BCC000001 amending the Public Health Fee Schedule for FY 2021-22.

When the budget was developed, all changes to the Public Health Fee Schedule were not finalized. As a result of transitioning to a new Electronic Medical Record system in late February with a better capability to audit fees, the opportunity presented itself to review all fees and changes within the new system (EPIC) and the legacy system (Patagonia) following go-live.

The total fee schedule changes include 17 new service fees with charges, 19 new service fees with no charges (used for tracking purposes), 52 adjustments to fees, 18 prior service fees that were removed and 1 fee with only a description change. Anticipated impact on overall revenue for all changes collectively is none.

Also included is a policy change regarding Environmental Health application fees. Beginning January 1, 2022, Environmental Health Services application fees will become non-refundable.

Alignment with Strategic Plan: This grant aligns with Strategic Goal 2: Health and Well-being for All.

Resource Persons: Rodney Jenkins, Public Health Director, David Ades, Assistant Director of Budget and Management Services.

County Manager's Recommendation: The Interim County Manager recommends that the Board approve Budget Ordinance Amendment No. 22BCC000001

amending the Public Health Fee Schedule for FY 2021-22.

Attachments: [Public Health Fee Schedule PDF](#)
 [FY 22 PH Fee Changes - Updated](#)

21-0436 **Capital Project Amendment No. 22CPA000004 - Appropriate \$750,000 of Collection System Rehabilitation Fund Fund Balance and Transfer to the Collection System Rehabilitation Capital Project (SE051) for a Total Project Budget of \$4,559,613.67**

Agenda Text: The Board is requested to approve Capital Project Amendment No. 22CPA000004 appropriating \$750,000 from the Collection System Rehabilitation Fund (6006690000) fund balance and transferring to the Collection System Rehabilitation Capital Project (SE051).

The Collection System Rehabilitation Project is used primarily for critical collection system projects that reduce the risk of sanitary sewer overflows and decrease ongoing maintenance costs for the Utilities Division. These projects include raising manholes to be above the 100-year flood plain, repairing or replacing damaged sewer pipes due to age, annual manhole labeling and inspections, and for the repair of existing pump stations as required to maintain reliability. Contractor costs associated with emergency responses to sewer spills also comes from this project. Durham County's wastewater collection system consist of thirteen (13) pump stations and one hundred and fifteen (115) miles of piping.

Collection System Rehabilitation Capital Project Budget

Current Budget: \$3,809,613.27
Project Amendment: \$750,000.00
Revised Budget: \$4,559,613.27

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: "Environmental Stewardship and Community Prosperity". These funds ensure rehabilitation projects can be completed which reduce sanitary sewer overflows, inflow and infiltration, pipe failure, etc.

Resource Persons: Jay Gibson, PE, General Manager; Peri Manns, ASLA, Assistant General Manager; Stephanie Brixey, Deputy Director; Jonathan Yeomans, Budget & Management Analyst; and David Ades, Assistant Director of Budget & Management.

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 22CPA000004 appropriating \$750,000 from the Collection System Rehabilitation Fund (6006690000) enterprise fund balance and transferring to the Collection System Rehabilitation Capital Project (SE051).

Attachments: [CPA Legal Form Appropriating Fund Balance to Project SE051 \(\\$750,000\)](#)
[Supplemental Form Appropriating Fund Balance to Project SE051 \(\\$750,000\)](#)

21-0437 **Award of Contract(s) for RFP NO. 21-038, Elevator Maintenance and Repair Services at Various Facilities**

Agenda Text: The Board is requested to authorize the County Manager to enter into annual contracts with TK Elevator Corporation and Southern Elevator Company to provide regular monthly elevator maintenance and as-needed repair services for a total of 44 County owned elevators located throughout 16 Durham County facilities. Contractors quoted annual pricing for routine maintenance as identified in RFP 21-038 have been quantified based on the awarded facilities of the respective contractors and indicated accordingly below:

TK Elevator: \$46,596.00

Facilities awarded: Admin. 1, Admin. 2, CJRC, Judicial Annex, Main Library, Stanford Warren Library, Bethesda Fire Station #1, Memorial Stadium, Human Services, Justice Center Parking Deck.

Southern Elevator: \$59,688.00

Facilities awarded: Cooperative Extension, Center for Senior Life, Detention Center, General Services, Durham County Courthouse, DSS Main.

The initial contract term(s) will begin in July of 2021 and have a combined annual cost of \$106,284.00 for base services. The noted contractors have also provided hourly rate pricing for repair services to address urgent matters that fall outside the scope of regular maintenance as defined in the RFP. These repairs will be performed as needed and in addition to the base contract totals. For FY22, a \$7,500.00 budgetary line item for miscellaneous repairs will be included in each contract to make funds available when needed in emergency situations. Additional funding (if needed), will be added via contract amendment.

To expedite repairs that may go beyond the included contract repair allowance, the Board is also requested to authorize the County Manager to execute subsequent amendments to these elevator maintenance and repair contracts so long as adequate funding is present in the General Services operational budget.

RFP No. 21-038, Elevator Maintenance and Repair Services at Various Facilities was advertised through the County's eBid system on April 19, 2021. A site visit was held on April 29th, with two prospective contractors in attendance. Four bidders responded with proposal submissions on or before the May 11th deadline for receipt. An evaluation committee consisting of General Services employees reviewed and scored proposals based on prescribed qualitative & quantitative requirements within the RFP which were to be provided with each proposer's submission. Final recommendations are as presented above.

In review of the MWBE compliance for RFP 21-038 Elevator Maintenance and Repair Services at Various Durham County Facilities, there were no MWBE participation goals achieved on this project. Southern Elevator Company and TK Elevator Corp. will be utilizing their own workforce to perform these services on the project.

Alignment With Strategic Plan: Goal 3-Safe and Secure Community: Partner with the community to prevent and address unsafe conditions, protect life and property and respond to emergencies

Resource Persons: Motiryo Keambiroiro, General Services Director; Josh Edwards, Deputy Director; Shawn Swiatocha, Assistant Director, Joel T. Jones, Quality Control & Contract Specialist

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into contract with TK Elevator Corporation and Southern Elevator Company for the provision of elevator maintenance and repair services at Durham County buildings, and to authorize the County Manager to execute subsequent contract amendments if within the General Services Budget.

Attachments: [Elevator Maintenance AAF Supplemental Document](#)
[Evaluation Committee Overall Ranking Score Sheet](#)
[MWBE Compliance Review Form-AAF for 21-038 RFP_062221](#)
[RFP 21-038 Proposal Tabulation-ELEVATOR MAINTENANCE AND REPAIR S](#)

21-0438 **Capital Project Amendment No. 22CPA00003 - Transferring 2016 GO Bond Funds Between Two Durham Technical and Community College Projects - Reducing DTCC Facilities Building Project by \$580,339.98 and Increasing DTCC Newton Building Project by the Same Amount**

Agenda Text: The Board of County Commissioners is requested to approve Capital Project Amendment No. 22CPA00003 transferring 2016 GO Bond Funds between two Durham Technical and Community College projects, reducing DTCC Facilities Building Project by \$580,339.98 and increasing DTCC Newton Building Project by the same amount.

Durham Technical Community College is making this request to cover additional unexpected costs for the renovation of the Newton Building. Project number 59205300CC13 (Facilities Building has been completed and all payments have been made. Project number 59205300CC12 (Newton Building) has had some unexpected cost relating to the renovation.

Once DTCC got into the building some issues were discovered that were not included in the original scope of work. These issues included changes in the electrical system

for the building due to HVAC issues and the placement of electrical outlets in the building. Also, discovered was a need to install single gender restroom to the building and there was structure work that had to be done on the front façade of the building.

Also, the City of Durham has required a one inch waterline that runs from the building to the main water line on Cooper Street. The City of Durham is requiring a two inch waterline to run from the building to the main water line on Cooper Street.

The funds that are being requested to transfer and the funds for the Newton Building Renovation should all be expended by October 31, 2021.

2016 General Obligation Bond Project Amendments

Project Name	Project #	Project Status	Current Budget	Increase / Decrease
Updated Budget				
DTCC Facilities Building Project	59205300CC013	Amending	\$2,000,000	-
	\$580,339.08		\$1,419,660.92	
DTCC Newton Building Project	59205300CC012	Amending	\$19,100,000	
	\$580,339.08		\$19,680,339.08	
TOTAL	\$21,100,000.00		\$0.00	\$21,100,000.00

Alignment with Strategic Plan: Goal 1-Community and Family Prosperity and Enrichment, through providing access to educational, vocational, economic, and cultural opportunities and by providing support for educational opportunities that ensure high academic achievement.

Resource Persons: Andrew W. Kleitsch II, Vice President Finance/Chief Financial Officer; S. Keith Lane Durham County Budget and Management Services Director

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 22CPA00003 transferring 2016 GO Bond Funds between two Durham Technical and Community College projects, reducing DTCC Facilities Building Project by \$580,339.98 and increasing DTCC Newton Building Project by the same amount.

Attachments: [CPA-3 Legal Form Transferring 2016 GO Bond funds between DPS projects.pdf](#)

21-0439

Approve Salary Pay Band Range to Align with 3% COLA included in the FY 2021-22 Adopted Budget

Agenda Text:

The Board of County Commissioners is requested to approve the salary pay band range to align with the 3% Cost of Living Adjustment (COLA) included in the FY 2021-22 Adopted Budget. The Board supported many key priorities in the FY 2021-22 Adopted budget including a 3% cost of living increase for employees. This adjustment will be seen in the July 23rd payroll. Merit increases were also funded in the budget. Employees receiving a merit increase of meets expectations on their evaluation will receive a 2% increase and those who exceed expectations will receive a 3% increase. Those increases will be realized in the September 17th payroll.

The approved 3% cost increases the overall range Durham County employees are paid. This range is called the pay band. The pay band impacts employees with similar work requirements and are grouped within a salary range. Employees with similar

type jobs are within the same pay band. When salary increases occur across the entire pay plan or within a subgroup, this action requires administrative approval by the Board to make it a permanent change to each salary range.

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

Resource Persons: Kathy Everett-Perry, Human Resources Director and Dara Richardson, Assistant Human Resources Director

County Manager's Recommendation: The Interim County Manager recommends that the Board approves salary pay band range to align with 3% COLA included in the FY 2021-22 Adopted Budget.

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Attachments: [Supplemental Form - Payband Extension](#)

21-0442

Approval to renew the Contract with Ascendant Strategy to utilize ClearPoint Performance Management Software using FY 2021-22 existing operating funds in the amount of \$41,900

Agenda Text:

The Board is requested to authorize the County Manager to renew the contract with Ascendant Strategy to utilize Clear Point Software Management Systems for FY 2021-22 in the amount of \$41,900 using existing operating funds.

Durham County Government has been using ClearPoint software since FY 2018-19 to report performance metrics as part of Durham County's Managing For Results (MFR) program. The software is used to report quarterly performance measures, produce and update annual performance metrics, update key Strategic Plan goals, and report yearly performance metrics related to budget presentations. The software is connected to a public-facing domain where Durham County residents can see and monitor the County-wide performance measures.

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: Keith Lane, Director of Budget and Management Services

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to renew the contract with Ascendant Strategy to utilize ClearPoint Performance Management Software using FY 2021-22 existing operating funds in the amount of \$41,900

Attachments: [Supplement - Clear Point](#)
[DCNC-ClearPoint Agreement 2021-07-07](#)

21-0443

Approval of The National Institute for Economic Development Contract Amendment for FY2022

Agenda Text:

The Board is requested to approve the FY2022 amendment to the contract with The National Institute for Economic Development (The Institute). The contract was first amended May 10, 2021, to expand the scope of services to provide MWBE Supportive Services to Durham Public Schools for the remainder of FY2021 and increase the contract by \$10,000.00 to \$110,000.00. This second amendment will further expand the scope of services for Fiscal Year 2022 to assist the MWBE Program with the RFP for a new Disparity Study and assist with the administration of the contract with the selected firm. This amendment will also extend the contract one more year to June 30, 2022 and increase the contract amount \$40,000.00 to \$150,000.00. The increase is for the supportive services to Durham Public Schools for a full fiscal year and for assistance with the new Disparity Study and assistance with the administration of the contract with the selected firm.

As a result of the recommendations from the 2015 Disparity Study that was conducted by Griffin & Strong, P.C., the BOCC approved a contractual partnership with The Institute for \$100,000.00 in December 2015 to assist the County with implementing a new MWBE Program. Over the course of the five-year contract, The Institute has assisted in the development of a new MWBE Ordinance and Program Plan and helped build a formidable MWBE Program that has increased utilization of diverse business enterprises through resources, programs, policies, and events. Overall utilization was 20% in 2016-2017, 17% in 2017-2018, 15% for 2018-2019, and 18.5% for 2019-2020. During the 2015 Disparity Study period, Griffin and Strong identified an overall MWBE utilization of 6.07% for the County.

Alignment with Strategic Plan: To align with Goal 1 Community and Family Prosperity and Enrichment by increasing minority and women business participation. Create awareness and engagement by allowing minority and women-owned businesses to learn about contracting opportunities and events of the Durham County Minority and Women Business Enterprise Program.; and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Susan Tezai, Chief Financial Officer and Angela Perry, Procurement Manager.

County Manager's Recommendation: The Board is requested to approve the FY2022 amendment to the contract with The National Institute for Economic Development (The Institute) and to give authority to the Interim County Manager to execute this contract amendment which will extend the contract date to June 30, 2022, expand the scope of services, and increase the contract amount \$40,000.00 to an amount not to exceed \$150,000.00 for FY2022.

Attachments:

[The Institute Amendment FY2022 Final](#)

[AAF Supplemental Document - Contract Approval - The Institute Amendment F'](#)

21-0448

Adoption of Resolution related to Authorization of a Not to Exceed \$50,000,000 General Obligation (GO) Bond, Series 2021

Agenda Text:

The Board is requested to adopt the attached resolution (the “Resolution”) which authorizes the issuance of a not to exceed \$50,000,000 General Obligation Bond (the “Bond”), issued pursuant to bond orders for community college, library, museum and school purposes adopted by the Board on August 8, 2016 and made effective on the affirmative vote of a majority of the qualified voters of the County at a referendum held on November 8, 2016. The Bond, which will be purchased by Bank of America, N.A. (the “Purchaser”), is short-term in nature and expected to be taken out with long-term general obligation bonds before the end of the fiscal year ending June 30, 2024. In addition to authorizing the issuance of the Bond, the Resolution also authorizes the County to enter into the Bond Purchase and Advance Agreement to be dated as of August 10, 2021 among the County, the Purchaser and the Local Government Commission of North Carolina (the “LGC”), a copy of which is attached to the Resolution for the Board’s information, pursuant to which the LGC will sell the Bond to the Purchaser in accordance with the Local Government Bond Act.

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

Resource Persons: Susan Tezai, Chief Financial Officer

County Manager’s Recommendation: The Interim County Manager recommends that the Board adopt the attached resolution and authorize the issuance of a not to exceed \$50,000,000 General Obligation Bond..

Attachments:

[Bond Resolution - Durham County 2021 GO BANs - v.4](#)

[Appendix A to Bond Resolution - Durham County 2021 GO BAN - v.4](#)

[Active_147085586_1_BofA 2021 Durham GO Bond Purchase and Advance Ag](#)

[AAF Supplemental Document - \\$50M Resolution](#)

8. Board and Commission Appointments (10 min)**21-0441****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:

- Alcoholic Beverage Control Board
- Dangerous Dog Appeal Board
- Durham Convention Center Authority
- Durham County Women’s Commission
- Juvenile Crime Prevention Council

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 members to the aforementioned Boards and Commissions.

Attachments: [Legistar Attmt - 7.12.2021](#)

9. Items Pulled from the Consent Agenda (20 min)

10. Closed Session

21-0440

Closed Session

Agenda Text:

The Board is requested to adjourn into Closed Session for the following:

- To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations; pursuant to G.S. 143-318.11(a)(4)
- 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 Goal 4 and 5

Resource Persons: Andy Miracle, Economic Development Officer; Monica W. Toomer, Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the Board meet in Closed Session and provide direction to staff.

11. Adjournment