



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, October 25, 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)

[21-0634](#) Announcements (5min)

Agenda Text:

1. **Department of Social Services to Administer a New Property Tax Program** - The DSS department in partnership with the Tax Administration have developed the Low-Income Homeowners Relief Program. This program will serve exclusively Durham homeowners who have owned their homes 10 years or more, and who are currently not receiving any state tax subsidies for their property. Eligible homeowners must have incomes less than or equal to 30% of the average median income.

More information will be available throughout the month of October by visiting www.dconc.gov/dss <<http://www.dconc.gov/dss>>.

2. **Early Voting for the Municipal Election** - The Durham County Board of Elections wants to help all voters avoid long lines and vote early for the 2021 Municipal Election! Early voting continues until Saturday, October 30th.

To find full details on early voting, visit our website at www.dcovotes.com
<<http://www.dcovotes.com>>, email elections@dcnc.gov
<<mailto:elections@dcnc.gov>> or call 919-560-0700.

3. **2021 Tax Bill Payments** - Durham County Tax allows citizens the option of making partial payments on real property taxes through January 5, 2022. Payment options include check, bank draft, money order or cash and taxes must be paid by January 5, 2022 to avoid interest and additional costs.

For more information, visit our website at www.dconc.gov/tax
<<http://www.dconc.gov/tax>> or call 919-560-0300.

4. **Durham County Public Health COVID-19 Vaccination Clinic Hours** - The COVID-19 vaccination clinic at the Durham County Department of Public Health located at 414 E. Main St., has the following hours to get your free vaccination:
- Monday, Wednesday & Thursday: 9 a.m. to 4 p.m.
 - Tuesday: 9 a.m. to 6 p.m.
 - Friday: Closed for select events

Appointments and walk-ins welcome; however, please note that the clinics are closed between 11:30 a.m.-1 p.m. daily.

Visit www.dcopublichealth.org/COVIDVaccines
<<http://www.dcopublichealth.org/COVIDVaccines>> or call 919-560-9217 for more information.

5. **Get Your Flu Shot From Public Health's Immunization Clinic** - Flu Shots are available by appointment at the Durham County Department of Public Health (DCoDPH) Immunization Clinic. To schedule an appointment, call 919-560-7608. You can get the flu shot and COVID-19 vaccine in the same visit!

Visit www.dcopublichealth.org/fluseason
<<http://www.dcopublichealth.org/fluseason>> for more information.

6. **Veterans Services Can Help** - Veterans, you served us, now let us serve you and your families. If you served in the military, or if you are a surviving spouse or dependent child of a veteran, Durham County Veteran Services Office is available to assist you in filing claims for VA benefits and services.

Call 919-560-8387 for more information and all services are free.

7. **Durham Comprehensive Plan Update from EngageDurham** - Help shape Durham's future through the new Comprehensive Plan. Now that the Community Goals and Objectives for this plan have been adopted, staff is developing the next phase of fall engagement focusing on describing and mapping places we want to see in the future of Durham.

Visit www.engagedurham.com/comprehensive-plan
<<http://www.engagedurham.com/comprehensive-plan>> for more information.

8. **The Durham Emergency Communications Center (DECC) Want You** - Are you looking for a meaningful and rewarding career in a fast paced, high energy environment? The DECC is hiring now.

Visit <<http://bit.ly/911jobs>> for more information and to apply.

9. **Community Health Improvement Plans Kick-Off Meeting** - Join the partnerships for a Healthy Durham to begin the 2022-24 Community Health Improvement Plans process. On Wednesday, October 27 from 5:30-7 p.m. there will be a virtual kick-off meeting held via Zoom. Registration is required.

Visit www.healthydurham.org <<http://www.healthydurham.org>> for more information and to register.

10. **Walk and Ride to COVID Awareness - Community Vaccination Day on November 6th at Durham County Memorial Stadium** - Duke Health Preparedness Coalition, Duke Health, Durham County Department of Public Health and other community partners will be holding a COVID-19 Awareness and Vaccination event on Nov. 6th from 10 a.m. to 2 p.m. at DCo Stadium. There will be entertainment, giveaways, vendors, music, free food and free COVID-19 vaccinations. There will be a brief COVID Awareness Walk and a Motorcycle Covid Awareness Ride as well.

Call 919-613-2439 for information.

4. Minutes (5 min)

[21-0635](#) Minutes (5min)

Attachments: [Regular Session - September 27, 2021](#)

5. Ceremonial Items (60 min)

[21-0654](#) Proclamation - Domestic Violence Awareness Month (10min)

Agenda Text: The Board is requested to proclaim October as Domestic Violence Awareness Month.

Alignment with Strategic Plan: This item aligns with Strategic Goal 1: Community & Family Prosperity and Enrichment

Resource Persons: Tammy Donald, Durham Crisis Response Center

County Manager's Recommendation: The Interim County Manager recommends that the Board proclaim October as Domestic Violence Awareness Month

Attachments: [Proclamation - Domestic Violence Awareness Month - Oct 2021](#)

21-0628 **Tax Administration Earns the IAAO Certificate of Excellence in Assessment Administration (10min)**

Agenda Text: Durham County Tax Administration was recognized recently at the International Association of Assessing Officers' Annual Conference held August 29 - September 1, 2021 for earning the Certificate of Excellence in Assessment Administration (CEAA). The department became just the 5th jurisdiction in North Carolina to ever earn this level of certification. The process of documenting our updated policies and practices, using the opportunity to cross-train staff and organizing the final product took nearly a full year.

The CEAA is the gold standard. While it is a fulfilling experience whereby each person involved truly learns something, we also are proud to have achieved this certification for our community. As stated on the plaque accepted by staff at conference:

Granting of the recognition indicates their demonstration of the highest levels of managerial excellence and consistent utilization of practices that exceed the guidelines as established for this award by IAAO in property assessment administration practices.

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

Resource Persons: T. Dwane Brinson, Tax Administrator

County Manager's Recommendation: The Interim County Manager recommends that the Board recognize Durham County Tax Administration staff for earning the Certificate of Excellence in Assessment Administration.

21-0629 **Tax Administration Staff Earns Thirteen (13) New International Designations (10min)**

Agenda Text: Durham County Tax Administration actively promotes and supports professional development. A core culture principle within the office is to help each other become their best self, and that principle came to light last year with ten (10) different staff members earning a combined total of thirteen (13) new international professional

designations. Earning a designation through the International Association of Assessing Officers (IAAO) is a mark of excellence that demonstrates one's experience and competency in the profession to peers, authorities and the public. Each designation involves the successful passing of rigorous and voluminous coursework, an 8-hour case study examination and a 4-hour master examination.

It should be noted that with its earning of 13 new international designations, Durham County Tax Administration, as a single jurisdiction, earned more new designations than any other jurisdiction in the world last year. In addition, the office's earning of so many new designations directly assisted in North Carolina earning the coveted Virginia Cup. The Virginia Cup recognizes the state that earns the most number of new designations. Last year was only the 4th time in history that North Carolina has been recognized with the Virginia Cup.

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

Resource Persons: T. Dwane Brinson, Tax Administrator

County Manager's Recommendation: The Interim County Manager recommends that the Board recognize Durham County Tax Administration staff for earning thirteen (13) new international designations.

21-0657

Recognition of Mr. Tyler Fitts in the Office of Emergency Services (OES) Fire Marshal Division for Receiving the Durham County Firefighter of the Year Award (10min)

Agenda Text:

The Board is requested to recognize Mr. Tyler Fitts in the OES Fire Marshal Division, who received the Durham County Firefighter of the Year Award on Tuesday, October 12, 2021. The award ceremony was attended by peers in the fire service, OES leadership, and the North Carolina Commissioner of Insurance Mike Causey.

Tyler was nominated by the Durham County Volunteer Fire Chiefs and OES Chief Fire Marshal Jason Shepherd for his dedicated service to the Durham County community. Throughout the previous two-year period, Tyler supported the County's Malware Attack response in the Logistics Section of the Emergency Operations Center (EOC) by distributing MiFi's, computers, and cradle points to employees to ensure County operations and services could continue. During the COVID-19 response and recovery, he distributed Personal Protective Equipment (PPE) to emergency responders, employees, contractors, and business owners.

Recently, during a challenging period when the Fire Marshal Division was at reduced capacity due to a retirement, employee attrition, and military reserve duty, Tyler cancelled his approved vacation to provide continued support to the County Volunteer Fire Departments. He took on additional on-call responsibilities and stepped into unfamiliar roles to keep the Fire Marshal Division operational. Tyler's

selfless acts truly represent leadership and dedication. The OES is extremely proud of him and very fortunate to have Tyler on our team.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal 3 (Safe Community) and Goal 5 (Accountable, Efficient and Visionary Government).

Resource Persons: Jim Groves, OES Director and Jason Shepherd, Chief Fire Marshal

County Manager's Recommendation: The Interim County Manager recommends that the Board recognize the Mr. Tyler Fitts as the Durham County Firefighter of the Year.

21-0669 **Proclamation - National Disability Employment Awareness Month (10min)**

Agenda Text:

National Disability Employment Awareness Month is an annual awareness campaign that is recognized in October. The Board is requested to approve the attached proclamation prepared by staff.

The purpose of National Disability Employment Awareness Month is to educate the community in reference to disability employment issues and to celebrate the many outstanding contributions of America's workers with disabilities. This year's theme is "American's Recovery: Powered by Inclusion".

Alignment with Strategic Plan: This item aligns with Goal 1: Community and Family Prosperity.

Resource Persons: Brenda Howerton, Chair, Durham Board of County Commissioners

County Manager's Recommendation: The County Manager recommends that the Board approve the proclamation and invite all Durham County residents to celebrate this important annual observance.

Attachments: [Proclamation - Disability Employment Awareness Month - Oct 2021](#)

21-0671 **Resolution - Supporting Federal Legislation that Protects Workers' Rights to Form or Join A Union (10min)**

Agenda Text:

The Board is requested to approve a resolution of support for a federal bill that will protect workers as they seek to organize. H.R. 842 "Protecting the Right to Organize Act" was sponsored by U.S. Rep. Robert C. Scott of Virginia in February. The legislation passed in the US House in early March by a vote of 225-206. As it moves forward, there are efforts to reach out to Senators to gain support for passage.

Community labor leaders asked Durham County Commissioners and Durham City Council to approve resolutions of support to send to our North Carolina U. S. Senators Richard Burr and Thom Tillis seeking their votes for the bill. In general, the bill adds various labor protections related to employees' right to organize and collectively bargain in the workplace.

Durham City Council approved a resolution at its meeting on Monday, October 18th. Staff has crafted the attached resolution for the Board to approve and forward to our Senators.

Alignment with Strategic Plan: This item aligns with Goal 1: Community and Family Prosperity

Resource Persons: Brenda Howerton, Chair, Durham Board of County Commissioners

County Manager's Recommendation: The County Manager recommends that the Board approve the resolution and forward copies to U.S. Senators Thom Tillis and Richard Burr.

Attachments: [Resolution - Protecting Workers Rights to Form or Join a Union - 25Oct21](#)

6. Consent Agenda (15 min)

21-0509 Budget Ordinance Amendment No. 22BCC00011 to Recognize \$ 903,807 from the U.S. Department of Health and Human Services Office of Minority Health (OMH) and to Create Three Full Time Equivalent (FTE) Provisional Grant Funded Positions for Public Health

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 22BCC00011 to recognize \$903,807 from the U.S. Department of Health and Human Services Office of Minority Health (OMH) and Create Three Full Time Equivalent (FTE) Provisional Grant Funded Positions for Public Health.

The Durham County Department of Public Health (DCoDPH) was awarded a grant from the U.S. Department of Health and Human Services (HHS) Office of Minority Health for a project to improve health literacy and equity among historically marginalized populations in Durham. The grant totals \$2 million (\$903,807 recognized in year 1 and \$1,096,193 in year 2) to be administered over the next two years for the project, titled "Bull City Strong: Improving Health Literacy in Durham to Further an Equitable Community Response to COVID-19." This grant will fund three Full Time Equivalent positions (1) Program Manager, (2) Community Health Worker Coordinator (Human Services Coordinator) and (3) Office Assistant in Public Health.

The Board of Health has approved this amendment.

Alignment With Strategic Plan: This grant aligns with Strategic Goal 2: Health and Well-being for All by providing improved health literacy and equity among communities of color.

Resource Persons: Rodney Jenkins, MHA, Public Health Director

County Manager's Recommendation: The Interim County Manager recommends that the Board approve Budget Ordinance Amendment No. 22BCC00011 to recognize \$903,807 from the U.S. Department of Health and Human Services Office of Minority Health (OMH) and Create Three Full Time Equivalent (FTE) Provisional Grant Funded Positions for Public Health.

Attachments: [AAF-11 Legal Form](#)

21-0525 **Budget Ordinance Amendment No. 22BCC00039 Library to Recognize \$134,757 in Revenue from Durham Library Foundation for Library Support Funds for Projects in FY 2021-22**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 22BCC00039 Library to recognize \$134,757 in revenue from the Durham Library Foundation as the full payment of library support funds for projects in FY2021-22.

The below projects were recommended for funding by the Durham Library Foundation Grants Committee on July 8th, 2021:

- Digital collections - \$35,000
- Rare book preservation - \$5,200
- Homeschool Lab Kits - \$4,000
- Inclusion Through Arts Collaborative - \$2,000
- Library Fest - \$15,000

An additional \$73,557 will be allocated for other projects in December 2021.

The Durham Library Foundation's mission is to raise funds to provide a margin of excellence for the Durham County Library. Durham Library Foundation was founded as a 501(c)3 after 2000 to develop and encourage the long-term financial health and growth of the Durham County Library through giving, endowment, and capital contributions. This financial gift is an example of the Durham Library Foundation's commitment to that mission.

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

Resource Persons: Tammy Baggett-Best, Library Director; Kathy Makens, Resources and Finance Officer; Sara Stephens, Durham County Library Development Officer, and Karen Wells, Durham Library Foundation Executive Director.

County Manager's Recommendation: The Interim County Manager recommends that the Board approve Budget Ordinance Amendment No. 22BCC00039 Library to recognize \$134,757 in revenue from the Durham Library Foundation as the full payment of library support funds for projects in FY2021-22.

Attachments: [DLF FY22 AAF Supplemental Form](#)
[Award Letter](#)
[Durham Library Foundation Specific Program Awardees for Summer Fall Applic](#)
[AAF-39 Legal Form](#)

21-0619 **Budget Amendment Ordinance No. 22BCC00040 Social Services to recognize \$9,116,036.60 in Additional ERAP funding through NCPRO (NC Pandemic Recovery Office) from both the Consolidated Appropriations Act (CAA) and the American Rescue Plan Act (ARPA) from the state's allocation for Durham County to provide emergency rental assistance payments for eligible families**

Agenda Text: The Board of County Commissioners is requested to approve Budget Ordinance Amendment No. 22BCC00040 Social Services to recognize \$9,116,036.60 in Additional ERAP funding through NCPRO (NC Pandemic Recovery Office) from both the Consolidated Appropriations act (CAA) and the American Rescue Plan ACT (ARPA) from the state's allocation for Durham County to provide emergency rental assistance payments for eligible families. Operating under the auspices of the Office of State Management and Budget, the North Carolina Pandemic Recovery Office (NCPRO) is administering the State of North Carolina's ERA funds.

North Carolina received allocations from the U.S. Department of Treasury under the Consolidated Appropriations Act (CAA) and \$432,495,915 under the American Rescue Plan Act (ARPA) for the Emergency Rental Assistance (ERA) Program. In Session Law 2021-25, the NC General Assembly appropriated funds from both CAA and ARPA from the state's allocation for Durham County to provide emergency rental assistance payments for eligible families.

The amount available to Durham County is \$16,283,963.00. The funds will be provided in two installments with the first award of \$9,116,036.60 from ERA-1.

Funds may be used for rent and utility assistance payments and housing stability services to families in Durham County, North Carolina adversely affected by the COVID-19 pandemic, thereby placing them at risk of eviction from permanent rental housing.

Durham County must use the same program guidelines used for the ERA-1 Program funded directly by the U.S. Treasury and ensure compliance with ERA-1 program guidance issued by the U.S. Treasury. Administrative Expenses of up to 10% are approved for the program.

Alignment with Strategic Plan: This item aligns with Strategic Goal 2: Health and Well-being for All which decrease health disparities within the community and Goal 3: Safe and Secure Community to improve outcomes for vulnerable, children, youth, and

adults.

Resource Persons: William Rose, Director, Department of Social Services; Janeen Gordon, Assistant Director, Department of Social Services; Kelly Inman, Chief Operations Officer, Department of Social Services

County Manager's Recommendation: The Interim County Manager recommends that the Board of County Commissioners approve Budget Ordinance Amendment No. 22BCC00040 to recognize additional ERA-1 funds in the amount of 9,116,036.60.

Attachments:

[NCPRO ERAP AAF](#)

[Durham Co Funding Notice ERA-1 NCPRO](#)

[ERA Program Durham County-ERA1-NCPRO FUNDING](#)

[AAF-40 Legal Form](#)

21-0620

Budget Ordinance Amendment No. 22BCC00041 for the Department of Social Services to recognize funds in the amount of \$984,919.90 as part of the American Rescue Plan Act (ARPA) to administer the Emergency Rental Assistance Program (ERAP 2.0) for Durham County to provide emergency rental assistance payments on behalf of the Department of Treasury

Agenda Text:

The Board is requested to approve Budget Amendment Ordinance No. 22BCC00041 for the Department of Social Services to recognize funds in the amount of \$984,919.90 as part of the American Rescue Plan Act (ARPA) to administer the Emergency Rental Assistance Program (ERAP 2.0) for Durham County to provide emergency rental assistance payments on behalf of the Department of Treasury

Section 3201(a) of the America Rescue Plan Act of 2021 authorizes the Department of the Treasury to make payments to certain eligible grantees to be used to provide emergency rental assistance. ERA2 payments are made directly to states (including the District of Columbia), U.S. territories (Puerto Rico, the United States Virgin Islands, Guam, the Commonwealth of the Northern Mariana Islands, and American Samoa), and local governments with more than 200,000 residents. ERA2 sets aside \$2.5 billion for eligible grantees with a high need for ERA2 assistance, based on the number of very low-income renter households paying more than 50 percent of income on rent or living in substandard or overcrowded conditions, rental market costs, and change in employment since February 2020.

Durham County received \$984,919.90 from the program, and this action is requesting that these funds be added to the DSS budget. At least 90 percent of awarded funds must be used for direct financial assistance, including rent, rental arrears, utilities and home energy costs, utilities and home energy costs arrears, and other expenses related to housing. Remaining funds are available for housing stability services, including case management and other services intended to keep households stably housed. ERA2 funds generally expire on September 30, 2025. For ease of reference, the assistance listing number (CDFA number) assigned to the ERA

program is 21.023.

Alignment with Strategic Plan: This item aligns with Strategic Goal 2 Health and Well-being for All which decrease health disparities within the community and Goal 3: Safe and Secure Community to improve outcomes for vulnerable, children, youth, and adults.

Resource Persons: William Rose, Director, Department of Social Services; Janeen Gordon, Assistant Director, Department of Social Services; Kelly Inman, Chief Operations Officer, Department of Social Services

County Manager's Recommendation: The Interim County Manager recommends that the Board of County Commissioners approve Budget Ordinance Amendment No.22BCC00041 Social Services to recognize additional ERAP 2.0 funds in the amount of \$984,919.90.

Attachments: [ERA2 Acceptance Of Award Terms_Completed \(48\)_Countersign](#)
[AAF-41 Legal Form](#)

21-0645 **Public Health to Increase an Existing .60 Full Time Equivalent (FTE) to 1 FTE in Public Health**

Agenda Text: The Board is requested to increase an existing .60 Full Time Equivalent (FTE) to 1 FTE in Public Health.

A currently vacant Pharmacist position 40007450 is being reclassified to a HIPAA Privacy and Contracts Officer. Funding for the increase will be covered with current fiscal year budgeted funds so no additional funding is needed.

The Board of Health has approved this amendment.

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

Resource Persons: Rodney Jenkins, MHA, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board increase an existing .60 Full Time Equivalent (FTE) to 1 FTE in Public Health.

21-0648 **Capital Project Amendment No. 20CPA000010 - Moving 2016 General Obligation Bond Funds Between Multiple Durham Public School Capital Projects and Closing Two 2016 GO Bond Funded Capital Projects**

Agenda Text: Pursuant to the Interlocal Agreement with DPS, as amended, the Durham County Board of County Commissioners is requested to consider and approve Capital Project Amendment No. 21CPA000010 closing two DPS Capital Projects and moving unspent 2016 GO Bond funds between multiple Capital Projects. The projects that DPS closed are SH241 (Eno Valley Renovations) and SH288 (Easley Boiler Replacement). We are

requesting these projects to be officially closed in the County's asset management system. Additionally, the Board of Education is requesting that available funds from these projects and SH282 (Elementary School C) be transferred to the existing SH268 (Security Vestibules) and SH285 (Structural Analysis-Variou) as well as new projects titled 16 GO Bond for District-Wide Asphalt Repairs, 16 GO Bond District-Wide Furniture Replacement, and 16 GO Bond District-Wide Playground Replacement, to enhance school instruction and operations.

Due to decisive and joint action by both the Durham County Board of Education and Board of County Commissioners to fully fund and begin development of the Elementary School C (Lyons Farm Elementary) capital project in FY 2020-21, construction bid prices were captured at a level that saved \$6,500,000 compared to the original project budget. That "savings" of \$6.5 million of 2016 GO Bond funds are now able to be transferred to additional projects that were in the original Durham Public School CIP request but were not funded due to overall funding limitations.

Alignment with Strategic Plan: This capital project amendment aligns with Goal 5 of Durham Public Schools 2018-2023 Strategic Plan.

Resource Persons: Fredrick Davis, DPS Director of Design, Construction and Sustainability, S. Keith Lane, Budget and Management Services Director

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 21CPA000010 moving 2016 General Obligation Bond funds between multiple Durham Public School capital projects and closing two 2016 GO Bond funded Durham Public School capital projects.

Sponsors:

Lane

Attachments:

[CPA-10 Legal Form Moving 2016 GO Bond funds between DPS capital projects](#)

21-0650

Request for refund of excise tax to Mann, McGibney & Jordan

Agenda Text:

The Board is requested to consider the refund of excise tax filed in the Durham County Register of Deeds Office in error by the Mann, McGibney & Jordan Law Firm.

The law firm submitted a document and excise tax to the Durham County Register of Deeds Office on August 19, 2021; however, the filing should have taken place in Wake County. The amount of the tax applied was \$1,016.00.

Per North Carolina General Statute 105 - 228.37 a taxpayer who pays more tax than is due under this section may request a refund of the overpayment by filing a written request with the board of county commissioners in the county where the tax was paid.

Alignment with Strategic Plan: Responsible and accurate financial stewardship is consistent with each of the County's strategic goals however may most closely be linked with Goal 5, Visionary Government.

Resource Persons: J.T Tabron, Assistant Register of Deeds

County Manager's Recommendation: The County Manager recommends that the Board refunds the stated excise tax to the Mann, McGibney & Jordan Law Firm.

Attachments: [Excise Tax Refund Request Documents](#)

21-0651

Property Tax Releases and Refunds for September 2021

Agenda Text:

The Board is requested to approve the Releases & Refunds for the month of September 2021. 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 September 2021.

Releases and refunds for year 2021 total \$ 313,685.16. Prior years' (2016-2020) releases and refunds are in the amount of \$2,540.47. September 2021 releases and refunds total \$316,225.63.

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: T. Dwane Brinson, Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board accept the property tax release and refund report for September 2021 as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report.

Attachments: [Releases and Refunds Backup Detail-September 2021- October 25, 2021](#)
[Backup-Tax Release and Refunds-September 2021-October 25, 2021](#)
[NCVTS August Refunds](#)

21-0655

Budget Ordinance Amendment No. 22BCC00042 Cooperative Extension to Appropriate \$423,432 of General Fund fund balance and Approval of the Contract Extension with Beyu Caffé to Continue Home Delivered Meals for Covid-19 Related Food Assistance to Seniors and Vulnerable populations

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 22BCC00042 Cooperative Extension to appropriate \$423,432 of General Fund fund balance and approve the Contract Extension with Beyu Caffé to continue home delivered meals for Covid-19 related Food Assistance to Seniors and Vulnerable Populations until March 31, 2022.

The program, currently funded from July 1 - November 30, 2021, is requested to be extended through March 31, 2022. Positive COVID cases in Durham County remain

high. According to the CDC, older adults and people with underlying medical conditions are at increased risk of severe COVID-19 associated illness. To reduce the risk of being exposed to COVID-19, it is recommended that these populations physical distance, including limiting time spent in public places. These populations also experience high rates of food insecurity.

To continue supporting our most vulnerable populations, we propose extending the contract with Beyu Caff  to continue the EAT NC program. The meals provide support to households who are in need of direct-to-home delivery, focusing on (1) food insecure senior citizens and people with underlying medical conditions or (2) families needing to isolate/quarantine because of family members at high risk from COVID-19. The program has the added benefit of working with local restaurants to provide meals, maintaining jobs, and supporting Durham's economy, focusing on restaurants that are Minority and Women-Owned Business Enterprises.

The family meals delivery program will continue to operate with referrals from social workers, counselors, Public Health, Lincoln Community Health Center, DSS, etc. Senior citizens may be referred or self-identify.

EAT NC, along with the County and community partners, will continue to examine transition planning beyond March 31, 2022, including providing referrals to federal food assistance programs (e.g., SNAP and WIC).

County staff are aware that on October 4, 2021 the NC Department of Health and Human Services began providing food assistance through the Support Services Program (SSP). In Durham County, this service is focused only on those who have tested positive for or were exposed to COVID-19 and need food to safely quarantine or isolate. The capacity for this program is very limited (20-30 cases per week). Considering these limitations, the need for EAT NC remains. County staff are collaborating with SSP and EAT NC teams to ensure the two programs are complementary, rather than overlapping.

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

County Manager's Recommendation: The Interim County Manager recommends that the Board approve a Budget Ordinance Amendment No. 22BCC00043 Cooperative Extension to appropriate \$423,432 of General Fund fund balance and approve the Contract Extension with Beyu Caff  to continue home delivered meals for COVID-19 related food assistance to seniors and vulnerable populations

Attachments:

[Contract Amendment Beyu 10.13.21](#)

[Amendment Scope of Services FY2022 Beyu 10.13.21 clean](#)

[EAT NC Extension Dec21-Mar22](#)

[AAF-42 Legal Form](#)

21-0658**Budget Ordinance Amendment No. 22BCC000038 - Transferring \$6,341,514 of General Fund Fund Balance to the Capital Financing Fund in Recognition of Final Sales Tax Collection from the Prior Year in Adherence to Board Policy,****Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No. 22BCC000038 increasing the amount of FY 2021-22 General Fund fund balance appropriated by \$6,341,514 and transferring those funds to the Capital Financing Fund.

As part of the Durham County Policy on financing capital projects, all collected Article 40 and 42 sales tax and Local Occupancy Tax are directed for support of capital projects and their related debt service. In FY 2020-21, \$6,341,514 from these revenue sources was realized over what was budgeted to be collected in the General Fund, and per capital financing policy, needs to be transferred to the Capital Financing Fund where they can be applied to debt service. Per Generally Accepted Accounting Principles (GAAP) the revenues are recorded in the fiscal year that they apply. However, it is too late to amend the prior year budget to transfer the over realized funds in the prior fiscal year, therefore these monies have fallen to fund balance within the General Fund for the prior fiscal year (FY 2020-21). This action is administrative in nature ensuring that the funds are located per Board policy in the appropriate Fund.

Revenues per source collected over budgeted amounts:

- Article 40: \$3,662,528
- Article 42: \$2,678,986
- **Total:** **\$6,341,514**

Moving these funds from the General Fund to the Capital Financing Fund will not affect the overall fund balance percentage for the General Funds, as both of these funds are accounted for in the overall fund balance percentage.

Alignment with Strategic Plan: This request relates to the following elements of the Durham County Strategic Plan: the effort aligns with Goal #5 (Accountable, Efficient, and Visionary Government).

Resource Persons: Keith Lane, Director - Budget and Management and David Ades, Assistant Director of Budget and Management

County Manager's Recommendation: The Manager recommends the Board of County Commissioner approve Budget Ordinance Amendment No. 22BCC000038 appropriating \$6,341,514 of FY 2021-22 General Fund revenue, now residing in FY 2020-21 General Fund fund balance, and transferring it to the Capital Financing Fund to comply with the County's capital and debt financing policy.

Attachments:

[AAF-38 Legal Appropriating FY 2020-21 Overrealized sales tax funds to Fund 1](#)

[AAF-38 Supplemental Appropriating FY 2020-21 Overrealized sales tax funds to](#)

21-0666**Removal of Citizen Board Member Due to Poor Attendance****Agenda Text:**

The Board is requested to remove the following member in keeping with the Attendance Policy approved by the Board of County Commissioners in August 2014.

“If an appointee has absences (excused or unexcused) which constitute more than 50% of the meetings in any calendar year or three (3) consecutive unexcused absences or five (5) consecutive excused absences in any calendar year, he or she is obligated to resign.”

- Audit Oversight Committee - Andrew Holland

The Clerk’s Office was notified of the absences and made attempts to contact the board member. There was no response.

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 suspend the rules and take action to remove the above listed individual from the Audit Oversight Committee due to poor attendance.

Attachments: [AOC DC MrHolland](#)

7. Board and Commission Appointments (10 min)

21-0638

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:

- Community Child Protection/Child Fatality Prevention Team
- Criminal Justice Advisory Committee

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 - 10.25.2021](#)

8. ITEMS PULLED FROM CONSENT AGENDA (20 min)

9. Adjournment