



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, June 12, 2023

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)

23-0426 Announcements (5min)

Agenda Text:

1. **Advertisement of Tax Liens** - North Carolina law requires the tax collector to annually publish current year unpaid real estate taxes. Durham County real property taxes not paid by May 31, 2023, at 5 p.m. will be advertised in a local newspaper on June 21. For information visit www.dconc.gov/tax <<http://www.dconc.gov/tax>> or call 919-560-0300.
2. **Public Hearing for Durham Comprehensive Plan** - The regular June 13 Planning Commission meeting begins at 5:30 p.m. The first agenda item will be the Comprehensive Plan. This will be the final public hearing before the Planning Commission on this project. Once an advisory vote on the Comprehensive Plan is issued, the Planning Commission will move on to its regular business. Meetings are held virtually and inside City Hall at 101 City Hall Plaza. View the agenda and get virtual meeting information here: <https://engagedurham.com/201/Adoption-Process>.

3. **Double Bucks on Food Spending** - Do you receive SNAP, WIC, or live in Section 8 housing? The Durham County Cooperative Extension wants you to know you can get double the food for your money with Double Bucks Shop at: Durham Farmers' Market on Saturdays 8 a.m.-12 p.m. and Wednesdays 3-6 p.m.; South Durham Farmers' Market on Saturdays 8 a.m. to 12 p.m.; and Black Farmers' Market on first & third Sundays: 1-4 p.m.
4. **Juneteenth Holiday Closure** - Most Durham County Government offices will be closed in recognition of the Juneteenth holiday on Monday, June 19, 2023. All offices will reopen with normal hours of operation on Tuesday, June 20. To read about impacts to certain services, visit www.dconc.gov/Home/Components/News/News/9611 [<http://www.dconc.gov/Home/Components/News/News/9611>](http://www.dconc.gov/Home/Components/News/News/9611).

4. Minutes (5 min)

[23-0432](#)

Minutes (5min)

Attachments:

[Work Session - May 1, 2023](#)

[Regular Session - May 8, 2023](#)

5. Ceremonial Items (40 min)

[23-0415](#)

Resolution - Honoring the Life of Conen Trevell Morgan (10min)

Agenda Text:

The Board is requested to approve a resolution honoring the life and legacy of Mr. Conen Trevelle Morgan who made his transition on May 28, 2023. The resolution was prepared earlier and shared with his family.

Mr. Morgan was highly regarded as a brilliant political strategist and a trusted political advisor who worked with many successful candidates across the state and nation. He was a friend to many, and always showed a unique measure of professionalism, warmth and respect for everyone he met. On behalf of Durham County and its residents, we extend our sincere condolences to Mrs. Reyna Walters-Morgan and the entire family.

Alignment With Strategic Plan: This item aligns with all of Durham County's Strategic Goals.

Resource Persons: Durham Board of County Commissioners

County Manager's Recommendation: The County Manager recommends that the Board accept the resolution honoring the life of Mr. Conen Trevell Morgan.

Attachments:

[Resolution - Conen T. Morgan - 5June23](#)

[23-0422](#)

Proclamation - Pride Month June 2023 (10min)

Agenda Text:

The Board is requested to approve a proclamation designating June as Pride Month in Durham County. The proclamation is intended to recognize the significant contributions of LGBTQIA+ citizens. The origin of this observance stems from an incident at Stonewall Inn in Manhattan, NY on June 28, 1969, which eventually gave rise to the modern LGBTQIA+ movement in this country.

Alignment with Strategic Plan: This item aligns with Goal 1: Community Empowerment and Enrichment.

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

County Manager's Recommendation: The County Manager recommends that the Board approve the Proclamation.

Attachments:

[Proclamation - Pride Month - June23](#)

23-0385

Acknowledge that Durham County Government has been recognized by CompTIA and the Public Technology Institute (PTI) among its 2023 PTI Solutions Awards winners (10min)

Agenda Text:

The Board is requested to acknowledge that Durham County Government has been recognized by CompTIA and the Public Technology Institute (PTI) among its 2023 PTI Solutions Awards winners. CompTIA, a national nonprofit association for the information technology (IT) industry and workforce, acknowledged Durham County's technology efforts with two recognitions. The annual PTI Solutions Awards program recognizes member cities and counties that have developed or deployed innovative technology solutions within the past 15 months that positively affected local government performance and service to the communities.

The County's Department of Social Services "Phase 2 Emergency Rental Assistance Program" was the Public Safety, Emergency Management, and Community Resiliency" category winner for technology advancements.

The ERAP/CARES II program was designed to serve the most vulnerable population better. The first phase was crisis-driven and many things qualified a citizen for Phase I because of the covid hardship. This phase allows the citizens to work with the social worker to upskill them on creating a budget and learning how to better manage their funds.

Meanwhile, Significant Achievements were awarded for the County's work in improving services to employees through a new internal web portal and strengthening disaster recovery and business continuity efforts.

The County accomplished a significant IT investment management project that utilized ServiceNow HR Service Delivery and ServiceNow IT Service Management. The objective of the DCo ServicesHub pilot project was to improve the efficiency and

effectiveness of the county's HR and IT services, aligning with leadership priorities of improving the employee experience and increasing operational efficiency. Durham County was able to centralize its HR and IT services, automate routine tasks, and provide a better user experience for employees. The platform also provided real-time reporting, enabling leadership to make data-driven decisions to further improve operational efficiency and employee satisfaction.

The County has successfully architected a managed Disaster Recovery solution through partnerships with multiple vendors to establish a “geographically-distant” secondary data center that is beyond a 60-mile radius of the primary data center in Durham, N.C. and address the backup modernization through a cloud solution. The milestone of architecting and planning this effort is significant because the “devil is in the details.” This portion of the project included the complex integration and collaboration to establish a clear set of requirements that were vetted and approved by the County’s leadership.

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

Resource Persons: Greg Marrow, Chief Information Office; Tamara Minor, Contract Administrator

County Manager’s Recommendation: The County Manager recommends that the Board acknowledge that Durham County Government has been recognized by CompTIA and the Public Technology Institute (PTI) among its 2023 PTI Solutions Awards winners. The annual PTI Solutions Awards program recognizes member cities and counties that have developed or deployed innovative technology solutions within the past 15 months that positively affected local government performance and service to the communities.

Attachments: [2023 BOCC Comptia PTI AAF Supplement](#)

23-0386

Acknowledge that Greg Marrow, CIO, of Durham County Government has been recognized as one of Government Technology’s “Top 25 Doers, Dreamers, and Drivers for 2023.” (10min)

Agenda Text:

The Board is requested to acknowledge that Greg Marrow, CIO, of Durham County Government has been recognized as one of Government Technology’s “Top 25 Doers, Dreamers, and Drivers for 2023.”

The annual program recognizes CIOs, CISOs, broadband chiefs, and privacy experts who work in government agencies and nonprofits. Government Technology’s Top 25 Doers, Dreamers, and Drivers for 2023 represent a diverse group of IT and other professionals united by one goal: improving public-sector services for residents. The Top 25 winners earn recognition by demonstrating that their government IT systems are accessible, reliable, and fit for the 21st century.

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

Resource Persons: Greg Marrow, Chief Information Office; Tamara Minor, IS&T Business Office

County Manager's Recommendation:

The County Manager recommends that the Board acknowledge that Greg Marrow, CIO, of Durham County Government has been recognized as one of Government Technology's "Top 25 Doers, Dreamers, and Drivers for 2023."

Attachments: [2023 BOCC Top 25 NON Contract Supplemental AAF](#)

6. Consent Agenda (15 min)

23-0296 Budget Amendment No.23BCC00094 and Capital Project Amendment No.23CPA00022 Appropriating \$900,000 of Sewer Utility Fund Fund Balance and Transferring those Funds to a New Capital Project Train 3 Rehabilitation (SE062); as well as Provide Approval of Sole Source Exemption for the Purchase of Rotors and Gearboxes in the amount of \$817,993 With a Not to Exceed Total Project Budget of \$900,000

Agenda Text: The Board is requested to approve Budget Amendment No.23BCC000094 and Capital Project Amendment No.23CPA00022 appropriating \$900,000 of Sewer Utility Fund Fund Balance to create the new Train 3 Rehabilitation (SE062) capital project with a total budget of \$900,000. This amendment also provides approval for sole source exemption for the purchase of four rotors and gearboxes for the rehabilitation of Train 3 oxidation ditch at the Triangle Wastewater Treatment Plant in the amount of \$817,993 with a not to exceed amount of \$900,000. This will replace broken equipment, with the exception that these rotors are made of stainless steel. Veolia Water Technologies, Inc. (dba Kruger) is the sole source of sales, distribution, and service provider of Kruger equipment for the United States market. Attached is the sole source letter and quote.

Name / Location of Project	Current Budget	Increase/ Decrease	Revised Budget	Project Status
Train 3 Rehabilitation (SE062)	\$0.00	\$900,000.00	\$900,000.00	NEW

Project details:

The Triangle Wastewater Treatment Plant's 5-Stage Bardenpho is a Kruger design consisting of three oxidation ditches. The plant is approximately twenty years old and equipment failure is continually happening. Oxidation ditch number two was upgraded in 2019-2020 with diffused air costing the County \$2.1 million dollars. Oxidation ditch number one was rehabilitated to the original design in 2022 costing the County approximately \$700,000 for equipment replacement. It has been determined that it will be more beneficial to rehabilitate train number three as originally designed but use stainless steel rotors instead of coated metal rotors and install new gear boxes with variable frequency drives as was completed with train one. Currently, there are only two of the three trains operational and to remain in compliance with NPDES permit NC0026051 and ensure treatment of the permitted capacity the project needs to be

completed in a timely manner. Train three will first be cleaned out and the inner seams repaired while awaiting this equipment.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as this will result compliance with NPDES permit NC0026051 and ensure permitted flow capacity can be treated.

Resource Persons: Jay Gibson PE, Director of E&ES; Stephanie Brixey, Deputy Director of E&ES; Wade Shaw, Utilities Superintendent; Crystally Wright, Interim Chief Financial Officer.

County Manager’s Recommendation: The County Manager recommends the Board approve Budget Budget Amendment No.23BCC000094 and Capital Project Amendment No.23CPA00022 appropriating \$900,000 of Sewer Utility Fund Fund Balance to create the new Train 3 Rehabilitation (SE062) capital project with a total budget of \$900,000. This amendment also provides approval for sole source exemption for the purchase of four rotors and gearboxes for the rehabilitation of Train 3 oxidation ditch at the Triangle Wastewater Treatment Plant in the amount of \$817,993 with a not to exceed amount of \$900,000. This will replace broken equipment, with the exception that these rotors are made of stainless steel. Veolia Water Technologies, Inc. (dba Kruger) is the sole source of sales, distribution, and service provider of Kruger equipment for the United States market. Attached is the sole source letter and quote.

Attachments:

[AAF Supplemental Document for Rotors & Gearboxes](#)

[Veolia Sole Source Ditch 3 Legistar Pkg](#)

[Triangle Sole Source 2023](#)

[CPA-22 & BCC-94 LEGAL FORM Sewer Utility Fund Fund Balance for NEW Tri](#)

[AAF-94 & CPA-22 LEGAL FORM Sewer Utility Fund Fund Balance for NEW Tri](#)

23-0325

Approval of Purchase of Goods contract with Command Sourcing, Inc. for the purchase and installation of a millimeter-wave scanner for the New Durham County Youth Home via the North Carolina Sheriffs’ Association procurement program

Agenda Text:

The Board is requested to authorize the County Manager to enter into a contract with Command Sourcing, Inc. for the purchase of a new millimeter-wave scanner related to the construction of the New Durham County Youth Home located at 2432 Broad Street, Durham, NC in the amount of \$269,308.09, plus 5% owner’s contingency at \$13,465.40, and to execute any other related contracts, if necessary, not to exceed the budget of \$282,773.49. (See attached vendor quote)

- 1) Millimeter Wave Scanner: \$245,631.84
- 2) 2-year Extended Service Plan: \$23,676.25

Subtotal: \$269,308.09

Contingencies@5%: \$ 13,465.40

Total: \$282,773.49

The new Youth Home design included provisions to install an owner provided high resolution millimeter wave scanner in the lobby for screening of visitors for security purposes. Just like the scanner/imaging equipment utilized in airports across the world, the millimeter wave scanner allows security to scan visitors and personnel to detect very small objects such as pills and other dangerous contraband before it gets into the facility. Different from a metal detector, the millimeter wave scanner can detect non-metallic threats hidden on or under clothing such as ceramic, liquid, plastics, explosives, paper, and wood. The technology utilizes non-ionizing millimeter waves to construct a 3-D image of the subject which detects hidden abnormalities, reducing the need for intrusive hand searches.

The proposed purchase from Command Sourcing will be made via the North Carolina Sheriffs' Association procurement program, which is a collaborative buying agreement for the purposes of procuring prequalified law enforcement and detention related equipment for municipalities across North Carolina. G.S. 143-129(e) allows local governments to be exempted from competitive bidding requirements in lieu of purchasing furnishings/equipment through group purchasing programs. This provides Durham County with the deepest discount possible for purchases under the respective purchasing programs.

Construction of the new Youth Home is currently underway and is scheduled for substantial completion in September 2023, with anticipated occupancy by staff and residents the following month. Funding for this purchase of goods contract is available in the new Durham County Youth Home project account.

For M/WBE participation information, see attached MWBE Compliance Review form.

Alignment with Strategic Plan: This request aligns with the County's Strategic Goal 3: Safe Community, and Goal 5: Accountable, Efficient, and Visionary Government.

Resource Persons: Joel T. Jones, MPA, Project Manager; Peri D. Manns, ASLA, Deputy Director Engineering; James Faress, P.E., Senior Project Manager

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into a contract with Command Sourcing, Inc. for the purchase of a new millimeter-wave scanner related to the construction of the New Durham County Youth Home located at 2432 Broad Street, Durham, NC in the amount of \$269,308.09, plus 5% owner's contingency at \$13,465.40, and to execute any other related contracts, if necessary, not to exceed the budget of \$282,773.49.

Attachments: [Quote Durham Juvy NC R^0S MMW High Resolution NCSA Pricing TB420232](#)
[Supplemental Document](#)
[Millimeter Wave Scanner, QPS 201](#)
[QPS_201 extended Service Plan Options](#)
[MWBE Compliance Review Form-AAF for Millimeter Wave Scanner for New Yo](#)

23-0344**Execution of a Service Agreement with Cure Violence Global in the Amount of \$79,750.00 to Provide Training and Technical Assistance to the Community Intervention and Support Services Department****Agenda Text:**

The Board is requested to authorize the County Manager to execute a contract with Cure Violence Global in the amount of \$79,750.00 to provide training and technical assistance to the Bull City United program within the Community Intervention and Support Services Department. The contract will be paid using funds in the existing Community Intervention and Support Services Bull City United training budget.

Cure Violence Global's violence prevention public health methodology applies evidence-based public health strategies to:

1. Detect and interrupt (i.e., prevent) potentially violent situations,
2. Identify and work with those most likely to engage in violence, and
3. Change environments that support and perpetuate the use of violence.

Cure Violence Global's method entails analyzing violence clusters and transmission dynamics and uses paraprofessional workers who are culturally sensitive credible messengers to interrupt transmission and change community norms around the use of violence. This is accomplished by hiring members of the community who have had similar life experiences to those at highest risk of committing acts of violence. Staff are trained as violence interrupters and outreach workers and receive extensive education and coaching in evidence-based methods of mediation, persuasion, behavior change, and norm change - all of which are essential for reducing violence.

Alignment with Strategic Plan: This request aligns with the County's Strategic Goal 2: Community Health and Well-being.

Resource Persons: Krystal Harris, MSW, Community Intervention & Support Services Director

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract with Cure Violence Global for training and technical assistance.

Attachments: [Cure Violence Scope of Services FY23-24](#)

23-0345**Execution of a Service Agreement with Westaff Workforce Solutions LLC for Temporary Staffing in the Amount of \$236,527.20 for Community Intervention and Support Services Department to**

Support Programmatic Efforts.**Agenda Text:**

The Board is requested to authorize the County Manager to execute a contract with Westaff Workforce Solutions LLC for temporary staffing in an amount not to exceed \$236,527.20 for the Community Intervention and Support Services department to support implementation of programmatic efforts. The contract will be paid for with funds in the existing Community Intervention and Support Services budget.

Alignment with Strategic Plan: This request aligns with the County's Strategic Goal 2: Community Health and Well-being.

Resource Persons: Krystal Harris, MSW, Community Intervention & Support Services Director

County Managers' Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract with Westaff Workforce Solutions LLC for temporary staffing.

Attachments:

[Westaff Quote FY23-24](#)

23-0348**Approve the Charter Resolution Reflecting the New Organization Name Change of Central Pines Regional Council (Formally Triangle J Council of Governments - TJCOG)****Agenda Text:**

The Board is requested to approve the amended Charter Resolution reflecting the organization's new name of Central Pines Regional Council. The governing body authorizes that the new name will be effective July 1, 2023, or once 2/3 of the member governments approve the Charter amendment, if it is after July 1, 2023.

At the beginning of this budget year, TJGOC governing board authorized staff to move forward with a rebranding effort which included a potential change to the organization's name and logo. We have completed this work and in late March, the TJCOG Board of Delegates unanimously approved changes to the organization's Charter to reflect a change in name from Triangle J Council of Governments to Central Pines Regional Council.

Alignment With Strategic Plan: This item aligns with Community Stewardship and Community Prosperity.

Resource Persons: Heidi Carter, County Commissioner

County Manager's Recommendation: The County Manager recommends that the Board approve the amended Charter Resolution reflecting the organization's new name of Central Pines Regional Council.

Attachments:

[TJCOG Charter -Clean Version](#)

[TJCOG Charter -Redline Version](#)

[CPRC Charter One-Pager](#)

[Resolution Adopting Charter](#)

23-0353**Durham Transit Plan Governance Study**

Agenda Text:

The Board is requested to approve the Durham County Transit Comprehensive Participation Agreement and the Policies and Procedures Manual which is inclusive of the following:

1. Durham County Transit Comprehensive Participation Agreement
2. Policies and Procedures Manual
 - a. Financial Policies and Procedures
 - b. Work Program Amendment Policies
 - c. Staff Working Group (SWG) Bylaws and Operating Procedures

The SWG Bylaws have been updated since June 5, 2023, to correct an error. The Chair and Vice Chair elections will occur at the last meeting of the fiscal year, not the first meeting of the fiscal year.

Alignment with Strategic Plan: This item aligns with Goal 4 (Environmental Stewardship and Community Prosperity). Transportation affects many aspects of our residents' lives including access to education, jobs, and healthcare which may all provide better opportunities and quality of life.

Resource Persons: Ellen Beckmann, Transportation Director; Adam Howell, Senior Director, Strategy Manager, Atkins Global

County Manager's Recommendation: The County Manager recommends that the Board approve the Durham County Transit Comprehensive Participation Agreement and Policies and Procedures Manual.

Attachments:

[Presentation](#)

[Comprehensive Participation Agreement](#)

[Policies and Procedures Manual](#)

[AAF - CPA and PPM - 2023-06-05](#)

[Atkins Memo - CPA and PPM 2023 Adoption](#)

23-0360

Approve an Amendment of \$12,212 to the Westaff Contract to continue Contracted Administrative Services, increasing the total contract amount to \$52,211.98.

Agenda Text:

The Board is requested to authorize the County Manager to approve an amendment of \$12,210 to the Westaff Contract to continue the contracted services for Administrative Services, increasing the total amount to \$52,211.98. The contract will be funded from IS&T's FY 2022-2023 operating budget.

The extension of the contract with Westaff is necessary to maintain the stability of the Durham County's IS&T business department accounts payable function which also supports many of the other departments within the County.

This is a critical area of expertise and knowledge of the SAP financial system to

review, process and pay invoices within the account payable division of IS&T. Given the complexity of the environment, this contract extension is necessary to ensure critical ongoing accounts payable support and to ensure all billings are processed timely using the County's SAP system. This request aligns with Goal 5: Accountable Efficient and Visionary Government. The cost of this extension is \$12,212.00 and the total amount of this contract \$52,211.98.

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

Resource Persons: Greg Marrow, CIO; Kim Cook, IS&T Business Manager; Tamara Minor IS&T Contract Administrator

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to approve an amendment of \$12,212 to the Westaff Contract to continue the contracted services for Administrative Services, increasing the total amount \$52,211.98. The County Manager also recommends that the Board to authorize the County Manager to sign off on subsequent amendments as needed to continue this contractual service with Westaff.

Attachments:

[Westaff Workforce - CP - Diane Cooper - 06-30-23 - 08-31-23](#)

[AAF Supplemental Document - Westaff - Diane Cooper 05-15-23](#)

23-0361

Approve an Amendment in the amount of \$18,951 to the Select Group Staffing contract to continue the Contracted Services of a Project Manager, Increasing the Total Contract Amount to \$303,750

Agenda Text:

The Board is requested to authorize the County Manager to approve the amendment of \$18,951 to the Select Group Staffing contract to continue the contracted services of the IS&T Project Manager, increasing the total contract amount to \$303,750. The contract will be funded from IS&T's fiscal year 2022-2023 operational budget.

The contract project manager will continue to provide project management support for an ongoing critical technology project for Durham County Government. Upon successful completion of the project, this technology solution will enable Durham County Government to quickly regain access and functionality to its IT infrastructure in the event of a natural disaster or business disruption caused by an IT system outage or cyber-attack.

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

Resource Persons: Greg Marrow, CIO; -IS&T; Chasity Locke, PMO IS&T; Tamara Minor, Contract Administrator

County Manager's Recommendation: The County Manager recommends that

the Board

approve an amendment of \$18,951 to Select Group Staffing contract to continue contracted services of an IS&T Project Manager, increasing the total contract amount to \$303,750. The contract extension will be funded from IS&T's fiscal year 2022-2023 operational budget.

Attachments:

[AAF Supplemental Select Group Sarah Ola Kasumu 051523](#)

[The Select Group - CP - Sarah Extension - 06-30-23 thru 08-31-23](#)

[The Select Group - CP - Sarah Extension - 06-30-23 thru 08-31-23](#)

23-0362

Approve an Amendment of \$22,733.03 to the Westaff Staffing Contract to continue the Contracted Services of a Senior Business Analyst, Increasing the Total Contract Amount to \$153,664.68

Agenda Text:

The Board is requested to authorize the County Manager to approve an amendment in the amount of \$22,733.03 to the Westaff Staffing contract to continue contracted services of a Senior Business Analyst, increasing the total contract amount to \$153,664.68. This contract will be funded from IS&T's FY 2022-2023 operational budget.

The extension of the contract with Westaff Staffing is necessary to maintain the stability, continuity, and enhancement of the Durham County's ServiceNow production environment. The Senior Business Analyst provides technical expertise and knowledge for Durham County's ServiceNow modules including HR, DSS ERAP custom solution, and ITSM which are critical to the operations of various departments within the County. In addition, the Senior Business Analyst has been instrumental in developing and implementing various system enhancements that have improved the efficiency and effectiveness of County operations. The Senior Business Analyst contract extension will ensure the ongoing support, maintenance, and enhancement of the ServiceNow system.

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

Resource Persons: Greg Marrow, CIO; David Nicolaysen, Deputy CIO; Tamara Minor, Contract Administrator

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to approve an amendment in the amount of \$22,733.03 to Westaff Staffing to continue contracted services of a Senior Business Analyst, increasing the total contract amount to \$153,644.68. The County Manager also recommends that the Board to authorize the County Manager to sign off on subsequent amendments as needed to continue this contractual service with Westaff Staffing.

Attachments:

[Westaff Workforce - CP - Cheryl Leach - 06-30-23 - 08-31-23](#)

[AAF Supplemental Document - Westaff \(Cheryl Leach\) Consulting](#)

23-0363 **Approve an Amendment in the amount of \$12,822.60 to the Westaff Staffing Contract to continue the Contracted Services of a Temporary Associate, Increasing the Total Contract Amount to \$68,293.56.**

Agenda Text:

The Board is requested to authorize the County Manager to approve an amendment in the amount of \$12,822.60 to the Westaff Staffing contract to continue contracted services of a Temporary Associate, increasing the total contract amount to \$68,293.56. This contract will be funded from IS&T's current fiscal year 2022-2023 operational budget.

The Contractor will continue to work with IS&T to assist in the implementation and development of IT Tech training and other key learning components for County employees. Curricula includes the effective use of County productivity and collaboration tools such as Microsoft Teams, SharePoint, and necessary IT security measures. Positive employee satisfaction has been 95% across all training classes delivered to-date.

The extension of the contract with Westaff is necessary to maintain the consistency and continuity of IT Tech training and engagement across the County. The extension of this contract with Westaff ensures the continued support, instruction, and engagement for County users. This request aligns with Goal 5: accountable, efficient, and visionary government.

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

Resource Persons: Greg Marrow, CIO; Les Hamashima, Asst. IT Director; Tamara Minor, Contract Administrator

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to approve an amendment in the amount of \$12,822.60 for the Westaff Staffing contract to continue contracted service for a Temporary Associate, increasing the total contract amount to \$68,293.56. The contact will be funded from IS&T current fiscal year 2022-2023 operating budget.

Attachments:

[Westaff Workforce - CP - Marshawn McShan - 06-30-23 - 08-31-23](#)

[AAF Westaff Supplement - Marshawn McShan](#)

[Westaff Workforce - CP - Marshawn McShan - 06-30-23 - 08-31-23](#)

23-0364 **Approve an Amendment in the amount of \$11,200 to the Insight Global Staffing Contract to continue the Contracted Services of an IS&T Help Desk technician, increasing the Total Contract Amount to \$47,600**

Agenda Text:

The Board is requested to authorize the County Manager to approve an amendment in the amount of \$11,200 to the Insight Global Staffing contract to continue the contracted services of an IS&T Help Desk technician, increasing the total contract amount to \$47,600. This contract will be funded from IS&T's current fiscal year, 2022-2023 operational budget.

The extension of the Insight Global contract is necessary to continue the services of an IS&T Help Desk technician to supplement the services provided by the help desk staff. This contracted helpdesk technician will assist with the integral work of supporting the productivity of County employees as they continue to work hybrid work schedules.

The IS&T Client Services team is responsible for all first and second level IT support, and responsible for managing capital improvement projects for all Life Cycle Replacement of client systems (desktop, laptops, phones, tablets) and Audio Video equipment. Monthly the IS&T Client Services team of four Technical Support Analyst receive over 1,000 requests for incident repair or services and over 400 phone calls for direct support. We are currently in the process of ordering 400 replacement client systems that will impact our level of service as we prep and deploy these systems. This additional position will allow us to continue providing proactive support to County employees as we accomplish this additional work and will allow us to improve our phone coverage.

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

Resource Persons: Greg Marrow, CIO, IS&T; Aaron Stone, Assistant Director, IS&T; Tamara Minor, Contract Administrator

County Manager's Recommendation: The County Manager recommends the Board authorize the County Manager to approve an amendment in the amount of \$11,200 to the Insight Global Staffing contract to continue the contracted services of an IS&T Help Desk technician, increasing the total contract amount to \$47,600. This contract will be funded from IS&T's current fiscal year, 2022-2023 operational budget.

Attachments:

[Insight Global - Kevin Richardson - CP - 06-30-23 thru 08-31-23 - Extension of c](#)
[IG Helpdesk Position AAF Supplemental Document - Contract Approval Templa](#)
[Insight Global - Kevin Richardson - CP - 06-30-23 thru 08-31-23 - Extension of c](#)

23-0365

Approve an amendment in the amount of \$69,498 for a contract renewal with OpenSesame, Inc.

Agenda Text:

The Board is requested to authorize the County Manager to approve the renewal of a contract with OpenSesame, Inc., in the amount of \$69,498 using IS&T's FY 2022-2023 operating funds. OpenSesame, Inc. provides cybersecurity training and

other educational classes related to County information technologies and helps ensure employees receive the most up-to-date training.

The renewal of the OpenSesame, Inc. contract allows Durham County to continue providing employees with over 100 classes of information technology-related content including cybersecurity training that is used today as part of IS&T cyber-awareness training efforts.

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

Resource Persons: Greg Marrow, Chief Information Office; Tamara Minor, IS&T Contract Administrator

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to approve the renewal of a contract with OpenSesame Inc., in the amount of \$69,498 using IS&T's FY 2022-2023 operating funds. The County Manager also recommends the Board allow the County Manager to sign off on subsequent renewals, extensions or amendments associated with this contract as necessary to continue services as required.

Attachments: [Open Sesame - CP - 06-22-23 thru 06-23-24](#)
[AAF Supplemental Document](#)

23-0370 **Updated Fire Protection Services contracts with the Bahama, Lebanon, and Redwood Volunteer Fire Departments (VFD) that provide fire, rescue, and first responder services in Durham County and contract extensions with the Eno and New Hope VFDs.**

Agenda Text: The BOCC is requested to review and approve contracts with the Bahama, Lebanon, and Redwood Volunteer Fire Departments (VFD) that provide fire, rescue, and first responder services in Durham County.

The County has previously established Rural Fire Districts and Service Districts throughout Durham County for the purpose of Fire protection and Rescue services. N.C. Gen. Stat. §69-25.5 and §153A-300 states that counties may provide for Fire and Rescue protection by contracting with any incorporated nonprofit volunteer or municipal fire department. As such, the County levies and collects taxes in these Fire Districts and appropriates funds to the Fire Departments based on their annual budget request to the County.

The proposed contract with each VFD is consistent with contracts that have been approved in previous years. The new FY23/24 contracts have been modified to reflect definitions of fire services, first responder services, and rescue services. Community risk reduction was included for services provided. Adjustments were made to minimum staffing on duty for Bahama increasing from two (2) to three (3), Lebanon decrease from four (4) to three (3), and Redwood decrease from four (4) to

three (3). Additionally, compensation with thriving/living wage was included for full-time and part-time employees.

The contracts will automatically renew each year based on the BOCC adoption of the County Budget Ordinance.

The Eno and New Hope VFDs in Orange County are contracted to provide fire and rescue services on the western boarder of Durham County. Staff will be bringing an item before the BOCC in July where the Durham Fire Department will begin to provide fire, rescue and first responder services in the Eno and New Hope districts inside of Durham County. The response change is planned on October 1, 2023. To support this initiative, the existing Eno and New Hope contracts will be extended to October 1, 2023 so there is an immediate transition of services. Beginning on October 1, 2023, an interlocal agreement with the Durham Fire Department will be used to provide for fire, rescue and first responder services in place of the Eno and New Hope VFDs.

Alignment with Strategic Plan: County's Strategic Goal 3: Safe Community

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

County Manager's Recommendation: The County Manager recommends that the BOCC review the updated contracts with the Bahama, Lebanon, and Redwood VFD's as well as the contract extensions with the Eno and New Hope VFDs and, based on the board's approval, direct the County Manager to execute the contracts in their entirety.

Attachments:

[Bahama FY23-24 VFD Contract](#)

[Lebanon FY23-24 VFD Contract](#)

[Redwood FY23-24 VFD Contract](#)

[RE Fire Department Contracts Clean Version attorney approval](#)

[Eno FY17-18 Contract](#)

[New Hope FY17-18 Contract](#)

[Eno Contract Extension](#)

[New Hope Contract Extension](#)

[Appendix A](#)

23-0387

Accept the conveyance of a conservation easement from Triangle Land Conservancy for the permanent protection of the Newsome tract (parcel 193212), a priority property in the Army Compatible Use Buffer (ACUB) area.

Agenda Text:

The County Manager recommends that the Board support a Durham County partnership with Triangle Land Conservancy (TLC) on the permanent protection of the

Newsome tract (parcel 193212), accept the conveyance of a conservation easement from TLC to Durham County on the property, and authorize the County Manager to execute any documents. The County previously entered into a cooperative agreement with the Army National Guard in September 2020, whereby the National Guard could provide financial support for land protection projects that reduce residential uses surrounding Camp Butner in a 1-mile radius. This 1-mile radius area is shown in a purple line on attached maps and is referred to as the Army Compatible Use Buffer (ACUB) area. It represents an area where the National Guard would like to avoid incompatible residential land uses in close proximity to this active military training area by restricting residential development with fee simple purchases or conservation easements. Durham County currently holds conservation easements on six farms totaling 501 acres within the ACUB priority area, shown in red on Attachment 1. The National Guard works in partnerships with other governmental entities or conservation organizations to achieve these protection goals since they do not hold additional lands or easements on their own. In addition to Durham County, the TLC and the Tar River Land Trust (in Granville County) also have existing agreements with the National Guard for protection projects for the properties surrounding Camp Butner.

The Newsome tract at 6548 Isham Chambers Road is shown in yellow on the attached maps and consists of 177-acres located on the north side of Camp Butner (shown in gray). The Newsome tract is a high priority for protection by the National Guard since it shares an 1,100-yard boundary with Camp Butner and is within 1,000 feet of machine gun Range 10, an active firing range visible on Map 2. The property is bordered on the east by the Carrington Farm which is permanently protected with an existing Durham County conservation easement, and on the west by property Triangle Land Conservancy recently purchased to support the Camp Butner efforts. The property is fully wooded and contains Camp Creek and several smaller tributaries that flow southward to Lake Butner and then to Falls Lake.

TLC has worked to reach agreement with the landowner on a fee-simple sale, and TLC proposes to use a combination of ACUB funding and water quality funding from the City of Raleigh and State of North Carolina. TLC would then own and manage the land and convey a conservation easement to Durham County to ensure the property's permanent protection. The funds allocated by the Army National Guard to Durham for use towards potential land protection in the ACUB area totals \$164,000 and would be paid directly by the Army National Guard to TLC at the time of closing; TLC would convey an easement to Durham County and retain management responsibilities for the property; Durham County's responsibility would be limited to annual monitoring. The property has been appraised at \$1,750,000, and TLC has negotiated a purchase contract for \$1,400,000. The ACUB funds allocated for Durham County land protection in this area totals \$164,000 or 11.7% of the total purchase price, and ACUB will be providing an additional \$531,250 in funding to equal a total of 50% of the proposed purchase price. TLC has requested

water quality funding grants for the remaining 50% of the acquisition cost of the 177-acre tract. The protection of the Newsom parcel with TLC owning the land and Durham County holding the development rights and protecting the conservation values by acquiring and holding the conservation easement is an optimal use of partnership resources and ACUB available funding.

Alignment with Strategic Plan: This partnership project supports Goal 3: “Safe Community” by reducing future residential safety hazards close proximity to an active firing range, Goal 4: “Environmental Stewardship and Community Prosperity” by permanently protecting additional land in a water supply watershed, as well as Goal 5: “Accountable, Efficient and Visionary Government”

Resource Persons: Jane Korest, Division Head, Open Space and Real Estate, Celeste Burns, Open Space Coordinator, Peri Manns, Deputy Director of Engineering and Environmental Services, Jay Gibson, P.E., CFM, Director of Engineering and Environmental Services

County Manager’s Recommendation: The County Manager recommends that the Board support a Durham County partnership with Triangle Land Conservancy (TLC) on the permanent protection of the Newsome tract (parcel 193212), accept the conveyance of a conservation easement from TLC to Durham County on the property, and authorize the County Manager to execute any documents.

Attachments: [AAF_Supplemental Form TLC -Newsom ACUB easement 6-2023 WS](#)
[Attachment 1 - TLC Newsom Location Map](#)
[Attachment 2 - TLC - Newsom Context Map](#)

23-0388 Request by the North Carolina Department of Transportation (NCDOT) for the addition of Summerwind Trail to the State Maintained Secondary Road System

Agenda Text: The Board is requested to adopt a Resolution in support of the request from NCDOT to add Summerwind Trail to the State Maintained Secondary Road System.

Alignment with Strategic Plan: This item aligns with Goal 4 (Environmental Stewardship and Community Prosperity). Transportation affects many aspects of our residents’ lives including access to education, jobs, and healthcare which may all provide better opportunities and quality of life.

Resource Persons: Ellen Beckmann, Transportation Director; John Sandor, PE, District Engineer, NCDOT

County Manager’s Recommendation: The County Manager recommends the Board adopt a resolution in support of the addition of Summerwind Trail to the State Maintained Secondary Road System.

Attachments: [Memo - Summerwind Trail](#)
[Resolution for Addition of Summerwind Trail to Secondary Road System](#)
[NCDOT Letter - Summerwind Trail](#)

23-0390**Award of Construction Contract for a Bypass Connection at Page Park Apartments Pump Station (IFB 23-025) to Carolina Civilworks Inc.****Agenda Text:**

The Board is requested to award the contract and authorize the County Manager to enter into a construction contract with Carolina Civilworks Inc. for the construction of a bypass connection at Page Park Apartments Pump Station owned by Durham County in the amount of \$112,310 and to execute any other related contract amendments not to exceed \$150,000.

Durham County issued an Invitation for Bid (IFB 23-025) on March 17, 2023. IFB 23-025 was advertised in local newspapers and on the Durham County website. One proposal was received on April 13, 2023. In review of the MWBE compliance there were no MWBE participation goals achieved as Carolina Civilworks Inc. will be utilizing their own workforce to perform the work on this project.

This contract is funded by the Utilities Sewer Enterprise Fund.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as this connection ensures operation of the pump station while maintenance is occurring or if an emergency situation preventing sanitary sewer overflows.

Resource Persons: Jay Gibson PE, Director of E&ES; Stephanie Brixey, Deputy Director; Wade Shaw, Utility Superintendent

County Manager’s Recommendation: The County Manager recommends the Board award the contract and authorize the County Manager to enter into a construction contract with Carolina Civilworks Inc. for the construction of a bypass connection at Page Park Apartments Pump Station owned by Durham County in an amount of \$112,310 and to execute any other related contract amendments not to exceed \$150,000.

Attachments:

[AAF Supplemental Document](#)

[IFB 23-025 Bypass Construction at Page Park Apartments Pump Station 3.8.2C](#)

[Proposal, CCW](#)

[MWBE Compliance Review Form-AAF for 23-025 IFB 052323](#)

23-0391**Award of the Aeration Basin 3 Cleaning Services for Durham County Triangle Wastewater Treatment Plant (RFP 23-019) contract to Synagro Central LLC****Agenda Text:**

The Board is requested to award the contract and authorize the County Manager to enter into a service contract with Synagro Central LLC to provide cleaning services (RFP 23-019) for aeration basin train 3 at the Triangle Wastewater Treatment Plant (TWWTP) in an amount of \$159,499.92 and to execute any other related contract

amendments not to exceed \$200,000.

Durham County issued a Request for Proposal (RFP 23-019) on March 6, 2023. RFP 23-019 was advertised in local newspapers and on the Durham County website. Four proposals were received on April 4, 2023. The proposal bid tabulation and evaluation form are attached. In review of the MWBE compliance for Aeration Basin 3 Cleaning for the Utilities Division (RFP 23-019), they will be utilizing 1% MWBE participation to perform services on this project.

This contract is funded by the Utilities Sewer Enterprise Fund.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity,” as this contract ensures we continue to operate treatment processes efficiently and rehabilitate the aging infrastructure as needed to allow for continued growth in the service area.

Resource Persons: Jay Gibson PE, Director of E&ES; Stephanie Brixey, Deputy Director; Wade Shaw, Utility Superintendent

County Manager’s Recommendation: The County Manager recommends the Board award the contract and authorize the County Manager to enter into a service contract with Synagro Central LLC to provide cleaning services (RFP 23-019) for Aeration basin train 3 at the Triangle Wastewater Treatment Plant (TWWTP) in an amount of \$159,499.92 and to execute any other related contract amendments not to exceed \$200,000.

Attachments:

[AAF Supplemental Doc RFP 23-019](#)

[RFP 23-019 Aeration Basin 3 Cleaning at DCo TWWTP 3.2.2023](#)

[RFP 23-019 Proposal Tab_Aeration Basin Cleaning for DCo TWWTP](#)

[Synagro Proposal](#)

[MWBE Compliance Review Form-AAF for 23-019 RFP_051223](#)

23-0392

Budget Ordinance Amendment No.23BCCC000093 Transferring Available Unspent Personnel Funds Among Departments and Functional Areas to Support Personnel Expenses through the End of Fiscal Year 2022-23

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 23BCCC000093 transferring available unspent personnel funds among departments and functional areas to support personnel expenses through the end of FY 2022-23. Due to a higher-than-normal number of vacancies the County has implemented multiple incentive and recruitment efforts including longevity and retention bonuses that has created a need to reallocate personnel funds between departments. Departmental lapse salary was the planned funding source of these retention efforts, and this action

completes this plan.

Not all departmental budgets were able to absorb the full cost of the retention efforts. Also, some departments have been forced to increase overtime and comp time hours due to the higher-than-average vacancies, compounding the strain on lapse salaries this fiscal year. Overall, the County's approved personnel budget can absorb the cost. To ensure functional areas of the General Fund expend roughly 98% of personnel budgets, available unspent funds from some departments will be transferred to other departments in other functional areas that need additional personnel funding.

Transferring funds between functional areas to appropriately fund each department is an anticipated, administrative action to balance budgets before the end of the fiscal year. No additional revenues are needed with this action. Further detail of the transfers between functional areas is included in the legal form.

Alignment with Strategic Plan: Accountable, Efficient and Visionary Government

Resource Persons: Claudia Hager, Deputy County Manager and Keith Lane, Budget Director

County Manager's Recommendation: The County Manager recommends the Board approve Budget Ordinance Amendment No. 23BCCC000093 transferring available unspent personnel funds among departments and functional areas to support personnel expenses through the end of FY 2022-23.

Attachments: [AAF-93 Legal Form Transferring Unspent Personnel Funds Across Depts and Fi](#)
[AAF-93 Supplemental Form - Personnel EOY Lapse](#)

23-0393 **FY24 Durham Transit Work Program**

Agenda Text: The Board is requested to approve the FY24 Durham Transit Work Program.

As part of the appropriations process for the Durham County Transit Plan, an annual Work Program is developed which includes a budget for the upcoming fiscal year. The Transit Plan Governance Agreement (ILA) determines the process by which the annual budget is developed and approved. The recently adopted ILA requires approval by the Durham County Board of Commissioners and the GoTriangle Board of Trustees.

The Durham County Board of Commissioners received an informational presentation at the March 6 work session. At the April 19, 2023, Staff Working Group (SWG) meeting, the final FY24 Durham Transit Work Program was recommended for approval by a 2-1 vote. However, on April 21, GoTriangle sent Durham County a letter stating that GoTriangle would no longer allocate 50 percent of the vehicle rental tax to Durham, Orange, and Wake counties in the upcoming FY24 budget. This removes \$1,427,947 from the projected FY24 revenues. The Durham County Board of Commissioners received an update on May 1, and then the FY24 Work Program

was re-considered by the SWG on May 17. The SWG unanimously recommended the final work program for approval.

The presentation outlines the recommended FY24 Work Program. Through approval of the FY24 Work Program, the Board will also be approving the designation of the agency hosting the Staff Working Group Administrator. This is proposed to be Durham County starting in FY24. The FY24 Work Program also includes a request for an additional two Full-Time-Equivalent (FTE) staff for GoTriangle Capital Development to accelerate the implementation of bus stops. A project agreement that establishes the goals and reporting metrics is in development. Lastly, the Work Program also includes the approval of a budget for the continued operation of GoDurham Connect that will require an adjustment to the operations of that project to ensure that the project is focused on the goals of providing transit service to areas that are not well served by fixed-route bus service.

Alignment with Strategic Plan: Transportation affects many of Durham County's goals including environmental stewardship and community prosperity, access to education, jobs, healthcare, opportunities, and quality of life.

Resource Persons: Ellen Beckmann, Transportation Director; Doug Plachcinski, Executive Director, Durham-Chapel Hill-Carrboro Metropolitan Planning Organization; Steven Schlossberg, Assistant Director of Budget and Finance, GoTriangle; Katharine Eggleston, Chief Development Officer GoTriangle

County Manager's Recommendation: The County Manager recommends that the Board approve the FY24 Durham Transit Work Program.

Attachments:

[FY24 Durham Recommended Work Plan - 5.26.23](#)

[FY24 Durham Work Program Public Comments](#)

[GoTriangle Letter from Charles Lattuca to Commissioner Howerton Re Vehicle I](#)

[GoTriangle Durham County FY24 Program Letter 230421](#)

[Presentation of FY24 Work Program to Durham BOCC 05262023](#)

[AAF - FY24 DTP Work Program - 2023-06-05](#)

[Durham Transit Plan Accountability Framework - 2023-06-05](#)

23-0413

Advertisement of 2022 Tax Liens on Real Property

Agenda Text:

The Board is requested to authorize the Tax Administrator to provide public notice and advertise the 2022 delinquent real property tax liens. North Carolina General Statute 105-369 requires the Tax Collector to report to the governing board the total amount of unpaid taxes for the current year that are liens on real property. Tax liens may be advertised any time between March 1 and June 30.

A notice alerting property owners of the pending advertisement must be mailed at least 30 days in advance of the date of advertisement. This mailed notice stated the last day to pay 2022 taxes in order to avoid being advertised is May 31, 2023.

Between the mailed notice and the advertised notice, property owners are advised that collection efforts may be underway. North Carolina General Statute 105-369 mandates both these notices. The Tax Collector is required to determine the cost of the advertisement and to set a fee to cover the actual costs (§ 105-369.(d)). The cost for advertisement will be \$7.50 per parcel to cover the costs to advertise all tax liens in The Herald Sun..

Alignment with Strategic Plan: This action aligns with Goal 5, Accountable, Efficient, Visionary Government by ensuring the County complies with statutory requirements of North Carolina.

Resource Persons: Teresa Hairston, Interim Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board accept the report and authorize the Interim Tax Administrator to advertise said tax liens in accordance with North Carolina General Statute 105-369 prior to June 30.

Attachments: [Advertising of Tax Liens-2022 June 12, 2023](#)
[Delinquent Bills Report-2022 June 12, 2023](#)
[Order to Advertise Tax Liens-2022 June 12, 2023](#)

23-0420

Budget Ordinance Amendment NO. 23BCC00095 - Appropriation in the Debt Service Fund for the Approved Issuance of \$219,261,243 of Limited Obligations Bonds (2023A & 2023B) Per a March 2023 Board Approved Amendment to an Installment Financing Agreement

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 23BCC00095 For the appropriation of the Board approved issuance of Limited Obligation Bonds (LOBs) through a March 2023 approved amendment to an installment financing agreement. These bonds were issued in order to (1) finance the acquisition of a shopping center (the "2023A New Money Project"), (2) provide long-term financing for a portion of the 2021A Project, specifically including (i) the construction, equipping and furnishing of certain public school facilities and equipment, including, among other school facilities, Northern High School located in the County, (ii) the costs of additions and capital improvements to, or the acquisition, renewal or replacement of capital assets of, or purchasing and installing new equipment relating to, the operation and maintenance of storm water facilities located within the County's jurisdiction, (iii) the construction, equipping and furnishing of a new youth home located in the County, and (iv) acquisition, construction, and development of a consolidated solid waste and recycling convenience site located in the County (such financing, together with the 2023A New Money Project, referred to herein as the "2023A Project"), (2) provide long-term financing for the 2021B Project (the "2023B Project", and together with the 2023A Project, the "2023 Projects).

The requested Budget Amendment, although merely technical, is necessary to accurately reflect the transaction on the County's books. As such, the request to approve the recognition of the appropriation to the Debt Service Fund budget is being made at this time. Please note that the complete transactions (e.g., the recognition of

the refinancing proceeds and the retirement/refunding and debt issuance costs expenditures) are accounted for in the Debt Service Fund, accordingly. The budgetary appropriation amounts for the Limited Obligation Bond issuance of 219,261,243:

Debt Service Fund (Financing of 2023A and 2023B LOBs):

Other Financing Sources

Increase

2023A & 2023B Bond proceeds	\$219,261,243
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Expenditures

Debt issuance costs	\$1,084,191
Refunding debt payment and additional new funds	\$218,177,052

Alignment with Strategic Plan: This request aligns with Goal 5 of the Strategic Plan, Accountable, Efficient and Visionary Government. By embracing new and efficient ways of using capital, County dollars can do more for its citizens.

Resource Persons: Crystally Wright, Interim Chief Financial Officer, S. Keith Lane, Budget & Management Services Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 23BCC00095 Recognizing the appropriation of \$219,261,243 of the March 2023 approved amendment to an installment financing agreement for 2023 issued A and B Limited Obligation Bonds within the Debt Service Fund.

Sponsors: Lane

Attachments: [AAF-95 Legal Form Appropriate \\$219,261,243 of LOBs Issuance in the Debt Se](#)
[Supplemental Information- June 12th - LOBS budget amendment1](#)

23-0425

Adoption of Initial Resolutions authorizing \$60M General Obligation (GO) Refunding Bonds, Series 2023, including a Resolution calling for a Public Hearing on a General Obligation Refunding Bond Order

Agenda Text:

The Board is requested to adopt the attached resolutions which represent the first step in the authorization process for the issuance of General Obligation Refunding Bonds (\$60M). These Bonds will refund the County's General Obligation Bond, Series 2021, which was authorized pursuant to bond orders approved in the 2016 referendum for community college, library, museum and school purposes. Among the resolutions subject to consideration include a resolution calling for a public hearing on the general obligation refund bond order and directing publication of a notice of public hearing to be held on June 26, 2023.

During the June 12, 2023 regular session meeting, the County will hold a public hearing on the general obligation refunding bond order, consider adoption of the refunding bond order and consider adoption of a bond resolution authorizing the issuance of the General Obligation Refunding Bonds, Series 2023.

Alignment with Strategic Plan: This request aligns with Goal 5 of the Strategic Plan, Accountable, Efficient and Visionary Government.

Resource Persons: Crystally Wright, Interim Chief Financial Officer, Joe Futima, Assistant Chief Financial Officer and Claudia Hager, Deputy County Manager for Finance

County Manager's Recommendation: The County Manager, Deputy County Manager and Interim CFO recommend that the Board adopt the attached resolutions, which begin the authorization process for the issuance of the General Obligation Refunding Bonds (\$60M) and call for the public hearing on June 26, 2023.

Attachments:

[23-0425 Supplemental Doc-Agenda Action Form](#)

[1. Findings Resolution](#)

[2. Introduction of Bond Order & Resolution Calling Public Hearing](#)

23-0427

Award of Contract(s) for RFP NO. 23-041, Janitorial Services for Durham County

Agenda Text:

The Board is requested to authorize the County Manager to enter into an annual contract with DeWhit Facility Services, LLC to provide janitorial services at Durham County Health and Human Services building located at 414 E. Main Street, Durham, NC, 27701.

DeWhit Facility Services, LLC.: \$393,988.10

(Facility awarded: HHS)

The initial contract terms will begin July 1, 2023 and have a combined annual cost of: \$393,988.10 for base services. The noted contractors have also provided unit pricing for specialized tasks such as steam carpet cleaning, stripping/waxing of floors, and special event services, which will be performed as needed and in addition to the contract totals via amendment.

Due to present and future uncertainties regarding cleaning/sanitization needs, the Board is also requested to authorize the County Manager to execute subsequent amendments to these janitorial contracts so long as adequate funding is present in the General Services operational budget.

RFP No. 23-041, Janitorial Services for Durham County, was advertised through the County's eBid system on May 12th, 2023. A pre-bid conference was held on May 17th, 2023 with 3 janitorial firms in attendance. Site visit of the Human Health Services building to receive janitorial services with interested bidders were conducted immediately following the pre-bid conference on May 17th. Two (2) bidders responded with proposal submissions on or before the May 30th deadline for receipt. An evaluation committee consisting of six (6) Durham County employees from varying departments 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 23-041 Janitorial Services for Durham County, the following has been identified as MWBE businesses and will be in participation for this project.

- DeWhit Facility Services will be utilizing 100% MWBE certified Black American business to provide prime contractor services on this project.

Alignment with Strategic Plan: Goal 2 Health and Well-being for all. Improve the quality of life through preventive, behavioral and physical care services. Reduce barriers to access services.

Resource Persons: Motiryo Keambiroiro, General Services Director; Thomas Kutch, General Services Quality Control & Contract Specialist

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into contract for janitorial services at the Durham County Health and Human Services building with DeWhit Facility Services, LLC., to authorize the County Manager to execute subsequent contract amendments if within the General Services Budget.

Attachments:

[Janitorial AAF Supplemental Document](#)

[RFP 23-041 Janitorial Services for Durham County HHS Bldg GBh](#)

[Evaluation Scores and comments](#)

[MWBE Compliance Review Form-AAF for 23-041 RFP_060623](#)

23-0430

Removal of Citizen Board Member Due to Poor Attendance (5 min)

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."

- Bicycle and Pedestrian Advisory Commission - Monica Green

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 Wallace, Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the Board take action to remove Monica Green from the Bicycle and Pedestrian Advisory Commission due to poor attendance.

23-0433**Contract approvals for American Rescue Plan Act Community Grants Awarded in RFP Category 5: Youth Initiatives and Enrichment Opportunities, totaling \$300,000****Agenda Text:**

The Board of County Commissioners is requested to award contracts for grants awarded in RFP Category 5: Youth Initiatives and Enrichment Opportunities, totaling \$300,000. The contracts will be awarded to the following nonprofit organizations including Purpose Learning Lab (\$200,000) and Emily K (\$100,000). The BOCC approved funds to support the contract as a part of the American Rescue Plan Act (ARPA) Request for Proposals (RFP) grant award at the December 12, 2022, meeting. Additional contracts in this RFP category will be awarded during subsequent BOCC meetings.

The organizations will enhance the academic opportunities and general well-being for youth in Durham. Contracts expand access and remove barriers to youth enrichment programs including afterschool and summer programming. Some contracts focus on supporting the social, emotional, and academic needs of underserved students and students with disabilities. The grant funding may strengthen current programming or expand a new program offering. Funds also support educational, art, recreational and/or sports activities.

Nonprofit organizations applied for grant funding in seven focus areas that aligned with the County's ARPA framework in 2022. Applicants submitted proposals in the following categories including: (1.) Capacity Building and Technical Assistance for Child Care; (2.) Expanding Access to Affordable Childcare; (3.) Improving Child and Family Social-Emotional and Mental Health (SEMH) - Children Ages 0-12; (4.) Improving Youth and Family Social-Emotional and Mental Health (SEMH) - Youth Ages 13-24; (5.) Youth Enrichment and Recreational Activities; (6.) Capacity Building for Culturally Affirming Maternal Health Support; and (7.) Crime Intervention Initiatives.

Alignment with Strategic Plan: Goal 1: Community Family Prosperity and Enrichment

Resource Persons: Claudia Hager, Deputy County Manager; Ella Hargrove, Management Analyst

County Manager's Recommendation: The County Manager recommends that the Board approve the contracts and authorizes the County Manager to execute the contracts for Purpose Learning Lab (\$200,00) and the Emily K Center (\$100,000). The nonprofit organizations were selected as grant recipients in Category 5, Youth Initiatives and Enrichment Opportunities, totaling \$300,000.

Attachments: [ARPA Powerpoint - December 12 2022 BOCC Meeting.](#)
[Contract- Emily K](#)
[Supplemental Information- Emily K](#)
[Contract- Purpose Learning Lab](#)
[Supplemental Information- Purpose Learning Lab](#)

23-0434 **Contract approval for American Rescue Plan Act Community Grant Award in RFP Category 6: Capacity Building for Culturally Affirming Maternal Health Support to the Center for Child and Family Health (\$280,000)**

Agenda Text: The Board of County Commissioners is requested to award a contract in the American Rescue Plan Act Community Grant RFP Category 6: Capacity Building for Culturally Affirming Maternal Health Support. The contract will be awarded the Center for Child and Family Health totaling \$280,000. The BOCC approved funds to support the contract as a part of the American Rescue Plan Act (ARPA) Request for Proposals (RFP) grant award at the December 12, 2022, meeting. Additional contracts in this RFP category will be awarded during subsequent BOCC meetings.

Funding scales culturally affirming supports for pregnancy and postpartum periods. Nationally and here in Durham County, maternal and infant morbidity and mortality rates are disproportionately higher for these groups. Proposals will provide universal supports for maternal health. Selected entities may aid families including essential family supplies, full spectrum doula care, lactation support, group or individual peer support and education, and resource navigation.

Nonprofit organizations applied for grant funding in seven focus areas that aligned with the County's ARPA framework in 2022. Applicants submitted proposals in the following categories including: (1.) Capacity Building and Technical Assistance for Child Care; (2.) Expanding Access to Affordable Childcare; (3.) Improving Child and Family Social-Emotional and Mental Health (SEMH) - Children Ages 0-12; (4.) Improving Youth and Family Social-Emotional and Mental Health (SEMH) - Youth Ages 13-24; (5.) Youth Enrichment and Recreational Activities; (6.) Capacity Building for Culturally Affirming Maternal Health Support; and (7.) Crime Intervention Initiatives.

Alignment with Strategic Plan: Goal 1: Community Family Prosperity and Enrichment

Resource Persons: Claudia Hager, Deputy County Manager; Ella Hargrove, Management Analyst

County Manager's Recommendation: The County Manager recommends that the Board approves the contract and authorizes the County Manager to execute the contract with the Center for Child and Family Health (\$280,000). The nonprofit organization was selected as a grant recipient in Category 6, Capacity Building for

Culturally Affirming Maternal Health Support.

Attachments: [ARPA Powerpoint - December 12 2022 BOCC Meeting.](#)
 [Contract- CCFH](#)
 [Supplemental Information- CCFH](#)

23-0435 **Contract approval for American Rescue Plan Act Community Grant Awarded in RFP Category 3: Improving Child and Family Social-Emotional and Mental Health Children Ages 0-12, totaling \$250,000**

Agenda Text: The Board of County Commissioners is requested to award a contract to Exchange Family Center for \$250,000. The Exchange Family Center was awarded a grant in response to the American Rescue Plan Act (ARPA) Community Grant RFP Category 3, Improving Child and Family Social-Emotional and Mental Health Ages 0-12. The BOCC approved funds to support the contract as a part of the American Rescue Plan Act (ARPA) Request for Proposals (RFP) grant award at the December 12, 2022, meeting. Additional contracts will be awarded during subsequent BOCC meetings.

This organization will create and/or expand safe, culturally affirming, and trauma-informed supports that contribute to the social-emotional and mental health of children and young people and their families. The entity will focus on the promotion of social, emotional, and mental health and positive childhood experiences, on strengthening protective factors that prevent adverse childhood experiences (ACEs), or on response to ACEs, including addressing substance abuse issues, support domestic violence survivors, and suicide prevention.

Nonprofit organizations applied for grant funding in seven focus areas that aligned with the County's ARPA framework in 2022. Applicants submitted proposals in the following categories including: (1.) Capacity Building and Technical Assistance for Child Care; (2.) Expanding Access to Affordable Childcare; (3.) Improving Child and Family Social-Emotional and Mental Health (SEMH) - Children Ages 0-12; (4.) Improving Youth and Family Social-Emotional and Mental Health (SEMH) - Youth Ages 13-24; (5.) Youth Enrichment and Recreational Activities; (6.) Capacity Building for Culturally Affirming Maternal Health Support; and (7.) Crime Intervention Initiatives.

Alignment with Strategic Plan: Goal 1: Community Family Prosperity and Enrichment

Resource Persons: Claudia Hager, Deputy County Manager; Ella Hargrove, Management Analyst

County Manager's Recommendation: The County Manager recommends that the Board approves the contracts for nonprofit organizations selected as grant recipients in Category 3, Improving Child and Family Social-Emotional and Mental

Health Ages 0-12 including: Exchange Family Center (\$250,000).

Attachments: [ARPA Powerpoint - December 12 2022 BOCC Meeting.](#)
[Contract- Exchange Family Center](#)
[Supplemental Information- Exchange Family Center](#)

7. Other Business (40 min)

23-0414

Adoption of the FY 2023-24 Budget Ordinance (15 min)

Agenda Text: The Durham County Manager presents the FY 2023-24 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: Kimberly Sowell, Durham County Manager; Keith Lane, Director, Budget & Management Services.

County Manager's Recommendation: The County Manager recommends that the Board approve the FY2023-24 Budget Ordinance.

Attachments: [FY 2023-24 Budget Ordinance.pdf](#)
[FY2023-24 APPROVED Fee and other charges schedule](#)
[FY2023-24 APPROVED InspectFEES](#)
[FY2023-24 APPROVED Planning](#)
[FY2023-24 APPROVED Fire Prevention Fees FINAL](#)
[FY2023-24 APPROVED Stormwater FEES](#)
[FY2023-24 APPROVED SewerFees](#)

23-0436

Budget Ordinance Amendment No. 24BCC00001 Appropriating \$2,358,124 of Unassigned General Fund Fund Balance to the NC Museum of Life and Science and Complying with Session Law 2021-191, General Statutes § 14-234.3 (2min)

Agenda Text: The Durham Board of County Commissioners are requested to approve Budget Ordinance Amendment No. 24BCC00001 appropriating \$2,358,124 using unassigned General Fund fund balance, to the NC Museum of Life and Science. This action through a special vote of the Board of County Commissioners will also comply with Session Law 2021-191, General Statutes § 14-234.3.

Section 4(a) of SL 2021-191 enacted a new statute, G.S. §14-234.3 which requires the members of the governing board to disclose if they hold certain positions with nonprofits, and if they do, to recuse themselves from making or administering contracts between those nonprofits and the political subdivision they govern. This law

also includes the approval of funding for said nonprofits, therefore, this specific budget amendment is written. Commissioner Nimasheena Burns serves as the BOCC representative on the NC Museum of Life and Science Board. Commissioner Burns will abstain from voting on this budget amendment action item.

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

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

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 24BCC00001 appropriating \$2,358,124, using unassigned General Fund fund balance, to the NC Museum of Life and Science. This action through a special vote of the Board of County Commissioners will also comply with Session Law 2021-191, General Statutes § 14-234.3. Commissioner Nimasheena Burns will abstain from the vote.

Attachments: [AAF -01 LEGAL FORM NCMLS Funding - Nimasheena Burns](#)

23-0437 **Budget Ordinance Amendment No. 24BCC00002 Appropriating \$200,000 of Unassigned General Fund Fund Balance to Downtown Durham Inc. and Complying with Session Law 2021-191, General Statutes § 14-234.3 (2min)**

Agenda Text: The Durham County Board of Commissioners are requested to approve Budget Ordinance Amendment No. 24BCC00002 appropriating \$200,000, using unassigned General Fund fund balance, to Downtown Durham Inc. This action through a special vote of the Board of County Commissioners will also comply with Session Law 2021-191, General Statutes § 14-234.3.

Section 4(a) of SL 2021-191 enacted a new statute, G.S. §14-234.3 which requires the members of the governing board to disclose if they hold certain positions with nonprofits, and if they do, to recuse themselves from making or administering contracts between those nonprofits and the political subdivision they govern. This law also includes the approval of funding for said nonprofits, therefore, this specific budget amendment is written. Chair Brenda Howerton serves as the BOCC representative of Downtown Durham Inc. Chair Howerton will abstain from voting on this budget amendment action item.

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

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

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 24BCC00002 appropriating \$200,000, using unassigned General Fund fund balance, to Downtown Durham Inc.

This action through a special vote of the Board of County Commissioners will also comply with Session Law 2021-191, General Statutes § 14-234.3. Chair Brenda Howerton will abstain from the vote.

Attachments: [AAF -02 LEGAL FORM Downtown Durham Inc. Funding - Brenda Howerton](#)

23-0438 **Budget Ordinance Amendment No. 24BCC00003 Appropriating \$76,000 of Unassigned General Fund Fund Balance to the Museum of Durham History and Complying with Session Law 2021-191, General Statutes § 14-234.3 (2min)**

Agenda Text: The Durham County Board of Commissioners are requested to approve Budget Ordinance Amendment No. 24BCC00003 appropriating \$76,000, using unassigned General Fund fund balance, to the Museum of Durham History. This action through a special vote of the Board of County Commissioners will also comply with Session Law 2021-191, General Statutes § 14-234.3.

Section 4(a) of SL 2021-191 enacted a new statute, G.S. §14-234.3 which requires the members of the governing board to disclose if they hold certain positions with nonprofits, and if they do, to recuse themselves from making or administering contracts between those nonprofits and the political subdivision they govern. This law also includes the approval of funding for said nonprofits, therefore, this specific budget amendment is written. Commissioner Nida Allam serves as the BOCC representative at the Museum of Durham History. Commissioner Allam will abstain from voting on this budget amendment action item.

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

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

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 24BCC00003 appropriating \$76,000, using unassigned General Fund fund balance, to the Museum of Durham History. This action through a special vote of the Board of County Commissioners will also comply with Session Law 2021-191, General Statutes § 14-234.3. Commissioner Nida Allam will abstain from the vote.

Attachments: [AAF -03 LEGAL FORM Museum of Durham History Funding - Nida Allam](#)

23-0389 **Amendments to Chapter 4 of the Durham County Code of Ordinance to Allow for Creation of a Trap-Neuter-Vaccinate-Release Program (20min)**

Agenda Text: The Board is requested to adopt the attached Resolution amending Chapter 4 of the Durham County Code of Ordinances to allow for creation of a Trap-Neuter-Vaccinate-Release Program.

This matter came before the at its May 22, 2023, meeting for consideration and to give direction to the County Attorney's Office regarding further action on the proposal to amend Chapter 4 of the Durham County Ordinances to allow for the creation of a Trap-Neuter-Vaccinate-Release Program. Upon consideration of the presentation, public comments, and the different proposed ordinances, the Board directed the County Attorney to draft a resolution amending Chapter 4 in accordance with the proposed amendments prepared by the local working group and dated March 21, 2023. The attached resolution complies with the Board's direction.

Alignment with Strategic Plan: Goal 3, Safe Community

Resource Persons: Curtis Massey, Senior Assistant County Attorney.

County Manager's Recommendation: The County Manager recommends that the Board adopt the attached Resolution amending Chapter 4 of the Durham County Code of Ordinances to allow for creation of a Trap-Neuter-Vaccinate-Release Program.

Attachments: [Resolution Amending Chapter 4-TNVR Program 6-12-23](#)
[March 21, 2023, Ordinance amendments-Redline](#)

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

9. Adjournment