



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, January 8, 2024

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)

24-0026 Announcements (5min)

Agenda Text:

1. **JRC Resources Fair** - The Durham County Justice Resources Department is hosting a resources fair on Wednesday, January 10 from 1:30 to 4:30 p.m. at 326 E. Main Street. The fair will feature employment opportunities, vocational training and education information, as well as supportive services for justice involved residents. There will be several local employers to meet with and possibly interview potential employees.
2. **Public Input Needed for Transit Plan Work Program Amendments** - Our Durham County Transportation Staff wants your feedback! The Public Comment Period for Q3 Amendments to the FY24 Durham Transit Work Program is open until Thursday, January 11. For additional information on the proposed amendments, please visit the Transportation's website at <https://bit.ly/DcoTransitQ3>. To submit a public comment, please send an email to TransitPlan@dconc.gov [<mailto:TransitPlan@dconc.gov>](mailto:TransitPlan@dconc.gov).

3. **Durham County to Observe Martin Luther King Jr. Holiday** - Most Durham County Government offices will be closed for the Martin Luther King Jr. Holiday on Monday, January 15. All offices will reopen with normal business hours on Tuesday, January 16. To read how the holiday will impact certain services and programs, visit www.dconc.gov [<http://www.dconc.gov>](http://www.dconc.gov).
4. **Survey on Shuttle Service for Museum Community Days** - The Museum of Life and Science is releasing a survey to gauge interest in a shuttle service that would be operated in partnership with Durham County during the Museum's free Community Days. We will be looking at a model that best services the needs of those interested. The deadline to complete the survey is January 15. Take the survey at <https://lifeandscience.typeform.com/to/vhYL3pxY> [<https://lifeandscience.typeform.com/to/vhYL3pxY>](https://lifeandscience.typeform.com/to/vhYL3pxY).
5. **Durham USCIS Afghan Support Center Event Jan. 17-20** - The United States Citizen and Immigrant Services (USCIS), Cherokee Federal, N.C. State Refugee Coordinator's Office, the Office of Refugee Resettlement and local service providers invite you to an Afghan Support Center at the Durham Convention Center. This no cost event will provide an opportunity for Afghans to talk to staff from U.S., North Carolina state and government agencies, a variety of service providers, and others to assist in making sure you have what you need to successfully make the United States your home. Event will be held from Wednesday, Jan. 17 to Saturday, Jan. 20 from 10 a.m. to 5 p.m. (Wed-Fri) and 10 a.m. to 7 p.m. (Saturday) at the Convention Center Grand Ballroom, 301 W. Morgan Street. Interpretation provided in Dari and Pashto onsite. Contact Koku Nayo at knayo@dconc.gov [<mailto:knayo@dconc.gov>](mailto:knayo@dconc.gov) or visit www.centersforafghansupport.org [<http://www.centersforafghansupport.org>](http://www.centersforafghansupport.org) for more information.
6. **DACA Renewal Information Session** - The Durham County Library invites everyone to a one-hour session where you will learn all there is to know about renewing your DACA. Our special guest, attorney Rishi Oza from Brown Immigration Law, will be joining us to answer all of your questions! Session is Monday, Jan. 22 from 12-1 p.m. at Durham County Main Library, 300 N. Roxboro Street. Register at <https://durhamcountylibrary.libcal.com/event/11744614> [<https://durhamcountylibrary.libcal.com/event/11744614>](https://durhamcountylibrary.libcal.com/event/11744614). More information, contact Abigail Mondragon at vasmondragon@dconc.gov [<mailto:vasmondragon@dconc.gov>](mailto:vasmondragon@dconc.gov).
7. **Get Vaccinated at DCo Public Health** - Start off 2024 the healthy way by getting your updated COVID-19 vaccine and flu shot and pick up free COVID-19 tests at the Durham County Department of Public Health (414 E. Main Street). COVID vaccines are available by appointment only, while flu shots can

be appointment or walk-in. Schedule COVID vaccine at 919-560-7658.
Schedule flu shots at 919-560-7608. More information at
www.dcopublichealth.org <<http://www.dcopublichealth.org>>.

4. Minutes (5 min)

24-0025

Minutes (5min)

Attachments: [November 27, 2023 Regular Session](#)
 [December 4, 2023 Work Session](#)

5. Ceremonial Items (30 min)

24-0018

Introduction of the New Durham County Early Childhood Coordinator Meytal Barak (10min)

Agenda Text:

The Board is requested to meet and recognize Meytal Barak, the new County Early Childhood Coordinator. Based in Cooperative Extension, she is responsible for strengthening county and community-wide efforts around Early Childhood initiatives and practices in Durham County. The Coordinator provides leadership for Durham County's involvement in the Early Childhood Action Plan (ECAP) and the County's work and investment in Durham PreK, among other initiatives.

Meytal Barak is an early childhood professional from Caracas, Venezuela committed to the world and work of children and their families. Her professional experience has spanned direct-service provision, program development and delivery, and administrative oversight, all focused on optimizing access to early childhood services for families with young children. Her work started in preschool classrooms as a teacher and turned to research and curriculum development in the areas of preschool and childcare of Latinx children in English speaking classrooms in North Carolina.

Most recently, in the non-profit sector, she was an executive leader responsible for the strategic design of the Book Harvest early literacy portfolio across North Carolina. In this role she designed and implemented Book Babies, an early literacy home visiting curriculum. She developed the Transition-to-School initiative, partnering with key stakeholders in Durham to provide robust navigation and support to families for Pre-K and kindergarten enrollment. Meytal trained and supervised staff, contributed to the development of grant proposals, managed and reported to multiple public and private funding sources, and collaborated on research and evaluation of programs. This included a three-year randomized control trial and a qualitative analysis of parent experience published in the peer-reviewed literature.

During the past five years, Meytal has been actively involved in early childhood system collaboratives and initiatives at the local and state level. She was an

active member of the NC PreK Allocations Committee, reviewed Pre-K applications from various sites across Durham county and made recommendations for the allocation of funds. She was a member of the NC Integrated Care for Kids (NC InCK) Early Childhood Innovation Committee, the NC Home Visiting Consortium, and locally the now Grown in Durham Steering Committee. Meytal holds a M.Ed. in Early Intervention and Family Support from the University of North Carolina at Chapel Hill and a BS in Education from Lesley University in Massachusetts. She lives in Durham with her husband, two boys and their dog.

Alignment with Strategic Plan: The item aligns with multiple areas of the County's strategic plan, including community empowerment and visionary government.

Resource Persons: Donna Rewalt, County Extension Director and Meytal Barak, County Early Childhood Coordinator

County Manager's Recommendation: The County Manager recommends that the Board meet and recognize Meytal Barak, the New Durham County Early Childhood Coordinator.

Attachments: [Photo of Meytal Barak 2023](#)

24-0019

Proclamation - National Mentoring Month (10min)

Agenda Text:

The Board is requested to issue a proclamation declaring January 2024 as National Mentoring Month in Durham County. The goal of the proclamation is to urge all residents of Durham County to rededicate ourselves to preventing youth from entering the juvenile and criminal justice systems and recommit to building a community where all our youth can grow, flourish, and take Durham County to new and greater heights through effective mentoring relationships.

Created in 2002 by the Harvard School of Public Health and MENTOR: The National Mentoring Partnership, NNM focuses attention on the need for mentors and emphasizes the importance of high quality and effective mentoring programs.

In celebrating NMM, our goals are to (1) recruit and equip mentors with the skills needed to support youth, (2) advocate for the incorporation of work based learning in mentoring to prepare and connect youth with real-life work experiences where they can apply academic, technical and soft skills to develop their employability while exploring and preparing for career pathways and (3) support initiatives to close the academic, achievement, opportunity and mentoring gaps and promote critical mentoring to support boys of color.

Alignment with Strategic Plan: This item aligns with the following Strategic Goals: Community Prosperity and Community Safety

Resource Persons: DeWarren K. Langley, JD, MPA, Executive Director,

Charles Hamilton Houston Foundation, Inc.

County Manager's Recommendation: The County Manager recommends that the Board issue a proclamation declaring January 2024 as National Mentoring Month in Durham County.

Attachments: [Proclamation - National Mentoring Month - January 2024](#)

24-0024

Resolution - Celebrating & Honoring the Life & Service of Dr. Martin Luther King, Jr. (10min)

Agenda Text:

The Board is requested to issue a resolution celebrating & honoring the Life & Service of Dr. Martin Luther King, Jr. The purpose of the resolution is to recognize and honor the life and work of Dr. Martin Luther King, Jr. and his commitment to a free and just world; in addition to calling on the residents of Durham County to join the Durham Community Martin Luther King, Jr. Steering Committee, Inc. in reflecting on and advancing Dr. King's work and fulfilling his dream.

Dr. King used his gift of oratory to awaken America to the realities of life for African Americans and to make life better for all by encouraging change through nonviolent means. The 2024 King Holiday Celebration will include the Interfaith Prayer Breakfast, Unity March & Rally, Day-of-Service and Annual Religious Service. Additionally, the Annual Religious Service will include the presentation of a minimum of ten (10) Academic Scholarships and the Keeper of the Dream Award to one individual and one organization. An official announcement of the events is forthcoming.

The Durham Community Martin Luther King, Jr. Steering Committee, Inc. is a community-based organization committed to preserving the legacy and example of Dr. Martin Luther King, Jr. by planning appropriate ceremonies and programs in recognition of the King Holiday. We honor Dr. King for his work toward racial equality and economic justice, for all people for his commitment to nonviolence and for his stand against war and militarism.

Alignment With Strategic Plan: Goal 1: Community & Family Prosperity and Enrichment; Goal 3: Safe & Secure Community; and Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: DeWarren K. Langley, JD, MPA, Vice Chair, Durham Community Martin Luther King, Jr. Steering Committee, Inc.

County Manager's Recommendation: The County Manager recommends that the Board issue a resolution celebrating & honoring the Life & Service of Dr. Martin Luther King, Jr.

Attachments: [Resolution - Celebrating & Honoring the Life & Service of Dr. Martin Luther King](#)

6. Consent Agenda (15 min)

23-0762

Budget

Ordinance

Amendment

No.

24BCC00044 Appropriating

\$175,000 of General Fund Fund Balance to Support the Creation and Operation of a New Dedicated Department/Fund Center for the Durham County Public Information Office

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 24BCC00044 appropriating \$175,000 in General Fund fund balance to support the creation and operation of a new dedicated department/fund center for the Durham County Public Information Office.

The Board is requested to authorize the County Manager to establish a separate business unit/fund center to support the operations of the new Durham County Public Information Department.

With recent changes to Durham County's management structure, County Manager Dr. Kimberly J. Sowell is recommending that the Public Information Office, formerly a division of the County Manager's Office, be established as a separate department with its own fund center. Organizationally, the Public Information Department will report to Deputy County Manager for External Affairs Maurice T. Jones.

Funds in the amount of \$40,000 used by Public Information (for office renovations) will be transferred from the County Manager's line item, and an additional request is being made to the Commissioners to use additional funds totaling \$135,000 to allow the department to continue to function without having to reduce service levels.

A summary of the Public Information Department functions and services include:

Management of Special Projects, Internal and External Communications including news releases, launching a new lifestyle magazine, weekly blogs, advertising and marketing county services, managing the annual citizen satisfaction survey, providing language translation services, providing community engagement such as City /County Neighborhood College, governmental relations, social media management and monitoring, media relations, management of broadcasting services, supporting executive leadership and county commissioners' requests and more.

The current staff includes 4 FTE's and the possible acquisition of a temporary administrative staffer.

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

Resource Persons: Maurice T. Jones, Deputy County Manager for External Affairs and Deborah Craig-Ray, Chief Communications Officer

County Manager's Recommendation: The County Manager recommends that the Board Of County Commissioners approve Budget Ordinance Amendment No. 24BCC00044 appropriating \$175,000 in General Fund fund Balance to

support the creation and operation of a new dedicated department/fund center for the Durham County Public Information Office.

Attachments: [AAF -044 LEGAL FORM Appr \\$175K of GF Fund Balance to Support the PIO's](#)
[AAF -044 Appr \\$175K of GF Fund Balance to Support the PIO's Reorganization](#)

23-0889 **Budget Ordinance Amendment No.24BCC00069 Appropriating \$259,000 in General Fund Fund Balance and Approving a Contract Increase with Farragut Systems, Inc. for the Tax Administration Department**

Agenda Text: The Board is requested to approve Budget Amendment No.24BCC00069 appropriating \$259,000 in General Fund Fund Balance and a contract increase with Farragut Systems, Inc. The contract was previously approved in the amount of \$1,350,000 to cover the initial implementation of Farragut Systems and is set to automatically renew annually through 2027. The contract will need to be increased to \$1,609,000 for FY 2023-24 to cover recurring maintenance and support fees.

Farragut Systems, Inc. has partnered with the North Carolina Association of County Commissioners to make the North Carolina Property Tax System (NCPTS) available to accomplish greater consistency in appraisals and a higher collection rate. Through this partnership the following solution modules have been made available; the Durham County Computer Assisted Mass Appraisal (CAMA) to automate, simplify and standardize appraisals; incorporate advanced appeal capabilities, simplify jurisdiction management, and improve collections results.

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

Resource Persons: Keyar J. Doyle, Tax Administrator

County Manager's Recommendation: The County Manager recommends the Board approve Budget Amendment No.24BCC00069 appropriating \$259,000 in General Fund Fund Balance and a contract increase with Farragut Systems, Inc. for the Tax Administration department.

Attachments: [FR 21-887 Farragut Proposed Contract Amendment 1](#)
[FY23-24 Farragut Quote](#)
[AAF-069 LEGAL FORM Appropriating \\$259K in Fund Balance for Tax Admin C](#)

23-0910 **Approval to amend a Contract with SAP America to increase the total amount by \$123,771.01 (for a new total amount of \$163,710.02).**

Agenda Text: The Board is requested to authorize the County Manager to approve a contract amendment with SAP America to increase the total amount by \$123,771.01 (for a new total amount of \$163,710.02), using IS&T's current fiscal year, 2023-2024 operational budget.

The approval of the SAP America contract amendment is necessary to renew the

annual maintenance agreement for SAP licenses and services. The licenses and services provided by the SAP annual maintenance agreement ensure best practices and ongoing maintenance and support from SAP while allowing County departments and employees usage of critical SAP productivity tools and applications.

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

Resource Persons: Greg Marrow, Chief Information Officer; Tamara Minor, Senior IT Business Specialist

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to approve the contract amendment with SAP America to increase the total amount by \$123,771.01 (for a new total amount of \$163,710.02), using IS&T's current fiscal year, 2023-2024 operational budget. The County Manager also recommends that 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:

[SAP America - SuccessFactors - CP - 02-01-24 thru 10-31-24](#)

[AAF Supplement SAP Enterprise - 12-06-23](#)

23-0911

Approval to renew a Contract with Accela, Inc. in the amount of \$42,770.82.

Agenda Text:

The Board is requested to authorize the County Manager to approve a contract renewal with Accela, Inc. in the amount of \$42,770.82 and will be funded using IS&T's current fiscal year, 2023-2024 operational budget.

Accela's application is the customer service management tool utilized by Durham County residents to submit non-emergency requests to local and County governments. The system facilitates requests such as pothole repairs, animal services and missed garbage collection. Using specific criteria, the tool queues requests which are managed within the WebTMS work order system. The services may be accessed online or on the DurhamOneCall mobile application. The renewal of the Accela contract allows Durham to continue providing its citizens with uninterrupted services. It will also provide continued support of the Accela/WebTMA interface.

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

Resource Persons: Greg Marrow, CIO; Tamara Minor, Senior IT Business Specialist

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to approve the contract renewal with Accela, Inc. in the amount of \$42,770.82 using IS&T's current fiscal year 2023-2024 operational budget. 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: [Accela - Annual Support - CP - 02-09-24 thru 02-08-25](#)
[Accela - AAF Supplement - 12-06-23](#)

23-0920

Approval of Contract with Durham Center for Senior Life for Supporting Older Adults to Access Needed Services in the Amount of \$40,000.

Agenda Text: The Board is requested to approve a contract with Durham Center for Senior Life (DCSL) for supporting older adults with access to needed services in the amount of \$40,000, with the option to renew for up to three (3) years (initial year plus two extensions). American Rescue Plan Act (ARPA) funds will support the expense.

This contract would allow for a staff position at DCSL to move up from 0.5 FTE to 1.0 FTE. The funding would be \$40,000 annually for up to 3 years (a total of \$120,000). The initial term of the contract is from October 1, 2023 through September 30, 2024, with the option to renew by the County for one (1) successive one (1) year periods under the same terms and conditions for up to three (3) years total (initial year plus two extensions). Any renewal shall be based on satisfactory performance by the Contractor during the previous years for the services provided.

To support food access for older adults that live in Durham County, DCSL currently offers congregate nutrition services, a food pantry for ages 55+, a twice monthly “Shop & Grab”, and a Kitchenless Senior EATS program. A 0.5 FTE position at DCSL is currently funded by Durham County Department of Social Services. This contract would increase that position to 1.0 FTE. A full-time staff person will allow DCSL to connect more older adults to community agencies to better access the services they need, such as nutrition and meal support, personal care, medication, mobility and transportation, energy assistance, safety and falls prevention, and healthcare. Even services not directly connected to food can help older adults free up more of their income to be able to buy healthy foods.

Many community agencies may be able to provide long-term services, which provides more stability for older adults.

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

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

County Manager’s Recommendation: The County Manager recommends that

the Board approve a contract with Durham Center for Senior Life (DCSL) for supporting older adults with access to needed services in the amount of \$40,000, with the option to renew for up to three (3) years (initial year plus two extensions). ARPA funds will support the expense.

Attachments:

[ARPA Contract DCSL FINAL](#)

[Exhibit B - Federal UG Guidelines FY2024 DCSL](#)

[DCSL 2024 COI](#)

[DCSL Quote](#)

[DCSL Legal Approval](#)

23-0921

Approval of a Contract Amendment with Carolina Civilworks, Inc. for Emergency and Scheduled Collection System Repair Services in the Amount of \$150,000, Bringing the Contract Amount from \$160,000 to \$310,000 and to authorize the County Manager to execute the amendment and any other related Contract Amendments Not to Exceed \$400,000

Agenda Text:

The Board is requested to authorize the County Manager to enter into a contract amendment to increase the existing service contract with Carolina Civilworks, Inc. (FR# 24-626 and RFP# 21-022) for emergency and scheduled collection system repairs in the amount of \$150,000, bringing the total contract amount from \$160,000 to \$310,000, and to execute any other related contracts, including amendments, not to exceed \$400,000.

The Utilities Division maintains approximately 105 miles of gravity sanitary sewer pipes, 11 miles of force main, 2,300 manholes, and 13 lift stations. Per the Collection System Permit, WQCS00038, the County is required to repair areas of concern as needed to ensure there are no sanitary system overflows (SSOs). A contract was put in place with Carolina Civilworks, Inc. for emergency and scheduled collection system repairs that includes repairs to collection system equipment, piping and sewer lateral repair and installation. Emergency repairs frequently happen after hours, holidays, and during inclement weather.

This contract is funded from the Enterprise Fund's operating budget.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: "Environmental Stewardship and Community Prosperity," as this aids in the prevention of sanitary sewer overflows (SSOs) and/or lessens the impact to the environment. No additional policy impacts are expected.

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

County Manager's Recommendation: The County Manager recommends the Board to approve a contract amendment and authorize the County Manager to

execute the contract amendment to increase the existing service contract with Carolina Civilworks, Inc. (FR# 24-626 and RFP# 21-022) for emergency and scheduled collection system repairs in the amount of \$150,000, bringing the total contract amount from \$160,000 to \$310,000, and to execute any other related contracts, including amendments, not to exceed \$400,000.

Attachments: [CCW FR24-626 Renewal for Legistar](#)
[AAF Supplemental Document - Contract Approval CCW FR24-626](#)

23-0922 **Approval of Contract with Tradesman Institutional Staffing Services to Provide Skilled Trade Temporary Labor for General Services in the Amount of \$40,000.00**

Agenda Text: The Board is requested to authorize the County Manager to enter into a \$40,000.00 service contract with Tradesman Institutional Staffing Services to provide skilled trade temporary labor for FY2023-2024. Tradesmen will provide skill trade labor on a temporary basis to fulfill the man-hours in General Services trade Divisions for the expected workloads around the County until new Full Time Employees can be engaged.

Alignment with Strategic Plan: Goal 2: Health and Well-Being for All and Goal 5: Accountable, Efficient, and Visionary Government, by properly implementing skilled trade labor to keep County Buildings safe and in good working order for the public and County employees.

Resource Persons: Motiryo Keambiroiro, General Services Director; Shawn Davis, General Services Assistant Director; Howard Heldreth, Master Plumber

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a service contract with Tradesman Institutional Staffing Services to provide skilled trade temporary labor in the amount of \$40,000.00 for FY2023-2024.

Attachments: [AAF Supplemental Document - Contract Approval Tradesmen](#)
[Tradesmen Bill Rates](#)
[Tradesmen Brochure](#)
[Tradesmen Institutional MSA \(TI 7-31-23\)](#)
[DCo HR Approval Memo](#)
[DCo Legal Review](#)

23-0924 **Approval of a contract amendment to increase the Freese and Nichols Project Management Services (FR# 20-398) for the Snow Hill Road Pump Station Project (RFQ 19-040) in the amount of \$416,360, bringing the total contract amount from \$405,000 to \$821,360, and to authorize the County Manager to execute the amendment and any related contracts, including amendments, not to exceed \$841,360.**

Agenda Text: The Board is requested to approve an amendment increase the Freese and Nichols Project Management Services (FR# 20-398) for the Snow Hill Road

Pump Station Project (RFQ 19-040) in the amount of \$416,360, bringing the total contract amount from \$405,000 to \$821,360, and to execute any related contracts, including amendments, not to exceed \$841,360 and to authorize the County Manager to execute the contract amendment.

Phase 1A of the Snow Hill Road Pump Station was completed in January 2022 with the existing 12-inch force main being used until the completion of Phase 1B occurred. Phase 1B would include a 20-inch force main. During design, it was projected the pump station would provide a firm capacity of 2,450 gallons per minute (gpm) utilizing the existing 12-inch force main. This was estimated to provide capacity for 3 to 5 years while Phase 1B was constructed. When performing acceptance testing of the new pump station in 2022, the condition of the existing force main yielded a lower firm capacity of approximately 2,000 gpm. Although an incremental increase occurred of approximately 800 gpm with only the new pump station, the growth of multiple industries in Treyburn business park appears to be outpacing the originally estimated 3-5-year lifespan of this increase.

Due to staffing constraints and the time sensitivity for completion of this utility, this contract has retained a Project Manager to serve as County Representative for the duration of the Snow Hill Road Pump Station project. Construction services includes being the primary contact with the design-build team, managing and maintaining a document control system, reviewing payment requests and supporting documentation, perform construction observation with documented field reports, and attend progress meetings. These services will help County staff monitor the quality of work and ensure the project is delivered in a timely manner.

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

Resource Persons: Jay Gibson PE, Director of Engineering & Environmental Services; Vince Chirichella, PE, Senior Project Manager

County Manager’s Recommendation: The County Manager recommends the Board approve the contract amendment and authorize the County Manager to execute the contract amendment to increase the Freese and Nichols Project Management Services (FR# 20-398) for the Snow Hill Road Pump Station Project (RFQ 19-040) in the amount of \$416,360, bringing the total contract amount from \$405,000 to \$821,360, and to execute any related contracts, including amendments, not to exceed \$841,360.

Attachments:

[231211 Supplemental Doc - Contract Approval - F&N](#)

[Amd #5 Durham Co SHRPS CACO Proposal 2023-09-29](#)

24-0001

Approval of Contract with Express Employment Services to provide

an 11-Month Contract Position for the Public Arts Coordinator for Engineering in the Amount of \$74,250.00**Agenda Text:**

The Board is requested to approve a contract with Express Employment Services and authorize the County Manager to execute the contract to provide highly skilled temporary labor for filling an 11-month temporary assignment for the Public Arts Coordinator within Engineering & Environmental Services' Project Management division in the amount of \$74,250.00 (see Attachment 1, Page 1).

County Engineering has selected a candidate, sourced through Express Employment Services, to perform contract services on behalf of the County as the Public Arts Coordinator. The position will perform duties associated with the administration of the Public Arts program including solicitation of artists for various projects, attending DCAB and PAC meetings, selecting artist(s) and providing overall project management of County Public Art projects under the direction of Engineering Project Management. This aligns with the adoption of the Public Arts Policy adopted by the BOCC in October 2019 establishing a 1% set aside for Public Art project on various Capital Improvement projects.

The contract's duration is for an eleven (11) month period with a maximum of 37.5 hours a week. Funding for this contract was approved in the FY 23-24 Operating Budget and is available in the Engineering budget to cover this expense, which has been reviewed and approved by County Human Resources.

Alignment with Strategic Plan: This project is in accordance with Strategic Plan Goal 4 - Environmental Stewardship and Community Prosperity allowing adherence to the previously adopted Public Art Policy.

Resource Persons: Brenda Hayes-Bright, Assoc. AIA, CDT, MPM, Project Manager; Peri Manns, ASLA, LEED GA, Deputy Director; Jay Gibson, P.E., Director, Engineering and Environmental Services; Julio Delgado, Assistant County Manager

County Manager's Recommendation: The County Manager recommends that the Board approve a contract with Express Employment Services and authorize the County Manager to execute the service contract to provide skilled temporary labor for filling an 11-month temporary assignment as the Public Art Coordinator within Engineering and Environmental Services' Project Management division in the amount of \$74,250.00 (see Attachment 1, Page 1).

Attachments:

[Attachment 1 - Staffing Proposal for Public Art Coordinator position](#)

[Supplemental AAF - Express Employment Services](#)

24-0004

Capital Project Amendment No. 24CPA00014 Reducing Two Durham Public School (DPS) Capital Projects by \$551,602.05; Increasing the 20 LOB Life Safety Capital Project (5910SH279) by \$551,602.05; Appropriating \$4,000,000 of 2022 General Obligation Bond Funding to the Murray-Massenburg (Elem F) Capital Project (5910SH292); and

Appropriating \$1,200,000 of State Lottery Funding to the Districtwide K-12 Playground Upgrades and Repairs Capital Project (5910SH305)

Agenda Text:

Pursuant to the Interlocal Agreement with Durham Public Schools, as amended, the Durham County Board of County Commissioners are requested to consider and approve Capital Project Amendment No. 24CPA00014 reducing two DPS capital projects by \$551,602.05; increasing the 20 LOB Life Safety capital project (5910SH279) by \$551,602.05; appropriating \$4,000,000 of 2022 General Obligation Bond funding to the Murray-Massenburg (Elem F) capital project (5910SH292); and appropriating \$1,200,000 of State Lottery funding to the Districtwide K-12 Playground Upgrades and Repairs capital project (5910SH305).

The unexpended available funds from both the DPS Misc capital projects (SH280) and the HVAC Projects capital project (SH281) will be used to address life safety deficiencies in the district (5910SH279). The \$4 million of 2022 General Obligation Bond funding will support the purchasing of fixtures, furniture, and equipment (FFE) at the New Murray-Massenburg Elementary School, and the \$1.2 million in recently awarded Lottery funding will support renovation and replacement of elementary school playgrounds throughout the district. DPS prioritized this project based on a recent facility condition assessment.

Project	Current Budget	Increase/Decrease	Revised Budget	Project Status
20 LOB Misc. Capital Projects (5910SH280)			\$1,085,000.00	(\$321,265.46)
\$763,734.54 Amending				
20 LOB HVAC Projects (5910SH281)		\$2,076,626.00	(\$230,336.59)	\$1,846,289.41
Amending				
20 LOB Life Safety Project (5910SH279)		\$3,338,374.00	\$551,602.05	\$3,889,976.05
Amending				
2021 LOBs Murray-Massenburg (Elem F) (5910SH292)			\$83,125,025.27	\$4,000,000.00
\$87,125,025.27 Amending				
K-5 Schools - Replace Playground Equipment (5910SH305)			\$1,989,948.90	\$1,200,000.00
\$3,189,948.90 Amending				
TOTAL	91,614,974.17	\$5,200,000.00	\$96,814,974.17	

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

Resource Persons: Fredrick Davis, DPS Executive Director, Building Services

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 24CPA00014 reducing two DPS capital projects by \$551,602.05; increasing the 20 LOB Life Safety capital project (5910SH279) by \$551,602.05; appropriating \$4,000,000 of 2022 General Obligation Bond funding to the Murray-Massenburg (Elem F) capital project (5910SH292); and appropriating \$1,200,000 of State Lottery

funding to the Districtwide K-12 Playground Upgrades and Repairs capital project (5910SH305).

Attachments: [CPA-14 LEGAL FORM DPS Re-Alignments, GO Bond Appropriation, Lottery Fu](#)
[202311_320_ADMLottery \(002\)](#)
[Application from DPS](#)

24-0013 **Approval of Quality Mortuary & Cremation Services, Inc Contract Amendment in the Amount of \$52,000 Bringing the Total Contract to \$104,000**

Agenda Text: The Board is requested to authorize the County Manager to execute a second contract amendment with Quality Mortuary and Cremation Services, Inc. (QMC) in the amount of \$52,000.00 for decedent storage and inspection by the Medical Examiner. The first contract amendment was for \$52,000.00, and the second contract amendment takes the total contract amount to \$104,000.

Durham County contracts for the provision of decedent storage and inspection facilities as required by NCGS 130A-381 and NCGS 130A-415. The County initially contracted with QMC on July 1, 2020. A subsequent FY21/22 contract renewal was approved on July 12, 2021, for \$52,000 and a period of performance from July 1, 2021, through June 30, 2022. The contract was automatically renewed for FY23/24 and will continue to auto-renew for (two) 2 additional years unless terminated by either party.

The funding required for this contract amendment is available in the Medical Examiner cost center in the approved FY23-24 budget and OES assists with the management of the contract and related payments to the vendor. As OES continues to gain more experience working with the vendor to date, it has become apparent that an increase in the contract amount is warranted. Amending the contract to add an additional \$52,000 will ensure timely processing of all invoices.

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

Resource Persons: Katrina Harrell, OES Operations Officer and Marc Ferguson, OES Logistics Manager

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a second contract amendment with Quality Mortuary and Cremation Services, Inc. (QMC) in the amount of \$52,000.00 for decedent storage and inspection by the Medical Examiner.

Attachments: [2nd Contract Amendment FY2024 Quality Mortuary](#)
[FY24 contract renewal - FR 24-641 Quality Mortuary Services_Rev102523](#)
[New QM quote for FY24 amendment](#)
[Original FY22 approved contract - FR 22-165 Quality Mortuary Services execute](#)
[RE Quality Mortuary 2nd contract amendment legal review.](#)
[AAF Supplemental 2nd Contract approval for Quality Mortuary](#)

24-0014

Capital Project Amendment No. 24CPA00015 Appropriating \$109,200,000 in 2022 General Obligation Bond Funding for a New Durham Technical Community College Life Science Training Facility (\$35.2M) and a New Durham Technical Community College Allied Health Science Building (\$74M)

Agenda Text: The Board is requested to approve Capital Project Amendment No. 24CPA00015, appropriating \$109,200,000 in 2022 General Obligation bond funding for two new Durham Technical Community College (DTCC) capital projects; \$35.2M will be appropriated for a new DTCC Life Science Training Facility (59205300CC019) and \$74M will be appropriated for a new DTCC Allied Health Science Building.

On November 8, 2022, Durham County voters approved a General Obligation Bond referendum totaling \$550 million, of which \$112.5 million was allotted for three Durham Technical Community College related capital projects. Two of those projects are described below.

The Life Science Training Facility will be located on Durham Tech's main campus on Lawson Street. The one-story, 35,2000-square-foot facility will house lab and classroom space, as well as a breakroom and study areas for both DTCC's Bio Works and Bio Processing programs. Life Science companies located in Durham Tech will also use the space for employee training.

The Allied Health Science Building will also be located on DTCC's main campus on Lawson Street, and it will face the Educational Resource Center. The three-story, 80,000-square-foot facility will house all of the Health Science programs including Allied Health. The facility will contain classrooms, science labs, and simulation labs, as well as study space for students. The new capital project also includes building a pedestrian bridge over Lawson Street, from the Health Sciences Building to the Educational Resource Center, to provide easier, safer access for students.

Project	Current Budget	Increase/Decrease	Revised Budget	Project Status
DTCC Life Science Training Facility (59205300CC019)	\$0	\$35,200,000	\$35,200,000	NEW
DTCC Allied Health Science Building (59205300CC020)	\$0	\$74,000,000	\$74,000,000	NEW
Total	\$0	\$109,200,000	\$109,200,000	

Alignment with Strategic Plan: A well-functioning community college available financially and otherwise to its residents supports the County in many ways, but particularly Goal 1 (Community and Family Enrichment) and Goal 4 (Environmental Stewardship and Community Prosperity).

Resource Persons: J.B. Buxton, DTCC President, Andrew Kleitsch, DTCC Chief Financial Officer, S. Keith Lane, Durham County Budget and Management Services Director

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 24CPA00015, appropriating \$109,200,000 in 2022 General Obligation Bond funding for two new Durham Technical Community College (DTCC) capital projects; \$35.2M will be appropriated for a new DTCC Life Science Training Facility (59205300CC019) and \$74M will be appropriated for a new DTCC Allied Health Science Building.

Attachments: [CPA-15 DTCC Appropriating 2022 GO BOND Funding for Two New Buildings \(](#)
[DTCC 2022 Durham Bond Presentation - INC \(1\) 9-27-22](#)
[Durham County Proposed Bond Information Summary - 1 page](#)

24-0015

Approval of a Change in Vehicle Purchases for the Durham County Sheriff's Office FY 2023-24 Fleet Acquisition Plan to Replace the Purchase of 17 Ford Hybrid Interceptors with 17 Ford EcoBoosts

Agenda Text: The Board is requested to approve a change in vehicle purchases for the Durham County Sheriff's Office FY 2023-24 fleet acquisition plan to replace the purchase of 17 Ford Hybrid Interceptors with 17 Ford EcoBoosts.

The Durham County Sheriff's Office has received information regarding several issues with the Ford Hybrid Interceptor. This information was identified through several publications and shared from multiple end-users. In order to meet the emergency public safety response needs of the community, the Sheriff's Office has decided to purchase 17 Ford EcoBoosts to replace the Hybrid Ford Interceptors. This action will result in a savings of \$159,630.

Alignment with Strategic Plan: This item aligns with Strategic Goal 3 - Safe Community

Resource Persons: Keisha Gaither, Finance Manager, Durham County Sheriff's Office; Preston Edwards, Logistics Manager, Durham County Sheriff's Office; Keith Webster, Captain, Durham County Sheriff's Office.

County Manager's Recommendation: The County Manager recommends that the Board approve a change in vehicle purchases for the Durham County Sheriff's Office FY 2023-24 fleet acquisition plan to replace the purchase of 17 Ford Hybrid Interceptors with 17 Ford EcoBoosts.

Attachments: [Supplemental DCSO Fleet](#)

24-0016

Setting the Public Hearing to Adopt the Resolution related to Limited

Obligation Bonds, Series 2024A, Not to Exceed \$87,000,000**Agenda Text:**

The Board is requested to adopt the attached resolution (the “Initial Resolution”) which authorizes the negotiation of an amendment to an installment financing contract in connection with the execution and delivery of a not to exceed \$87,000,000 Limited Obligation Bonds (the “Bonds”). The resolution makes certain findings of fact, directs the Chief Financial Officer to make application to the North Carolina Local Government Commission (LGC), hires a financing team and calls a public hearing on the delivery of a contract amendment and the related projects to be financed and refinanced thereby. The resolution directs the publication of a notice of public hearing and a public hearing to be held on January 22, 2024.

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

Resource Persons: Tiffany Murray, Chief Financial Officer, Joe Futima, Assistant Chief Financial Officer and Claudia Hager, Deputy County Manager

County Manager’s Recommendation: The County Manager recommends that the Board adopt the attached resolution, hire the financing team as identified in the resolution and call a public hearing for January 22, 2024.

Attachments:

[Initial Resolution](#)

[Initial Resolution - Supplemental Item \(\\$87,000,00 LOBs Financing\)](#)

24-0017**Approval of Contract Renewal with Pictometry International Corp in the amount of \$182,135.50.****Agenda Text:**

The Board is requested to approve a contract renewal with Pictometry International Corp in the amount of \$182,135.50. Funds for the \$182,135.50 contract were included in the FY 2023-24 Board of County Commissioner approved budget.

Pictometry International Corp will complete the seventh project configuration of 3-inch and 9-inch imagery to utilize for the preparation of the upcoming 2025 countywide revaluation.

Pictometry images are captured by a fleet of planes outfitted with USGS-certified cameras. The images become actionable because every pixel in the image is georeferenced. Web-based access and tools make it easy to view and interpret images and information.

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

Resource Persons: Keyar J. Doyle, Tax Administrator

County Manager’s Recommendation: The County Manager recommends that

the Board approve a contract renewal with Pictometry International Corp for FY 2023-24 in an amount not to exceed \$182,135.50. In addition, the County Manager recommends the Board provide approval for the County Manager to execute Pictometry contract amendments and renewals, if necessary, not to exceed \$185,000.00 annually for the next four years.

Attachments: [Pictometry Proposed Contract FY24](#)

7. Public Hearings (45 min)

[24-0011](#) **Public Hearing - Unified Development Ordinance Text Amendment - Teer Quarry (TC2300003) (30min)**

Agenda Text: The Board is requested to conduct a public hearing on the proposed Unified Development Ordinance text amendment and, if appropriate based on the comments received during the hearing, adopt the appropriate Statement of Consistency and approve the amendment and consider the following motion(s):

Motion 1: To adopt an ordinance amending the Unified Development Ordinance, incorporating revisions to Article 4, Zoning Districts; Article 8, Environmental Protection; and Article 12, Infrastructure and Public Improvements; and

Motion 2: To adopt a Consistency Statement as required by NCGS 160D-605.

Summary

The Teer Quarry Text Amendment is a staff-initiated amendment which proposes changes to Article 4, Zoning Districts; Article 8, Environmental Protection; and Article 12, Infrastructure and Public Improvements of the Unified Development Ordinance. The amendment includes the creation of the Eno District A(2) (E-A(2)) watershed overlay for the new Teer Quarry intake, required per state watershed regulations, that will improve and preserve Durham's drinking water supply. The Planning Commission recommended approval of this request on November 14, 2023, by a vote of 9-0.

Attachments

- A. Teer Quarry Track Changes
- B. Teer Quarry Text Amendment Clean Version
- C. Consistency Statement

Alignment with Strategic Plan: This item aligns with Goal Four (Environmental Stewardship and Community Prosperity) by offering fair and reasonable regulations for the citizens and business community of Durham.

Resource Persons: Alexander Cahill, Senior Planning Manager and Sara Young, AICP, Planning Director.

County Manager's Recommendation: The County Manager recommends that the Board conduct a public hearing on the proposed Unified Development

Ordinance text amendment and, if appropriate based on the comments received during the hearing, adopt the appropriate Statement of Consistency and approve the amendment.

Attachments:

[000 BoCC Memo - TC2300003 - Teer Quarry Text Amendment](#)

[Attachment A - Teer Quarry UDO Text Amendment Track Changes - updated 1](#)

[Attachment B - Teer Quarry UDO Text Amendment Clean Version - updated 12](#)

[Attachment C - Consistency Statement](#)

[Teer Quarry Intake Presentation](#)

24-0012

Public Hearing - Street Closing Request to permanently close a 1,112 linear foot portion of Electra Road, a 1,168 linear foot portion of a 30' lane between Exum and Redwood roads, and all of Exum Road (15min)

Agenda Text:

The Board is requested to permanently close a 1,112 linear foot portion of Electra Road, a 1,168 linear foot portion of a thirty-foot wide lane between Redwood and Exum Roads, and all of Exum Road and to consider the following motion:

One motion is required to approve the street closing:

Motion #1: To permanently close a 1,112 linear foot portion of Electra Road, a 1,168 linear foot portion of a thirty-foot-wide lane between Redwood and Exum Roads, and all of Exum Road.

Summary

Durham County has applied to permanently close portions of Electra Road and a 30-foot-wide lane between Redwood and Exum roads, and all of Exum Road. Portions of the Electra Road and thirty-foot-wide lane rights-of-way are presently open but not maintained by North Carolina Department of Transportation (NCDOT). A 1,112 linear-foot County-maintained section of Electra Road that is currently only utilized for access to a County-owned property is proposed for permanent closure. A 1,168 linear feet portion of the thirty-foot-wide lane between Exum Road and Redwood Road is unimproved and is proposed for permanent closure. A portion of the lane that provides access to an otherwise landlocked parcel will not be closed. The 694 linear feet of Exum Road is unimproved and is proposed for permanent closure.

Attachments

- A. Context Map
- B. Aerial Map
- C. Street Closing and Recombination Plat
- D. Street Closing Order

Alignment with Strategic Plan: This item aligns with Goal Four (Environmental Stewardship and Community Prosperity) by offering fair and

reasonable regulations for the citizens and business community of Durham.

Resource Persons: Keagan Sacripanti, Planner and Sara Young, AICP, Planning Director.

County Manager's Recommendation: The County Manager recommends that the Board approve to permanently close a 1,112 linear foot portion of Electra Road, a 1,168 linear foot portion of a thirty-foot-wide lane between Redwood and Exum Roads, and all of Exum Road.

Attachments:

[SC2200008 Memo](#)

[SC2200008 Attachment A Zoning Context Map](#)

[SC2200008 Attachment B Aerial Map](#)

[SC2200008 Attachment C Street Closing and Recombination Plat](#)

[SC2200008 Attachment D Street Closing Order](#)

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

9. Closed Session

24-0031

Closed Session

Agenda Text:

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

Alignment with Strategic Plan: This item aligns with Strategic Goal 5

Resource Persons: Monica Wallace, Clerk to the Board

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

10. Adjournment