



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, January 22, 2024

6:00 PM

Commissioners' Chambers

Regular Session

Closed Session (To be held at: 6:00 pm)

[24-0049](#)

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.

"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)

[24-0051](#)

Announcements (5min)

Agenda Text:

1. **Durham City-County MLK Jr. Observance Program** - Everyone is invited to the 19th Annual Durham City-County Employee Martin Luther King, Jr. Observance Program on Thursday, January 25 at 11:30 a.m. The event will be held at First Presbyterian Church, 305 E. Main Street in downtown Durham. Dr. Mark Anthony Neal, James B. Duke Distinguished Professor of African and African American Studies at Duke University, will be our keynote speaker. This FREE event will feature remarks from local leaders and elected officials and musical selections by Kimberly Michelle. More information here:
<https://www.dconc.gov/Home/Components/News/News/9955>.
2. **Durham PreK Family Info Session** - Durham PreK is holding a Family Information Session on Saturday, February 3 from 10 to 11:30 a.m. to help families learn about the Durham PreK application process for the 2024-2025 school year. The session will have Spanish interpretation available and will allow participants to learn about Durham PreK, how to complete the application, and what to expect from the process. Register at
<https://durhamprek.org/events/family-information-session-february-2024/>.
3. **2023-2024 Conservation Contests: “The Living Soil”** - The Durham County Soil and Water Conservation District holds annual conservation-themed contests to promote students' attitude of stewardship for our natural resources. All Durham County students in grades 3 to 12 are eligible to participate! For information detailing the current year theme of “The Living Soil,” along with rules, tips and more, visit www.dconc.gov/SWCD
<http://www.dconc.gov/SWCD> and click on “Environmental Education” tab. Entries are due by February 15 at 5 p.m.
4. **Grafting Workshop from Cooperative Extension** - The Durham County Cooperative Extension is offering a grafting workshop on Saturday, Feb. 10 from 10:30-11 a.m. followed by a Scion Exchange from 11 a.m. to 12 p.m. at the Extension office, 721 Foster Street. Tickets are \$5 and nearly sold out! Join us to learn how to graft your own plants to produce both flowers and fruit. Register at <https://bit.ly/DCoGraftWS>.
5. **2024 DCo Cares Recipient Organization Applications Open** - The 2024 DCo Cares Recipient Organization Applications are now open to all nonprofits serving our community. Durham County (DCo) Cares is the annual Durham County Government Employee Giving Campaign, in which our employees donate funds to those nonprofit agencies chosen as our annual recipient organizations. Applications will be open through February 16, 2024. For more information, or to apply to be a recipient organization, please visit www.durhamcountycares.org/apply

<http://www.durhamcountycares.org/apply>.

6. **Dco Transit FY25 Work Program** - The Draft Fiscal Year 25 Transit Work Program from the Durham County Transit Department will be available for public comment in February 2024. Information regarding the Draft Work Program may be found on the Staff Working Group website at <https://www.dconc.gov/county-departments/departments-f-z/transportation/transit/durham-county-staff-working-group>. Questions or comments may also be directed to the Staff Working Group Administrator at TransitPlan@dconc.gov <<mailto:TransitPlan@dconc.gov>>.
7. **Voter Photo ID Sessions from DCo Board of Elections** - The Durham County Board of Elections will be conducting Voter Photo ID outreach events in 2024 at our Durham County Library locations! At these meetings, eligible residents will be able to get a free photo identification card on site and get updated information on the North Carolina Photo ID requirement. The next session will be Saturday, February 17 at Southwest Regional Library, 3605 Shannon Rd., from 12 to 3 p.m. To see more details on the events and download the event flyer, please click here - <https://www.dcovotes.com/home/showpublisheddocument/40436/638404092781400000>. To learn about the NC Photo ID requirement, visit the State Board of Elections website at <https://www.ncsbe.gov/voting/voter-id#free> <<https://www.ncsbe.gov/voting/voter-id>>.
8. **Early Voting for 2024 Primary and Election** - A reminder to Durham County voters that the Early Voting for the March 5, 2024 Primary and Election will be from Thursday, February 15 through Saturday, March 2. Find out more here about Early Voting and Same-Day Registration at the DCo Board of Elections website at <https://www.dcovotes.com/voters/voting/early-voting>.
9. **Get Vaccinated at DCo Public Health** - Be safe and keep your family safe 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)

[24-0050](#)

Minutes (5min)

Attachments: [Work Session - January 2, 2024](#)
 [Regular Session - January 8, 2024](#)

5. Consent Agenda (15 min)

24-0032 Approval of a Pre-Development Services Contract Amendment, for the amount of \$48,000 to Development Finance Initiative (DFI), for the future Redevelopment of County Owned Property at 220 East Main St. (Former Durham County DSS Building)

Agenda Text: The Board is requested to approve a pre-development services contract amendment for the amount of \$48,000 to Development Finance Initiative (DFI), for the redevelopment of county owned property at the former Durham County DSS building located at 220 East Main Street. Nearly four years ago, Durham County began evaluating options for the redevelopment of the County-owned property at 220 East Main Street known as DSS Main. The nearly 50,000 square foot building stands on 0.4 acres at the critical intersection of East Main Street and South Roxboro Street. Currently vacant, DSS Main was built in 1967 to house Durham County Social Services and to complement the adjacent historical Durham County Courthouse. The funding for this contract will come from the existing Capital Project 47302635DC148 - DSS Main St. Renovation.

The Development Finance Initiative (DFI) was engaged by Durham County in November 2020 to provide pre-development services for the site. The pre-development process involved several key components - public engagement, a parcel analysis to understand current conditions downtown, a site-specific market analysis, site planning, and a financial feasibility analysis. The project stalled for a variety of reasons including the impact of the COVID-19 pandemic on the commercial real estate market.

There is however renewed interest in redeveloping the property which, as a result of the changing real estate landscape, will require an updated market analysis. Under the proposed contractual amendment, DFI would be paid \$48,000 to conduct the analysis which would include the following:

- Market analysis with assumptions that reflect present day conditions to assess the demand for development, to include an evaluation of market feasibility and demand drivers for different uses for the Project including retail, residential, office, and uses identified as County priorities through the initial community input process.
- Update of the 2021 site constraints analysis with new development programs based on current market needs and updated financial assumptions to determine what the site can actually support, given current conditions and

other limitations and to test fit potential development programs for the Project.

- Update the 2021 financial feasibility analysis with assumptions that reflect present day conditions, preparing a financial model (i.e., development budget, operating cash flows, sources of capital, etc.) for the Project to determine financial feasibility for private partners and the scale of public investment, if necessary.”

Alignment with Strategic Plan: Goal 4: Environmental Stewardship and Community Prosperity - Protect natural resources and support and promote community and economic vitality for all residents of Durham County. Goal 5: Accountable, Efficient and Visionary Government - An effective organization committed to continuous innovation, exceptional customer service, transparency, and fiscal responsibility.

Resource Persons: Maurice Jones, Deputy County Manager for External Affairs and Julio Delgado, Assistant County Manager - Community Stewardship.

County Manager’s Recommendation: The County Manager recommends that the Board approve the contract amendment for DFI’s pre-development services for the County property at 220 E. Main Street.

Attachments:

[DFI-Durham DSS Amendment](#)

[2020 11 02 Durham DFI Agreement DSS Main](#)

24-0033

Approval of Budget Ordinance Amendment No.24BCC00072 to Recognize \$148,022.00 in Annual Rent Revenue for the County-Owned Property Located at 1510 E. Lawson Street, as well as Acknowledge the Lease Agreement Between Durham County and Absolutions, Inc. as Mandated in the Purchase and Sale Agreement

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No.24BCC00072 recognizing \$148,022.00 in rent revenue for the Durham County-owned property located at 1510 E. Lawson Street, as well as acknowledge the Lease Agreement between Durham County and Absolutions, Inc. as mandated in the Purchase and Sale Agreement.

On August 8, 2022, the Board approved the purchase of this 3.425-acre property located at the corner of E. Lawson Street and Bacon Street, contiguous to the west side of the Durham Technical Community College (DTCC) campus for the purpose of securing space for future expansion of DTCC. The settlement date of the purchase was December 6, 2023.

The property, which includes a 19,976 square foot warehouse, was purchased from Randal and Leslie Brame, and has been in operation as an operations and warehouse

facility for many years. As the Seller will be developing a new facility on other land to accommodate their needs, the County agreed to lease the property back to the sellers for three years during the design and construction of the new facility. The rental rate was established based on the market rate as estimated by Maverick Partners, a local commercial real estate firm after analyzing comparable properties in the vicinity. The lease agreement permits the previous owner to remain on the property through November 30, 2026. The Tenant is responsible for all costs for utilities, maintenance and repairs. The lease agreement between Durham County and Absolutions, Inc., the business entity occupying the space, has been executed and became effective upon the closing of the purchase on December 6, 2023. The annual rental rate is \$148,022.00.

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

Resource Persons: Nancy Mitchell, Sr. Real Estate Officer; Peri Manns, Deputy Director - Engineering and Environmental Services

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No.24BCC00072 recognizing \$148,022.00 in rent revenue for the Durham County-owned property located at 1510 E. Lawson Street, as well as acknowledge the Lease Agreement between Durham County and Absolutions, Inc. as mandated in the Purchase and Sale Agreement.

Attachments: [1510 E Lawson LEASE - Tenant Executed 120623](#)
[AAF-072 LEGAL FORM Recognize \\$148,022 in Rent Revenue from 1510 E. La](#)

24-0036 **Approval to renew Existing Lease Between Cato of North Carolina, LLC and Durham County for the Shoppes at Hope Valley, Suite 129 in the amount of \$51,480 per year**

Agenda Text: The Board is requested to approve and authorize execution of a Lease Renewal with Cato of North Carolina, LLC to operate a retail enterprise in the Shoppes at Hope Valley located at 3825 South Roxboro Street, Suite 129, in accordance with the terms and conditions as set forth in the Lease Agreement and Lease Renewal attached to this agenda item. The proposed extended lease term is from February 1, 2023 to January 31, 2024. The renewal would continue and maintain the terms of the original lease as previously facilitated by the County's predecessor-in-interest in the Shoppes at Hope Valley. The lease rate is \$51,480 per year, plus Common Area Maintenance costs.

This Lease Renewal will maintain the positive community, economic, and property value interests of County citizens, Shoppes at Hope Valley co-Tenants, and County departments who are neighbors to the Tenant on the premises at the Shoppes at Hope Valley.

Alignment with Strategic Plan: The attached Lease Renewal supports Goal 1 “Community Empowerment and Enrichment,” and Goal 5 “Accountable, Efficient and Visionary Government.”

Resource Persons: Nancy Mitchell, Senior Real Estate Officer; Peri Manns, Deputy Director Engineering and Environmental Services.

County Manager’s Recommendation: The County Manager recommends that the Board approve and authorize execution of a Lease Renewal with Cato of North Carolina, LLC to operate a retail enterprise in the Shoppes at Hope Valley located at 3825 South Roxboro Street, Suite 129, in accordance with the terms and conditions as set forth in the Lease Agreement and Lease Renewal attached to this agenda item.

Attachments: [Cato DurhamFirstAmend-Final](#)
[2003-03.18 Cato - Lease](#)

24-0037

Approval of One Year term Lease Renewal between North Carolina Railroad (NCRR) and Durham County for OES Fleet Maintenance Facility at 122 Stone Park Court in the amount of \$76,686.36

Agenda Text:

The Board is requested to approve the lease extension for the OES Fleet Maintenance Facility located at 122 Stone Park Court for one year at an annual lease rate of \$76,686.36, and to authorize the County Manager to execute all related documents to effect this lease agreement.

Since 2016, the Durham County Office of Emergency Services has leased the facility at 122 Stone Park Court for the purpose of performing maintenance and repairs to the County’s fleet of emergency services vehicles. In 2022, the NCRR acquired the property in furtherance of their project to realign the railroad adjacent to this parcel. That realignment project will require the relocation of our OES Maintenance Facility, and is expected to begin in 2025, although no specific timeline had been provided by NCRR. Because of the impending relocation, this lease is for one year only, with the option to continue occupancy on a month-to-month basis until NCRR is ready to demolish the building. Staff continues to search for an alternative location suitable for this purpose.

Alignment with Strategic Plan: The attached Lease Renewal supports Goal 1 “Community Empowerment and Enrichment,” and Goal 5 “Accountable, Efficient and Visionary Government.”

Resource Persons: Nancy Mitchell, Senior Real Estate Officer; Peri Manns, Deputy Director 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 approve the lease extension for the OES Fleet Maintenance Facility located at 122 Stone Park Court for one year at an annual lease rate of \$76,686.36,

and to authorize the County Manager to execute all related documents to effect this lease agreement.

Attachments: [Durham EMS Extension 1.08.24 DRAFT](#)

24-0039 **Approval to renew a Contract with Kontek Systems in the amount of \$117,084.00 to provide technology support for the Audio/Visual equipment located in County conference rooms.**

Agenda Text: The Board is requested to authorize the County Manager to approve a contract renewal with Kontek Systems in the amount of \$117,084.00 using IS&T's current fiscal year, 2023-2024 operational budget.

Durham County has 120 conference-court rooms across multiple buildings. Much of the equipment is no longer covered by warranty and many of the spaces utilize complex audio visual equipment. The IS&T department receives calls weekly for audio visual repair and assistance.

Kontek Systems is a local audio-visual integrator with their main office in downtown Durham. Kontek Systems is part of the University of North Carolina - Chapel Hill Multimedia Equipment, Integration/Installation, and Support Services University Term Contract #KONTEK/Y22AMW/111/RFP.

Renewal of this contract will allow seamless support of the County conference-court room audiovisual equipment. The contract also includes yearly maintenance, monthly statistical reporting, and covers repairs of broken equipment.

Alignment with Strategic Plan: 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 Kontek Systems in the amount of \$117,084.00 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: [Kontek -Enterprise AV - CP - 01-01-24 - 12-31-24](#)
 [Kontek AAF Supplemental Document - AV Support Services -01-11-24](#)

24-0041 **Approval of Capital Project Amendment No.24CPA00016 Appropriating \$1,090,600.00 of Fully Reimbursable Funding for the New Lincoln Community Health Center Parking Lot Expansion Capital Project (4730DC159); and Authorize the County Manager to**

Execute the Construction Contract for the Lincoln Community Health Center Renovation Parking Lot Expansion Capital Project (4730DC159).

Agenda Text:

The Board is requested to approve Capital Project Amendment No.24CPA00016, appropriating \$1,090,600.00 to fund the new Lincoln Community Health Center Parking Lot Expansion Capital Project (4730DC159). Once this project is completed, there will be no net expense for the County. The full cost of this project will be reimbursed by the Lincoln Community Health Center, which will receive two Federal Grants for the project totaling \$863,502. The difference between the grant amounts and total cost will be covered by the Lincoln Community Health Center (\$227,098). The Board is also requested to authorize the County Manager to execute the contract with W.C. Construction Company (WCC) for the Parking Lot Expansion project at Lincoln Community Health Center (LCHC) located at 1301 Fayetteville St., Durham, in the amount of \$961,000.00, as well as approve the owners contingency at (10%) in the amount of \$96,100.00 and execute any other related contracts including change orders, if necessary, not to exceed the available construction budget of \$1,057,100.00 (See Attachment 1, Page 1-13).

Project	Current Budget	Increase/Decrease	Revised Budget	Project Status
LCHC Parking Lot Expansion (4730DC159)		\$	-	\$ 1,090,600.00 \$
1,090,600.00	NEW			
\$	-	\$ 1,090,600.00	\$ 1,090,600.00	

On March 9, 2020, the Board of County Commissioners created the Lincoln Community Health Center Parking Lot Expansion Project account and authorized the execution of a contract with Surface 678 (S678) to provide Engineering services for this project. The scope of work includes demolition of existing lawn area to provide space for construction of an expanded parking lot, minor grading improvements, perimeter fence installation, storm drainage installation, and landscape plantings in and surrounding the parking lot. There are offsite drainage improvements that will cross Fayetteville Street to the west of the project site and will include storm drainpipe installation within the right-of-way of Fayetteville Street and along Linwood Avenue. The existing parking lot will remain in operation during the renovation period. The Lincoln Community Health Center Parking Lot Expansion project was advertised on June 18, 2023, and a pre-bid conference was held on June 28, 2023. Two (2) bid proposals were received on July 18th, a Re-bid was required due to lack of the required number of bids to open the bidding. The project was Re-bid on October 20, 2023, Two (2) bids were rejected due to noncompliance. The project was Re-bid again on December 28, 2023, (2) bids were received and opened. WC Construction submitted the lowest bid price of \$961,000.

As a result of previous renovations, Lincoln is providing services to an additional 2400 clients which required more than 30 new staff. Additional grants over time have added approximately 50 people to the staff and they have been parking on Massey,

Spaulding, Linwood, and Merrick Streets. The expanded parking lot will help to alleviate complaints and provide security for staff. The Existing staff lot will have 36 spaces and was constructed when Lincoln had 148 staff. Currently Lincoln employs 242 staff. The new lot would include approximately 42 parking spaces.

In review of the MWBE Compliance for IFB 23-047R2 Lincon Community Health Center Parking Lot Expansion, W.C. Construction Company, LLC is an MWBE Certified Black-American business and will be utilizing 42% MWBE Certified Black-American businesses and

12% MWBE Certified Women-Owned business to be used as MWBE subcontracting participation to perform work on the project. (See attachment 2, Page 1)

The Engineering Department has reviewed the bid proposals with the Purchasing Division and Surface 678, PA and recommends that the County proceed with base bid and award the contract to W. C. Construction. Funding for this project will be available in the Lincoln Community Health Center Parking Lot Expansion Capital Project account and will be reimbursed to County through draw down of two Federal HRSA grants totaling \$863,502 (\$274,502 and \$589,000). Per the language in the grant Lincoln has agreed to commit an additional \$227,098.00 to Durham County to be incorporated in the project account. Completion of this project will provide a secure parking environment for staff at this facility.

Alignment with Strategic Plan: This project aligns with Goal 5 by providing more efficient service delivery and better customer service through the expansion of the parking lot at this location.

Resource Persons: Brenda Hayes-Bright, Assoc. AIA, CDT, MPM, Project Manager Peri Manns, ASLA, Deputy Director of Engineering & Environmental Services, Keith Lane, Director of Budget & management, Tiffany Murray, Durham County Chief Financial Officer, William Seagroves, Chief Financial Officer, LCHC.

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No.24CPA00016, appropriating \$1,090,600.00 to fund the new Lincoln Community Health Center Parking Lot Expansion Capital Project (4730DC159). Once this project is completed, there will be no net expense for the County. The full cost of this project will be reimbursed by the Lincoln Community Health Center, which will receive two Federal Grants for the project totaling \$863,502. The difference between the grant amounts and total cost will be covered by the Lincoln Community Health Center (\$227,098). The Board is also requested to authorize the County Manager to execute the contract with W.C. Construction Company (WCC) for the Parking Lot Expansion project at Lincoln Community Health Center (LCHC) located at 1301 Fayetteville St., Durham, in the amount of \$961,000.00, as well as approve the owners contingency at (10%) in the amount of \$96,100.00 and execute any other related contracts including change orders, if necessary, not to exceed the available construction budget of

\$1,057,100.00.

Attachments:

[Attachment 1 Bid documents WC Construction 01112024](#)

[Attachment 2 MWBE Compliance Review Form-AAF for 23-047R2 IFB 011224](#)

[AAF Supplemental Document LCHC CPA Construction contract WC Construc](#)

[CPA-16 LEGAL FORM Appropriating 1,090,200 for LCHC Parking Lot Expansio](#)

24-0043

Approval to execute a Contract Amendment with Surface 678 for the Additional Design Services for the Lincoln Community Health Center Parking Lot Expansion Project 4730DC139

Agenda Text:

The Board is requested to approve the execution of a contract amendment with Surface 678, P.A., and authorize the County Manager to execute the design contract amendment with Surface 678, PA (S678), to include the additional services for the Lincoln Community Health Center Parking lot Expansion project located at 1301 Fayetteville Street, Durham in the amount of \$16,900.00, thus increasing the total compensation for basic design services, additional design services, reimbursable expenses to \$66,840.00 (See Attachment 1, Pages 1-2). Funding for this amendment will be available in the funds received from LCHC and deposited in the Capital Project account.

On March 9, 2020, the Board of County Commissioners approved a contract amendment of \$9,500 for a total contract of \$49,940.00 in funding from Lincoln Community Health Center for the Parking Lot expansion project and an Engineering contract with Surface 678. Due to the cyberattack and the Covid-19 the contract was executed on July 7, 2020. That Capital project amendment included modifications to the Site Plan Process requiring a level four Site Plan submittal. The current amendment will include 1) The extended project schedule due to increase in project scope 2) Off-site scope increases 3) Additional landscape and civil scope 4) Additional City of Durham requirements for As-Built drawings for additional off-site storm drainage work.

As a result of previous renovations, Lincoln is providing services to an additional 2,400 clients which required more than 30 new staff positions. Additional grants over time have added approximately 50 people to the staff and they have been parking on Massey, Spaulding, Linwood, and Merrick Streets. The expanded parking lot will help to alleviate complaints and provide security for staff. The existing staff lot will have 36 spaces and was constructed when Lincoln had 148 staff. Currently Lincoln employs 242 staff and the new lot improvements would add approximately 42 parking spaces.

Funding for this amendment, \$16,900.00, will be provided by Lincoln Community Health Center. Lincoln has agreed to commit funding to Durham County to be incorporated into a capital project account along with grant funding received for the overall project. Completion of this project will provide a more reliable parking situation for staff by eliminating current parking space deficiencies at this facility.

Alignment with Strategic Plan: This project aligns with Goal 5 by providing more efficient service delivery and better customer service through the expansion of the parking lot at this location.

Resource Persons: Brenda Hayes-Bright, Assoc. AIA, CDT, MPM, Project Manager Peri Manns, ASLA, Deputy Director of Engineering & Environmental Services, Jay Gibson, P.E., CFM, Director of Engineering and Environmental Services, Keith Lane, Director of Budget & Management, Tiffany Murray, Durham County Chief Financial Officer, William Seagroves, Chief Financial Officer, LCHC

County Manager's Recommendation: The County Manager recommends that the Board approve the execution of the design contract amendment and authorize the County Manager to execute the amendment with Surface 678, PA (S678), to include the additional services for the Lincoln Community Health Center Parking Lot Expansion project located at 1301 Fayetteville Street, Durham in the amount of \$16,900.00, thus increasing the total compensation for basic design services, additional design services, reimbursable expenses to \$66,840.00.

Attachments: [Attachment 1 LCHC Parking Lot Expansion Add Services Surface 678](#)
[AAF Supplemental Document LCHC Parking Lot Expansion Surface 678](#)

24-0053

Approval of Property Tax Releases and Refunds for December 2023

Agenda Text:

The Board is requested to approve the Releases & Refunds for the month of December 2023, which includes adjustments to the current year levy as well as prior years' levies. Due to property valuation adjustments for over assessments, listing discrepancies, duplicate listings, and clerical errors, etc. the attached reports detail releases and refunds for the month of December 2023.

This month's report includes releases and refunds for tax year 2023 totaling \$ 1,080,373.67. Prior tax years' (2019-2022) releases and refunds are in the amount of \$8,221.35. December 2023 releases and refunds total \$1,088,595.02.

Alignment with Strategic Plan: Goal 5, Accountable, Efficient, Visionary Government. The reason for the request is to ensure the county complies with North Carolina General Statutes which ensure we are accountable to our citizens.

Resource Persons: Keyar Doyle, Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board approve the property tax release and refund reports for December 2023 as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report.

Attachments: [Releases and Refunds Backup Detail-December 2023-Jan 22, 2024](#)
[Backup-Bill Release Report December 2023-Jan 22, 2024](#)
[Backup-Pending Refund Report December 2023-Jan 22, 2024](#)
[NCVTS November Refunds](#)

24-0057**Acceptance of Federal Aviation Administration (FAA) Grant offer to Raleigh-Durham Airport Authority (RDU) - Grant Offer 3-37-0056-065-2024.****Agenda Text:**

The Board is requested to accept FAA Grant Offer 3-37-0056-065-2024 to the Raleigh-Durham Airport Authority (RDU). The FAA also requires Durham County, along with Wake County and the Cities of Raleigh and Durham, to accept grants offers made by the FAA under the Airport Improvement Program. At its regular meeting on January 18, 2024, the Airport Authority's Board took action to accept the anticipated grant. Funds from the above-referenced grant will be used for Final Design costs related to the replacement and shift of Runway 5L-23R. The amount for Grant 3-37-0056-65-2024 is \$6,000,000.00, and it is comprised entirely of discretionary funds.

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

Resource Persons: Ron Jewett, Vice President - Facilities Asset Management, Raleigh-Durham Airport Authority

County Manager's Recommendation: The County Manager recommends that the Board accepts the Federal Aviation Administration (FAA) Grant offer to Raleigh-Durham Airport Authority (RDU) - Grant Offer 3-37-0056-065-2024.

Attachments:

[RDU FAA Grant Offer 3-37-0056-065-2024](#)

[Durham County- FAA Grant 65 Offer 2024-01-02](#)

6. Public Hearings (20 min)**24-0052****Public Hearing on Not to Exceed \$87,000,000 Limited Obligation Bonds, Series 2024A & 2024B (20min)****Agenda Text:**

The Board is requested to hold a public hearing on the negotiation of an amendment to an installment financing contract in connection with the execution and delivery of not to exceed \$87,000,000 Limited Obligation Bonds (the "Bonds") and the related projects to be financed and refinanced thereby. Following the public hearing, the Board is requested to adopt the attached resolution (the "Resolution") which authorizes the negotiation of an amendment to an installment financing contract in connection with the execution and delivery of not to exceed \$87,000,000 Limited Obligation Bonds.

Copies of all documents referenced in the resolution are on file with the Chief Financial Officer and can be made available to any Board members upon request.

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

Resource Persons: Tiffany Murray, Chief Financial Officer; Joe Futima, Assistant Chief Financial Officer; Claudia Hager, Deputy County Manager and Carlos Manzano, Associate, Parker Poe

County Manager's Recommendation: The County Manager recommends that the Board hold the public hearing and, following the public hearing, adopt the attached Resolution.

Attachments: [Approving Resolution - Durham County 2024AB LOBs - v.2](#)
[Supplemental Item - Public Hearing - Limited Obligation Bonds \(LOBs\) Projects](#)

7. Board and Commission Appointments (10 min)

[24-0029](#) Board and Commission Appointments (10min)

Agenda Text: Monica Wallace, Clerk to the Board, will distribute ballots to the Board to make appointments to the following boards:

- Board of Health
- Durham County Women's Commission
- Durham Planning Commission

The Board of Commissioners recognizes the need to have a representative sample of the citizens of Durham County serve on boards, commissions, committees, and authorities. No citizen may serve more than four consecutive terms for 2-year term boards; three consecutive terms for 3-year term boards; two consecutive terms for 4-year term boards; and one consecutive term for 5 and 6-year term boards in any one position, unless otherwise stated by statute; or there are no other applicants who meet the eligibility requirements. The Equalization and Review Board shall be exempt from these term limits.

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

Resource Persons: Monica Wallace, Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the Board of County Commissioners vote to appoint members to the aforementioned Boards and Commissions.

Attachments: [B&C Appts - 1.22.2024](#)

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

9. Adjournment

