



# Durham County

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

## Meeting Agenda Board of County Commissioners

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Tuesday, May 27, 2025

6:00 PM

Commissioners' Chambers

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### Regular Session

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

[25-0298](#)

#### Closed Session

**Agenda Text:**

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

- To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged to G.S. 143-318.11(a)(3).
- 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 Plan Goal: High Performing Organization.

**Resource Persons:** Larissa Williamson, County Attorney

**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 residents to conduct themselves in a respectful, courteous manner, both with the Board and fellow residents. At any time, should any member of the Board or any resident 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.

**"Land Acknowledgment"**

As we convene for the Durham County Commissioners meeting, it's crucial to recognize the painful truth of history. We stand on the stolen ancestral lands of the Catawba, Eno, Occaneechi, Shakori, and Tuscarora peoples, whose deep connection to this land predates our arrival. We acknowledge with humility the unjust displacement and violence that occurred, leading to the dispossession of indigenous peoples from their homelands. Their resilience in the face of such adversity is a testament to their strength and spirit.

May we humbly honor the ancestors and elders of these nations, both past and present, by committing ourselves to fostering understanding, healing, and justice for all who inhabit this land. Let us walk forward together with open hearts, acknowledging the past and embracing a future guided by compassion, respect, and unity.

**7:00 pm Regular Session**

- 1. Opening of Regular Session - Pledge of Allegiance (5 min)**
- 2. Agenda Adjustments (5 min)**
- 3. Announcements (5 min)**

**25-0299 Announcements (5min)****Agenda Text:**

- 1. Wear Orange Day** - The community is invited to observe Wear Orange Day on June 6th, which also coincides with National Gun Violence Awareness Day. Community members, elected officials, and law enforcement officials from across the Triangle are invited to participate in an event that will be held at noon in front of the Franklin Street Post Office in Chapel Hill. The goal of the observance is to work to bring an end to gun violence. #WearOrange Campaign.
- 2. Real Property Tax Appeal Deadline** - The Durham County Tax Administration reminds all taxpayers that the deadline to file an appeal of your 2025 real property tax appraisal is 5 p.m. on Monday, June 16, 2025, when

the Board of Equalization and Review concludes its term. You can file an appeal online at <https://appeals.spatiallest.com/nc-durham/> or with a paper form (download here -

<https://www.dconc.gov/home/showpublisheddocument/32724/637320420616970000>). Find more information at [www.dconc.gov/taxhelp](http://www.dconc.gov/taxhelp) or call 919-560-0300 <<http://www.dconc.gov/taxhelp%20or%20call%20919-560-0300>>.

3. **DCo Redwood Convenience Site Closure** - The Durham County General Services Department announces that the Redwood Convenience Site, located at 100 Electra Road, will temporarily close for 4 weeks to allow for tree removal and road construction to set up a new traffic pattern. The site will close to the public on Monday, June 9, 2025, and reopen on Monday, July 7, 2025. The Northern (11894 N. Roxboro Road) and Parkwood (5828 Highway 55) will remain open Monday-Friday from 7 a.m. - 6 p.m.; Saturday: 7 a.m. -12 p.m. Closed Sundays and County Holidays/Training Days (June 13, June 19 and July 4). More info: <https://www.dconc.gov/county-departments/departments-f-z/general-services/solid-waste-recycling-and-litter-control/durham-county-convenience-sites>.
4. **Sun Meals: Free Summer Meals for Kids** - Durham Public Schools will once again provide free meals for students during the summer months! The Sun Meals program from the Department of Health and Human Services, is open to those age 1 to 18 to pick up breakfast and lunch, Monday through Friday, June 16 to August 1. No identification or registration is ever needed! Site locations vary each year. Text FOOD or COMIDA to 304-304 during the summer months to find a site near you or visit [www.dpsnc.net/o/dps/page/summer-meals-program](http://www.dpsnc.net/o/dps/page/summer-meals-program). For a map of more summer meal sites and directions, visit: Durham Area Food Resources Locator Map - <https://durham-area-food-resources-durhamnc.hub.arcgis.com/>. Questions? Call the DPS School Nutrition Services at 919-560-2370.
5. **Opioid Settlement Annual Community Meeting on June 5** - Join us for an annual community meeting to learn more about how Durham County is using its national opioid settlement funds to address the opioid epidemic and give your input. Speakers include: Jaeson Smith, DCo Public Health Collaborative Strategic Planning; Morgan Culver and Dennis Hamlet, Community Naloxone and Syringe Distribution; Lacie Scofield, Community Linkages to Care (CLC), Peer Support Program; and Dr. Anjni Patel Joiner, Post Overdose Response Team. Light refreshments will be provided. Event will be held on Thursday, June 5, from 5:30-7:30 p.m., inside Board Chambers, on the second floor of Admin. I Building, 200 E. Main St.

#### 4. Minutes (5 min)

##### [25-0308](#) Minutes (5min)

**Agenda Text:** The Board is requested to approve the May 5, 2025, Work Session minutes and the May 12, 2025, Regular Session minutes.

**Alignment With Strategic Plan:** This item aligns with Strategic Plan Goal: High Performing Organization

**Resource Persons:** Monica W. Wallace, Clerk to the Board

**County Manager's Recommendation:** The County Manager recommends that the Board approve the May 5, 2025, Work Session minutes and the May 12, 2025, Regular Session minutes.

**Attachments:** [Work Session - May 5, 2025](#)  
[Regular Session - May 12, 2025](#)

#### 5. Ceremonial Items (15 min)

##### [25-0228](#) Proclamation - Jewish American Heritage Month (5min)

**Agenda Text:** The Board has been requested to issue a resolution celebrating and honoring Jewish American Heritage Month in Durham County.

The purpose of this resolution is to acknowledge and honor Jewish Americans in Durham County, bringing awareness and celebration to the contributions of Jewish Americans in our community in Durham County and across our country and world. We are committed to fostering a culture of inclusivity, diversity, and understanding within Durham County. Together, we strive to acknowledge, learn from, and appreciate the diverse narratives that shape our collective history.

**Alignment with Strategic Plan:** This item aligns with Strategic Plan Goal - Healthy & Inclusive Community

**Resource Persons:** Dr. Brent Lewis, Director, Equitable Well-Being; Raina Bunnag, Food Security Coordinator

**County Manager's Recommendation:** The County Manager recommends that the Board issues a resolution celebrating and honoring Jewish American Heritage Month in May 2025.

**Attachments:** [Proclamation - Jewish American Heritage Month - May 2025](#)

##### [25-0229](#) Proclamation - Asian American-Pacific Islander Heritage Month (5min)

**Agenda Text:** The Board has been requested to issue a resolution celebrating and honoring Asian American-Pacific Islander Heritage Month in Durham County.

The purpose of this resolution is to acknowledge and honor Asian American-Pacific Islander (AAPI) in Durham County, bringing awareness and celebration to the contributions of Asian American-Pacific Islanders in our community in Durham County and across our country and world. We are committed to fostering a culture of inclusivity, diversity, and understanding within Durham County. Together, we strive to acknowledge, learn from, and appreciate the diverse narratives that shape our collective history.

**Alignment with Strategic Plan:** This item aligns with Strategic Plan Goal - Healthy & Inclusive Community

**Resource Persons:** Dr. Brent Lewis, Director, Equitable Well-Being

**County Manager's Recommendation:** The County Manager recommends that the Board issues a resolution celebrating and honoring Jewish American Heritage Month in May 2025.

**Attachments:** [Proclamation - Asian American-Pacific Islander Heritage Month - May 2025](#)

### **25-0273 Proclamation - National Foster Care Month (5min)**

**Agenda Text:**

The Board is requested to issue a proclamation recognizing May as Foster Care Month and assist in spreading the word about the needs of children and young adults in and leaving foster care. This year's theme - "Centered on Family, Strengthened by Connections" will honor the importance of family connections and authentic family engagement in decision making. Listening to families and supporting the relationships they value most can enhance trust and improve the well-being of children and families.

**Alignment with Strategic Plan:** This request aligns with Strategic goal -Healthy & Inclusive Community: Supporting equitable and inclusive health and well-being for all by increasing healthy outcomes and quality of life for residents.

**Resource Persons:** Maggie Clapp, Director; Valery Dambreville, Deputy Director; Jovetta Whitfield, Assistant Director; Susan Lee, Program Manager.

**County Manager's Recommendation:** The County Manager recommends that the Board approve the proclamation declaring May Foster Care Month.

**Attachments:** [Proclamation - National Foster Care Month - May 2025](#)

## **6. Consent Agenda (15 min)**

### **25-0198 Approval of Budget Ordinance Amendment No 25BCC087 Tax Administration to Appropriate \$277,500 of General Fund fund balance for Increased Costs Related to Revaluation**

**Agenda Text:**

The Board is requested to approve Approval of Budget Ordinance Amendment No 25BCC087 Tax Administration to Appropriate \$277,500 of General Fund fund balance for Increased Costs Related to Revaluation. Funds initially approved for Tax

Administration's General Budget were utilized to initiate the contracts needed with vendors to assist with the 2025 General Reappraisal due to the lack of available funds in the Revaluation Budget. Some of the annual recurring contracts that were budgeted in the Revaluation Budget were also funded by the General Budget due to the lack of availability.

**Alignment with Strategic Plan:** This item aligns with Durham County Strategic Goal: Safety and Resilience

**Resource Persons:** Keyar Doyle, Tax Administrator

**County Manager's Recommendation:** The County Manager recommends that the Board approve Approval of Budget Ordinance Amendment No 25BCC087 Tax Administration to Appropriate \$277,500 of General Fund fund balance for Increased Costs Related to Revaluation

**Attachments:** [AAF87 Legal Form](#)

**25-0226**

**Approval of the contract with Boiler Masters, Inc. in the amount of \$226,000.00 to replace the air-cooled chillers at the East and North Regional Libraries, and the authority to execute change orders/amendments to the contract as long as funds are available in the CIP fund.**

**Agenda Text:** The Board is requested to authorize the County Manager to enter into a contract in the amount of \$226,000.00 with Boiler Masters, Inc. utilizing Capital Improvement Funds (CIP) allocated for this project.

The contract will allow for the replacement of two air-cooled chillers one each, at the East and North regional Libraries. The chillers are original to the facility and have passed their useful life span. Due to the age of the equipment maintenance issues have increased, and failures have risen, with an increase in costs to maintain the units in working order. New units will be operationally more efficient and maintenance costs will decrease.

**Alignment with Strategic Plan:** This project aligns with Sustainable Infrastructure and Environment, Maintaining, protecting, and improving natural and built systems to support a sustainable community.

**Resource Persons:** Motiryo Keambiroiro, Director General Services, Shawn Swiatocha, Assistant Director, David Alpaugh, Project Facilitator

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to enter into a contract with Boiler Masters, Inc. in the amount of \$226,000.00 to replace air-cooled chillers at the East and North Regional Libraries. The County Manager also recommends the Board allow the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract as necessary to continue services as required as long as

funds are available in the CIP fund.

**Attachments:** [AAF Supplemental Document - Contract Approval](#)  
[MWBE Compliance Review Form-Agenda Action Form RFP 25-026 North & Ea](#)  
[BID PACKAGE BOILER MASTERS](#)  
[Justification Letter for Boiler Masters](#)  
[RFP 25-026 Replacement of Air-Cooled Chillers at the North and East Regional](#)

**25-0238** **Approval of amendment with HDR Engineering Inc of the Carolinas to provide design, bidding, and construction contract administration for the installation of a whole site generator at the Northern Durham Convenience Center in the amount of \$6,000 for a total contract not-to-exceed amount of \$666,832.**

**Agenda Text:** The Board is requested to authorize the County Manager to approve the amendment with HDR Engineering Inc of the Carolinas to provide design, bidding, and construction contract administration for the installation of a whole site generator at the new Northern Durham Convenience Center in the amount of \$6000 for a total contract not-to-exceed amount of \$666,832.

The original site design included accommodation for a portable backup generator to provide power to maintain operations of key functions of the administrative building, but not to operate the site for waste disposal. The County seeks to install a whole site generator which would allow the facility to maintain full site operations for citizens during periods of power loss. This amendment will allow HDR to complete the contract administration phase of the project. Existing funds for this amendment are available in Capital Improvement Project #4190 DCO79.

**Alignment with Strategic Plan:** This item aligns with Strategic Goal: Sustainable Infrastructure & Environment.

**Resource Persons:** Motiryo Keambiroiro, General Services Director; Darius Allen, Waste Reduction Supervisor; Chrissie Koroivui, Solid Waste Program Manager

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to approve the amendment with HDR Engineering Inc of the Carolinas to provide design, bidding, and construction contract administration for the installation of a whole site generator at the new Northern Durham Convenience Center in the amount of \$6000 for a total contract not-to-exceed amount of \$666,832.

**Attachments:** [Supplemental AAF Amendment 6](#)  
[Hdr Amendment 6](#)  
[Attachment A - Amd 6 Northern CC Bidding and Contract Administration Assista](#)

**25-0247** **Approve a contract with Wilson and Cofield Electric Service, Inc to**

**procure and install a whole site diesel generator at the Northern Durham Convenience Site for an amount not to exceed \$395,413.64.****Agenda Text:**

The Board is requested to authorize the County Manager to execute a contract with Wilson and Cofield Electric Service, Inc to procure and install a whole-site diesel generator at the Northern Durham Convenience Site for an amount not to exceed \$395,413.64.

With the increasing frequency of extreme weather events, Durham County identified the need for a permanent, whole-site generator to ensure uninterrupted service at the facility during outages. The proposed work includes backup power for site-wide functions, including the compactor areas, lighting, water system, and operational buildings. HDR developed design documents, assisted with bidding, and will provide construction administration for the implementation of this work.

Wilson and Cofield Electric Service, Inc have committed to 5.1% MBWE participation.

**Alignment with Strategic Plan:** This item aligns with Durham County Strategic Goal: Sustainable Infrastructure and Environment.

**Resource Persons:** Motiryo Keambiroiro, General Services Director; Darius Allen, Waste Reduction Supervisor; Chrissie Koroivui, Solid Waste Program Manager.

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to execute a contract with Wilson and Cofield Electric Service, Inc to procure and install a whole site diesel generator at the Northern Durham Convenience Site for an amount not to exceed \$395,413.64.

**Attachments:**

[AAF supplemental Generator Northern Site](#)

[Recommendation for Award](#)

[MWBE Compliance Review Form-Agenda Action Form IFB 25-013R2 Generato](#)

[Construction Contract Generator for Northern Durham Convenience Site](#)

[Wilson-Cofield Bid](#)

[IFB 25-013R2-Generator for Northern Convenience Site-DCo JKHI \(2\)](#)

[IFB 25-013R2 Addendum 2 GBH-1](#)

[IFB 25-013R2 Addendum 3 JKH](#)

[IFB 25-013R2 Addendum 1](#)

[Insurance Waiver Request WC2](#)

[Certificate 173 2025-01-26](#)

**25-0264**

**To authorize the County Manager to approve a contract with Brady Trane Services, Inc in the amount of \$53,292.42 for the replacement of three compressors that are a part of the HVAC system for the Durham Center for Senior Life Facility**

**Agenda Text:** The Board is requested to authorize the County Manager to approve a contract with Brady Trane Services, Inc. in the amount of \$53,292.42 for the replacement of three compressors that are a part of the HVAC system for the Durham Center for Senior Life Facility. Funding is available in the current General Services operating budget.

Currently the system trips out multiple times a day due to a bad compressor and in turn is affecting the other two compressors due to contamination within the refrigerant. Other vendors have been non-responsive to requests for competitive quotes. Due to the timing of this issue and rising ambient temperatures, this issue has been elevated for the concern of conditioned space for the County's senior citizens to participate in their daily activities and be serviced by the Senior PharmAssist Center.

**Alignment with Strategic Plan:** This work is in line with Durham County's Sustainable Infrastructure and Environment Focus Area Initiative 1b- Assess utilization and maintenance needs of current County facilities, equipment, and vehicles.

**Resource Persons:** Claude Eubanks- HVAC Supervisor, Shawn Swiatocha- Assistant Director, Motiryo Keambiroiro- Director

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to approve a contract with Brady Trane Services, Inc. in the amount of \$53,292.42 for the replacement of three compressors that are a part of the HVAC system for the Durham Center for Senior Life Facility. Funding is available in the current General Services operating budget.

**Attachments:** [AAF Supplemental Document- Center for Senior Life](#)  
[Center for Senior Life- Condensor Repair Quote](#)  
[FY25 Brady Senior Center Compressors package](#)  
[Center for Senior Life Condensor Unit Communication](#)

**25-0266** **Approval of Contract with Dana Safety Supply, Inc, in the Amount of \$125,775 to Purchase Protective Vests for Durham County Sheriff's Office Detention Officers**

**Agenda Text:** The Board is requested to approve a contract with Dana Safety Supply, Inc. in the amount of \$125,775 to purchase protective vests for the Durham County Sheriff's Office.

This emergency protective equipment will be provided to detention officers at the Durham County Sheriff's Office, a level of protection currently not in place. Detention officers are locating and seizing 20 homemade weapons per month, on average. Protective vests for detention officers will differ from the typical ballistic-rated vests worn by law enforcement and are designed to be stab-resistant. These vests will increase confidence and officer safety during these encounters.

This request was initially submitted during the FY24-25 Budget Process and once again in the FY25-26 Budget Process. After further review, the 2024 SCAAP Grant

was identified as an alternative funding source to purchase (180) protective vests. This number of vests will cover the current workforce, including replacements. The SCAAP Grant was previously recognized by the Board and currently existing within the Sheriff's Office budget (25-0072). Dana Safety Supply, Inc. is on State Contract and doesn't require a formal bid process. North Carolina General Statute 143-129(e) (9) allows local governments to be exempted from competitive bidding requirements in lieu of purchasing furnishings/equipment through NC State Contract."

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

**Resource Persons:** Bryce Meyers, Major of Detention Services, Durham County Sheriff's Office; Clarence Birkhead, Durham County Sheriff.

**County Manager's Recommendation:** The County Manager recommends that the Board approve a contract with Dana Safety Supply, Inc. in the amount of \$125,775 to purchase protective vests for the Durham County Sheriff's Office

**Attachments:**

[DSSSup](#)

[Dana Safety Supply Purchase of Goods Contract Template FY2025 FINAL](#)

[Attachment 1A UPDATED DURHAM CO SO STAB VEST QUOTE 504110](#)

[Attachment 1B State of NC contract #680C](#)

**25-0274**

**Approval of Contract Renewal with Tritech Software Systems, a CentralSquare Technologies Company (CentralSquare Technology) in the Amount of \$206,612 for Computer-Aided Dispatch and Report Management Systems for the Sheriff's Office**

**Agenda Text:**

The Board is requested to approve and authorize the County Manager to execute a contract renewal with TriTech Software Systems, a CentralSquare Technologies company, in the amount of \$206,612. The Board is also requested to authorize the County Manager to execute any subsequent extensions, change orders or amendments associated to this contract to continue services as required so long as funding is available within the Sheriff's Office budget. This contract provides 24/7 software support and maintenance for the Sheriff's Office Computer-Aided Dispatch (CAD) and Report Management Systems (RMS). Funding for this contract currently exists in the Sheriff's Office Operating Budget.

Tritech will provide software support and maintenance on a 24 x 7 basis for Inform Web RMS, Inform CAD, Inform Mobile, JAIL 4, and RMS evidence bar code scanners. The support and maintenance also include support and maintenance for the following interfaces: MorphoTrak LiveScan devices, RMS warrants interface, Renovo interface, JAIL NorthPointe JICS interface, and ERMA interface. Support tickets can also be entered via the assigned customer portal. The Sheriff's Office is notified of software patches and update releases via email, CentralSquare newsletter and/or assigned customer portal. The CAD system will implement workflow queues to streamline dispatch operations. Inform Mobile will give field personnel secure,

real-time access to CAD, RMS, and relevant databases, improving both safety and efficiency during on-scene decision-making.

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

**Resource Persons:** Vincent Ritter, Director of Information Technology, Durham County Sheriff's Office; Clarence Birkhead, Durham County Sheriff.

**County Manager's Recommendation:** The County Manager recommends that the Board approve and authorize the County Manager to execute a contract renewal with TriTech Software Systems, a CentralSquare Technologies company, in the amount of \$206,612. The Board is also requested to authorize the County Manager to execute any subsequent extensions, change orders or amendments associated to this contract to continue services as required so long as funding is available within the Sheriff's Office budget. This contract provides 24/7 software support and maintenance for the Sheriff's Office Computer-Aided Dispatch (CAD) and Report Management Systems (RMS). Funding for this contract currently exists in the Sheriff's Office Operating Budget.

**Attachments:**

[TriTech Sup](#)

[Tritech Software Systems Contract Amendment FY2025](#)

[Durham County Sheriff's Office NC Q-207452-Renewal Document](#)

**25-0282**

**Award Contract for Administration of Durham PreK (RFP No. 25-039) to Early Years**

**Agenda Text:**

The Board is requested to authorize the County Manager to enter into a service contract with Early Years in the amount of \$ 7,373,029, (RFP No. 25-039) and any related contract amendments, to administer the Durham PreK (DPK) program. Based on RFP 25-039 the service contract will run from July 1, 2025 to June 30, 2030. The annual amount payable under this contract is contingent upon the approval of the County budget by the Board of County Commissioners during its annual budget process.

Durham PreK is a major Durham County investment in supporting healthy child development and early education for young children in Durham. The work to study and establish a universal pre-k initiative in Durham began in 2015 with joint Board of County Commissioners, City Council, and Board of Education resolution in support of a planning process toward universal, high-quality pre-k. Ever since, Durham County has contributed increasing amounts of funding to community partners to bring that goal to life.

Durham County's investment in pre-k began with a decision to provide sales tax funds to support Durham Public Schools Pre-K. The County's investment in universal Pre-K began in FY 2018 with funding for the Whitted School and a pre-k supply and

demand study to inform additional investment and expansion. Beginning in FY 2019, a contract was established with Early Years (formerly Child Care Services Association - CCSA) and multiple subcontracted partners to administer the expansion of Durham Pre-K. From that time, Durham County funding has increased almost every year, growing Durham's locally supported Pre-K seats from close to zero to 1440 in FY 2025.

Based on Early Years response to Durham County RFP No. 25-039, the organization was determined to be qualified to continue to administer the program. The Early Years Team current performance and proposal clearly demonstrates the needed expertise to continue the effective operation of the Durham Pre-K system and to grow the program in accordance with the County's strategic priorities.

Durham County issued a Request for Proposals (RFP No. 25-039) on March 9, 2025, RFP No. 25-039 was advertised in local newspapers and on the Durham County website. One proposal was received on March 27, 2025. The proposal bid tabulation and evaluation summary are attached.

**Alignment with Strategic Plan:** A robust ecosystem of early childhood programs, including universal Pre-K aligns with DCo Forward Empowered Community (EC 1a, EC 1b, EC 1c, EC 2a, EC 2c) and Healthy and Inclusive Community (HI 1b, HI 2a, HI 2c) focus areas.

**Resource Persons:** Meytal Barak, County Early Childhood Coordinator; Linda Chappel, Senior Vice President at Early Years; Donna Rewalt, County Extension Director.

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to enter into a service contract with Early Years in the amount of \$ 7,373,029 (RFP No. 25-039) and any related contract amendments, to administer the Durham PreK program.

**Attachments:**

[MWBE Compliance Review Form-Agenda Action Form RFP 25-039 DPK](#)

[RFP 25-039 - Admin - Durham PreK Program](#)

[Service Contract FY2026 DPK](#)

[DPK Scope of Work FY26](#)

[DPK SCOPE OF SERVICES FORM FY26](#)

[FY26 COI including cyber liability - Early Years](#)

**25-0297**

**Approval of Property Tax Releases and Refunds for April 2025**

**Agenda Text:**

The Board is requested to approve the Releases & Refunds for April 2025, which includes adjustments to the current year's 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 monthly releases and refunds for April 2025.

This month's report includes releases and refunds for tax year 2024 totaling \$ 180,083.97. Prior tax years' (2015-2023) releases and refunds are in the amount of \$ 35,436.48. April 2025, releases and refunds total \$ 215,520.45.

**Alignment with Strategic Plan:** This item aligns with Durham County Strategic Goal: Financial Stewardship. This request is to ensure the County complies with financial requirements mandated by North Carolina General Statutes which ensures 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 report for April 2025, as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report.

**Attachments:** [Releases and Refunds Backup Detail-Apr 2025-May 27, 2025](#)  
[Backup-Bill Release Report Apr 2025-May 27, 2025](#)  
[Backup-Pending Refund Report Apr 2025-May 27, 2025](#)  
[NCVTS March Refunds](#)

**25-0289** **Authorize the County Manager to Execute a Contract not-to-exceed \$176,715.00 for Pre-Planning Design Services for the New County Animal Shelter with RND Architects, PA**

**Agenda Text:** The Board is requested to authorize the County Manager to execute a contract not-to-exceed \$176,715.00 for pre-planning design services for the new County Animal Shelter with RND Architects, PA, following completion of the contract and subject to approval by the County Attorney's Office.

The \$176,715.00 contract cost will be covered by current budget availability in the Engineering Department, and includes the contract cost and the standard 10% contingency. The department will also use available budget for any environmental and geotechnical assessments, surveying and other similar preliminary activities associated with pre-planning design services.

The Request for Qualifications (RFQ 25-006): Architectural and Engineering Design Services for the Durham County Animal Shelter was advertised in August, 2024. Seven responses were received by the September deadline. The responses were evaluated by representatives from the Sheriff's Office, General Services, Engineering, and the Animal Protection Society of Durham (APS). RND Architects, PA, was selected as the highest qualified firm for this project. Please see Attachment 1 for the architect's proposal, Attachment 2 for the Bid Tabulation, and Attachment 3 for the MWBE Compliance Review Form.

The initial feasibility study for the Animal Shelter was completed in 2020. Staff

requested that the design team propose a set of pre-planning services to update the findings of the feasibility study before beginning the full-fledged design process. The Animal Shelter project is expected to include utility work to run all utilities to the new location at 1117 Junction Road as this is currently raw, undeveloped land. This project will also investigate extending a water line north of the site to provide service to a small neighborhood that is experiencing issues with their well. Durham County intends to partner with City Water Management on this initiative if possible.

**Alignment with Strategic Plan:** This item aligns with the DCo Forward Strategic Plan Focus

Area of Sustainable Infrastructure and Environment.

**Resource Persons:** Christy Raulli, Sr. Real Estate Officer, and Peri Manns, ASLA, LEED GA, Deputy Director, Engineering and Environmental Services; Jay Gibson, P.E., CFM, Director, Engineering and Environmental Services; David LaBarre, Director of Planning and Development, Sheriff's Office; and Charles Nickelson, AIA, Principal, RND Architects, PA

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to execute a contract not-to-exceed \$176,715.00 for pre-planning design services for the new County Animal Shelter with RND Architects, PA, following completion of the contract and subject to approval by the County Attorney's Office.

**Attachments:** [Pre-Design Fee Proposal DCo Animal Shelter\\_05.19.2025](#)  
[RFQ 25-006 Proposal Tab Architect-Engineer Design Svcs-Animal Shelter -Ne](#)  
[MWBE Compliance Review Form-AAF RFQ 25-006 Architectural and Engineeri](#)

## 7. Public Hearings

### **25-0287 Public Hearing on the FY 2025-26 County Manager's Recommended Budget (60min)**

**Agenda Text:** The Board is requested to conduct a public hearing to receive citizen input on the FY 2025-26 County Manager's Recommended Budget. To be able to hear from all interested citizens, the Commissioners usually set a time limit of three minutes for each speaker; however, the time limit may be adjusted at the discretion of Chair Allam. Comments received by the County Clerk will be shared during the meeting, added to the meeting minutes, shared with the Commissioners and placed on the County website.

Citizens who wish to submit written comments to the Board of County Commissioners should use the physical address, fax number, online comment portal (details provided below) or email.

**Comments must be received by Sunday, May 25, 2025 at 2 p.m.**

- Email: [clerk@dconc.gov](mailto:clerk@dconc.gov) <<mailto:clerk@dconc.gov>>

- Physical Address: Monica Wallace, Clerk to the Board, 200 East Main St, Durham, NC 27701
- Fax: (919) 560-0013

**Online Portal:**

Please go to Budget website at

<https://www.dconc.gov/county-departments/departments-a-e/budget-management-services> to complete the online FY 2025-26 Resident Budget Survey

**Alignment with Strategic Plan:** Public Hearings align with Focus Area High Performing Organization

**Resource Persons:** Claudia Hager, County Manager; Keith Lane, Budget Director

**County Manager's Recommendation:** The County Manager recommends that the Board conduct a public hearing to receive citizen input on the FY 2025-26 County Manager's recommended budget and consider the received comments in the deliberations prior to finalization of the budget.

## 8. Board and Commission Appointments (10 min)

**25-0295****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:

- Audit Oversight Committee
- Durham County Hospital Corporation Board of Trustees
- Durham County Women's Commission
- Durham Racial Equity Commission
- Durham Workforce Development Board
- Memorial Stadium Authority

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 focus area: High Performing Organization.

**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 Appt Memo - 5.27.2025](#)

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

**10. Adjournment**