

**THE BOARD OF COUNTY COMMISSIONERS
DURHAM, NORTH CAROLINA**

Monday, March 29, 2007

9:15 A.M. CIP Worksession

MINUTES

Place: Commissioners' Room, second floor, Durham County Government Administrative Complex, 200 E. Main Street, Durham, NC

Present: Chairman Ellen W. Reckhow, Vice-Chairman Becky M. Heron, and Commissioners Lewis A. Cheek and Michael D. Page

Absent: Commissioner Philip R. Cousin Jr.

Presider: Chairman Reckhow

Agenda Adjustments

Chairman Reckhow adjusted the agenda to add a closed session.

Preliminary Comments

County Manager Mike Ruffin gave an overview of the agenda. He stated that the Capital Finance Plan would be presented to the Board at its April 3 meeting.

Vice-Chairman Heron inquired about meeting dates regarding the County Manager's Recommended Budget presentation and the nonprofits public hearing.

County Manager Ruffin replied that no date has been set for his presentation, although it must be prior to the budget public hearing in June; the nonprofits public hearing is scheduled for April 2 at 1 p.m. All Nonprofits that have applied for funding have been notified.

Durham Technical Community College

Dr. Phail Wynn Jr., President, presented the following CIP budget requests to the Board:

- Main Campus Expansion—Will centralize the facility services, security, motor vehicles, print shop, and other functions. Will free-up instructional space.

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
<i>Total Project Cost</i>			\$2,000,000
Funding	2007-08	General Obligation Bonds	\$2,000,000

- Newton Building Expansion—This project upgrades the electrical and mechanical systems and provides added and flexible instructional space. This building is over 20 years old.

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
<i>Total Project Cost</i>			<i>\$4,000,000</i>
Funding	Prior Years	County Contribution	\$320,000
	2007-08	Two-Thirds Bonds	\$3,680,000

- Campus Improvements—This project improves traffic flow and handicapped access to Main Campus. Also renovates the White Building, the plans for which are awaiting approval by the state.

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
<i>Total Project Cost</i>			<i>\$8,200,000</i>
Funding	Prior Years	General Obligation Bonds	\$5,200,000
	2007-08	Two-Thirds Bonds	\$3,000,000

- Northern Durham Center Expansion—Will expand the northern campus with additional classrooms, laboratories, library, and food services. Part of Master Plan to meet the needs of residents in the northern part of the county.

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
<i>Total Project Cost</i>			<i>\$1,000,000</i>
Funding	Prior Years	County Contribution	\$420,000
	2007-08	County Contribution	\$580,000

Dr. Wynn and staff addressed questions relating to the following:

- Available funds for the hospital college program (*Vice-Chairman Heron*)
- Transferring 07-08 County Contribution and Two-Thirds Bonds requests to the General Obligation Bonds (*Chairman Reckhow*)
- Northern Durham Center capacity level (*Commissioner Page*)
- Constructing a multipurpose building to accommodate physical fitness training for police and fire departments. (*County Manager Ruffin*)
- Defensive Driving Site (*Commissioner Cheek*)
- General Bond requirements (*County Attorney Kitchen*)

Directive

Staff to look into putting 07-08 County Contribution and Two-Thirds Bonds requests on the ballot for General Obligation Bonds. Present findings to County Attorney Kitchen prior to the April 24 Durham Tech Board of Trustees meeting.

Boardroom Technology

Glen Whisler provided introductory remarks and acknowledged James M. Faress, P.E., Project Manager, and John F. Thompson, AIA, of DTW Architects.

Mr. Faress gave an update on the project as outlined below:

- Project Objectives
- Scope of Work
 - Technology Improvements

- Architectural Improvements
- Existing Conditions
 - Monitors/Desk Modifications
 - Staff & Press Seating
- Design Concepts
 - Commissioners Desk Section
 - Wheelchair Accessibility
 - Control Room
 - Press Camera Balcony
 - Joint Meetings and Furniture Requirements
- Existing Balcony
- Design Concepts
 - Control Box
 - Alternate Control Room Location
 - Combined Meeting Tables—Type A
 - Custom Designed Units—Type B
 - Board Room Audio/Video
- Existing Conditions
 - Foyer and Hall Technology
 - Projection and Camera Locations
- Design Concepts
 - Future Sign In & Information Area
- Cost Estimate (CIP Submittal)
- Project Funding Summary
- Audio/Video System Cost Comparables
- Schedule Concerns

Mr. Whisler and Mr. Faress addressed questions and concerns of the Commissioners during the presentation.

The following budget is requested to complete implementation of the project:

Boardroom Technology Upgrade—Included in the project is the implementation of the Granicus Inc. system for incorporating webcasts of the commissioner meetings, as well as structural modifications to the Commission Chambers and Clerk’s Office, furnishings, equipment, IT, and telephone costs.

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
<i>Total Project Cost</i>			<i>\$770,000</i>
Funding	Prior Years	Two-Thirds Bonds	\$120,000
	2007-08	County Contribution	\$650,000

Board Recommendations

- Front row seating to remain unchanged.
- Discuss proposed sign-in bench with Clerk to the Board's Office.
- Control room wall with a door in lieu of a screen.
- Display of County history
- Consider an alternate location for commissioner station monitors and projection screens.
- Incorporate the month of July in the project schedule, as July is the least busy month of the year.
- Create a "worst case scenario" budget to plan for unexpected increases.
- Elegant tables for sign-up area and for use during receptions.
- Consider ways to minimize sound in halls outside of Commissioners' Chambers.

County Stadium

County Manager Ruffin gave opening remarks on this item. He reported that the decision of some of the Board members is not to renovate or demolish the stadium, but to use the property for another purpose or sell the stadium; the stadium would no longer need to be on the ballot as a stadium renovation project. The Board then must consider alternatives for the school (which means adding it to the school bond issue) such as building a new stadium for Northern High School. Dr. Carl Harris would be present at the April 3 CIP Worksession to discuss a stadium at Northern and other alternatives.

Discussions/Questions

- 1) Stadium maintenance expenses (Chairman Reckhow)
- 2) Holding a public hearing to discuss the future of the stadium (Commissioner Page)
- 3) Northern High School to share Riverside High School's football stadium (All Commissioners)
 - a) Conflicting team schedules
- 4) An appraisal of the County Stadium to determine its financial value (Vice-Chairman Heron)
- 5) Working with Durham Public Schools on a replacement facility (All Commissioners)

Commissioner Cheek expressed his nonsupport of building a new football stadium; Northern High School could share Riverside High School's stadium.

Chairman Reckhow summarized the Board's strategy as follow:

1. Do not list the County Stadium Renovation Project on the ballot.
2. Continue to work on a plan for the Stadium.
3. Place the Stadium on the 2/3 Bond.

Vice-Chairman Heron recommended that Mike Turner, General Services Director, contact the Stadium Authority to call a special meeting to apprise it of the Commissioners' position at today's meeting.

Central Storage Facility

General Services Director Mike Turner reviewed the Main County Storage Facility Fact Sheet with the Board. The Fact Sheet listed several county facilities that are currently used for storage or staging of: General Services' building preventative maintenance materials; residential and office building recycling containers; surplus county furniture and equipment; and county department and state record storage. The facilities are: Eligibility Building (property sold; is not actively being used for storage); Carmichael Building (DSS relocating to new Human Services Complex [HSC]); Judicial Building (7th floor demolition and office renovation planned); Health Services Building (current building pending demolition for new HSC); and General Services Complex (building stays in inventory of warehouse storage). The buildings' square footage total is 59,721 sq. ft. In four to five years, the General Services Complex will be the only building to remain, leaving only 1,152 square feet for staging and storage of county property, materials, and equipment.

Mr. Turner proposed the following budget to off-set the loss of 58,569 square feet:

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
<i>Total Project Cost</i>			\$5,407,457
Funding	2009-10	County Contribution	\$870,187
	2010-11	County Contribution	\$420,300
	2011-12	COPS/Bank Financing	\$4,116,970

County Attorney Chuck Kitchen explained to Vice-Chairman Heron that most Clerk of Court's records must be kept indefinitely; the demand for additional space is increasing.

Discussions/Questions

- 1) Continue usage of the 7th floor of the Judicial Building (Chairman Reckhow)
- 2) Purchase an existing building in lieu of constructing a new building to decrease costs (Chairman Reckhow)
- 3) Amount of land needed (Vice-Chairman Heron)
- 4) Possibility of using Whitted School for storage or for the City of Medicine Academy (Commissioner Cheek)
- 5) Sheriff cars and surplus vehicles storage location (Vice-Chairman Heron)

Directives

1. General Services staff to look into existing County-owned buildings to use for storage.
2. Revisit the Judicial Building's 7th floor for continued storage.
3. Consider use of Whitted School for storage; discuss this option with Durham Public Schools.
4. County Manager and Budget staff to remove Main Storage Facility from the CIP plan and revise the budget. Once a reduced-cost alternative has been researched, the CIP budget would be re-revised and resubmitted to the Board.

Durham Civic Center

Heidi York, Assistant County Manager, synopsised the County's portion of the Civic Center improvements as follows:

HVAC Project:	\$599,132.75
Partition Walls:	\$78,000
Exhibit Hall Renovation:	\$201,750
ADA Upgrades:	<u>\$23,440</u>
Total:	\$902,322.75

Ms. York reported on the following additional needs for the Civic Center that are not included in the FY07-08 capital request:

Unfunded Capital Needs: This includes the balance of high priority items (identified in the 2003 Carter Burgess Needs Assessment) but remain unfunded due to budget constraints, driven by escalated construction costs and modified code requirements. Also included are aesthetic improvements and other facility upgrades that would improve operations. Some specific recommended improvements include:

- Roofing system rehabilitation, including skylight replacement
- Roof top unit RTU Nos. 5-7 replacement (service current exhibit hall rooms)
- One chiller replacement and other associated HVAC components
- Lighting and audio upgrades
- Replacement of doors and hardware as required
- Carpet and ceiling tile replacement; Paint interior walls, including repair as required
- Various masonry and floor tile repairs
- Minor kitchen improvements

Total cost: \$5,652,848

Shaner CIP Request for FY07-08: This request includes improvements cited by the hotel management company as required for quality or "competitive" advantage. These items include new automatic doors to banquet hallway, new roll doors, sound system improvements, and lobby tile replacements.

Total cost: \$133,930

County's share: \$59,465

Discussions/Questions

- 1) Placing HVAC project on 2/3 Bond (Chairman Reckhow)
- 2) County's partial ownership of the Civic Center

Directives

1. County Manager to send a letter to the Durham Delegation to inform them of the costs for visitor-related attraction improvements.
2. Look into whether to place the County's share of the HVAC project on the 2/3 Bonds, postpone the partition walls, and move forward with the exhibit hall renovation and ADA upgrades.

Criminal Justice Resource Center (CJRC)

Glen Whisler, County Engineer, discussed the CJRC project to renovate the third floor of the building and replace the exterior windows. He reviewed space allocation on each floor and the County agency that would utilize the space.

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
Total Project Cost			\$3,882,496
Funding	Prior Years	County Contribution	\$502,946
	2007-08	Two-Thirds Bonds	\$3,380,550

County Manager Ruffin beseeched the Board to approve the requests.

Discussions/Questions

- 1) Window panels on the 2nd floor (occupied by the Sheriff's Office)
- 2) Parking during renovation
- 3) Plans for storage area used by the Sheriff's Office

Directives

1. Remove wood from windows on the 2nd floor of the CJRC.
2. Push back the debt for interior renovations.
3. Staff to assess which renovations are needed ASAP as opposed to which ones could be delayed for at least four years.

Main Street Parking Deck

County Engineer Glen Whisler introduced the Main Street parking deck project to the Board. The project would address the need for additional downtown parking for the public and County employees for the new Human Services Complex, renovated Judicial Building, and the existing Administrative Complex and Main Library.

The funding breakdown is below:

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
Total Project Cost			\$16,244,028
Funding	2009-10	Two-Thirds Bonds	\$0
	2012-13	COPS/Bank Financing	\$16,244,028

Discussions/Questions

- 1) Deck issues (Chairman Reckhow)
 - a. Security
 - b. Limited parking spaces
- 2) Adding upper levels to deck to accommodate parking demands (Commissioner Cheek)

Directives

1. Look into alternative solutions for parking (i.e. offer free transit passes, charge a parking fee).
2. Mr. Whisler to talk with the facility manager at the new Environmental Protection Agency building to receive input on alternatives to parking.
3. Project to remain in the CIP while staff considers the Board's recommendations.

Sheriff's Training Facility

County Manager Ruffin recommended that the Sheriff's Training Facility project remains in the Capital Improvement Plan. The request is below:

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
<i>Total Project Cost</i>			\$5,894,598
Funding	2012-13	County Contribution	\$1,823,259
	2013-14	General Obligation Bonds	\$4,071,339

Technology Replacement

Perry Dixon, Information Technology Director, briefed the Board on the computer and network equipment life-cycle replacement practices as follows:

- Desktop Systems 4 Years
- The power curve growth has slowed.
 - New operating systems requirements require more memory, video, and processor capacity.
 - Planning/positioning for VISTA/Office 2007.
 - Current 3-year-old systems are not adequate for graphics/imaging needs or for Office 2007.
- Network 5 Years
- Extended due to improving reliability of equipment.
 - Network infrastructure maturing.
 - Firewall & intrusion detection stable *FOR NOW!*
- Servers 6 Years
- 3 years in Production/Critical.
 - Then moved to non-critical functions for remaining life.

UPS 6 Years

- 3 years business critical applications.
- Continue to use in non-critical areas for remaining life or until failure.

Printer Network 5 Years

- Department/area printers replaced to maintain reliability and because of cost of repair and cost of supplies.
- Specialty, i.e. impact/check printers and printer/plotters are replaced by departments only as required.
- Desktop printers are optional and are replaced by departments as required.

Wireless Equipment 4 Years

- Access points & access security need growing.
- Technology is evolving rapidly.

Midrange Server 4 Years

- Technology is continuing to change.
- Maintenance costs rise significantly after four years.
- Software licensing costs increase at end of initial maintenance period.

<u>Group</u>	<u>Year</u>	<u>Detail</u>	
<i>Total Project Cost</i>			\$5,894,598
Funding	Prior Years	Two-Thirds Bonds	\$286,500
		COPS/Bank Financing	\$6,825,000
	2008-09	COPS/Bank Financing	\$4,338,640
	2011-12	COPS/Bank Financing	\$4,895,240
	2014-15	COPS/Bank Financing	\$4,884,740

(This project covers the replacement cycle for computers, printers, and hardware, on a three-year replacement cycle.)

Discussions/Questions

- 1) Three-year budget replacement cycle (Chairman Reckhow)

Closed Session

Commissioner Cheek moved, seconded by Commissioner Page, to adjourn to closed session to instruct the public staff concerning the possible lease back to the County of the Oakleigh Building at Durham Regional Hospital pursuant to N.C.G.S. § 143-318.11(a)(3).

The motion carried with the following vote:

Ayes: Cheek, Heron, Page, and Reckhow
 Noes: None

Absent: Cousin

Reconvene to Open Session

Chairman Reckhow announced that the Board met in closed session; directives were given to staff; no action was taken.

Adjournment

There being no further business, Chairman Reckhow adjourned the meeting at 3:20 p.m.

Respectfully Submitted,

Yvonne R. Gordon
Deputy Clerk to the Board