



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, September 24, 2018

7:00 PM

Commissioners' Chambers

Regular Session

Closed Session (To be held at: 5:30 pm)

18-1038 Closed Session

Agenda Text:

The Board is requested to adjourn to 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. General personnel policy issues may not be considered in a closed session per G.S.143-318.11(a)(6).

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

Resource Persons: Terri Lea Hugie, Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the Board adjourn to Closed Session and direct staff accordingly.

"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)

18-1012 Announcements

Agenda Text:

1. **National Preparedness Month:** The Durham County Emergency Management Department will recognize September as National Preparedness Month (NPM), to remind citizens that we must all prepare ourselves and our families now and throughout the year.

This year's NPM will focus on planning, with an overarching theme: Disasters Happen. Prepare Now. Learn How.

Things you can do to prepare include:

- Make and practice your emergency plan
- Learn lifesaving skills
- Check your insurance coverage
- Save for an emergency

For more information on NPM, visit www.ready.gov/september
<<https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdeconc.us7.list-manage.com%2Ftrack%2Fclick%3Fu%3D5426d7daa13d2253baebd6c17%26id%3D7a9a7245d7%26e%3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6fcae2%7Cc16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=8NPDxaKsCd1m%2BzIry8ErBl4RnJo%2FfDZdyAoaKWO2e6Y%3D&reserved=0>>.

2. **Kick off Try Transit Week with a free ride Saturday on GoDurham:** Whether your favorite get-out-of-the-house plans involve biking, beers or books, add a twist to your typical trip this month and let the bus be your ride. September is Try Transit Month across the nation, and GoDurham wants to help residents participate by offering tips and suggested trips for all types of people, be they adventurers, intellectuals, tour guides or foodies. GoDurham even is offering a Fare Free Day on Saturday to get your ride off right.

To have more time and money to explore those experiences, maybe a cheaper and easier commute to work would help. As Durham, Orange and Wake counties go forward together with new transit investments, the ever-expanding regional network is making it even more convenient for Triangle residents to get where they need to go.

Get ready for Try Transit Week September 22-29 by heading to godurhamtransit.org and using the trip-planning tool to find a route to work. If you log your new commute online at Share the Ride NC, you're even eligible for monthly prize drawings through GoTriangle's GoPerks program.

To make it even easier to try transit, GoDurham is offering riders free fare on September 22. Need help planning a route? Call 919-485-7433. And no one ever need waste time waiting at bus stops. The free TransLoc app shows buses moving in real time and offers arrival predictions and proximity alerts. Learn about TransLoc at godurhamtransit.org/transloc.

- 3. Food Shuttle to open new Child food Hub:** Grand Opening to be held on September 27, 2018

DURHAM, N.C. - Inter-Faith Food Shuttle is opening its new Child Food Hub, a 7,000 sq. ft. facility that will lead the way in fighting childhood hunger in the Greater Triangle. The Child Food Hub will be officially opened on September 27, 2018 at 10 a.m. with a dedication ceremony led by Dave Koch, President/CEO of Inter-Faith Food Shuttle, and Steve Schewel, Mayor of Durham. The new warehouse is located at 2436 S. Miami Blvd., Ste. 200-9, Durham, N.C. 27703.

The dedication on September 27 will include tours of the new warehouse and a ribbon-cutting ceremony. It will also kick off the 2019 Band Together partnership, which has a goal of raising more than one million dollars to support the expansion of Food Shuttle child hunger programs. Tours and a light breakfast start at 10 a.m. with a ceremony following at 10:30 a.m.

- 4. Art of Cool Festival 2018:** 5th Anniversary Edition on Friday, September 28. A cool remix of Black American Music takes place in downtown Durham for a weekend festival of forward-thinking Jazz, alternative Soul and mature Hip Hop. The mission of AOCFEST is to expand the audience for jazz, while championing innovative thought around music and culture. This experience will draw over 10,000 music lovers to the vibrant city of Durham, NC as a destination experience for all.

The 5th Anniversary AOCFEST will feature Nas, Erykah Badu, Maxwell, Meshell NDegeocello, Rahsaan Patterson, Dwele, Sango, Iman Omari, Damien Escobar, Sons of Kemet, Durham's own 9th Wonder featuring Spinderella, and many more to be announced!

Venues: Durham Bulls Athletic Park (DBAP), The Durham Armory, The Carolina Theater, The Motorco, The Pinhook, and more!

- 5. Winner to be Selected** - The "I Voted" Sticker Contest ended on Friday, August 31 at 5:00 p.m. Since last month, the public was invited to weigh in on the look of new "I Voted" sticker. According to the Durham Board of Elections, response to participate has been tremendous. The Board of

Elections will select the winning design at its Board meeting on Thursday, September 13. The winning design will be on all “I Voted” stickers handed out in the November 6 General Election and beyond! Mark your calendars - early voting begins on Wednesday, October 17! Thank you to all of our participants!

- 6. One-Stop “Early Voting” Schedule for the November 6 General Election - Need to Register?** Advance registration ends on Friday, October 12. If needed, you can “same-day register” at any early voting site. Just be sure to bring one of the following documents (or acceptable photo ID*): a current utility bill, bank statement, government check, paycheck or other government document. **New Advanced** mapping tools to find the closest Durham County early voting site to you is available at our website (www.dconc.gov/elect <<http://www.dconc.gov/elect>>) or directly at <<http://bit.ly/2FbG2Pm>>.

*Photo ID is not a requirement for voting.

- 7. County Seeks Response to Request for Proposal for Restaurant Spaces in Admin II Building:** Construction at the new building across the street from the Old Courthouse/County Administration Building I, now referred to as Admin II, is scheduled for completion in early September 2018. The County issued a Request for Proposal (RFP) on August 15 in search of well-qualified restaurant tenants to lease the available spaces. The RFP includes a detailed presentation of the restaurant concept, business operating plans and financial projections that demonstrate a solid plan for success.

Interested applicants seeking more information on how to prepare a response to the RFP will be able to access assistance through a partnership between Durham County Government and The Institute, the County’s Minority and Women Business Enterprise program and North Carolina’s Small Business and Technology Development Center at North Carolina Central University. More information about these resources can be found at <<https://www.theinstitutenc.org/>> and at <<http://www.sbtcdc.org/>>.

The RFP and required documentation for submission can be downloaded from the Durham County Government website at <<http://www.dconc.gov/government/departments-f-z/finance/bid-opportunities>>. Submissions should be mailed or hand delivered to the County of Durham Purchasing Division, 4th Floor, Administrative Building, 200 E. Main St., Durham, NC 27701, no later than October 22.

8. **Durham big Sweep** - Every September and October, groups from across Durham volunteer to pick up litter in their local neighborhoods, parks, and streams as part of Big Sweep. This is one of the longest running events hosted by Keep Durham Beautiful. Over 5,100 volunteers have picked up over 160,000 pounds of litter since Big Sweep's inception in 2005. Register [here](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffdconc.us7.list-manage.com%2Ftrack%2Fclick%3Fu%3D5426d7daa13d2253baebd6c17%26id%3D5dcd0134c4%26e%3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6fcae2%7C16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=%2FubT9HCPMfdWOrhFvYvbwThtQOr3E9hXLvxyzdpu%2F8s%3D&reserved=0) [.](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffdconc.us7.list-manage.com%2Ftrack%2Fclick%3Fu%3D5426d7daa13d2253baebd6c17%26id%3D5dcd0134c4%26e%3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6fcae2%7C16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=%2FubT9HCPMfdWOrhFvYvbwThtQOr3E9hXLvxyzdpu%2F8s%3D&reserved=0)

In 2017, volunteers collected an astounding 30,000 pounds of trash, breaking the previous record, set in 2012, by over 10,000 pounds. You can help us set another new record by signing up as an individual or group to participate in Big Sweep 2018! Volunteers can create a cleanup team with a group of family/friends/co-workers or can volunteer as individuals and be assigned to a team. If you don't have a particular site in mind, our staff can assist you in locating a cleanup site.

9. **"Here Comes the Bus" Bus Tracking App** - Durham Public Schools is the first district in North Carolina to offer parents to option to track their child's bus in real time!

All you need is an account with our "Here Comes the Bus" application online, and you can track the bus using your computer, smart phone or tablet. Using the latest in GPS technology, this app lets you see where the bus is and confirms when the bus has arrived at the bus stop and at the school.

Plus, users can sign up to receive a text message or email when the bus is within a certain radius of the bus stop. No more rushing to get out of the house in time just to see the bus already pulling away!

Sign up today -- it's free and easy.

How to get started:

1. Visit herecomesthebus.com [.](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Ffdconc.us7.list-manage.com%2Ftrack%2Fclick%3Fu%3D5426d7daa13d2253baebd6c17%26id%3D6d58aeb092%26e%3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6fcae2%7C16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=%2FubT9HCPMfdWOrhFvYvbwThtQOr3E9hXLvxyzdpu%2F8s%3D&reserved=0)

3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6fcae2%7Cc16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=FUP1sKjMnWZFcdK00ds9HZ%2BQzSZ%2FB47k8xpoSq7WHYM%3D&reserved=0

2. Click the Sign Up Today! Button
3. Enter school code 97034 and click “Next” followed by “Confirm”
4. Complete the “User Profile” box
5. Under “My Students,” click “Add”. Enter the student’s last name and student ID number.
6. Confirm the information and you’re ready to begin using Here Comes the Bus! Please contact [Debbie Roberson](mailto:Debbie.Roberson@dpsnc.net) [<mailto:debbie.roberson@dpsnc.net>](mailto:debbie.roberson@dpsnc.net), Transportation Technology Coordinator at 919-560-3822 ext. 29200 if you have any questions.

10. 2018-19 Durham County open Space Matching Grant Cycle now

Open! The Durham County Open Space Matching Grant Program has opened the 2018-19 cycle for new applicants. This grant allows local non-profits to apply for recreation or open space-based grants at a 50-50 match. More information, guidelines, and application can be found on the Durham County Website below or on the Durham County Open Space Division Facebook page. Grant closes November 14! For more details, visit www.dconc.gov/matchinggrants [<http://www.dconc.gov/matchinggrants>](http://www.dconc.gov/matchinggrants).

- 11. Alert Durham - Sign Up Today:** Durham County wants to keep its citizens informed and safe in the case of an emergency. Sign up for Alert Durham to receive notifications about severe weather, unexpected road closures, missing persons, and evacuations of buildings or neighborhoods. To sign up for Alert Durham, visit AlertDurham.com [<http://AlertDurham.com>](http://AlertDurham.com).

- 12. Get Involved!** It’s your County. Durham County Government has approximately 43 active advisory boards referred to as Boards and Commissions. Citizens of Durham County may volunteer to participate by applying for a vacancy.

Interested citizens should fill out an application and send it to the Clerk to the Board’s Office. A description of the boards as well as a list of vacancies can be found on the County’s website at

<http://www.dconc.gov/government/departments-a-e/board-of-commissioners/boards-and-commissions>. If you need additional information, please

contact the Clerk’s Office at 919-560-0025 or email to:

BoardsandCommissions@dconc.gov

[<mailto:BoardsandCommissions@dconc.gov>](mailto:BoardsandCommissions@dconc.gov)

This information can also be found on our Durham County Website:

www.dconc.gov <<http://www.dconc.gov>>

These announcements along with additional details may also be found on the County's website or you may call the Clerk's Office at 919-560-0025.

4. Minutes (5 min)

18-1013 Minutes

Attachments: [Regular Session - August 27, 2018](#)

5. Ceremonial Items (15 min)

18-1016 Proclamation - Minority Enterprise Development Week - October 1-5, 2018

Agenda Text: The Board is requested to recognize October 1-5, 2018 as Minority Enterprise Development Week (MED Week) in the County of Durham, North Carolina. On November 28, 2016, the Board of County Commissioners approved an ordinance to continue the County's Minority and Women Business Enterprise (MWBE) program. As a sponsor of MED Week, the County will continue to promote the MWBE Program and efforts to enhance participation in governmental contract awards to minority and women businesses.

Local and National Minority Enterprise Development programs aid minority and women groups who own or wish to start or expand their own businesses.

Alignment with Strategic Plan: To align with *Goal 1 Community and Family Prosperity and Enrichment* by increasing minority and women business participation. Create awareness and engagement by allowing minority and women businesses to learn about contracting opportunities, and events of the Durham County Minority and Women Business Enterprise program.

Resource Persons: Susan Tezai, Chief Financial Officer, Jacqueline Boyce, Procurement Manager and Keisha J. Davis, MWBE Coordinator

County Manager's Recommendation: The Manager recommends that the Board approves the Resolution and recognize October 1-5, 2018 as Minority Enterprise Development Week in Durham County.

Attachments: [MED Week 2018 Brochure of Activities](#)
[Proclamation - MED Week - October 2018](#)

18-1034**Proclamation - Community Planning Month****Agenda Text:**

The Board is requested to recognize the commitment and contributions made by both citizens and professional staff that participate in planning and plan implementation for the improvement of our community and the 30th anniversary of the Durham City-County Planning Department by proclaiming October 2018 as Community Planning Month.

Alignment With Strategic Plan: This item aligns with Goal 4: Environmental Stewardship and Community Prosperity and Goal 2: Objective 2.2 Healthy Community.

Resource Persons: Patrick O. Young, AICP, Planning Director.

County Manager's Recommendation: The County Manager recommends that the Board proclaim October 2018 as Community Planning Month.

Attachments:

[AAF BOCC 20180924 Community Planning Month Proclamation Memo](#)
[Memo BOCC 20180924 Community Planning Month Proclamation Memo](#)
[Proclamation - Community Planning Month- October 2018](#)

18-1040**Proclamation - Domestic and Care Workers Day of Recognition****Agenda Text:**

The Board is requested to proclaim Domestic and Care Workers Day of Recognition and recognize the many hardworking people across our state who provide care for children, the elderly, and people with disabilities and formally acknowledge the many contributions of that workforce. As child care providers, housecleaners, direct care workers and unpaid family caregivers, we do the important work of providing exceptional care for loved ones in the home and at facilities and make it so that the people we care for may live with dignity and respect. Domestic and care workers create safe, clean, and loving environments in the home, rear and educate our youngest and make all other work possible. Now today more than ever, domestic and care workers deserve recognition for the role they play and their impact in the lives of so many. North Carolina boasts one of the highest concentrations of care workers in the country and Durham is home to thousands of these workers, and as such, we wish to value that work through passing this special proclamation.

Alignment With Strategic Plan: This item aligns with Goal 1: Community and Family Prosperity and Enrichment.

Resource Persons: Chanelle Croxton, North Carolina Lead Organizer, National Domestic Workers Alliance

County Manager's Recommendation: The County Manager recommends that the Board proclaim Durham Domestic Workers Day and encourage our community to acknowledge same.

Attachments:

[Proclamation - Durham Domestic Workers Day- October 2018](#)

6. Consent Agenda (15 min)**18-0995 Durham County Boards and Commissions Attendance Requirements**

Agenda Text: The Board is requested to discuss amending the attendance requirements of boards and commissions appointments to align with the requirements of each board or commission.

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

Resource Persons: Lowell L. Siler, County Attorney

County Manager's Recommendation: The County Manager recommends that the Board discuss amending the attendance requirements of boards and commissions appointments.

Attachments: [Procedures for Citizen Appointments \(Rev June 2016\)](#)
[Email Adult Care Advisory Committee June 5 2018](#)
[Email Adult Care Advisory Committee July 9 2018](#)

18-1036 Resolution of Support on Multi-use path Within the NC 98 Corridor

Agenda Text: The Board is requested to receive a resolution, in support of the alternative presented by the NC 98 Corridor Study Report, which includes a multi-use path through the Durham County section of the Corridor.

Summary. The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) and Capital Area Metropolitan Planning Organization (CAMPO) conducted a study, in conjunction with WSP, starting in late 2016, regarding the NC 98 Corridor in Durham, Wake, and Franklin Counties. The study involved evaluation of safety and mobility along 27 miles of the existing NC 98, and recommendations for short and long-term improvements to intersections, lane widening, and pedestrian and bicycle infrastructure. In June, a full draft report was produced with recommendations for the NC 98 Corridor. In the public comment period until the final plan is to be adopted by the DCHC MPO and CAMPO Boards, local government boards and commissions were also asked to provide their comments on the NC 98 Draft Report. The Durham County Board of Commissioners received the report and presentation at Work Session on September 4, 2018, and further requested to draft a resolution in support of an alternative presented within the report that extends a multi-use path throughout the portion of the corridor within Durham County.

Attachments:

Attachment 1: Resolution in Support of a Multi-use Path within the NC 98 Corridor
Memo

Attachment 2: Resolution in Support of a Separated Multi-Use Path along NC 98 in

Durham County

Alignment With Strategic Plan: The NC 98 Corridor Study emphasizes Goal 5 by providing an integrated plan for opportunities to improve mobility networks, while adhering to Goal 2 by preparing recommendations for solutions for automotive and pedestrian safety in an important multi-modal transportation corridor.

Resource Persons: Evan Tenenbaum, Planner, Durham City-County Planning and Patrick Young, AICP, Planning Director.

County Manager's Recommendation: The County Manager recommends that the Board review and adopt the resolution in support of a multi-use path through the Durham County portion of the NC 98 Corridor.

Attachments:

[BOC CS NC98MUP](#)

[BOC NC98 MUPresolution Memo](#)

[NC 98 Corridor Resolution](#)

18-0968

Capital Project Amendment No. 19CPA000005 - Appropriating \$850,000 to Create a new Detention Center Officers' Station Improvements Project (4310DC089) and Award of a Construction Contract to C.T. Wilson Construction Company for Construction of the Improvements.

Agenda Text:

The Board is requested to approve Capital Project Amendment No. 19CPA000005 appropriating \$850,000 of LOBS Funding to create a new Detention Center Officers' Station Improvements Capital Project and to authorize the County Manager to enter into a Contract for Construction with C.T. Wilson Construction Company, Inc. of Durham, for modifications to the Officers' Stations in each of the ten (10) direct supervision housing units of Durham County Detention Center located at 219 South Mangum Street, Durham, in the amount of \$625,190 plus contingencies of \$31,260, thus totaling a not to exceed amount of \$656,450 (See Attachment 1, Pages 1 - 17).

The project will improve officer safety within the direct supervision housing units through a re-design of the officers' stations. The stations are currently located near the center of the detainee group congregating areas, which allows detainee foot traffic to occur behind the Officer with no barrier between them except a yellow line on the floor. The new stations will be enclosed by walls to prevent detainee contact and elevated to provide improved visibility by the officer, thereby improving security for the officers within. The officers' desks, computers, and facility control systems will not be visible or accessible to detainees. The project also includes the creation of a moveable partition between the second floor Training and Muster rooms to improve operational flexibility.

Architectural Design Services for this project were approved by the BOCC on February 13, 2017 as part of the Detention Center Security Modifications Project.

Subsequent funding for the construction of the Officers' Station Improvements was included as part of the 2018 LOBs 2 debt package, approved by the board at the August 13, 2018 meeting. The Officers' Station Improvements IFB was advertised in local newspapers on June 23, 2018 and two bids were received on July 11, 2018 at 2:00 P.M. (See Attachment 1, Page 2, Bid Tabulation). C.T. Wilson Construction, Inc. submitted the lowest base bid plus Alternate A-3 (moveable partition) in the amount of \$625,190.00.

The Engineering Department has reviewed the bid proposals with Purchasing and O'Brien/Atkins, the project architect, and recommends that the County award a contract to C.T. Wilson Construction, Inc. for the improvements. Completion of this project will provide a safer environment for officers serving in the direct supervision housing units of the Detention Facility.

Alignment with Strategic Plan: This aligns with Goal 3 - "Safe and Secure Community" as the overall goal of the Detention Center is the secure custody of our inmates and safety of the public and our staff.

Resource Persons: Jay Gibson, P.E., General Manager; Peri Manns, ASLA, LEED GA, Deputy Director of Engineering; James Faress, P.E., Senior Project Manager; Linda C. Salguero, AIA, Project Manager and Franklin Turner, AIA, O'Brien/Atkins Associates, P.A.

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 19CPA00005 to create a new Detention Center Officers' Station Improvements Project (4310DC089) and to authorize the execution of a contract with C.T. Wilson Construction Company, Inc. to provide construction services for the Durham County Detention Center Officers' Station Improvements Project in the amount of \$625,190 plus contingencies of \$31,260, thus totaling a not to exceed amount of \$656,450 (See Attachment 1, Pages 1 - 17).

Attachments: [CPA-05 Legal Form Detention Center Officers' Station Improvements Project \(\\$ Attachment 1 - AAF Backups - Officers Station Improvements - Construction Co](#)

18-1033 Administrative Interpretation of Falls/Jordan (F/J-A and F/J-B) Watershed Protection Overlay Districts

Agenda Text: The Board is requested to authorize the Planning Director to forward the request of the applicant for revision of the boundary of Falls-Jordan Protection Overlays (F/J-A and F/J-B) to the Environmental Management Commission (EMC), via the North Carolina Department of Environmental Quality, Water Supply Watershed Protection Program.

Summary: Jacob Anderson has requested an administrative interpretation of the watershed overlay boundary for property located at 739 Baptist Road. Mr. Anderson specifically requests that the current boundary between the F/J-A and

F/J-B be relocated as reflected on the attached survey (Attachment 3). The request includes a signed and sealed survey which shows the location of the normal pool for Falls Reservoir.

Alignment With Strategic Plan: This item aligns with Goal five of the County Strategic Plan: Accountable, Efficient and Visionary Government. With the assistance of newer and more accurate technology, the watershed boundary can be correctly delineated.

Resource Persons: Grace Smith, Planning Supervisor, AICP and Patrick Young, AICP, Planning Director.

County Manager's Recommendation: The County Manager recommends that the Board authorize the Planning Director to forward the request to the EMC.

Attachments:

[Agenda Action Form PL1800002](#)

[BOCC Memo PL1800002](#)

[Attachment 1 - Context Map](#)

[Attachment 2 - Application](#)

[Attachment 3- Survey](#)

18-1017

2019 Reappraisal Schedule of Values - Submission

Agenda Text:

The Board is requested to receive the proposed 2019 Reappraisal Schedule of Values, and to schedule and advertise a public hearing on October 22, 2018 concerning their adoption.

Per North Carolina General Statute 105-317 (c) (1), the Tax Administrator must “submit the proposed schedules, standards and rules to the board of county commissioners not less than 21 days before the meeting at which they will be considered by the board. On the same day that they are submitted to the board for its consideration, the assessor shall file a copy of the proposed schedules, standards, and rules in his office where they shall remain available for public inspection.”

The proposed schedules, standards and rules will be available throughout the process in the office of the Durham County Tax Administrator, and available on-line electronically by visiting the Durham County Tax Administration Website, under the 2019 General Reappraisal tab.

NCGS 105-317 (c) (2) states, “upon receipt of the proposed schedules, standards and rules, the board of commissioners shall publish a statement in a newspaper having general circulation in the county stating:

- a. That the proposed schedules, standards, and rules to be used in appraising real property in the county have been submitted to the board of county commissioners and are available for public inspection in the assessor's office; and

- b. The time and place of a public hearing on the proposed schedules, standards, and rules that shall be held by the board of county commissioners at least seven days before adopting the final schedules, standards and rules.”

The Board is requested to schedule the public hearing on its next regularly scheduled meeting date of October 22, 2018.

Alignment With Strategic Plan: The action requested is directed by state statute, but is also consistent with Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Kimberly Simpson, Durham County Tax Administrator

County Manager’s Recommendation: The County Manager recommends that the Board receive the proposed schedules, standards, and rules from the Tax Administrator; schedule the public hearing on October 22, 2018 concerning their adoption; and direct staff to publish in the Durham Herald-Sun the proper advertisement concerning the public inspection and public hearing times.

[18-1044](#)

Approval of Amendment to CCSA Pre-K Expansion Management Contract

Agenda Text:

The Board is requested to approve the attached amendment to the Pre-K expansion management contract between Durham County and Child Care Services Association, Inc. (CCSA) and authorize the County Manager to execute it.

Durham County government executed a contract with CCSA in July 2018 to manage the expansion of access to high quality “Durham Pre-K” in Durham. They are several months into that work. Since that time there have been numerous discussions regarding how providers who opt into this program are to be paid. Since CCSA now acts as the County’s agent with Pre-K, and since they already have accountability and payments systems in place with most Pre-K providers in Durham, it was the unanimous decision of CCSA, County Finance, the County Manager’s Office, and the County Attorney’s Office that this process would work best with CCSA at the helm. They can most accurately and efficiently determine which providers are due which monthly amounts based on services provided, and their procedures for doing this are documented in a new Attachment 9 to the original contract. County Finance and CCSA have agreed upon a monthly process for CCSA to certify the amount needed and for that amount to be transferred to them in time for them to process payments to providers. For both the original contract and the contract amendment, Durham County retains the right to audit and inspect any financial records pertaining to County-financed Pre-K.

The amount to be added to CCSA’s contract for the purpose of provider payments is already budgeted. The contract amendment will contain be not-to-exceed amounts (in the current and following fiscal years) matching the maximum, budgeted amount for provider payments. We still anticipate actual expenditures will be lower, and again,

monthly transfers to CCSA will be based on actual provider services provided.

Alignment With Strategic Plan: Universal access to high-quality Pre-K is strongly aligned with Goal 1 of the Durham County Strategic Plan, and in the long run should help improve outcomes in all four outward facing goal areas.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board approve the attached amendment to the Pre-K expansion management contract between Durham County and Child Care Services Association, Inc. (CCSA) and authorize the County Manager to execute it.

Attachments: [Supplemental Document - CCSA Contract Amendment 9-24-18](#)
[CCSA Contract Amendment final revision](#)
[Attachment 9 - CCSA PreK Payment Processing Procedures](#)

18-1047 **Vincent Valuations LLC Contract for 2019 Revaluation**

Agenda Text: The Board is requested to approve a contract with Vincent Valuations LLC for appraisal services as the Tax Administration staff prepares for the 2019 General Reappraisal. The contract is not to exceed \$1,180,000 through December 31, 2019. This amount includes \$720,000 for FY 2018-19 and \$460,000 for FY 2019-20.

Vincent Valuations LLC has worked with Tax Administration for the past several years to assist with reviewing, analyzing, preparing and presenting residential and commercial appeals before the Board of Equalization and Review and North Carolina Property Tax Commission. The company's expertise was essential during the 2016 reappraisal and appeals process. The continued support is needed for the residential and commercial appraisals, statistical analysis, guidance/training needed for timely completion of the 2019 General Reappraisal.

There are not sufficient permanent county staff to support the cyclical workload associated with the reappraisal process. Jurisdictions use contracted services to supplement permanent staff to ensure appraisal activities are done with the highest degree of accuracy. This planned expense is funded within the department's base budgets.

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

Resource Persons: Kimberly Simpson, Tax Administrator and Claudia Hager, General Manager

County Manager's Recommendation: The County Manager recommends that

the Board approve a contract with Vincent Valuations LLC through December 31, 2019 in an amount not to exceed \$1,180,000. This amount includes \$720,000 for FY 2018-19 and \$460,000 for FY 2019-20.

Attachments: [Vincent Valuations Contract and Attachment](#)
[Vicent Valuations Supplemental Form](#)
[General Statues 105_299](#)

18-1049 Appointment - Animal Services Advisory Committee

Agenda Text: The Board is requested to appoint Joy Nolan to the Animal Services Advisory Committee. Joy Nolan will replace Cathi Himes in the Durham County Department of Public Health Representative position.

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

Resource Persons: Wendy Jacobs, Chair and Terri Lea Hugie, Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the Board appoint Joy Nolan to the Animal Services Advisory Committee.

7. Regular Business (5 min)

18-1010 Announcement of "I Voted Sticker" Contest Winner

Agenda Text: The Board is requested to recognize the Chairman of the Durham County Board of Elections to announce the winner of the "I Voted" sticker contest initiated by the Durham County Board of Elections.

The winning design will be distributed to voters during the absentee one-stop early voting period and on Election Day in 2018. The Durham County Board of Elections requests a photograph with the winner and the County Board of Commissioners.

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

Resource Persons: Chairman of the Board of Elections Luke Farley, Vice-Chairman Philip Lehman, Member Michael Gray, Member Pamela Oxendine and Director of Elections Derek Bowens

County Manager's Recommendation: The County Manager recommends that the Board recognize the Durham County Board of Elections to announce the winner of the "I Voted" sticker contest.

Attachments: [2018 Contest Flyer and Entries](#)

8. Public Hearings (20 min)

18-1005 Unified Development Ordinance Text Amendment, FEMA FIRM

Updates (TC1800003)**Agenda Text:**

The Board is requested to conduct a public hearing and receive public comments on the *Unified Development Ordinance* Text Amendment, FEMA FIRM Updates (TC1800003); and

First Motion: To adopt the appropriate Statement of Consistency pursuant to NCGS §153A-341; and

Second Motion: To adopt an ordinance amending the *Unified Development Ordinance*, incorporating revisions to amend Article 8, Environmental Protection.

Summary. Text amendment TC1800003 is a technical update to adopt revised Flood Insurance Rate Map (FIRM) panels issued by the Federal Emergency Management Agency (FEMA) by October 19, 2018, as required by FEMA and state law.

Attachments:

Attachment A: Statement of Consistency Pursuant to NCGS § 153A-341

Attachment B: An Ordinance to Amend the *Unified Development Ordinance* Regarding Flood Insurance Rate Map (FIRM) Updates (TC1800003)

Attachment C: Planning Commission Comments

Attachment D: FIRM Index Map

Attachment E: Durham Floodplain Map

Alignment With Strategic Plan: The text amendment emphasizes Goal 4 (Community Prosperity) by offering fair and reasonable regulations for the citizens and business community of Durham while adhering to Goal 5 (Accountable, Efficient, and Visionary Government) by maintaining a transparent government and welcoming public input.

Resource Persons: Michael Stock, AICP, Senior Planner, and Patrick 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: [BOCC Cover Sheet TC1800003](#)
[Unified Development Ordinance Text Amendment, FEMA FIRM Updates MEMC](#)
[Attachment A - TC1800003 Consistency Statement](#)
[Attachment B - TC1800003 FIRM update Ordinance](#)
[Attachment C - Planning Commission Comments TC1800003](#)
[Attachment D - FIRM Index Map](#)
[Attachment E Durham Floodplain Map](#)

9. ITEMS PULLED FROM CONSENT AGENDA (20 min)

10. Board and Commission Appointments (10 min)

18-1026 **Board and Commission Appointments**

Agenda Text: Terri Lea Hugie, Clerk to the Board, will distribute ballots to the Board to make appointments to the following boards:

- Adult Care Home Community Advisory Committee
- Audit Oversight Committee
- Dangerous Dog Appeal Board
- Historic Preservation Commission
- Women's 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. When citizens are engaged and partners on our Boards and Commissions, the vision of our Strategic Plan is achieved - a thriving, vibrant diverse community with abundant opportunity for all residents to live, work, learn, play and grow.

Resource Persons: Terri Lea Hugie, Clerk to the Board

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

Attachments: [September 24, 2018](#)

11. Adjournment