



# Durham County

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

## Meeting Agenda Board of County Commissioners

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Tuesday, May 28, 2024

7:00 PM

Commissioners' Chambers

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### Regular Session

#### "Public Charge"

The Board of Commissioners asks its members and citizens to conduct themselves in a respectful, courteous manner, both with the Board and fellow citizens. At any time, should any member of the Board or any citizen fail to observe this public charge, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until such time that a genuine commitment to the public charge is observed.

#### "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.

As a courtesy to others, please turn off all cell phones during the meeting.

#### 7:00 pm Regular Session

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

[24-0298](#) Announcements (5min)

**Agenda Text:**

1. **Introducing the Aging Well Durham's New Website** - The Aging Well Durham's website has officially launched. On this site, you will find the Comprehensive Aging Plan, learn about the mission and vision as well as get updates about community events. Please visit [www.agingwelldurham.org](http://www.agingwelldurham.org) <<http://www.agingwelldurham.org>> for additional information.
2. **Healthy Durham Listening Sessions** - The Partnership for a Healthy Durham wants to hear your thoughts on Durham County's health priorities! You can earn a \$25 gift card for participating in a Community Listening Session. There are two on Wednesday, May 29. Persons with Disabilities at Bull City Bakeshop (3601 Witherspoon Blvd., Suite 109), from 9:30-11:30 a.m. Register at <<https://www.tinyurl.com/ms8c6dt>>. Adults who identify as men from 1-3 p.m. at JRC3 Design (4517 Hillsborough Rd.). Register at <<https://www.tinyurl.com/3j4tdu9e>>.
3. **Electronic Recycling Drop Off Event** - The Durham County Northern Convenience Site (11894 N. Roxboro Road in Rougemont) will hold an Electronic Recycling Drop Off Event on Saturday, June 1, from 8 a.m. to 12 p.m. This event is for residents of unincorporated Durham County only, and you must have a current 2023-2024 Solid Waste Decal to participate. Accepted items are - televisions, stereo equipment, gaming consoles, etc.; computers, monitors, laptops, keyboards, printers, CPU, speakers, etc.; telephones, cell phones, fax machines, kitchen electronics, power tools, cordless tools, hair dryers, curling irons, and alarm clocks. Commercially generated waste is NOT accepted.
4. **Juneteenth Flag Raising** - Everyone is invited to the Durham County Courthouse (510 S. Dillard Street) on Wednesday, June 5, for the annual NC Official Juneteenth Flag Raising Ceremony sponsored by Spectacular Magazine. The ceremony will begin at 11:30 a.m. with the flag raising at 12 p.m. Visit <<https://spectacularmag.com>> for more information.
5. **Apply for Durham Neighborhood College** - Durham Neighborhood College is a unique 7-week educational program offered by the governments of the City of Durham and Durham County for residents to meet and interact with staff to learn about all things local government! Sessions run on Thursday nights from Sept. 5 to Oct. 17 with a light meal provided. The class is limited to 25 participants. Cost is \$35. Apply at [www.dconc.gov/neighborhoodcollege](http://www.dconc.gov/neighborhoodcollege) <<http://www.dconc.gov/neighborhoodcollege>>. Deadline is June 21.
6. **Find Money at NCCash.com** - Are you owed any of the almost \$1.3 billion in the North Carolina Treasury's unclaimed property fund? Claim Your

Cash, part of the NC Cash Program, helps reunite owners with their unclaimed property. Unclaimed property consists of bank accounts, wages, utility deposits, insurance policy proceeds, stocks, bonds, and contents of safe deposit boxes that typically have been abandoned for one to five years. Visit <https://NCCash.com> and enter your name or business name to see if you have Unclaimed Cash today!

7. **Get a Copy of My Durham** - The Durham County Public Information Office has produced “My Durham: A Guide to Durham County for Kids” - a booklet that gives children in Durham County a comprehensive resource to teach young readers about how Durham County Government works, and the important services designed to support a community where everyone can live, grow, and thrive! Download a copy in English or Spanish at <https://www.dconc.gov/county-departments/departments-f-z/public-information/publications#!/> <https://www.dconc.gov/county-departments/departments-f-z/public-information/publications> or pick one up at Durham County Library locations and the Public Information Office (200 E. Main Street, 2nd Floor).

#### 4. Minutes (5 min)

[24-0299](#) Minutes (5min)

Attachments: [May 6, 2024 - Work Session](#)  
[May 13, 2024 Regular Session](#)

#### 5. Ceremonial Items (20 min)

[24-0278](#) Resolution - Asian American-Pacific Islander Heritage Month 2024 (10min)

Agenda Text: The Board is requested to issue a resolution celebrating Asian American Heritage Month for May 2024 in Durham County. The purpose of the resolution is to acknowledge and honor AAPI Heritage Month in Durham County, bringing awareness and celebration to the experiences and contributions of the AAPI community in Durham County. Asian American-Pacific Islander Heritage Month has been celebrated nationally since 1992 to recognize the contributions, rich history, and diversity that Asian Americans-Pacific Islanders bring to our community. 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:** Goal 1: Community & Family Prosperity and Enrichment; Goal 3: Safe & Secure Community; and Goal 5: Accountable, Efficient and Visionary Government

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

**County Manager's Recommendation:** The County Manager recommends that the Board issues a resolution celebrating AAPI Heritage Month for May 2024.

**Attachments:** [Resolution - Asian American-Pacific Islander Heritage Month.28May24](#)

**24-0279**

**Resolution - Jewish American Heritage Month 2024 (10min)**

**Agenda Text:**

The Board is requested to issue a resolution celebrating Jewish American Heritage Month for May 2024 in Durham County. The purpose of the resolution is to acknowledge and honor Jewish American Heritage Month in Durham County, bringing awareness and celebration to the experiences and contributions of the Jewish community in Durham County. Jewish American Heritage Month has been celebrated nationally since 2006 to recognize the vibrant and varied American Jewish experience. 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:** Goal 1: Community & Family Prosperity and Enrichment; Goal 3: Safe & Secure Community; and Goal 5: Accountable, Efficient and Visionary Government

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

**County Manager's Recommendation:** The County Manager recommends that the Board issues a resolution celebrating AAPI Heritage Month for May 2024.

**Attachments:** [Resolution - Jewish American Heritage Month - 28May24](#)

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

**24-0259**

**Approval of a Contract with Scottie's Building Services to provide exterior and interior window washing for six County buildings: Admin II, Health & Human Services, Main Library, Southwest Library, South Library and North Regional Library in the amount of \$56,900.00. RFP 24-025**

**Agenda Text:**

The Board is requested authorize the County Manager to enter into a \$56,900.00 contract with Scottie' Building Services to provide exterior & interior window washing for six County Buildings: Admin II, Health & Human Services, Main Library, Southwest Library, South Library and North Regional Library in the amount of \$56,900.00. It has been several years since this service has been provided and the buildings are in need of this maintenance. Funding source is the Janitorial operational budget 4190520000 miscellaneous contracted services account.

**Alignment with Strategic Plan:** Improve environmental performance of County buildings, infrastructure aligns with Goal 4 (Environmental Stewardship) of the Strategic Plan.

**Resource Persons:** Motiryo Keambiroiro, Director of General Services. Tom Kutch, QC & Contract Specialist.

**County Manager's Recommendation:** The County Manager recommends that the Board authorizes the County Manager to enter into a \$56,900.00 Contract with Scottie' Building Services to provide exterior & interior window washing for six County Buildings: Admin II, Health & Human Services, Main Library, Southwest Library, South Library and North Regional Library in the amount of \$56,900.00.

**Attachments:**

[AAF Interior & Exterior Window Washing](#)

[AAF Supplemental Document - Contract Approval](#)

[RFP 24-025 Interior & Exterior Window Washing at Six Durham County Building](#)

[Complete Window Cleaning services Bid Tabulation scores](#)

[MWBE Compliance Review Form-AAF for 24-025 RFP 040924](#)

**24-0277**

**Capital Project Amendment No.24CPA00026 Reducing the IT Security Program Capital Project (4200DC142) by \$84,329.73 and the SAP S4 HANA ERP Upgrade Capital Project (4200DC109) by \$166,370.27 and Increasing the 21 Audio-Visual Tech Capital Project (4200DC139) by \$250,700 to Update the Technology in the Main Library Conference.**

**Agenda Text:**

The Board is requested to approve Capital Project Amendment No.24CPA00026 which reduces the IT Security Program Capital Project (4200DC142) by \$84,329.73 and the SAP S4 HANA ERP Upgrade Capital Project (4200DC109) by \$166,370.27 and increases the 21 Audio-Visual Tech Capital Project by \$250,700 to update the technology in the Main Library Conference Rooms.

Project	Current Budget	Increase	Revised Budget
IT Security Program (42001910DC142)			\$ 1,226,360.00
			\$ (84,329.73)
			\$ 1,142,030.27
SAP S4 HANA ERP Upgrade (42001910DC109)			\$ 250,000.00
			\$ (166,370.27)
			\$ 83,629.73
21 Audio-Visual Tech (42001910DC139)			\$ 1,270,000.00
			\$ 250,700.00
			\$ 1,520,700.00
<b>TOTAL</b>	<b>\$ 2,746,360.00</b>	<b>\$ -</b>	<b>\$ 2,746,360.00</b>

Recently, there have been frequent issues with the conference room computer equipment that are impacting operability and reliability. The public has consistently expressed concern regarding this matter. The transfer of funds will address technology updates. IS&T, in conjunction with Library Services, has a strategic plan in place and this transfer can begin to resolve the issues immediately.

The funding will be transferred from the S4 Hana ERP Upgrade Capital Project in the amount of \$166,370.27 as the expense for the next phase of the ERP Upgrade will now be covered from IS&T Operational Budget in this fiscal year FY 2023-24. The

remaining dollars in the amount of \$84,329.73 will be transferred from the IT Security Program Support Capital Project as the timeline for implementation can be adjusted. Therefore, funding in the amount of \$250,700.00 can be reallocated to support the needs of the Main Library

**Alignment with Strategic Plan:** Goal 5 - Accountable, efficient, and visionary government

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

**County Manager's Recommendation:** The County Manager recommends that the Board approve Capital Project Amendment No.24CPA00026 which reduces the IT Security Program Capital Project (4200DC142) by \$84,329.73 and the SAP S4 HANA ERP Upgrade Capital Project (4200DC109) by \$166,370.27, and increases the 21 Audio-Visual Tech Capital Project by \$250,700 to update the technology in the Main Library Conference Rooms and replace broken and outdated room equipment.by \$250,700 to update the technology in the Main Library Conference Rooms.

**Attachments:** [CPA-26 LEGAL FORM Transferring IST for Main Library Tech Upgrades \(\\$250.](#)

**24-0293**

**Approval of Contract with Convergent Technologies LLC in the amount of \$129,845.31 for the Renewal of Durham County Lenel S2 Video Management Servers and Access Control Server Software Licenses**

**Agenda Text:**

The Board is requested to authorize the County Manager to enter into a contract with Convergent Technologies LLC for the renewal of the licenses for the Lenel S2 video management server and access control server software in the amount of \$129,845.31. The renewal of the software licenses will enable DCo to update the systems firmware, allow software updates, and add new site additions to the county's 28 video management servers as well as enterprise access control servers and maintain those server's software licenses. Funding for this contract is in the current budget; no new funding is needed.

**Alignment with Strategic Plan:** This item is in line with Strategic Objective #3 A safe and secure community for all, and Strategic Objective #5 a responsible, effective, and visionary government, to provide modern effective security and access control to County buildings.

**Resource Persons:** Motiryo Keambiroiro, General Service Director, Isaac Alderman Security Manager

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to execute a contract with Convergent Technologies LLC for necessary Lenel S2 software licenses, in the amount of \$129,845.31.

**Attachments:** [AAF Supplemental Document - Contract Approval Convergent](#)  
[Quote Convergent- Durham County S2 License Renewal](#)  
[Sourcewell - Convergent Cooperative Purchase Agreement 030421-CTL](#)  
[Sourcewell - Convergent Price Information 030421-CTL](#)  
[S2 License Annual Renewal Term Memo](#)

### **24-0296** **Approval of Property Tax Releases and Refunds for May 1 - 15, 2024**

**Agenda Text:** The Board is requested to approve the Releases & Refunds for May 1 through May 15, 2024, 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 partial month releases and refunds for May 2024.

This month's report includes releases and refunds for tax year 2023 totaling \$ 49,877.48. Prior tax years' (2015-2022) releases and refunds are in the amount of \$90,663.47. May 1 through May 15, 2024, releases, and refunds total \$ 140,540.95.

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

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

**County Manager's Recommendation:** The County Manager recommends that the Board approve the property tax release and refund report for May 1 through May 15, 2024, as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report.

**Attachments:** [Releases and Refunds Backup Detail-May 2024-May 28, 2024 \(#1\)](#)  
[Backup-Bill Release Report May 2024-May 28, 2024 \(#1\)](#)  
[Backup-Pending Refund Report May 2024-May 28, 2024 \(#1\)](#)

### **24-0314** **Approval of Capital Project Amendment No.24CPA00027 and Budget Ordinance Amendment No.24BCC00103 Appropriating \$215,450 of Sewer Utility Enterprise Fund Fund Balance and Transferring Those Funds to the New Page Park Lift Station, Force Main, and Outfalls Capital Project (7100SE065); Approval of a Contract with the Design-Build Firm Crowder Construction Company to Provide Pre-Construction Services in the Amount of \$205,191; and Authorize the County Manager to Execute the Contract and Any Related Contract Amendments not to exceed \$215,450.**

**Agenda Text:** The Board is requested to approve Capital Project Amendment No.24CPA00027 and Budget Ordinance Amendment No.24BCC00103 appropriating \$215,450.00 of Sewer Utility Enterprise Fund Fund Balance and transferring those funds to the new

Page Park Lift Station, Force Main and Outfalls Capital Project (7100SE065); approving a contract with the design-build firm Crowder Construction Company to provide pre-construction services in the amount of \$205,191; and authorizing the County Manager to execute the contract and any related contract amendments not-to-exceed \$215,450.

Project	Current Budget	Increase	Revised Budget
Page Park Apartment Lift Station (7100SE065)	\$ 215,450.00	-	\$ 215,450.00
TOTAL	\$ -	\$ 215,450.00	\$ 215,450.00

An upgraded Page Park Lift Station (LS) was recommended in a preliminary engineering report. Upgrades to the LS will increase sewer capacity in the Northeast Creek basin, as well as improve reliability and ease of maintenance. The Page Park LS was constructed in 1997.

Upgrade of the Page Park is recommended for the following reasons:

- The current LS is a ‘suction lift’ type; an older technology with components reaching the end of their useful lifecycles.
- Steel components, like bases for pumps, are severely corroded and need replacement.
- The LS will be converted to a submersible LS that is more efficient and requires less maintenance.
- Electrical and instrumentation improvements are needed.

This project has a delivery method of progressive design-build and involves Sewer Fund funding of \$2M. DCo Engineering is using the progressive design-build delivery method to expedite project completion.

In response to RFQ #24-026 for Progressive Design Build Services, two (2) Statement of Qualifications were received. Crowder Construction Company, teamed with Kimley-Horn and Associates, Inc., were deemed the most qualified team for the project.

The project will occur in phases. Phase I, for which we are requesting this approval, is for the lift station, force main, and sewer outfall field evaluations, permitting/encroachment and associated preliminary activities like flow projections, siting, right-of-way analysis, easement acquisition, surveying, subsurface utility surveys, geotechnical services, and detailed design. Phase I will also result in the development of the GMP.

Phase II, of which we will be seeking BOCC approval later, will include the actual construction.

**Alignment with Strategic Plan:** This action is in accordance with both Durham



County's *current* Strategic Plan and *proposed* DCo Forward 2029 Strategic Plan:

- Current Strategic Plan - Goal 4: "Environmental Stewardship and Community Prosperity," as this project will ensure quality delivery and promote economic development.
- Proposed Strategic Plan Goal - Financial Stewardship: Collecting, funding and managing resources for high quality service delivery.
- Proposed Strategic Plan Goal - Sustainable Infrastructure & Environment: Maintaining, protecting, and improving natural and built systems to support a sustainable community.

**Resource Persons:** Claudia Hager, Deputy County Manager; Jay Gibson PE, Director of Engineering and Environmental Services; Stephanie Brixey, Deputy Director of Engineering and Environmental Services; Jerry Morrone, Project Manager, Vincent Chirichella, Sr. Project Manager

**County Manager's Recommendation:** The County Manager recommends that the Board approve Capital Project Amendment No.24CPA00027 and Budget Ordinance Amendment No.24BCC00103 appropriating \$215,450.00 of Sewer Utility Enterprise Fund Fund Balance and transferring those funds to the new Page Park Lift Station, Force Main and Outfalls Capital Project (7100SE065); approving a contract with the design-build firm Crowder Construction Company to provide pre-construction services in the amount of \$205,191; and authorizing the County Manager to execute the contract and any related contract amendments not-to-exceed \$215,450.

**Attachments:**

[\\_AAF Supplemental Document - Contract Approval - Page Pk DB Contract\\_Final](#)  
[\\_240501 FINAL Draft DBIA 535-GCs for Page Pk](#)  
[\\_240501 FINAL Draft DBIA 545-Prog-D-B-Agreement Page Pk](#)  
[\\_240520 Page Pk Rd PS DBIA EXHIBIT A Owners Project Criteria](#)  
[\\_240520 Page Pk Rd PS DBIA EXHIBIT B Scope of Phase I Services](#)  
[\\_240520 Page Pk Rd PS DBIA EXHIBIT C Insurance Requirements](#)  
[240502 County Attorney Approval](#)  
[\\_240520 Durham County - Page Park Lift Station Phase 1 MWBE Fee Summary](#)  
[240503 MWBE Compliance Review Form-AAF for 24-026R1 RFQ](#)  
[AAF-103 and CPA-27 LEGAL FORM Appropriating \\$215,450 in Sewer Utility Fund](#)  
[CPA-27 & BCC-103 LEGAL FORM Appropriating ARPA and Sewer Utility Fund](#)

## 7. Public Hearings (60 min)

**24-0297**

### **Public Hearing on the FY 2024-25 County Manager's Recommended Budget (60min)**

**Agenda Text:**

The Board is requested to conduct a public hearing to receive citizen input on the FY 2024-25 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 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 26, 2023 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:**

[FY 2024-25 Resident Survey](https://dconc2.jotform.com/240335313520038) <<https://dconc2.jotform.com/240335313520038>>

follow link on that page to submit comments.

**Alignment with Strategic Plan:** Public Hearings align with Goal 5: Accountable, Efficient and Visionary Government. The objective of fostering informed public engagement.

**Resource Persons:** Claudia Hager, Deputy 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 2024-25 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)

[24-0284](#)

### 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:

- Bicycle and Pedestrian Advisory Commission
- Community Child Protection/Child Fatality Prevention Team
- Dangerous Dog Appeal 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 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:** 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:** [Legistar Attmt - 5.28.2024](#)

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

## 10. Closed Session

### [24-0308](#) Closed Session

**Agenda Text:** The Board is requested to adjourn into Closed Session 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, to discuss the National Opioid Litigation which privilege is hereby acknowledged; pursuant to G. S. 143- 318.11(a) (3)

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

**Resource Persons:** Curtis Massey, Interim County Attorney

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

## 11. Adjournment