



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, July 28, 2025

6:00 PM

Commissioners' Chambers

Regular Session

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

25-0398

Closed Session

Agenda Text:

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

- To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations; pursuant to G.S. 143-318.11(a)(4)
- 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: High Performing Organization

Resource Persons: Andy Miracle, Economic Development Director; 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)**

25-0394**Announcements (5min)****Agenda Text:**

- 1. GoTriangle to Offer 15-Minute Service -** Beginning August 4th, GoTriangle will offer their first ever 15-min service along routes 400 and 405 in Durham and Orange counties. This new change will affect old routes; please visit www.gotriangle.org/service-changes [<http://www.gotriangle.org/service-changes>](http://www.gotriangle.org/service-changes) for more information.
- 2. Stop the Violence & Cease Fire Community Resource Event -** The Durham County Sheriff's Office is hosting its third annual Stop the Violence & Cease Fire Community Resource Event at the Durham County Memorial Stadium on Saturday, August 9 from 10 a.m. to 2 p.m. This event is part of the DCSO's Project Safe Neighborhoods Initiative. Everyone is invited to

come out for a day of fun while learning about community resources. There will be back-to-school giveaways, complimentary food from local food trucks, and entertainment for all ages!

3. **Library Fest Logo Contest** - Can you out-design Durham County Library staff? They are calling on all artists, hobbyists, and design daredevils to enter the Library Fest 2026 Logo Contest! This year's theme is "The Stories That Built Us" - and your design could be the face of it all! Deadline to submit entries is August 15, 2025. Find out more information here: <https://durhamcountylibrary.org/arbitrary-feature/library-fest-2026-logo-design-contest/>.
4. **Durham County Tax Bill Estimator** - Now that the 2025 General Reappraisal and both the City and County of Durham have passed their 2025 -2026 budgets, residents may be wondering what their tax bill will be. Watch this video - <https://youtu.be/Q-uu9n30FLk> - to learn how to use our Tax Bill Estimator and then head to the Estimator here - <https://bit.ly/DCoTaxBillEstimator>.
5. **Apply for Ag Economic Development Grant Program** - The Durham Soil and Water Conservation District's Agricultural Economic Development Grant Program is accepting applications! Funded by the Durham Board of County Commissioners, the purpose of the AEDGP is to offer cost share grants to assist farmers and nonprofits in their agricultural endeavors and to promote Agriculture Development and Outdoor Environmental Learning Centers in schools. Applications are open until 11:59 p.m. on August 25, 2025. Applications are posted at <https://dconc.gov/Soil-and-Water/Ag-Economic-Development/Ag-Economic-Development-Grants>.
6. **DCon Website has a New Look** - Last week, the official Durham County Government website got an overhaul with the launch of our redesigned website! Be sure to head over to www.DCONC.gov and check it out! We will be looking for feedback from residents and stakeholders on what they like, and what we can improve, in the near future. You can also send your feedback now to publicinformationoffice@dconc.gov.

4. Minutes (5 min)

25-0393

Minutes (5min)

Agenda Text:

The Board is requested to approve the June 23, 2025, Regular Session meeting minutes.

Alignment with Strategic Plan: This item aligns with Strategic 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 June 23, 2025, Regular Session meeting minutes.

Attachments: [Regular Session - June 23, 2025](#)

5. Citizen Comments (30 min)

25-0397

Citizen Comments (30min)

Agenda Text:

The Board of County Commissioners will provide a 30-minute comment period at a meeting once a month. Any resident of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers were asked to provide comments prior to the start of the meeting so that staff may reply to comments and/or questions. All speakers are requested to refrain from addressing issues related to personnel matters.

Alignment with Strategic Plan: Citizen engagement aligns with all five of the strategic goals by allowing the Board to receive comments and concerns from the community related to important issues in Durham County.

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

County Manager's Recommendation: The County Manager recommends that the board receives citizen comments and direct staff to respond, as deemed appropriate.

6. Ceremonial Items - Acknowledgement Only (15min)

25-0364

Proclamation - National Emergency Management Awareness Month (5min)

Agenda Text:

The Board is requested to proclaim August 2025 as National Emergency Management Awareness Month in recognition of the vital and essential service provided by emergency management professionals in Durham County in planning, preparing, responding, mitigating, and recovering from disasters.

Alignment with Strategic Plan: This item aligns with Durham County's Strategic Goal: Safe and Resilient Community

Resource Persons: Mark Lockhart, NRP, Director, Office of Emergency Services (OES) and Elizabeth Schroeder, OES Chief Emergency Manager

County Manager's Recommendation: The County Manager recommends that the Board proclaim August 2025 as National Emergency Management Awareness Month in recognition of the vital and essential service provided by emergency management professionals in Durham County in planning, preparing, responding,

mitigating, and recovering from disasters.

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Attachments: [Proclamation - National Emergency Preparedness Awareness Month - July 202](#)

25-0407 **Proclamation - Program Integrity Awareness Month (5min)**

Agenda Text:

The Board is requested to proclaim July 2025 as Program Integrity Awareness Month and to assist in spreading the word about the role that the DSS Program Integrity unit takes in providing investigation and advisory services to ensure appropriate and efficient use of available public resources and to ensure accurate benefits are available to eligible citizens.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal - Safe and Resilient Community.

Resource Persons: Maggie Clapp, DSS Director; Kelly Inman, Chief Operations Officer; Sheila Dorsett, Program Integrity Supervisor.

County Manager's Recommendation: The County Manager recommends that the Board proclaim July 2025 as Program Integrity Awareness Month.

Attachments: [Proclamation - Program Integrity Awareness Month - July 2025](#)

25-0416 **Resolution - Recognizing UNC Basketball Legend William "Bill" Chamberlain (5min)**

Agenda Text:

The Board is requested to honor William Martin "Bill" Chamberlain, paying tribute to his life and legacy as an athlete, civil rights advocate, and North Carolina legend.

Chamberlain was the second African American basketball player at the University of North Carolina at Chapel Hill. Before graduating from UNC Chapel Hill in 1972, he played three seasons with the Tar Heels. He led the school to winning the ACC Tournament and advancing to the Final Four in 1972. Chamberlain also received second-team All-American accolades during his last year at UNC. Chamberlain, a long-time resident of Durham, passed on July 13, 2025.

Alignment with Strategic Plan: This item aligns with Strategic focus area Empowered Community, empowering the community to enhance their opportunities to thrive.

Resource Persons: Commissioner Stephen Valentine

County Manager's Recommendation: The County Manager recommends that the Board honor and pay tribute to William Martin "Bill" Chamberlain.

Attachments: [Resolution - William Bill Chamberlain - July 2025](#)

Ceremonial Items - To Be Read/Recognized (10min)

25-0413 Introduction of 2025 Durham County 4-H Youth Delegate, Promise McCoy, for the NC Association of County Commissioners YouthVoice Program (5min)

Agenda Text:

The Board is requested to meet and recognize Promise McCoy, the 2025 Durham County 4-H Youth Delegate for the NC Association of County Commissioners (NCACC) YouthVoice program. All youth delegates must attend a Board of County Commissioner's meeting and submit a photo of themselves taken with their County Commissioners. YouthVoice, which takes place at the NCACC's Annual Conference, offers sessions that help youth delegates gain a better understanding of what county governments do and the role of commissioners as the governing body for counties, and provides multiple opportunities for youth and county officials to connect. NCACC invites delegates aged 14-19 from each of NC's 100 NC Counties. County Commissioners will have an opportunity to meet with Promise and other youth delegates at a special lunch at the NCACC Conference on Saturday, August 23.

Promise is 15 years old and has been involved with Durham County 4-H for three years. Promise has been a highly engaged member of 4-H, participating in a number of clubs, camps, and service activities. She served as the secretary for her 4-H Middle Grounds Garden Club last year. This year she was elected as the 2025-2026 4-H North Central District Secretary and will be serving alongside youth from other counties in the district. Promise is also an active member of the Durham 4-H Teen Council and Girl Scouts. In addition, Promise has been involved with Kids Voting as a Civic Leadership Intern creating Election Guides and running voting sites. She has helped organize the 4-H Kids Voting Election Day Celebrations. In her free time, Promise enjoys volunteering with different organizations in the Durham community such as homeless outreach programs organized through her church. She also enjoys being active and helping build the community garden at UCAN.

Alignment with Strategic Plan: The item aligns with the strategic focus area of Empowered Community.

Resource Persons: Carolyn Kreuger, Kids Voting Durham Coordinator; Racheal Wilson, 4-H Program Assistant; Donna Rewalt, County Extension Director

County Manager's Recommendation: The County Manager recommends that the Board meet and recognize Promise McCoy, the 2025 Durham County 4-H Youth Delegate for the NC Association of County Commissioners (NCACC) YouthVoice Program and take a group photograph.

Attachments: [Promise McCoy Photo 2025](#)

25-0417 Durham County Earns 11 NACo Achievement Awards and a Digital Cities Award for 2025 (5min)

Agenda Text:

The Board is requested to recognize the winners of our seven National Association of Counties (NACo) Achievement Awards for 2025 as well as an additional Digital Cities Award. Since 1970, the NACo Achievement Awards have recognized

outstanding county government programs and services. Through a non-competitive application process, noteworthy programs receive awards in 18 categories that cover a vast range of county responsibilities. The NACo Annual Conference and Expo, the largest meeting of county elected and appointed officials, took place in City and County of Philadelphia, PA, from July 11-14. Our NACo Achievement Awards for 2025 are:

- Durham County Government Public Facing Website Modernization - Durham County Information Services & Technology and Public Information Office
- DCo Forward 2029 - Durham County Manager's Office
- Durham County Voter Experience Survey - Durham County Board of Elections
- Durham County DCo Votes Application - Durham County Information Services & Technology and Durham Board of Elections
- Durham County Duke Fiber Implementation - Durham County Information Services & Technology
- Durham County Social Services Case Management Modernization - Durham County Government Public Facing Website Modernization and Durham County Social Services
- The African American Legacy in Gardening and Horticulture Symposium - Durham County Library

Durham County Information Services & Technology Department is a Digital Counties Survey winner for 2025. DCo IS&T is leading the way in using technology to improve public services. The outstanding efforts to advance digital government and enhance constituent engagement enabled DCo IS&T to once again place as one of the top 10 counties in its population category of 250,000 - 499,999. The annual Digital Counties Survey is conducted by the Center for Digital Government and Government Technology Magazine, in partnership with NACo. Winners exemplify how counties embrace innovative technologies, data governance, and cybersecurity for more responsive and effective government.

Alignment with Strategic Plan: This item aligns with the Strategic focus area of High Performing Organization.

Resource Persons: Deborah Craig-Ray, Chief Communications Officer; Derek Bowens, Elections Director; Tammie Hall, Director of Business Engagement and Outreach; Stephanie Fennel, Library Deputy Director; Greg Marrow, Chief

Information Officer; Maggie Clapp, Director of Social Services; Josh Edwards; Director of Strategy & Performance, and Claudia Hager, County Manager.

County Manager's Recommendation: The County Manager recommends that the Board extend sincere congratulations to all the winners of these prestigious awards from NACo and Digital Cities.

7. Consent Agenda (20 min)

25-0367 Approve Budget Ordinance Amendment #26BCC006 Appropriating \$30,000 in General Fund Fund Balance for Payment of Lease Expenses and Approval of the Lease Agreement for the Durham County Office of Emergency Services (OES) Fleet Maintenance Repair Facility Between Knightdale Holdings, LLC. (Landlord) and Durham County (Tenant) at 1129 E Geer St. Durham, NC for a 4-year term, with the First Year's Rent Amount of \$119,550 and Other Terms as Noted in the Attached Lease Agreement

Agenda Text: The Board is requested to approve Budget Ordinance Amendment #26BCC006 appropriating \$30,000 in General Fund fund balance for payment of lease expenses and the Lease Agreement for the Durham County Office of Emergency Services (OES) Fleet Maintenance Repair Facility Between Knightdale Holdings, LLC. (Landlord) and Durham County (Tenant) at 1129 E Geer St. Durham, NC for a 4-year term, with the first year's rent of \$119,550 and other terms as noted in the attached Lease Agreement upon final approval by the County Attorney's Office.

Durham County has leased space for OES Fleet Maintenance at 122 Stone Park Court since 2016. The property was sold to the North Carolina Railroad in 2023 and is slated for demolition to allow for the realignment of the existing rail line adjacent to the property. Durham County has been notified that we must vacate the building by December 1, 2025. Multiple locations for the relocation of OES have been explored, and staff have determined that the location at 1129 E Geer Street is the best option to stand up a temporary facility by the December deadline. The permanent OES Fleet Maintenance Facility is envisioned to be co-located with a new General Services Fleet Maintenance Facility on the County's property at Junction Road. That co-located maintenance facility is in the County's Capital Improvement Plan for further discussion.

The lease term is August 1, 2025 through July 31, 2029. The first year's rent is \$119,550 and the rent escalates by 3% each following year. The County will pay Additional Rent in an amount estimated to be \$13,230 per year to cover the landlord's taxes and insurance. There are no Common Area Maintenance charges because the County is leasing the entire site, and no security deposit required from the County. The County will pay for all utilities. The Lease was negotiated by outside Counsel contracted through the County Attorney's Office.

Budget Ordinance Amendment #26BCC006 appropriating \$30,000 in General Fund fund balance provides necessary funding to cover the increased cost of the new lease for the property at 1129 E Geer Street.

General Services staff and contractors will maintain this property and make repairs as needed. This includes building systems, landscaping, hardscaping, parking lot, fencing, extermination, and refuse hauling. The Landlord maintains responsibility for repair and replacement of all roof and structural systems.

Upon approval and execution of the Lease Agreement, the County Project Management Division will lead the design and upfit of the building with all possible efforts to meet the December 1, 2025 deadline for OES to vacate their current facility. The Board has previously approved the Capital Project (4730DC164), Budget Ordinance Amendment (25BCC045), and architectural and pre-construction contracts to effectuate this renovation in a timely fashion.

Alignment With Strategic Plan: This item aligns with Strategic Plan Goal: Sustainable Infrastructure & Environment Plan for long-term use of County land, facilities, and equipment.

Resource Persons: Christy Raulli, Senior Real Estate Officer; Dan Nosbusch, Project Manager; Peri Manns, Deputy Director; Jay Gibson, Director, Engineering and Environmental Services; Marc Ferguson, EMS Administration and Finance, Mark Lockhart, Emergency Services Director; Curtis Massey, Deputy County Attorney

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment #26BCC006 appropriating \$30,000 in General Fund fund balance for payment of lease expenses and approve the Lease Agreement for the Durham County Office of Emergency Services (OES) Fleet Maintenance Repair Facility Between Knightdale Holdings, LLC. (Landlord) and Durham County (Tenant) at 1129 E Geer St. Durham, NC for a 4-year term, with the first year's rent of \$119,550 and other terms as noted in the attached Lease Agreement upon final approval by the County Attorney's Office.

Attachments: [1129 E Geer St - Lease Draft - Durham County EMS \(005\)](#)
[AAF-06 Legal Form OES Fleet Facility](#)

25-0369

Budget Ordinance Amendment No.26BCC005 to Recognize a Grant Award of \$6,883 from the Durham Library Foundation, Increasing the total Funding to \$177,883.

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 26BCC005 to recognize a grant award of \$6,883 from the Durham Library Foundation, increasing the total funding to \$177,883. The grant will support programs and services provided by the Durham County Library.

The Durham Library Foundation Board of Directors and Grants Review Committee

have approved funding for 14 grant proposals submitted for FY 2025-2026. In total, \$177,883 will be awarded to support Durham County Library's outstanding programs, events, and initiatives that enrich and serve the Durham community.

This grant award is not only an investment in Durham County Library but also a shared commitment to the County's strategic vision. The funding will enable expanded access to vital programs and services that promote equity, wellness, and opportunity for all residents.

Alignment with Strategic Plan: This item aligns with Goal Two of Durham County's Strategic Plan: Empowered Community

Resource Persons: Assistant County Manager, Tammie Hall and Library Development Officer, Sara Stephens

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 26BCC005 to recognize a grant award of \$6,883 from the Durham Library Foundation, increasing the total funding to \$177,883. The grant will support programs and services provided by the Durham County Library.

Attachments:

[AAF-05 Legal Form Library](#)

[FY 25-26 DLF Grant Letter to DCoL](#)

25-0375

Approval of Capital Project Amendment No.26CPA001 Appropriating \$1,500,000 of Collection System Rehabilitation Fund Fund Balance and Transfer Funding to the Collection System Rehabilitation Capital Project (SE051) for a New Total Project SE051 Budget of \$9,098,592.12

Agenda Text:

The Board is requested to approve Capital Project Amendment No.26CPA001 appropriating \$1,500,000 from the Collection System Rehabilitation Fund (6006690000) fund balance and transferring the funding to the Collection System Rehabilitation Capital Project (SE051) for a new total SE051 project budget of \$9,098,592.12.

The Collection System Rehabilitation Project is used primarily for critical collection system projects that reduce the risk of sanitary sewer overflows and decrease ongoing maintenance costs for the Utilities Division. These projects include raising manholes to be above the 100-year flood plain, repairing or replacing damaged sewer pipes due to age, annual manhole labeling and inspections, and for the repair of existing pump stations as required to maintain reliability. Contractor costs associated with emergency responses to sewer spills also comes from this project. Durham County's wastewater collection system consists of thirteen (13) pump stations and one hundred and fifteen (115) miles of piping.

Collection System Rehabilitation Capital Project Budget

Current Budget: \$7,598,592.13
Project Amendment: \$1,500,000.00
Revised Budget: \$9,098,592.12

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: “Environmental Stewardship and Community Prosperity”. These funds ensure rehabilitation projects can be completed which reduce sanitary sewer overflows, inflow and infiltration, pipe failure, etc.

Resource Persons: Jay Gibson, PE, Director of E&ES; Stephanie Brixey, Deputy Director; Jonathan Yeomans, Budget & Management Analyst; and David Ades, Assistant Director of Budget & Management.

County Manager’s Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No.26CPA001 appropriating \$1,500,000 from the Collection System Rehabilitation Fund (6006690000) fund balance and transferring the funding to the Collection System Rehabilitation Capital Project (SE051) for a new total SE051 project budget of \$9,098,592.12.

Attachments: [CPA-01 LEGAL FORM Appropriating Fund Balance to Project SE051\(\\$1,500.00\)](#)

25-0376

Approve Lease Agreement Between Samet, Corp. (Tenant) and Durham County (Landlord) at 115 N Queen St, Unit A for a 24-month term, with Annual Lease Revenue of \$24,000.00 and Other Terms as Noted in the Attached Lease Agreement

Agenda Text:

The Board is requested to approve the Lease Agreement between Samet, Corp. (tenant) and Durham County (landlord) at 115 N Queen St, Unit A for a 24-month term, with annual lease revenue of \$24,000.00 and other terms as noted in the attached Lease Agreement upon document approval by the County Attorney’s Office.

Samet will use the space as a temporary construction office for the duration of the 500 E. Main St. Affordable Housing Development currently under construction. They will pay for all their utilities, and one third of the actual costs of cleaning, maintaining, and repairing the bathrooms shared with the other two units on the property. The current Property Manager is Laurel Street Avanath Management, LP.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal: Sustainable Infrastructure & Environment Plan for long-term use of County land, facilities, and equipment.

Resource Persons: Christy Raulli, Senior Real Estate Officer; Peri Manns, Deputy Director Engineering and Environmental Services; Jay Gibson, Director, Engineering and Environmental Services; Julio Delgado, Assistant County Manager.

County Manager’s Recommendation: The County Manager recommends that the Board approve the Lease Agreement between Samet, Corp. (tenant) and Durham

County (landlord) 115 N Queen St, Unit A for a 24-month term, with annual lease revenue of \$24,000.00 and other terms as noted in the attached Lease Agreement upon document approval by the County Attorney's Office.

Attachments: [Dco Samet Lease through July 2027](#)

25-0381

Award Contract for Janitorial Services RFP NO. 25-043 to CJ Enterprise Cleaning Services in the amount of \$169,800.00 for janitorial services at South Regional Library, Southwest Regional Library, East Regional Library, North Regional Library, Emergency Operations Center, and Braggtown Library.

Agenda Text:

The Board is requested to authorize the County Manager to enter into an annual contract with CJ Enterprise Cleaning Services to provide janitorial services at the Durham County South Regional Library, Southwest Regional Library, East Regional Library, North Regional Library, Emergency Operations Center, and Braggtown Library in the amount of \$169,800.00 for fiscal year 2025-2026, with the option to renew annually for additional 4 fiscal years. Funding is available in the current FY 2025-26 budget.

The regular 12-month contract term (July 1 - June 30), contract total will be \$169,800.00

On April 1st, 2025, a Request for Proposals (RFP NO. 25-043) for Janitorial Services was advertised on the eBid system. A site visit of the new facility to receive janitorial services was conducted April 14-17, 2025 for interested bidders. Nineteen (19) bidders responded on May 8th, 2025. An evaluation committee made up of Six (6) Durham County employees reviewed proposals and convened on June 18, 2025, for recommendation discussions. The final recommendation is presented above.

Alignment with Strategic Plan: Goal 2-Health and Well-being for All: Improve the quality of life through preventive, behavioral and physical care services. Reduce barriers to access services.

Resource Persons: Ian Conroy, General Services Quality Control & Contract Specialist; Manny Badillo, Custodian Supervisor; Shawn Davis, General Services Assistant Director; Motiryo Keambiroiro, General Services Director

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into service contracts with CJ Enterprise Cleaning Services in the amounts of \$169,800.00 for fiscal year 2025-2026, with the option to renew annually.

Attachments: [CJ AAF Supplemental Document - Contract Approval_nm02.01.2024](#)
[Janitorial Services Bid Proposal Template \(FY 25-26\)](#)
[RFP- 25-043 JANITORIAL SERVICES](#)
[RFP 25-043 Bid Tibulation Janitorial Services](#)

25-0382

Award Contract for Janitorial Services RFP NO. 25-043 to H3 Cleaning Solutions in the amount of \$413,502.03 for janitorial services at Administration I, Administration II, Main Library, Judicial Annex, for fiscal year 2025-2026.

Agenda Text:

The Board is requested to authorize the County Manager to enter into an annual contract with H3 Cleaning Solutions to provide janitorial services at the Durham County Administration I, Administration II, Main Library, Judicial Annex in the amount of \$413,502.03 for fiscal year 2025-2026, with the option to renew annually. Funding is available in the current FY 2025-26 budget.

The regular 12-month contract term (July 1 - June 30), contract total will be \$413,502.03

On April 1, 2025, a Request for Proposals (RFP NO. 25-043) for Janitorial Services was advertised on the eBid system. A site visit of the new facility to receive janitorial services was conducted April 14-17th, 2025 for interested bidders. Nineteen (19) bidders responded on May 8, 2025. An evaluation committee made up of Six (6) Durham County employees reviewed proposals and convened them on June 18, 2025 for recommendation discussions. The final recommendation is presented above.

Alignment with Strategic Plan: Goal 2-Health and Well-being for All: Improve the quality of life through preventive, behavioral and physical care services. Reduce barriers to access services.

Resource Persons: Ian Conroy, General Services Quality Control & Contract Specialist; Manny Badillo, Custodian Supervisor; Shawn Davis, General Services Assistant Director; Motiryo Keambiroiro, General Services Director

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into service contracts with H3 Cleaning Solutions in the amounts of \$413,502.03 for fiscal year 2025-2026, with the option to renew annually for additional 4 fiscal years.

Attachments:

[H3 AAF Supplemental Document - Contract Approval](#)

[Janitorial Services Bid Proposal Template \(FY 25-26\)](#)

[RFP- 25-043 JANITORIAL SERVICES FINAL](#)

[RFP 25-043 Bid Tibulation Janitorial Services](#)

25-0383

Award Contract for Janitorial Services RFP NO. 25-043 to Joy Cleaning Service LLC in the amount of \$314,400.00 for janitorial services at Health and Human Services Building, for fiscal year 2025-2026.

Agenda Text:

The Board is requested to authorize the County Manager to enter into an annual contract with Joy Cleaning Service LLC to provide janitorial services at the Durham County Health and Human Services Building in the amount of \$314,400.00 for fiscal

year 2025-2026, with the option to renew annually for additional 4 fiscal years. Funding is available in the current FY 2025-26 budget.

The regular 12-month contract term (July 1 - June 30), contract total will be \$314,400.00

On April 1st, 2025, a Request for Proposals (RFP NO. 25-043) for Janitorial Services was advertised on the eBid system. A site visit of the new facility to receive janitorial services was conducted April 14-17, 2025, for interested bidders. Nineteen (19) bidders responded on May 8th, 2025. An evaluation committee made up of Six (6) Durham County employees reviewed proposals and convened them on June 18, 2025, for recommendation discussions. The final recommendation is presented above.

Alignment with Strategic Plan: Goal 2-Health and Well-being for All: Improve the quality of life through preventive, behavioral and physical care services. Reduce barriers to access services.

Resource Persons: Ian Conroy, General Services Quality Control & Contract Specialist; Manny Badillo, Custodian Supervisor; Shawn Davis, General Services Assistant Director; Motiryo Keambiroiro, General Services Director

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into service contracts with Joy Cleaning Service LLC in the amounts of \$314,400.00 for fiscal year 2025-2026, with the option to renew annually for additional 4 fiscal years.

Attachments: [Joy AAF Supplemental Document - Contract Approval_nm02.01.2024](#)
[Janitorial Services Bid Proposal Template \(FY 25-26\)](#)
[RFP- 25-043 JANITORIAL SERVICES FINAL](#)
[RFP 25-043 Bid Tibulation Janitorial Services](#)

25-0384 **Approve Budget Ordinance Amendment No.26BCC001 to Recognize \$20,000 in Grant Revenue from the Burt's Bees Foundation to Support an Inventory of Natural Areas in East and North Durham County.**

Agenda Text: The Board of County Commissioners is requested to approve Budget Ordinance Amendment No.26BCC001 recognizing \$20,000 in grant revenue from the Burt's Bees Foundation. The grant funding will be used to support a natural area inventory in East and North Durham County.

NC's Natural Heritage Program has identified natural areas in Durham County that are important for biodiversity. Many are in east and north Durham County where there have been significant recent land use changes. This project will document, map, and update State-designated natural areas to support environmental and conservation

planning. Natural areas are sites recommended for conservation due to the presence of rare species, unique natural communities, important animal groups, or other ecological features of special significance for biodiversity.

Burt's Bees' corporate headquarters is located in downtown Durham. This is the fifth award Durham County has received from the Burt's Bees Foundation to support Open Space work. This project will commence in August and will be completed by October 2026. Durham County, through Open Space and Real Estate Division funds, has contributed \$25,000 for a total project cost of \$45,000.

Alignment with Strategic Plan: This grant and natural area inventory aligns with Strategic Plan Focus Area: Sustainable Infrastructure and Environment, Objective SI 3: Preserve and restore the natural and built environment, and SI 3d: Protect and restore natural resources, land, recreational, historical, and rural spaces.

Resource Persons: Celeste Burns, Open Space and Real Estate Division Manager, David Bradley, Open Space Coordinator, Peri Manns, Deputy Director - Engineering and Environmental Services

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No.26BCC001 recognizing \$20,000 in grant revenue from the Burt's Bees Foundation. The grant funding will be used to support a natural area inventory in East and North Durham County.

Attachments:

[AAF Supplemental Document - Grant Revenue from Burts Bees](#)

[2025 NC NHP Natural Areas Inventory Update Project Summary](#)

[AAF-01 LEGAL FORM Burts Bees Grant \(\\$20,000\)](#)

25-0387

Approval of Resolution Designating Plat Review Officers in Tax Administration and to Cancel the Review Officer Duties of Former County Employees

Agenda Text:

The Board is requested to approve a resolution to appoint County Review Officers and to cancel the duties of former County Review Officers who are no longer employed by the county. N.C. G. S. 47-30.2 requires the Board of County Commissioners in each County, by resolution, to appoint a person or persons to serve as Review Officer to review each plat before it is recorded and to certify that it meets the statutory requirements for recording.

Plat Review Officers examine each map and plat prior to its presentation to the Register of Deeds, and these positions certify that each plat has met the statutory requirements for recording. It has been the desire of the Durham County Board of Commissioners that the position of Review Officer be held by one or more staff members of the County to ensure that the review of all maps and plats is conducted expeditiously.

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

Government

Resource Persons: Keyar Doyle, Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board approve a resolution to appoint County Review Officers and to cancel the duties of former County Review Officers who are no longer employed by the county.

Attachments: [Plat Review Officer RESOLUTION 2025](#)

25-0396

Appoint Voting Delegate - 2025 North Carolina Association of County Commissioners (NCACC) 118th Annual Conference

Agenda Text:

The Board is requested to suspend the rules and vote to appoint the following Commissioners for the 2025 NCACC 118th Annual Conference held on August 21-23, 2025, in Pitt County, NC.

The Board is requested to appoint Commissioner Michelle Burton as the voting delegate and Commissioner Wendy Jacobs as the voting alternate for the NCACC Annual Conference.

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

Resource Persons: Nida Allam, Chair

County Manager's Recommendation: The County Manager recommends that the Board vote to appoint Commissioner Michelle Burton as voting delegate and Commissioner Wendy Jacobs as the voting alternate for the NCACC Annual Conference.

25-0399

Approve Fiscal Year 2025-2026 Contract with the Greater Durham Chamber of Commerce for Business Recruitment, Expansion, and Retention Services in the Amount of \$225,000

Agenda Text:

The Board is requested to authorize the County Manager to execute the attached contract in the amount of \$225,000 with the Greater Durham Chamber of Commerce for FY 2025-2026 business recruitment, expansion, and retention services.

The Scope of Services reflects the economic development responsibilities carried out by the Chamber and defines outcome metrics that are in alignment with the County's Strategic Plan. This year's Scope reflects program strategies for business recruitment and retention, data collection, marketing, and workforce development. Additionally, the Scope of Services outlines reporting to occur between the agencies in fulfillment of the services described within the scope. Funds for this agreement were included as part of the FY 2025-2026 Approved Budget.

Alignment with Strategic Plan: This item aligns with Regional Leadership 1b.

Resource Persons: Andrew Miracle, Economic Development Director; Maurice

Jones, Deputy County Manager of Regional Leadership.

County Manager's Recommendation: The Board is requested to authorize the County Manager to execute the attached contract with the Greater Durham Chamber of Commerce for services related to business recruitment and retention in the amount of \$225,000 in FY2025-2026.

Attachments: [FY26 Service Contract - GDCC - Contract Package](#)

25-0400

Approve Fiscal Year 2025-2026 Contract with the Greater Durham Black Chamber of Commerce for Small Business Support Services in the Amount of \$50,000

Agenda Text: The Board is requested to authorize the County Manager to execute the attached contract in the amount of \$50,000 with the Greater Durham Black Chamber of Commerce (GDBCC) for FY 2025-2026 small business support services.

The Scope of Services reflects the responsibilities carried out by the GDBCC and defines outcome metrics that are in alignment with the County's Strategic Plan. This year's Scope reflects strategies to support small businesses through cohort programming and customized technical assistance. Additionally, the Scope of Services outlines reporting to occur between the agencies in fulfillment of the services described within the scope. Funds for this agreement were included as part of the FY 2025-2026 Approved Budget.

Alignment with Strategic Plan: This item aligns with Regional Leadership 1c.

Resource Persons: Andrew Miracle, Economic Development Director; Maurice Jones, Deputy County Manager of Regional Leadership.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute the attached contract in the amount of \$50,000 with the Greater Durham Black Chamber of Commerce for services that support small business in FY 2025-2026.

Attachments: [FY26 Service Contract - GDBCC - Contract Package](#)

25-0404

Approve Fiscal Year 2025-2026 Contract with Made in Durham for Workforce Development Services in the Amount of \$250,000

Agenda Text: The Board is requested to authorize the County Manager to execute the attached agreement in the amount of \$250,000 with Made in Durham for services that support workforce development programming in FY 2025-2026.

The agreement and Scope of Services will continue to maintain the service delivery that has assisted in the workforce development efforts to prepare residents for credentialed attainment and employment readiness. This year's Scope has been updated to reflect current levels of service delivery and specified program examples.

The attached Scope of Services outlines Made in Durham's responsibilities and metrics that align with the County's Strategic Plan. Funds for this agreement were included as part of the FY 2025-2026 Approved Budget.

Alignment With Strategic Plan: This item aligns with Regional Leadership 1a.

Resource Persons: Andrew Miracle, Economic Development Director; Maurice Jones, Deputy County Manager of Regional Leadership

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute the attached contract in the amount of \$250,000 with Made in Durham for services that support workforce development in FY 2025-26.

Attachments: [FY26 Made in Durham - Service Contract and Scope](#)

25-0405

Approval of Capital Project Amendment No.26CPA005 and Budget Ordinance Amendment No.26BCC002 Decreasing the Open Space & Farmland Preservation Capital Project (4730DC083) by \$380,600 in PAYGO Funding and Transferring the Funding to the General Fund to Support the Purchase of Two Conservation Easements (Sparrow and Frank)

Agenda Text:

The Board is requested to approve Capital Project Amendment No.26CPA005 and Budget Ordinance Amendment No.26BCC002 decreasing the Open Space & Farmland Preservation Capital Project (4730DC083) by \$380,600 in PAYGO funding and transferring the funding to the General Fund to support the purchase of two conversation easements. The funds will support the purchase of William and Margie Sparrow's farm conservation easement, 42 acres located at 3901 Red Mill Road, as well as Neil and Catherine Frank's easement, 30 acres at 1300 Red Mountain Road.

| Durham County Capital Projects | Current Budget | Increase/Decrease | Updated Budget |
|--|-----------------|-------------------|-----------------|
| Open Space and Farmland Preservation (4730DC083) | \$12,761,269.70 | (\$380,600.00) | \$12,380,669.70 |

The Board approved these conservation easement projects in October 2021 (Sparrow) and August 2024 (Frank). Since then, USDA-NRCS funding, through the Agricultural Lands Easement Program (ACEP-ALE), has been secured to pay 50% of the appraised easement value: \$141,000 (Sparrow) and \$226,500 (Frank). The transfer of \$380,600 to the General Fund will be used to pay Durham County's 50% share of the easement values and closing-related fees

Alignment with Strategic Plan: The acquisition of conservation easements for permanent open space aligns with Strategic Plan Focus Area: Sustainable Infrastructure and Environment, Objective SI 3: Preserve and restore the natural and built environment, and SI 3d: Protect and restore natural resources, land, recreational,

historical, and rural spaces.

Resource Persons: Celeste Burns, Open Space and Real Estate Manager, Peri Manns, Deputy Director of Engineering and Environmental Services

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No.26CPA005 and Budget Ordinance Amendment No.26BCC002 decreasing the Open Space & Farmland Preservation Capital Project (4730DC083) by \$380,600 in PAYGO funding and transferring the funding to the General Fund to support the purchase of two conservation easements. The funds will support the purchase of William and Margie Sparrow's farm conservation easement, 42 acres located at 3901 Red Mill Road, as well as Neil and Catherine Frank's easement, 30 acres at 1300 Red Mountain Road.

Attachments: [AAF Supplemental - Budget Amendment Final Budgets for Two Conservation E](#)
[Attachment 1 - William & Margie Sparrow's Farm](#)
[Attachment 2 - Neil and Catherine Frank's Caywood Farm](#)
[AAF-02 & CPA-05 LEGAL FORM OSRE \(\\$380,600\)](#)
[CPA-05 LEGAL FORM Reducing OSRE Cap Project by \\$380,600](#)

25-0406

Approval of Capital Project Amendment No.26CPA002 Appropriating Approved County Contribution (PAYGO) Funds (\$19,398,358) for Multiple Capital Projects

Agenda Text: The Board is requested to approve Capital Project Amendment No. 26CPA002 appropriating approved County Contribution (PAYGO) funds (\$19,398,358) for multiple capital projects.

This capital project amendment is a standard annual procedure that occurs at the beginning of each fiscal year.

The projects are as follows:

| Durham County Capital Projects | Current Budget | Increase/Decrease | Updated Budget |
|---|-----------------|-------------------|-----------------|
| Ongoing HVAC Replacement (4190DC076) | \$7,594,501.64 | \$200,313.00 | \$7,794,814.64 |
| Ongoing Roof Replacement (4190DC073) | \$4,699,026.00 | \$400,678.00 | \$5,099,704.00 |
| Ongoing Building Envelope (4190DC078) | \$3,882,162.00 | \$857,768.00 | \$4,739,930.00 |
| Ongoing Security Improvements (4190DC081) | \$3,375,161.00 | \$867,209.00 | \$4,242,370.00 |
| County Stadium Upgrades (4190DC083) | \$4,181,638.00 | \$139,100.00 | \$4,320,738.00 |
| Ongoing Facilities Systems Upgrades (4190DC087) | \$1,757,070.36 | \$514,596.00 | \$2,271,666.36 |
| Ongoing Parking Lot Replacement (4190DC074) | \$2,891,143.00 | \$80,237.00 | \$2,971,380.00 |
| Open Space Land Acquisition (4730DC083) | \$12,761,269.70 | \$500,000.00 | \$13,261,269.70 |
| CISS at Shoppes of Hope Valley (4730DC161) | \$270,000.00 | \$1,491,000.00 | \$1,761,000.00 |
| 808 Pettigrew Street (NEW) \$0.00 | \$500,000.00 | \$500,000.00 | |
| IT AI Automation (NEW) \$0.00 | \$600,000.00 | \$600,000.00 | |
| IT Disaster Recovery Site (4200DC141) | \$7,632,360.00 | \$55,000.00 | \$7,687,360.00 |
| 25 IT Hardware Replacement (4200DC144) | \$3,852,000.00 | \$3,517,763.00 | \$7,369,763.00 |
| IT Security Program Support (4200DC142) | \$1,142,030.27 | \$386,720.00 | \$1,528,750.27 |
| IT-Sheriff Body Worn & Car Cameras (4310DC092) | \$2,588,254.48 | \$565,045.00 | \$3,153,299.48 |
| EMS Station Renovations (4330DC006) | \$810,000.00 | \$530,000.00 | \$1,340,000.00 |
| EMS Equipment Replacement (4410DC001) | \$4,592,893.00 | \$2,701,426.00 | \$7,294,319.00 |

| | | | | |
|--|------------------------|------------------------|------------------------|-----------------|
| EMS-Duke West (NEW) | \$0.00 | \$337,080.00 | \$337,080.00 | |
| EMS-Far East County (4330DC001) | | \$472,511.00 | \$250,000.00 | \$722,511.00 |
| EMS-MLK Blvd. (4410DC134) | \$258,000.00 | \$334,423.00 | \$592,423.00 | |
| Multi-Dept. Radios & Towers (4330DC005) | | \$9,269,771.40 | \$2,250,000.00 | \$11,519,771.40 |
| Sheriff - RTP Annex (NEW) | \$0.00 | \$750,000.00 | \$750,000.00 | |
| Durham to Roxboro Rail Trail (4590270200DC001) | | \$33,334.00 | \$100,000.00 | \$133,334.00 |
| DTCC - Retrofit HVAC (5920CC017) | \$1,870,000.00 | \$1,470,000.00 | \$3,340,000.00 | |
| TOTAL | \$73,933,125.85 | \$19,398,358.00 | \$93,331,483.85 | |

For more detailed information about each project, please see the CPA supplement attached.

Alignment with Strategic Plan: Consistent funding support for ongoing capital projects meets the Strategic Plan Goal 5 “Accountable, Efficient, and Visionary Government” by enabling the County to provide the timely upgrades and capital purchases necessary to most efficiently meet infrastructure demands.

Resource Persons: Keith Lane, Director, Budget & Management Services and David Ades, Assistant Director, Budget & Management Services.

County Manager’s Recommendation: The County Manager recommends approval of Capital Project Amendment No. 26CPA002 appropriating approved County Contribution (PAYGO) funds (\$19,398,358) for multiple capital projects.

Attachments:

[CPA-02 LEGAL FORM County Contribution to Capital Projects \(\\$20,023,641\)](#)

[CPA-02 SUPPLEMENT County Contribution to Capital Projects \(\\$xxx\)](#)

25-0411

Approval of Capital Project Amendment No.26CPA004 Reducing the Little River ES - Roof Replacement DPS Capital Project (5910SH289) by \$32,956.32 in North Carolina Public School Lottery Funding

Agenda Text:

The Board is requested to approve Capital Project Amendment No.26CPA004 reducing the Little River ES - Roof Replacement DPS Capital Project by \$32,956.32 in state Public School Lottery Funding. The capital project has been completed, and the remaining funding will be returned to County’s Lottery Fund allocation total for future use.

| Project # | Project Name | Current Budget | Decrease | Updated Budget |
|---------------|------------------------------------|----------------|----------|----------------------|
| 59105400SH289 | Little River ES - Roof Replacement | \$2,440,631.32 | | (\$32,956.92) |
| | | \$2,407,674.40 | | |

Alignment with Strategic Plan: This capital project amendment aligns with Goal 1-Community and Family Prosperity and Enrichment, though providing access to educational, vocational, economic and cultural opportunities and by providing support for educational opportunities that ensure high academic achievement.

Resource Persons: Micheal Lynch, Durham Public Schools Senior Executive Director of Building Services; Clifton Williams, Durham Public School Executive Director of Facilities

County Manager's Recommendation: The County Manager recommends that the Board of County Commissioners approve Capital Project Amendment No.26CPA004 reducing the Little River ES - Roof Replacement DPS Capital Project by \$32,956.32 in state Public School Lottery Funding. The capital project has been completed, and the remaining funding will be returned to County's Lottery Fund allocation total for future use.

Attachments: [CPA-04 Reducing DPS Little River \(\\$32,956.92\)](#)

25-0412

Approval of Capital Project Amendment No.26CPA003 & Budget Ordinance Amendment No.26BCC003 Reducing Several Capital Project Budgets to \$0 and Transferring the Remaining Balance to the Debt Service Fund; as well as Closing Multiple Capital Projects that were Completed in FY 2024-25.

Agenda Text:

The Board is requested to approve Capital Project Amendment No.26CPA003 & Budget Ordinance Amendment No.26BCC003 reducing several capital project budgets to \$0 and transferring the remaining availability to the Debt Service Fund, as well as closing several Capital Projects that were completed in FY 2024-25.

The following list of projects is ready to be closed. All funds for these projects were either entirely expended or transferred (through previous Board action) to other funds; all balances are zero dollars. The closing of these completed projects is a technical issue as completed (final) capital projects cannot become a final asset (when County owned) and begin depreciation until they are officially closed by the Board.

| Project Name and Number | Final Budget | Project Status |
|---|-----------------|----------------|
| DTCC Lawson Street (5920CC018) | \$2,300,000.00 | Closing |
| EMS Station #1 Renovation (4410DC132) | \$4,587,421.99 | Closing |
| Public Safety and Service Complex (4730DC146) | \$61,843.66 | Closing |
| Main Library Upgrade Project (6110DC94) | \$47,649,017.02 | Closing |
| Detention Center Window Replacement (4190DC084) | \$1,435,774.36 | Closing |
| EMS Far East County (2-bay) 4330DC004 | 0.00 | Closing |
| 300 Block Rolling Door Project (4190DC088) | \$0.00 | Closing |
| HUB RTP Sanitary Sewer (7100SE058) | \$7,606,106.00 | Closing |
| TWWTP Access Control & Video Management (7100SE060) | \$534,739.30 | Closing |

The following list of projects are recently complete and are ready to have their remaining balance reduced to \$0. The remaining funds will be transferred via the Budget Amendment to Debt Service Fund for annual debt service support or future capital expense. Further Board action will be requested in the future to officially close these projects listed below.

| Project Name and Number | Current Budget | Increase / Decrease | Updated Budget |
|--|---------------------|---------------------|-----------------|
| 21 IT Hardware Replacement (4200DC138) | \$10,298,000.00 | (\$2,832.17) | \$10,295,167.83 |
| 21 Audio-Visual Technologies (4200DC139) | \$1,520,700.00 | (\$1.70) | \$1,520,698.30 |
| TOTAL \$0.00 | (\$2,833.87) | (\$2,833.87) | |

Alignment with Strategic Plan: This request relates to the following elements of the

Durham County Strategic Plan: the effort aligns with Goal #5 (Accountable, Efficient, and Visionary Government).

Resource Persons: Crystally Wright, Chief Financial Officer; Keith Lane, Budget Director; David Ades, Assistant Budget Director

County Manager's Recommendation: The County Manager recommends approval of Capital Project Amendment No.26CPA003 & Budget Ordinance Amendment No.26BCC003 reducing several capital project budgets to \$0 and transferring the remaining availability to the Debt Service Fund, as well as closing several Capital Projects that were completed in FY 2024-25.

Attachments: [AAF-03 & CPA-03 LEGAL FORM Reducing IST Project \(\\$2,833.87\)](#)
[CPA-03 & BCC-03 LEGAL FORM Reduction and Closing](#)
[CPA-03 & BCC-03 LEGAL FORM CLOSING Projects Form](#)

25-0414 Authorize the County Manager to Approve a Contract Amendment with Sunbelt Rentals for the Rental Extension of an HVAC Chiller in the Amount of \$59, 178.22, for Two Additional Months Rental, for a total contract amount of \$137,772.37

Agenda Text: The Board is requested to authorize the County Manager to approve a contract amendment with Sunbelt Rentals to extend the rental of a temporary chiller to support the HVAC system of our Administration II building, in the amount of \$59,178.22, for two additional months rental, for a total contract amount of \$137,772.37. Funding is available in the current budget.

The current HVAC system chillers are having issues staying operational and are affecting the operations of the departments within the building. General Services, outside vendors, DCo Engineering and the original design and construction team, of the building, have been trouble shooting issues with temporary success. The existing chillers continue to stop operating due to various faults and safety programming within the system. Building temperatures frequently rise above acceptable comfort levels to service the communities' needs. This forces most employees to work remotely shut down walk in services to the citizens of Durham County. While solutions are still being sought, the ultimate solution could be the need to replace the existing chillers.

General Services has already submitted a contract with Sunbelt Rentals, to secure the needed chiller size, to accommodate the size of the system in the building. The rental of this chiller has been deemed an emergency, due to the continued issues and not knowing if/when the system could go down and not restart. This contract is currently out for signatures and needed to be fast tracked, to ensure Durham County was assigned the needed equipment. There were only 2 available chillers, nationwide, at the time of need. Initial setup and one month rental fell within the County Manger's signing authority. Since then, General Services was notified that replacement chillers for the building will have an approximate lead time of 20 weeks. That is why we are

asking for an amendment to the already submitted contract. To extend the rental agreement at least through the cooling season.

Alignment with Strategic Plan: This request is in alignment with Focus Area: Sustainable Infrastructure and Environment's Initiative S1 1b (Assess utilization and maintenance needs of current County facilities, equipment and vehicles).

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

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to approve a contract amendment with Sunbelt Rentals to extend the rental of a temporary chiller to support the HVAC system of our Administration II building, in the amount of \$59,178.22 for a total contract amount of \$137,772.37 .

Attachments:

[AAF Supplemental Document - Rental of Sunbelt Chiller for Admin II](#)

[Durham County First Month- Sunbelt](#)

[Durham County Admin - Chiller Rental- Sasser](#)

25-0418

Approval of Property Tax Releases and Refunds for June 2025

Agenda Text:

The Board is requested to approve the Releases & Refunds for June 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 June 2025.

This month's report includes releases and refunds for tax year 2024 totaling \$ 143,422.06. Prior tax years' (2015-2023) releases and refunds are in the amount of \$70,664.32. June 2025, releases and refunds total \$ 214,086.38.

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 June 2025, as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report.

Attachments: [Releases and Refunds Backup Detail-June 2025-July 28, 2025](#)
[Backup-Bill Release Report_June 2025-July 28, 2025](#)
[Backup-Pending Refund Report_June 2025-July 28, 2025](#)
[NCVTS_May_Refunds](#)

25-0429**No Cost Space Agreement for Disaster Recovery Center****Agenda Text:**

The Board is requested to approve the No Cost Space Agreement between Durham County Library North Branch and the United States Small Business Administration (SBA) for temporary usage of the study rooms as the Disaster Recovery Center site for Durham County.

Emergency Management (EM) is responsible for the coordination of response and recovery operations for significant emergencies and disasters in Durham County in accordance with Chapter 10 Article II Sec. 10-26(b) and NCGS 166A-7. Following the devastating impacts of Tropical Storm Chantal, EM recognized the need for additional support. An important concept of recovery is ensuring that our community members are connected with appropriate information and resources. After extensive discussion, logistical navigation and coordination, the library site was identified to be the most feasible based upon its proximity to the residents with the greatest impact.

At the August Work Session, a proposal will be presented to delegate authority to the County Manager to sign leases for County property of up to one year in duration.

Alignment with Strategic Plan: This request supports the Safe & Resilient Community focus area.

Resource Persons: Curtis Massey, Legal; Elizabeth Schroeder, Chief of Emergency Management; Mark Lockhart, Director of Office of Emergency Services

County Manager's Recommendation: The County Manager recommends that the Board approve the no cost space agreement and authorize the County Manager to execute the agreement.

Attachments: [No Cost Space Agreement - Durham County](#)

8. Other Business (5min)**25-0401****Approve Fiscal Year 2025-2026 Contract with Downtown Durham, Inc. for Economic Development Services in the Amount of \$200,000****Agenda Text:**

The Board is requested to authorize the County Manager to execute the attached contract in the amount of \$200,000 with Downtown Durham, Inc. downtown economic development services.

The agreement and Scope of Services will continue to seek service delivery that assists in the business recruitment and retention of downtown Durham, strategic planning, and concurrent tax base growth. This Scope of Services reflects current

levels of service delivery carried out by Downtown Development, Inc. as well as reflecting responsibilities and metrics that align with the County's Strategic Plan. Funds for this agreement were included as part of the FY 2025-2026 Approved Budget.

This item requires a separate vote. Chair Nida Allam current sits on this Board and will need to recuse herself from this vote.

Alignment with Strategic Plan: This item aligns with Regional Leadership 1b.

Resource Persons: Andrew Miracle, Economic Development Director; Maurice Jones, Deputy County Manager of Regional Leadership.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute the attached contract in the amount of \$200,000 with Downtown Durham, Inc., for services that support business and economic development in FY 2025-2026.

Attachments: [FY26 Service Contract - DDI - Contract Package](#)

9. Board and Commission Appointments (10 min)

25-0395

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:

- Alcoholic Beverage Control (ABC) Board
- Bicycle and Pedestrian Advisory Commission
- Durham and Wake Counties Research and Production Service District Advisory Committee (SDAC)
- Durham Convention Center Authority
- Durham County Hospital Corporation Board of Trustees
- Durham Sports Commission
- Durham Technical Community College Board of Trustees
- Juvenile Crime Prevention Council
- Library Board of Trustees
- Memorial Stadium Authority
- Opioid Settlement Advisory Committee

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 - 7.28.2025](#)

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

11. Adjournment