



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, December 8, 2025

7:00 PM

Commissioners' Chambers

Regular Session

"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)

[25-0643](#)

Announcements (5min)

Agenda Text:

1. Join Us for Innovate Durham Demo Day 2025 - Durham County invites

everyone to join us for the 2025 Innovate Durham Demo Day on Thursday, December 11 from 6-8 p.m. at American Underground (201 W. Main Street)! Innovate Durham turns Durham County into a lab for innovation, where local entrepreneurs test new ideas and solutions that improve community life. Meet this year's cohort - Novexa, championed by the Cooperative Extension, and Financial Boss, championed by Durham County Library - as they share their pitches, progress, and next steps. Register: <https://bit.ly/rsvp-demo-day-2025>.

2. **Farmers and Landowners Breakfast on Dec. 18** - Join the Durham Soil and Water Conservation District for a breakfast and discussion on farm law with Andrew Branan. We will discuss liability, trespassing, and more! Breakfast starts at 8 a.m., and presentation at 8:30. Event on Thursday, Dec. 18 at Farm Bureau office, 1901 Hillandale Road. Register: <https://dconc2.jotform.com/252885186027061>
3. **Welcome Baby Winter Coat Drive** - The Welcome Baby 13th Annual Winter Coat Drive continues through January 9, 2026. The Welcome Baby team collects new and gently used children's coats, hats, gloves, and scarves in sizes newborn to 8 years old. Donate at 721 Foster Street during normal business hours, and other locations throughout the community. Find out information at www.welcomebaby.org <<http://www.welcomebaby.org>>.
4. **2025 Tax Bill Payments** - The Durham County Tax Administration allows residents the option of making partial payments on real property taxes through January 5, 2026. Payment may be made by check, bank draft, money order, cash, or online at <https://bit.ly/DCoTaxBillSearch>. No payment plans will be extended once bills become delinquent after January 5, 2026. Property owners may visit www.dconc.gov/tax <<http://www.dconc.gov/tax>> or call 919-560-0300 for more information.
5. **LIEAP Applications Open Dec. 10** - Starting December 10, the Durham County Department of Social Services will begin taking applications for the Low-Income Energy Assistance Program (LIEAP). Applicants aged 60+ who receive services through DCoDSS' Aging and Adult Services are eligible to apply as well as those with disabilities and those who receive Food & Nutrition Services. On January 2, 2026, all Durham County residents may apply online at <https://epass.nc.gov>. Paper applications are available at our offices at 414 E. Main Street and virtual appointments are available with a LIEAP Specialist by calling 919-560-8192. The program ends on March 31, 2026, or while funds remain.
6. **Winter Holidays Closures** - Most Durham County Government offices will

be closed for the winter holidays on the following dates: Wednesday, Dec. 24 through Friday, Dec. 26 (reopening on Monday, Dec. 29) and on Thursday, Jan. 1, 2026 (reopening on Friday, Jan. 2). For more information visit www.dconc.gov <<http://www.dconc.gov>>.

4. Minutes (5 min)

25-0644

Minutes (5min)

Agenda Text:

The Board is requested to approve the November 3, 2025, Work Session and November 24, 2025, Regular Session meeting minutes.

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

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

County Manager's Recommendation: The County Manager recommends that the Board approve the November 3, 2025, Work Session and November 24, 2025, Regular Session meeting minutes.

Attachments:

[Work Session - November 3, 2025](#)

[Regular Session - November 24, 2025](#)

5. Ceremonial Items (15 min)

25-0641

Introduction of the New Durham County Memorial Stadium Manager, Jamal White (10min)

Agenda Text:

The Board is requested to recognize the new Durham County Memorial Stadium Manager, Jamal White.

Jamal White started as the new Durham County Memorial Stadium Manager on November 10, 2025. Mr. White's first major event was the CIAA Football Championship game on November 15, 2025, where he took the lead and guided the General Services team to a phenomenal outcome.

Jamal is a graduate from the University of Bridgeport, CT with a Bachelor of Science in Business Management; and Master of Science Degree in Sports Management from Manhattanville College, NY. Jamal brings years of experience from Duke University serving as the Senior Associate Director of Athletics Facilities and Projects; as well as the Director of Athletic Events for Longwood University; and Assistant Athletic Director for Game Day Operations & Facilities for the University of Bridgeport.

Jamal exemplifies the General Service spirit of enthusiasm and eagerness "to work to get it done and make it happen!" With his Leadership and the support of the Stadium Authority Board, County Commissioners, Durham County, Community partners, Durham residents and visitors. Jamal will continue the excellent work of growing and

developing the stadium to be a positive asset for Durham County.

The General Services team would also like to recognize and thank Assistant Director Shawn Swiatocha for serving as Stadium Manager for two months, while the search for the New Stadium Manager occurred.

Alignment with Strategic Plan: Empowered Community offering and encouraging access to tools, services, support groups, and educational opportunities for diverse communities.

Resource Persons: Motiryo Keambiroiro, Director General Services; Chrystal Thomas, Deputy Director General Services

County Manager's Recommendation: The County Manager recommends that the Board recognize the new Durham County Memorial Stadium Manager, Jamal White.

To Be Acknowledged Only

25-0645

Resolution - Together for Resilient Youth 25th Anniversary (5min)

Agenda Text:

The Board is requested to recognize the 25th Anniversary of Together for Resilient Youth (TRY). Founded in Durham County, TRY has worked tirelessly to prevent substance misuse in the Durham community by promoting resilience among youth and families.

The Board is invited to attend the 25th Anniversary on Saturday, December 13th from 11am-1pm at Durham Technical Community College.

Alignment With Strategic Plan: This item aligns with Strategic Plan Goals - Healthy and Inclusive Community, Empowered Community and Safe and Resilient Community.

Resource Persons: Dr. Wanda Boone, CEO of Together for Resilient Youth

County Manager's Recommendation: The County Manager recommends that the Board recognize the 25th Anniversary of Together for Resilient Youth (TRY).

Attachments: [Resolution - Durham TRY Resolution - 8Dec25](#)

6. Consent Agenda (15 min)

25-0554

Budget Ordinance Amendment No. 26BCC023 to Recognize \$369,949 of Year-4 Funds to Support Grant Award #5H79TI084839-04 to the Office of Emergency Services-EMS Division (OES-EMS) from the US Department of Health and Human Services (DHHS), Substance Abuse and Mental Health Services Administration (SAMHSA), and to Authorize the County Manager to Sign and Execute all Contracts for Authorized and Approved Uses Associated

With the Grant Program Throughout the Grant's Period of Performance**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No. 26BCC023 to recognize \$369,949 in year 4 grant funding to the Office of Emergency Services-EMS Division (OES-EMS) from the US Department of Health and Human Services (DHHS), Substance Abuse and Mental Health Services Administration (SAMHSA), and to authorize the County Manager to sign and execute all contracts for authorized and approved uses associated with the grant program throughout the grant's period of performance. The full grant amount for year 4 funding is \$419,941, which includes \$49,992 in personnel costs already budgeted in the Approved FY 2025-26 Budget.

The First Responders - Comprehensive Addiction and Recovery Support Services Act (FR-CARA) grant's purpose is to provide resources to first responders and members of other key community sectors at the state, tribal, and other government levels to train, carry and administer Federal Food, Drug, and Cosmetic Act (FD&C Act) approved drugs and devices for emergency reversal of known or suspected opioid overdose. As part of the grant application, OES has committed to establish processes, protocols, and mechanisms for: (1) referral to appropriate treatment and recovery support services support services, and (2) promote safety around fentanyl, carfentanil, and other dangerous licit and illicit drugs, and (3) provide naloxone to first responders for use during opioid overdose calls for service.

The grant has a period of performance from September 30, 2022, through September 29, 2026. Year - 1 period of performance ended September 29, 2023, and was recognized by the BOCC in the October 3, 2022, work session. Year - 2 period of performance ended September 29, 2024, and was recognized by the BOCC in the October 2, 2023, work session. Year - 3 period of performance ended September 29, 2024, and was recognized by the BOCC in the October 14, 2024, work session. It is a four (4) year project that is funded year to year subject to the availability of federal funds. Therefore, OES is requesting approval of year-4 funds. This is the final year of this grant unless SAMHSA offers an extension. The total federal funding potential if all 4-years as authorized and funded is \$1,257,378.

OES-EMS will follow all County purchasing and contract guidance. Payments to the County under this award will be made available through the HHS Payment Management System (PMS). PMS is a centralized grants payment and cash management system, operated by the HHS Program Support Center (PSC), Division of Payment Management (DPM).

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

Resource Persons: Helen Tripp, EMS Program Manager; Mark Lockhart, OES

Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 26BCC023 to recognize \$369,949 in year - 4 grant funding to the Office of Emergency Services-EMS Division (OES-EMA) from the US Department of Health and Human Services (DHHS), Substance Abuse and Mental Health Services Administration (SAMHSA), and to authorize the County Manager to sign and execute all contracts and purchases for authorized and approved uses associated with the grant program throughout the grant's period of performance.

Attachments: [5H79TI084839-04-Noa](#)
[AAF Supplemental Document - Year 4 - First Responder Addiction and Recover](#)
[BCC-23 Legal Form](#)

25-0601

Budget Ordinance Amendment No. BCC038 to Recognize \$21,347 in Community Donations from Carolina Arbors Community to the Durham County Sheriff's Office

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. BCC038 to recognize \$21,347 in community donations from Caolina Arbors to the Durham County Sheriff's Office. These funds will support the Sheriff's K-9 Unit.

Community engagement is one of the pillars of modern-day law enforcement and the Sheriff's Office is focused on building and expanding relationships across Durham County. There were 259 donations received from community members that reside in the Carolina Arbors Community. The Sheriff's Office will be using these funds to support the K-9 Unit; expenses include but are not limited to K-9's, gear, equipment, travel and training.

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

Resource Persons: Keisha Gaither, Finance Manager, Durham County Sheriff's Office; Clarence Birkhead, Durham County Sheriff.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. BCC038 to recognize \$21,347 in community donations from Carolina Arbors to the Durham County Sheriff's Office. These funds will support the Sheriff's K-9 Unit.

Attachments: [Donation Sup](#)
[CA - Donation letter \(003\)](#)
[AAF-38 Legal Form](#)

25-0602

Approval of Budget Ordinance Amendment No. 26BCC040 for the Library to Recognize a Gift of \$10,000.00 from the Carnegie Corporation of New York

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 26BCC040

to recognize additional funds in the amount of \$10,000.00 from the Carnegie Corporation of New York.

To celebrate the 250th anniversary of the signing of the Declaration of Independence, each of the original Carnegie Libraries still in operation will receive a gift of \$10,000.00 each. The libraries “May use the funds however they wish to celebrate the 250th anniversary, further their mission, and benefit their community.”

A Carnegie Library is a library building constructed using funds from the Carnegie Corporation between 1883 and 1929. In 1917, the Durham Public Library received \$32,000 from the Carnegie Corporation to help build a new library building which opened on July 6th, 1921.

Alignment with Strategic Plan: This aligns with Strategic Goal 7: High Performing Organization

Resource Persons: Stephanie Fennell, Interim Library Director; Kathy Makens, Assistant Library Director.

County Manager’s Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 26BCC040 to recognize additional funds in the amount of \$10,000.00 from the Carnegie Corporation of New York.

Attachments:

[\\$10,000 Gifts for Carnegie Libraries; J. Award Letter](#)

[25-0602 AAF Supplemental Form Gift from Carnegie Corporation](#)

[BCC-40 Legal Form](#)

25-0605

Approval of Contract with Stryker for the Purchase of eleven (11) Power-LOAD units in the amount of \$ \$364,334.85, forty-five (45) Stair chairs in the amount of \$319,707.45, and seven (7) LUCAS devices in the amount of \$181,231.27 for a total purchase price of \$865,273.57

Agenda Text:

The Board is requested to approve a contract with Stryker for the purchase of eleven (11) Power-LOAD units in the amount of \$ \$364,334.85, forty-five (45) Stair chairs in the amount of \$319,707.45, and seven (7) LUCAS devices in the amount of \$181,231.27 for a total purchase price of \$865,273.57. The Office of Emergency Services (OES) will utilize existing capital budget funds for EMS equipment replacement in the amount of \$865,273.57 utilizing the SAVVIK Cooperative Agreement Consortium. G.S. 143-129(e) allows local governments to be exempted from the competitive bidding requirements and purchase furnishings/equipment through group purchasing programs.

In 2021, the Office of Emergency Services - Emergency Medical Services (OES-EMS) implemented a system-wide upgrade by acquiring and deploying Stryker stretchers and Power-LOAD systems across all EMS ambulances. These

systems have significantly improved both patient safety and provider ergonomics by automating the loading and unloading process. As part of this standardization, all new ambulances are now required to be equipped with Power-LOAD units to ensure full compatibility with the Stryker stretchers. With the anticipated delivery of eleven (11) new ambulances in the spring of 2026, OES-EMS must procure an additional eleven (11) Power-LOAD systems to maintain operational consistency and readiness.

For the past ten (10) years, OES-EMS has relied on Ferno stair chairs to assist with patient transport in environments where stretcher access is limited, such as stairwells or narrow spaces. These stair chairs have reached the end of their useful life and are no longer considered reliable for safe and effective patient handling. To ensure continued safety for both patients and EMS personnel, OES-EMS conducted a thorough evaluation of available options and selected Stryker stair chairs as the preferred replacement. The new stair chairs offer enhanced safety features, improved maneuverability, and greater durability, aligning with the department's commitment to high-quality patient care.

OES-EMS has also utilized LUCAS mechanical CPR devices for the past eight (8) years to deliver consistent, high-quality chest compressions during cardiac arrest incidents. These devices have been critical in improving outcomes during resuscitation efforts by reducing fatigue and ensuring uninterrupted compressions. However, seven (7) of the current devices have now reached the end of their service life and are no longer supported by the manufacturer. To maintain clinical effectiveness and ensure compliance with current resuscitation standards, OES-EMS must replace these aging units with updated models capable of meeting the demands of modern EMS operations.

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

Resource Persons: Mark Lockhart, OES Director and Marc Ferguson, OES Business Operations Officer.

County Manager's Recommendation: The County Manager recommends that the BOCC approve the contract with Stryker in the amount of \$865,273.57 and authorize the County Manager to sign and execute all contract documents for the purchase of eleven (11) Power-LOAD units in the amount of \$364,334.85, forty five (45) Stair chairs in the amount of \$319,707.45, and seven (7) LUCAS devices in the amount of \$181,231.27 for a total purchase price of \$865,273.57

Attachments: [AAF Supplemental Document - Contract Approval Template -Stryker PowerLOA](#)
[Pricing worksheet](#)
[2025 PowerLOADS \(X11\) Updated \(11.1.25\)](#)
[2025 Stair Chair Proposal Updated \(11.1.25\)](#)
[2025 Durham County EMS LUCAS \(x7\) with Trade Ins and ProCARE \(11.3.25\)](#)
[SAVVIK 2024](#)
[SAVVIK-Price-File-October-2025.10012025](#)
[SIGNED Agreement-Stryker-PSAI-RFB-2024-04-Stretchers-and-Power-Cots-K](#)

25-0631 **Approval of Budget Ordinance Amendment 26BCC041 Cooperative Extension to Recognize \$1,500 in Grant Funds for Disaster Risk Management Training from NC A&T State University**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment 26BCC041 Cooperative Extension to Recognize \$1,500 in Grant Funds for Disaster Risk Management Training from NC A&T State University. These funds are designated as a stipend for Agriculture Agent John Lyttle's participation in a professional development training on disaster risk management for agricultural producers.

Durham County Cooperative Extension is participating in a Southern SARE (Sustainable Agriculture Research and Education) Professional Development Program (PDP) grant project titled "*Developing a Training Program on Surviving Disasters through Risk Management Preparation and Best Management Practices for Agricultural Producers.*" The project is led by Dr. Michelle Eley at NC A&T State University and funded through the USDA via the University of Georgia Research Foundation.

As part of this initiative, Agriculture Agent John Lyttle attended a Train-the-Trainer Disaster Risk Management Workshop in Cordova, Tennessee. The training equips Extension professionals to support small-scale farmers in identifying and managing risks related to natural disasters, climate change, and other hazards.

The \$1,500 stipend is intended to support the Agent's continued work in delivering localized risk management education to farmers in Durham County. The funds may be used to offset travel and programming costs associated with this effort. John Lyttle led the first 2-day disaster risk management training in October 2025 at the Durham County Agriculture Building.

Alignment with Strategic Plan: This item aligns with DCo Strategic Plan focus areas of Empowered Community and Sustainable Infrastructure and Environment.

Resource Persons: Donna Rewalt, County Extension Director; John Lyttle, Agriculture Agent-Small Farms & Local Foods

County Manager's Recommendation: The County Manager recommends that the

Board approve Budget Ordinance Amendment 26BCC041 Cooperative Extension to Recognize \$1,500 in Grant Funds for Disaster Risk Management Training from NC A&T State University

Attachments: [Durham Co. Extension SARE PDP Project Award Letter](#)
[AAF-41 Legal Form](#)

25-0632

Authorize the County Manager to Award a Contract to HDR Engineering, Inc. of the Carolinas in the Amount of \$1,524,565.00 to Develop the East Durham Rail Crossing Study

Agenda Text:

The Board is requested to authorize the County Manager to award a contract to HDR Engineering Inc. of the Carolinas in the amount of \$1,524,565.00 to develop the East Durham Rail Crossing Study. The East Durham Rail Crossing Study will entail planning and project development activities to grade separate, close, and/or improve safety through other alternatives identified through the planning process for three adjacent crossings (Driver Street, Plum Street, and Ellis Road) in East Durham. Over the 25-year period between 1997 and 2022, there were 19 crashes causing three fatalities and nine injuries at these three crossings.

Durham County successfully applied in 2022 for a Railroad Crossing Elimination (RCE) grant from the Federal Railroad Administration (FRA) for this study. The FRA funds were approved in an agreement in December 2024. The project cost is \$1,524,565, which includes the \$1,220,000 received as part of the RCE grant, and the \$305,000 local match. The local match will be reimbursed through funding from the Durham County Transit Plan.

The study supports future design and construction of improvements that will significantly improve safety within Durham County, enhance pedestrian and cyclist access options, reduce congestion associated with queuing at at-grade crossings, and facilitate further passenger rail improvements in the state. The project will include an equitable community engagement effort to facilitate the selection of a preferred solution that is responsive to the needs of the residents and businesses of this area.

Alignment with Strategic Plan: This project is in accordance with Durham County Strategic Plan Goal 1: Regional Leadership, as this project will further objective 2 of the Regional Leadership Goal: “Enhance access to different types of transportation in the region.”

Resource Persons: Ellen Beckmann, AICP, Transportation Director; Caroline Lamb, Transportation Planner

County Manager’s Recommendation: The County Manager recommends that the Board authorize the County Manager to award a contract to HDR Engineering Inc. of the Carolinas in the amount of \$1,524,565.00 to develop the East Durham Rail Crossing Study.

Attachments: [Memo - East Durham Rail Crossing Contract](#)
 [HDR Engineering Contract](#)
 [Durham EDRC Study Scope of Services Final](#)
 [EDRC RCE Study Fee 12032025](#)
 [Small Business Review Form-Agenda Action Form - RFP 25-054 Professional E](#)

25-0635 **Budget Ordinance Amendment No. 26BCC039 FY 2025-26**
Encumbrance Rollover - Increasing Multiple Funds Budgeted
Expenditures and Revenues by a total of \$14,194,990.03

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 26BCC039 FY 2025-26 Encumbrance Rollover - Increasing Multiple Funds Budgeted Expenditures and Revenues by a total of \$14,194,990.03 for the outstanding encumbrances at fiscal year-end FY 2024-25. Encumbrances outstanding at fiscal year-end represent obligations/commitments entered by the County for either services not yet completed or performed, or goods not yet received. This money must be restricted in the fund balance within the equity section of the balance sheet for FY 2024-25 to honor these obligations/commitments once completed and/or received. These encumbrances outstanding at year-end do not represent expenditures or liabilities. These encumbrances outstanding are included in the amount reported as "Restricted Stabilization by State Statute" in the fund balance section of the Balance Sheet in the Annual Comprehensive Financial Report (ACFR).

According to generally accepted accounting principles (GAAP), governmental type funds are the only funds to record encumbrances in the ACFR. However, during the fiscal year, the County maintains encumbrances (purchase orders and service contracts) for all fund types (governmental and proprietary) to ensure funds are set aside for obligations and commitments appropriately at the time that they are ordered and/or entered into.

Because these encumbrances lapse at year-end and are re-appropriated in the subsequent fiscal year, they do not affect unassigned fund balance. It is merely a re-appropriation in the subsequent fiscal year of funds for obligations and commitments for goods and services already ordered but not yet received in the prior fiscal year. Encumbering these funds is a statutory requirement.

Therefore, authorization is requested to amend the following funds' budgets in FY 2025-26 to honor the outstanding purchase orders and service contracts as of the end of FY 2024-25:

General Fund (1001010000)	\$	12,331,848.64
Risk Management Fund (1001020000)	\$	17,194.39
Public Art Fund (1001050000)	\$	15,680.62
Stormwater Fund (5005500000)	\$	205,567.66
Sewer Utility Fund (6006600000)	\$	1,624,698.72
<u>Total</u>		<u>\$ 14,194,990.03</u>

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

Durham County DCO Forward 2029: Efficient, Effective Government

Resource Persons: Crystally Wright, Interim Chief Financial Officer; Keith Lane, Budget and Management Services Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 26BCC039 FY 2025-26 Encumbrance Rollover - Increasing Multiple Funds Budgeted Expenditures and Revenues by a total of \$14,194,990.03

Attachments: [AAF-39 Supplemental Form](#)
[AAF-39 Legal Form](#)

25-0637 Approval of Public Official Bonds

Agenda Text:

The Board is requested to suspend the rules and approve the statutorily required bonds of the Sheriff, Tax Administrator, Chief Financial Officer, and Register of Deeds.

Per the General Statutes of North Carolina, certain public officials are required to be bonded to ensure the faithful performance of the duties of their office. The attached bonds are for the required public officials of Durham County and in the necessary amounts. These bonds are renewed annually and are required to be brought to the Board for review and approval at the first meeting in December. Following approval and certification, the bonds will be recorded in the Register of Deeds Office and then filed with the Clerk of Superior Court.

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

Resource Persons: Larissa Williamson, County Attorney and Ryan Wilson, Risk Manager

County Manager's Recommendation: The County Manager recommends that the Board suspend the rules and approve the statutorily required bonds of the Sheriff, Tax Administrator, Chief Financial Officer, and Register of Deeds.

Attachments: [PO Bond 107008839 Clarence Franklin Birkhead Sheriff 2025-2026](#)
[PO Bond 107859895 Crystally Wright CFO 2025-2026](#)
[PO Bond 107955321 Keyar Doyle Tax Administrator 2025-2026](#)
[PO Bond 106527723 Sharon Davis Register of Deeds 2025-2026](#)
[Public Official Bond Certificate Approval FY2026](#)

25-0639 Award Contract for Janitorial Services RFP NO. 25-043 to Bull City Janitorial Service LLC in the amount of \$83,863.98 for the remainder of fiscal year 2025-2026, which brings their current active contract total to \$168,360.68 with the option to renew annually

Agenda Text: The Board is requested to authorize the County Manager to enter into an annual

contract with Bull City Janitorial Service LLC to provide janitorial services at the Durham County Main Library, in the amount of \$83,863.98 for the remainder of fiscal year 2025-2026, which brings their current active contract total to \$168,360.68, with the option to renew annually. The board also allows the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract, as necessary, so long as funds are available within the General Services Budget.

The remaining fiscal year contract (January 2nd, 2026 - June 30), total will be \$168,360.68.

The Durham County Main Library was previously being serviced by H3 Cleaning Solutions under RFP #25-043. H3 Cleaning Solutions was released from their contractual obligations to service the Main library as of December 31st, 2025, due to performance issues. On January 2nd, 2026, Bull City Janitorial Service LLC will be providing janitorial services at the Main library for the remainder of the fiscal year, with the contractual option to renew annually. Bull City Janitorial Service LLC was chosen as the next responsive lowest janitorial vendor from RFP NO. 25-043 as the next lowest proposer.

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 an annual contract with Bull City Janitorial Service LLC to provide janitorial services at the Durham County Main Library, in the amount of \$83,863.98 for the remainder of fiscal year 2025-2026, which brings their current active contract total to \$168,360.68, with the option to renew annually. The board also allows the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract, as necessary, so long as funds are available within the General Services Budget.

Attachments:

[Bull City AAF Supplemental Document - Contract Approval 11.24.25](#)

[Bull City AAF form 11.24.25](#)

[Durham Co. - Main Library Sunday Cleaning Service Revised](#)

25-0648

Approval of Property Tax Releases and Refunds for November 2025

Agenda Text:

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

This month's report includes releases and refunds for tax year 2025 totaling \$ 1,519,329.18. Prior tax years' (2015-2024) releases and refunds are in the amount of \$ 9,436.11. November 2025, releases and refunds total \$ 1,528,765.29.

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

Attachments: [Releases and Refunds Backup Detail-November 2025-Dec 8, 2025](#)
[Backup-Bill Release Report November 2025-Dec 8, 2025](#)
[Backup-Pending Refund Report November 2025-Dec 8, 2025](#)
[NCVTS October Refunds](#)

7. Public Hearings (55 min)

[25-0608](#) **Public Hearing and Award of Ambulance Franchise to Provide Non-Emergency Ambulance Services in Durham County (15min)**

Agenda Text: The Board is requested to conduct a public hearing, as required by ordinance, in order to grant an ambulance franchise for Jan-Care Ambulance of McDowell County, Inc., Midwest Medical Transport LLC Company d/b/a North State Medical Transport, Priority Care Ambulance, Inc. and Providence Transportation, Inc. to provide within Durham County non-emergency ambulance services. Jan-Care Ambulance of McDowell County, Inc., Midwest Medical Transport LLC Company d/b/a North State Medical Transport, Priority Care Ambulance, Inc. and Providence Transportation, Inc. have fulfilled the requirements for an ambulance franchise set forth in Chapter 12, Article 2, Division 2 of the Durham County Code of Ordinances.

Non-emergency ambulance service is the transport of patients on a stretcher via an ambulance when the purpose is simply conveyance from one point to another and the patient is non-ambulatory, otherwise unable to sit, or requires continuity of medical care while in transit. Examples include but are not limited to: transport from home to a doctor's office, dialysis clinic, or other outpatient center for an appointment and returning to home, from a hospital to home, assisted living, or skilled nursing facility upon discharge from the hospital, transfer from one medical facility to another for admission, testing, or medical care that can only be provided at another facility.

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

Resource Persons: Seth Komansky, Chief Paramedic, Office of Emergency Services, and Marc Ferguson, Business Operations Officer, Office of Emergency Services.

County Manager's Recommendation: The County Manager recommends that the Board conduct a public hearing and if appropriate based on the comments received during the hearing, award an ambulance franchise to Jan-Care Ambulance of McDowell County, Inc., Midwest Medical Transport LLC Company d/b/a North State Medical Transport, Priority Care Ambulance, Inc., and Providence Transportation, Inc.

Attachments:

[Jan-Care - Reviewed Application for Hearing 120825](#)

[Midwest Medical dba North State - Reviewed Application for Hearing 120825](#)

[Priority Care - Reviewed Application for Hearing 120825](#)

[Providence - Reviewed Application for Hearing 120825](#)

25-0633

Public Hearing to Consider a Performance-Based Award for Projects Arrowwood & Red Cedar with Novartis Gene Therapies, Inc. (20min)

Agenda Text:

The Board is requested to hold a public hearing to consider a performance-based award for Projects Arrowwood and Red Cedar with Novartis Gene Therapies, Inc. ("Novartis") in a not-to-exceed amount of \$5,500,000 and to authorize the County Manager to negotiate and execute a performance agreement for the award. These new manufacturing projects in total will create approximately 280 jobs and invest \$540 million over a five-year period.

The performance-based award will be funded by new tax revenue generated by Projects Arrowwood and Red Cedar; the award pays for itself and the revenue would not exist but for Projects Arrowwood and Red Cedar. All payments for the project will adhere to the Durham County Business Recruitment & Expansion Policy and will only occur following annual performance verification that the Company has met its job creation, investment, and community partnership targets. This includes maintaining that property taxes paid annually are at a minimum twice the scheduled payment amount.

Novartis currently employs over 300 people in Durham County for the development and production of gene therapies for patients and families devastated by rare and life-threatening neurological genetic diseases. This expansion will allow Novartis to manufacture medications across various other therapeutic areas. The facilities in Durham will include advanced biologics manufacturing, as well as filling and packaging capabilities for biologics. An additional manufacturing project is also planned for Wake County.

Manufacturing is a priority for Durham County. Approximately 200 of the new jobs (71%) are open to those with only a high school diploma or a two-year degree, paying an average wage of \$104,000. Additionally, with approval of this award, the Company has agreed to make good faith efforts to: donate \$35,000 annually to the Durham Public Schools (DPS) Foundation for the payment period of the award, participate in two annual DPS Career and Technical Education (CTE) programs, donate approximately \$100,000 in equipment to Durham Technical Community College, and participate in two Durham job fairs annually. The Company also offers robust benefits to its employees, including 14 weeks of paid parental leave, a \$5,000 adoption expense reimbursement, and up to \$1,000 for childcare or elder care expenses, among other benefits.

Staff recommend approval of this award. This public hearing has been advertised as required by law.

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

Resource Persons: Matthew Filter, Economic Development Manager; Andrew Miracle, Economic Development Director; Maurice Jones, Deputy County Manager External Affairs

County Manager's Recommendation: The Board is requested to hold a public hearing to consider a performance-based award for Projects Arrowwood and Red Cedar with Novartis Gene Therapies, Inc. ("Novartis") in a not-to-exceed amount of \$5,500,000 and to authorize the County Manager to negotiate and execute a performance agreement for the award.

Attachments: [Projects Arrowwood and Red Cedar Attachment](#)

25-0634

Public Hearing to Consider a Performance-Based Award for Project Speedy with Aspida Financial Services, LLC (20min)

Agenda Text:

The Board is requested to hold a public hearing to consider a performance-based award for Project Speedy with Aspida Financial Services, LLC ("Aspida") in a not-to-exceed amount of \$750,000 and to authorize the County Manager to negotiate and execute a performance agreement for the award. This new office headquarters project will create approximately 1,000 jobs and invest \$28.75 million over a five-year period.

The performance-based award will be funded by new tax revenue generated by Project Speedy; the award pays for itself and the revenue would not exist but for Project Speedy. All payments for the project will adhere to the Durham County Business Recruitment & Expansion Policy and will only occur following annual performance verification that the Company has met its job creation, investment, and community partnership targets. This includes maintaining that property taxes paid annually are at a minimum twice the scheduled payment amount.

Founded in 2020 and based in Durham, Aspida is a fast-growing financial services company. They provide a suite of annuity products that help people achieve and protect their financial future as well as offer reinsurance solutions for other insurance companies. Their new Durham headquarters will support the continued growth of their technology, service, and operations teams and will serve as the central global hub for their business as they expand. A headquarters of this size and scale will help burnish Durham County as a signature location for office and financial sector investment. The project also offers a variety of entry-level positions.

With approval of this award, the Company has agreed to make good faith efforts to: offer an annual internship to a student at either Durham Technical Community College or North Carolina Central University, participate in two Durham Public Schools Career and Technical Education (CTE) programs annually, participate in two Durham job fairs annually, offer a minimum of one annual financial literacy event targeted at Durham students, and commit to sustainable upfit and design in their new office space. Please find additional project details in the briefing sheet attached to the agenda item.

Staff recommend approval of this award. This public hearing has been advertised as required by law.

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

Resource Persons: Matthew Filter, Economic Development Manager; Andrew Miracle, Economic Development Director; Maurice Jones, Deputy County Manager External Affairs

County Manager's Recommendation: The Board is requested to hold a public hearing to consider a performance-based award for Project Speedy with Aspida Financial Services, LLC in a not-to-exceed amount of \$750,000 and to authorize the County Manager to negotiate and execute a performance agreement for the award.

Attachments: [Project Speedy Attachment](#)

8. Board and Commission Appointments (10 min)

25-0642

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:

- Durham Open Space and Trails Commission
- Farmland Protection Advisory Board

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 - 12.8.2025](#)

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

Closed Session

[25-0647](#)

Closed Session

Agenda Text:

The Board is requested to adjourn into Closed Session 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)

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

Resource Persons: Andy Miracle, Economic Development Director

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

10. Adjournment