



Durham County

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

Meeting Agenda Board of County Commissioners

Tuesday, May 29, 2018

7:00 PM

Commissioners' Chambers

Regular Session (Tuesday Meeting date)

"Public Charge"

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

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

Closed Session (To be held at: 5:00 p.m.)

[18-0834](#)

Closed Session

Agenda Text:

The Board is requested to adjourn to Closed Session:

1. To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session per G.S.143-318.11(a)(6).

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

7:00 pm Regular Session

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

[18-0827](#)

Announcements

Agenda Text:

1. Durham County Emergency Medical Services (EMS) is extending their Vial of Life Program to include Autism and Special Healthcare Needs for people living in Durham. The **Vial of L.I.F.E** (Lifesaving Information for Emergencies) is a complete and accurate record of medical information which individuals can store in their home and vehicle that provides first responders with key information in case of an emergency. The Vial of Life is designed to speak for a person in detail when they are unable to do so.

To request a free Vial of LIFE, send an email to emsvialrequest@dconc.gov or call 919-560-8285. To learn more about how the Durham County EMS nationally recognized Vial of Life works and supporting materials, visit the Durham County EMS website <http://www.dconc.gov/government/departments-a-e/emergency-medical-services/community/vial-of-life>.

2. Libraries ROCK: Summer Reading 2018 - Join Durham County Library for a spectacular summer reading kickoff at Northgate Mall (on the plaza), at 1058 W. Club Blvd. on Saturday, June 9, 2018 from 10:00 a.m. - 2:00 p.m. There will be activities, performers, face painters and crafts planned during this event. For more information please visit <http://durhamcountylibrary.org>.
3. Rabies Vaccinations are available every Tuesday and Thursday from 10:00 a.m. - 12:00 p.m. and 2:00 p.m. - 4:00 p.m. at the Animal Services Division on 3005 Glenn Road. There is a \$10 fee (cash only), and you must provide a photo ID.
4. This a reminder of the Fiscal Year 2018-19 Budget Process dates:
 - May 31st, June 4th and June 14th - Budget Work Session Meetings
 - June 11th - Public Hearing for Fiscal Year 2018-19 Budget
 - June 25th - Fiscal Year 2018-19 Budget Approval

This information can also be found on our Durham County Website:
www.dconc.gov <http://www.dconc.gov>

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

4. Minutes (5 min)**18-0835****Minutes**

Attachments: [Regular Session - April 23, 2018](#)

5. Consent Agenda (15 min)

[18-0760](#) **Proposed City-County Planning Department Fiscal Year 2019 Work Program**

Agenda Text: The Board is requested to approve the proposed Fiscal Year (FY) 2019 Planning Department Work Program.

Summary. The Interlocal Cooperation Agreement between the City and County for merged planning functions charges the Planning Director with preparing and recommending a work program and annual budget to the Joint City-County Planning Committee and the Planning Commission for a recommendation to the governing bodies. City Council and Board of Commissioners are responsible for final approval of the proposed Work Program. The proposed work program is structured on the Department receiving sufficient resources for 46 full-time employees and operational overhead. Staff resources have been fully allocated for the tasks reflected in the proposed work program with no capacity to take on additional tasks without either revising the work program to modify tasks by deleting existing tasks or changing expected outcomes and/or timelines.

Attachments:

Attachment 1: Proposed Work Program, FY19, Part A, Programs

Attachment 2: Proposed Work Program, FY19, Part B, Programs and Descriptions

Attachment 3: Proposed Work Program, FY19, Part C, Future Projects

Motion: To approve the City-County Planning Department FY19 Work Program.

Alignment with Strategic Plan: This item aligns with Goal 5: Accountable, Efficient and Visionary Government - An effective organization committed to the pursuit of excellence through collaborative leadership, exceptional customer service, innovations, transparency and fiscal responsibility.

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

County Manager's Recommendation: The County Manager recommends that the Board approve the Proposed FY19 Planning Department Work Program.

Attachments: [BOC CoverSheet FY19 WP](#)
[WP FY19 BOCC Memo](#)
[Planning WP FY19 Part A](#)
[Planning WP FY19 Part B](#)
[Planning WP FY19 Part C](#)

[18-0799](#) **Budget Ordinance Amendment No. 18BCC000037 to Recognize**

\$169,730 in Medicaid Cost Settlement Funds for Increased Funding for Board of Health Smoking Rule Signage Installation and Approve the Board of Health Smoking Rule Signage Installation Contract**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No. 18BCC000037 for increased funding in the amount of \$169,730 for the Board of Health Smoking Rule Signage Installation costs with the funding source being the recognition of a portion of Medicaid Cost Settlement Funds received in current fiscal year 2018 above what was originally budgeted and authorize the County Manager to execute a contract with DesignElement for the Smoking Rule Signage Installation.

The Board of Health Smoking Rule which includes e-cigarettes covers many outdoor public spaces, such as parks, trails, sidewalks and bus stops. Since most of these sites have inadequate signage, new installation or replacement signage (replacing damaged or removed signs) is needed. The cost is not to exceed \$169,730 to pay for the installation of no-smoking signs at sites covered by the Rule.

The Board of Health has approved this amendment.

Alignment with Strategic Plan: This item aligns with Goal 2: Health and Well-being for All and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Gayle Harris, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 18BCC000037 for increased funding in the amount of \$169,730 for the Board of Health Smoking Rule Signage Installation costs with the funding source being the recognition of a portion of Medicaid Cost Settlement funds received in current fiscal year 2018 above what was originally budgeted and authorize the County Manager to execute a contract with DesignElement for the Smoking Rule Signage Installation.

Attachments:

[Design Element-Proposal-DCO_NoSmoking_Signs_5-4-2018](#)

[Design Element](#)

[AAF - 18-0799 Supplemental Document - BOH Smoking Rule DesignElement C](#)

[AAF-37 Legal Form PH Recognize Additional Medicaid Cost Settlement Funds \(](#)

18-0804**Property Tax Releases and Refunds for April 2018****Agenda Text:**

The Board is requested to approve the Releases and Refunds for the month of April 2018.

Due to property valuation adjustments for over assessments, listing discrepancies, duplicate listings, clerical errors, etc. The attached report details releases and refunds for the month of April 2018.

Releases and Refunds for 2018 total \$15,644.63. Prior year's (2008-2017) releases and refunds for April 2018 are in the amount of \$69,053.22. The current year and

prior year's releases and refunds amount to \$84,697.85.

Alignment with Strategic Plan: This item aligns with Goal 5: Accountable, Efficient Visionary Government. To ensure the County complies with North Carolina General Statutes ensures we are accountable to our citizens. The Board of Equalization and Review ensures that we are accountable and efficient as tax revenues are impacted by the actions of this Board. The actions of the tax department and this Board impact all strategic goals due to the revenues needed.

Resource Persons: Kimberly H. Simpson, Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board accept the Property Tax Release and Refund Report for April 2018 as presented and authorize the Tax Assessor to adjust the tax records as outlined by the report.

Attachments:

[AAF-Releases & Refunds-April 2018-May 29, 2018](#)

[Releases and Refunds Backup Detail-April 2018-May 29, 2018](#)

[Releases and Refunds Backup-April 2018-May 29, 2018](#)

6. Public Hearings

[18-0811](#)

Public Hearing to Review the Draft Sewer System Development Fee Analysis

Agenda Text:

The Board is requested to conduct a public hearing to receive comments on the draft Sewer System Development Fees Analysis performed by WR Martin.

Background:

WR Martin prepared a draft Sewer System Development Fees (SDF) Analysis for Durham County to comply with North Carolina House Bill 436 (HB 436). HB 436 requires that local governments utilize a financial or engineering professional to prepare a written analysis to calculate the SDF. SDF cannot exceed the amount derived from the written analysis. The SDF will replace the existing capital recovery fees. Fees collected will be used for the repair and rehabilitation of existing sewer assets.

Durham County issued a call for public comments from April 6, 2018 to May 28, 2018.

WR Martin will review all comments received through the public comment period and through the public hearing, and finalize the Sewer SDF analysis. Once finalized, the Board of County Commissioners will approve the final document for the SDF rates as part of the Fiscal Year 2019 budget process.

A copy of the draft SDF analysis is attached.

Alignment with Strategic Plan: This item aligns with Goal 4: Environmental Stewardship and Community Prosperity. The Sewer SDF will be used to repair and rehabilitate existing sanitary sewer infrastructure to minimize the potential for negative environmental impacts.

Resource Persons: Jay Gibson, PE, General Manager; Stephanie Brixey, Deputy Director of Engineering and Environmental Services; Kyle Manning, PE, Senior Project Manager; and Dennie Martin with WR Martin

County Manager's Recommendation: The County Manager recommends that the Board conduct a public hearing and receive any comments on the draft Sewer SDF analysis performed by WR Martin.

Attachments: [System Development Fee Study - AAF Supplemental Info](#)
[DurhamCoSDFAnalysis-1](#)

7. Board and Commission Appointments (10 min)

[18-0822](#) Board and Commission Appointments

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

- Adult Care Home Community Advisory Committee
- Library Board of Trustees
- Alliance Behavioral Health

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: When citizens are engaged and partners on our Boards and Commissions, the vision of our Strategic Plan is achieved - a thriving, vibrant, diverse community with abundant opportunity for all residents to live, work, learn, play and grow.

Resource Persons: Terri Lea Hugie, Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the Board of County Commissioners vote to appoint a member to the above-mentioned boards and commissions.

Attachments: [May 29, 2018](#)

8. ITEMS PULLED FROM CONSENT AGENDA (20 min)

9. Adjournment