



# Durham County

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

## Meeting Agenda Board of County Commissioners

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Tuesday, September 4, 2018

9:00 AM

Commissioners' Chambers

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Work 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.

### 9:00 am Work Session Agenda

#### 1. Citizens' Comments (15 mins)

**18-1006****Citizens' Comments****Agenda Text:**

The Board of County Commissioners will provide a 30-minute comment period at a meeting once a month. Any citizen 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 must sign in prior to the start of the meeting providing a mail/email address and telephone number so that staff may reply to comments and/or questions. Citizens who request an immediate response from the Board are encouraged to submit a brief description of the issue to the Clerk to the Board two weeks prior to the meeting to allow an opportunity for research prior to the meeting. All speakers shall have three (3) minutes to speak and 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:** Terri Lea Hugie, Clerk to the Board

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

**2. Consent Agenda [Discussion - No Action] (30 mins)**

**18-0947 Lease Agreement with Coastal Horizons Inc. at the Criminal Justice Resource Center****Agenda Text:**

The Board is requested to approve a revised Lease Agreement with Coastal Horizons Center, Inc. and authorize the Manager to execute the lease. The lease will be for five office spaces within the Criminal Justice Resource Center (CJRC) located at 326 E. Main Street, totaling approximately 625 square feet. Coastal Horizons Center, Inc is the authorized provider for Durham's Treatment Accountability for Safer Communities (TASC) Program. The mission of North Carolina TASC program is to provide care management services to drug-involved and mentally ill offenders. The TASC program works closely with the Criminal Justice Resource Center pursuant to a Memorandum of Understanding and has had staff located at CJRC since the creation of the department. Continuing to co-locate the TASC program with CJRC greatly enhances the communication and coordination of services for the clients served since almost all TASC clients require services from CJRC.

In the revised lease, the lease rate will be increased from \$660 per month to \$781.25 per month, which is roughly market rate. In addition, it has become apparent over the last several years that while there are many benefits to having TASC co-located in the CJRC building, there is also an administrative impact on CJRC staff when the TASC client load is greatest. The attached new lease includes a new administrative charge of \$522.67 per month (a total of \$6,272 per year) to address some of proportional expenses of security and reception services for a total monthly charge of \$1,303.92. Both the lease rate and the administrative charge will increase by 3 percent for each successive year.

The lease term is for one year from September 1 through August 31, 2019, and provides for the option to renew for four additional one-year periods. Pursuant to NC General Statute §160A-272, a notice of the County's intent to lease the space has been previously published in the newspaper.

**Alignment With Strategic Plan:** Leasing five offices within CJRC to Coastal Horizons Center, Inc. supports Goal 3: Safe Community by enhancing the efficiency of the provision of services to the target population assisted by both programs.

**Resource Persons:** Gudrun Parmer, Director Criminal Justice Resource Center; Jane Korest, Open Space and Real Estate Division Manager; Nancy Mitchell, Sr. Real Estate Officer.

**County Manager's Recommendation:** The County Manager recommends that the Board approve the proposed Lease Agreement with Coastal Horizons Center Inc. for office space at 326 East Main and authorize the Manager to execute the lease.

**Attachments:**      [Attach 1 AAF supplemental document Coastal Horizons lease](#)  
[Attach 2 LEASE SUMMARY 326 E Main Coastal Horizons](#)  
[Attach 3 Coastal Horizons Updated Lease at 326 E Main-CJRC](#)

**18-0962**      **Request to Award Contract for Sole Source Purchase of Library Self-Checkout Systems from EnvisionWare**

**Agenda Text:**      The Board is requested to provide approval for sole source exemption for the purchase and installation of 20 self-checkout systems from EnvisionWare in the amount of \$81,185.20. Eight of these systems will be equipped with terminals to allow Library patrons to pay fines and fees via credit cards. Also included in the cost is a site license for EnvisionWare's self-checkout and e-commerce software.

**Alignment With Strategic Plan:** This request aligns with Strategic Plan Goal 5: Accountable, Efficient and Visionary Government, by providing modern technology systems that enhance customer service to Library patrons and allow for better utilization of staff time

**Resource Persons:**      Tammy Baggett, Library Director; Katherine Makens, Resources and Finance Officer; Matthew Clobridge, Technology Management Administrator

**County Manager's Recommendation:**      The County Manager recommends that the Board approve the sole source exemption and authorize the County Manager to enter into a contract with EnvisionWare in the amount of \$81,185.20 for the purchase and installation of 20 self-checkout systems and associated software.

**Attachments:**      [EnvisionWare Self-Check AAF supplement](#)  
[EnvisionWare Self-Check Quote](#)  
[EnvisionWare Clarification Letter](#)

**18-0965**      **Approval of Service Contract for Psychiatric Services at the Durham County Detention Facility**

**Agenda Text:**

The Board is requested to authorize the County Manager to enter into a service contract in the amount of \$59,670 with Psychiatric Services and Consultation, PC for psychiatric services at the Durham County Detention Facility. Durham County Purchasing Division issued a Request for Qualifications for Professional Psychiatric Services (RFQ 18-033) in May 2018. Psychiatric Services and Consultation, PC was the only respondent.

This service agreement is necessary to ensure that individuals with mental illness at the Durham County Detention Center have access to psychiatric services, including evaluation and assessment, crisis intervention, and medication management and monitoring. The County Attorney's Office has reviewed and approved the agreement with Psychiatric Services and Consultation, PC.

**Alignment With Strategic Plan:** This request supports the County's Strategic Plan's Goals 2: Health and Well-being for All and 3: Safe Community.

**Resource Persons:** Gudrun Parmer, Director, and Kelli Egnaczak, Jail Mental Health Supervisor

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to enter into a service contract in the amount of \$59,670 with Psychiatric Services and Consultation, PC for Psychiatric Services at the Durham County Detention Center.

**Attachments:**

[AAF Supplemental Document - Contract Approval. Psychiatric Services](#)

[CJRC, Psychiatric Services Contract Oct 2019](#)

[Psych Services Scope of Services 2018](#)

[MWBE Compliance Review Form-AAF for 18-033 RFQ 071018](#)

**18-0978 Budget Ordinance Amendment No. 19BCC000013 - Recognize Durham County Library Revenue from Durham Library Foundation**

**Agenda Text:**

The Board is requested to recognize \$155,229 in revenue from the Durham Library Foundation as the full payment of library support funds for proposals submitted by the library.

The below funds for Fiscal Year 2018-2019 were voted on by the Durham Library Foundation Board of Directors on May 14, 2018 and unanimously approved to fund the following proposals:

- Humanities - \$49,500
- Summer Reading - \$25,000
- Library Youth Partners - \$20,200
- Collection funds for e-books and e-audio - \$25,000
- Comics Fest - \$400

An additional \$35,129 are allocated for other programs.

The Durham Library Foundation's mission is to raise funds to provide a margin of excellence for the Durham County Library. This financial gift is an example of the Durham Library Foundation's commitment to that mission.

**Alignment With Strategic Plan:** This aligns with Strategic Goal 5: Accountable, Efficient and Visionary Government, Customer Engagement and Responsiveness.

**Resource Persons:** Sara Stephens, Durham County Library Development Officer, and Karen Wells, Durham Library Foundation Executive Director.

**County Manager's Recommendation:** The County Manager recommends that the Board approve Budget Ordinance Amendment No. 19BCC000013 to recognize \$155,229 in revenue from the Durham Library Foundation as the full payment of library support funds for proposals submitted by the library.

**Attachments:**

[DLF 2018 Award Letter](#)

[Foundation Grant Request 2018](#)

[AAF Supplemental Document](#)

[AAF-13 Legal Form Library Grant - Durham Library Foundation \(\\$155,229\)](#)

**18-0979 Budget Ordinance Amendment No. 19BCC000012 to Recognize Durham County Library Grant Revenue: “Library Services and Technology Act (LSTA) 2018-2019 YALSA Symposium Scholarship”**

**Agenda Text:**

The Board is requested to recognize \$1,400 in grant revenue from the State Library of North Carolina. The grant is a scholarship for Desiree Peterson, Teen Librarian at North Regional Library, to attend the Young Adult Library Services Association (YALSA) Symposium.

The scholarship will reimburse up to \$1,400 for these allowable costs: conference registration (no preconference or add-ons), hotel room for up to three nights during the dates of November 2-5, 2018 (depending on awardees preferred travel dates), airfare, and grounds transportation.

This scholarship is supported by grant funds from the Institute of Museum and Library Services under the provisions of the federal Library Services and Technology Act as administered by the State Library of North Carolina, a division of the Department of Natural and Cultural Resources.

**Alignment With Strategic Plan:** This aligns with Strategic Goal 5: Accountable, Efficient, and Visionary Government, Customer Engagement and Responsiveness.

**Resource Persons:** Desiree Peterson, Teen Librarian at North Regional Library, and Annie Mountcastle, Durham County Library Grant Writer.

**County Manager’s Recommendation:** The County Manager recommends that the Board approve Budget Ordinance Amendment No. 19BCC000012 to recognize \$1,400 in grant revenue from the State Library of North Carolina. The grant is a scholarship for Desiree Peterson, Teen Librarian at North Regional Library, to attend the Young Adult Library Services Association (YALSA) Symposium.

**Attachments:**

[Award Email](#)

[Durham County Library YALSA Symposium 2018-2019 Agreement](#)

[AAF Supplemental Form Library YALSA](#)

[AAF-12 Legal Form Library Grant LSTA 2018-2019 YALSA Symposium Scholar](#)

**18-0997 Approval of Durham County Alcoholic Beverage Control (ABC) Board Chair**

**Agenda Text:**

The Board is requested to approve the recommendation by the Durham County ABC Board to re-appoint Andy Miller as Board Chair.

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

**Resource Persons:** Rufus Sales, General Manager, Durham County ABC Board

**County Manager's Recommendation:** The County Manager recommends that the Board approve the recommendation by the Durham County ABC Board to re-appoint Andy Miller as Board Chair.



**18-0999****Request for Service Agreement Approval with Innovative Emergency Management, Inc. to Develop a Disaster Recovery Plan****Agenda Text:**

The Board is requested to approve a one-year service agreement with Innovative Emergency Management, Inc. (IEM) totaling \$49,946.61 to develop a Durham City/County Disaster Recovery Plan. Durham Emergency Management is responsible for the response, recovery, and mitigation of any hazards which could pose issues to the citizens of Durham County. The County recently completed an overhaul of the City/County Emergency Operations Plan in Fiscal Year (FY) 2018 to address local government's response to a disaster. The County collaborated with Orange and Alamance Counties in FY16 to create the Eno-Haw Hazard Mitigation Plan to address impact mitigation in the event of a disaster. Awarding this contract will allow Emergency Management to address a gap in planning in the recovery area and returning the City and County to a new normal post-disaster response.

IEM was unanimously chosen by a 16-person, multi-agency, multi-jurisdictional panel. They were deemed the most qualified firm for the project based on their methodology on accomplishing the work, their subject matter experts who have relatable recovery planning expertise, significant experience supporting local government on projects of a similar size and scope, and the overall cost to accomplish the work. Durham County has previously contracted with IEM to complete Emergency Action Plans for County Administration Building I, Human Services Complex, and County libraries.

This agenda item has been reviewed by the Purchasing Division for M/WBE compliance and has also been reviewed and approved by the County Attorney's Office. Emergency Management will utilize Emergency Management Preparedness Grant (EMPG) funds to purchase these services.

**Alignment With Strategic Plan:** This purchase aligns with Goal 3: Safe Community and Goal 5: Accountable, Efficient and Visionary Government.

**Resource Persons:** Leslie O'Connor, Division Chief of Emergency Management

**County Manager's Recommendation:** The County Manager recommends that the Board approve the service agreement and proposal from IEM and authorize the manager to execute the agreement in the amount of \$49,946.61

**Attachments:**

[IEM Supplemental AAF v. 2](#)

[IEM Service Contract 091218 v. 2](#)

[IEM Certificate of Insurance](#)

[Durham City-County Disaster Recovery Plan FINAL](#)

[Proposal Tabulation - Disaster Recovery Plan](#)

[Legal Approval Service Contract with IEM](#)

[MWBE Compliance Review Form-AAF for 19-005 RFP 082818](#)

**18-1001 Agricultural Lands Easement (ALE) Grant Award and 2018 Cooperative Agreement for the Scottie McFarland Farm addition**

**Agenda Text:**

The Board is requested to approve a 2018 Cooperative Agreement between the County and the United States by and through the Commodity Credit Corporation (CCC), for \$49,295 to provide federal grant support towards the protection of the Scottie McFarland farm in northern Durham with a permanent conservation easement. The CCC is the federal entity that disburses grant funds under the federal Agricultural Lands Easement Program (ALE). The grant funds are awarded to reimburse Durham County for 50 percent of the approved appraised value for the acquisition of a conservation easement on 10 additional acres of the Scottie McFarland farm, for a total of 91 acres.

The Board of County Commissioners previously approved the acquisition of a conservation easement on the 81 acres of the Scottie McFarland farm in 2014, with ALE grant funds awarded in September 2016 to pay for 50 percent of the cost of that easement. The funding for the county's share of the conservation easement was approved from the open space and farmland capital project at that time. The attached federal cooperative agreement award for \$47,295 will pay for 50 percent of the cost of the appraised value of the additional easement acreage at the time of closing. The federal ALE funds are distributed as a "pass through" to the state's Natural Resources Conservation Services (NRCS) offices, which administers the program and awards the grants. The funds are paid at the time the easement on each farm is conveyed. The county's matching funds for the easement was previously set aside from the open space and farmland capital project account when the option to purchase the easement was previously approved by the Board, so no additional funding is needed for this easement.

**Alignment With Strategic Plan:** This conservation easement helps to implement Strategic Plan Goal 4: Environmental Stewardship and Community Prosperity, by increasing the amount of open space and farmland that has been protected by Durham County. The federal funds in this cooperative agreement supports Goal 5: Accountable, Efficient and Visionary Government by leveraging additional funding to stretch county open space funding.

**Resource Persons:** Jane Korest, Division Head for Open Space & Real Estate; Celeste Burns, Open Space Coordinator, Peri Manns, Deputy Director of Engineering and Environmental Services

**County Manager's Recommendation:** The County Manager requests that the Board approve the 2018 Cooperative Agreement between Durham County and Commodity Credit Corporation for the amount of \$47,295, to authorize the County Manager to execute the Cooperative Agreement, as well as the corresponding conservation easements on the Scottie McFarland farm. A final budget for the farm easement will be brought back to the Board prior to closing.

**Attachments:**      [AAF Supplemental Document - 2018 Coop Agrmnt for McFarland Farm Easmer](#)  
[Attach 1 - McFarland Phase 2 Map- Farm](#)  
[Attach 2 - McFarland Phase 2 - Neighborhood Area](#)  
[Attach 3 - Northern Durham County Protected OS](#)  
[Attach 4 2018 Cooperative Agrmnt for McFarland Farm Addition](#)

### 3. Discussion Items: (3 hrs 20 mins)

**18-0901**      **Capital Project Amendment No. 19CPA000001 - Fiscal Year 2018-19 Appropriation of Approved County Contribution Funds (\$6,545,957) for Multiple Capital Projects**

**Agenda Text:**      The Board is requested to approve Capital Project Amendment No. 19CPA000001 appropriating County Contribution funds of \$6,545,957 to 11 capital projects (seven existing and four new projects). The budget amendment is a standard annual procedure that occurs at the beginning of each fiscal year.

The funds were approved in the Fiscal Year 2018-19 budget and the Fiscal Year 2017-26 Capital Improvement Plan. The attachment reflects project budget amounts and highlights.

**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 and Management Services

**County Manger's Recommendation:** Approve Capital Project Amendment No. 19CPA000001 appropriating \$6,545,957 of budgeted County Contribution funds for eleven capital projects.

**Attachments:**      [CPA-01 Legal Form Annual County Contribution to capital projects](#)  
[CPA01 - FY 2018-19 County Contribution to Capital Projects](#)

**18-0964****Presentation of Pre-K Supply and Demand Study (60 mins)****Agenda Text:**

The Board is requested to receive this report and ask any questions they wish.

In the Fall of 2016, the City Council, Board of Education, and Board of County Commissioners jointly created the Durham Pre-K Task Force to bring them recommendations on how to proceed with expanding access to high quality Pre-K in Durham. In the Spring of 2017, the Durham Pre-K Task Force issued its report to the community, and one of their five recommendations was to “assess demand for expanding high-quality preschool in Durham in specific locations,” with efforts to be made to poll parents regarding their preferences and also to identify barriers to utilization of expanded services.

In the late Fall of 2017, the County Commissioners approved a contract with Child Care Services Association, Inc. (CCSA) to complete this study, which was completed in the Summer of 2018. Since CCSA is also now under contract to manage Pre-K expansion for Durham County and since those activities are now under way, the information provided by the supply and demand study is already being put to good use.

**Alignment With Strategic Plan:** Expanding access to high quality early education is clearly tied to objectives in Goal 1: Community Empowerment and Enrichment of the Durham County Strategic Plan, but in the long run will help improve outcomes across all goal areas.

**Resource Persons:** Linda Chappel, Senior Vice President (CCSA); Drew Cummings, Chief of Staff

**County Manager’s Recommendation:** The County Manager recommends that the Board receive this report and ask any questions they wish.

**Attachments:**

[CCSA Durham Co PS Supply-Demand Study 2018 web version.final](#)

[CCSA Durham Co Supply-Demand Executive Summary 2018.final](#)

[CCSA Durham Co Supply-Demand Executive Summary 2018 SINGLE PAGE.fi](#)

**18-0975 Update No. 5 from the Development Finance Initiative on the Pre-development Process for the Redevelopment of the 300 and 500 Blocks of East Main St. (Presentation on Community Input Received on the site Concepts and Massing Scenarios and to Receive Board Endorsements of a Conceptual plan and Authorize DFI to Begin Drafting Solicitation(s) for the Redevelopment) (60 mins)**

**Agenda Text:**

The Board is requested to receive a report from the UNC School of Government's Development Finance Initiative (DFI) on the Pre-development Process for the 300 and 500 Blocks of East Main Street. More specifically, this report will detail community input received on the site concepts/massing scenarios and requests that the Board endorse the conceptual plan and direct DFI to begin drafting solicitation(s) for the redevelopment to allow timely progression of the project.

The public engagement process has included numerous meetings that have taken place with community stakeholders to gain input from a cross-section of community interest groups over the past several months. Most recently, three public forums were also held at various locations in the community and included public web portals to allow for input from a diverse cross-section of the community on the (2) site concepts/massing scenarios previously endorsed by the Board. The purpose of this update (Update No. 5) is to present the details of the community input received on the site concepts/massing scenarios from the recent public engagement sessions and to request endorsement from the Board of County Commissioners (BOCC) on a conceptual plan and to authorize DFI to begin drafting solicitation(s) for the development. DFI and County staff will receive any additional input from the BOCC as appropriate as these endorsements are critical path items for the project work at this juncture.

**Alignment With Strategic Plan:** This update is in accordance with Strategic Goal 5: Accountable, Efficient and Visionary Government.

**Resource Persons:** Sarah Odio, Project Manager, DFI; Marcia Machado Perritt, Associate Director, DFI; Jay Gibson, P.E., CFM, General Manager; and Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services

**County Manager's Recommendation:** The County Manager recommends that the Board receive the update, provide input if appropriate, and endorse a conceptual plan and authorize DFI to begin drafting the solicitation(s) for the redevelopment.

**Attachments:**

[DFI\\_Durham County\\_Summary of Public Input\\_August 2018\\_with Appendix](#)

#### 4. LUNCH

**18-0976****Durham County 2018 Sustainability Report (15 mins)****Agenda Text:**

The Board is requested to receive the Durham County 2018 Sustainability Report and provide guidance, as needed.

Durham has been recognized for its National Excellence in Sustainability with a 4-STAR rating under the Star Communities Rating System. This rating takes into account over 550 measures in eight categories - Built Environment; Climate and Energy; Economy and Jobs; Education, Arts and Community; Equity and Empowerment; Health and Safety; Natural Systems; and Innovation and Process. Durham County contributes significantly to the programs, policies, and accomplishments that made that rating possible. The Durham County 2018 Sustainability Report highlights many of these programs, policies, and strategies. This report is not meant to be an exhaustive compendium of all the great work going on in Durham County Government, but rather an accessible, easy to read report for residents, visitors, business leaders, and others to get a sense of what sustainability means in Durham County.

This report was brought to the Board of Commissioners as part of a larger Sustainability Update on June 11 and the Commission asked to have more time to review the report.

**Alignment With Strategic Plan:** This item aligns with Strategic Plan Goal 4: Environmental Stewardship and Community Prosperity and Goal 5: Accountable, Efficient and Visionary Government.

**Resource Persons:** Tobin L. Freid, Sustainability Manager; Amanda Drake, Sustainability Specialist; and Jay Gibson, P.E., Engineering and Environmental Services Department Director

**County Manager's Recommendation:** The County Manager recommends that the Board receive the report and provide guidance, as needed.

**Attachments:**

[DRAFT DCo Sustainability Report \(low quality\)](#)

**18-0977****Expanding Housing Choices Presentation (45 mins)****Agenda Text:**

The Board is requested to receive a presentation on the Expanding Housing Choices project.

**Summary.** This informational memo and presentation are intended to provide background, anticipated workflow, and scope of proposed concepts in support of the Expanding Housing Choices project, designed to explore a suite of potential changes to the Unified Development Ordinance (UDO) that can influence the supply and affordability of housing.

**Attachments:**

- Attachment 1: Expanding Housing Choices Presentation
- Attachment 2: Accessory Dwelling Units
- Attachment 3: Duplexes
- Attachment 4: Lot Dimensions
- Attachment 5: Small House/Small Lot
- Attachment 6: Cottage Court
- Attachment 7: Infill Standards

**Alignment With Strategic Plan:** This project emphasizes Goal 1: Community Empowerment and Enrichment by offering fair and reasonable regulations for the citizens and business community of Durham while adhering to Goal 5: Accountable, Efficient and Visionary Government by maintaining a transparent government and welcoming public input.

**Resource Persons:** Michael Stock, AICP, Senior Planner and Hannah Jacobson, AICP, Senior Planner

**County Manager's Recommendation:** The County Manager recommends that the Board receive the presentation and provide comment.

**Attachments:**

[BOCWS CoverSheet Expanding Housing Choices](#)

[Expanding Housing Choices Memo](#)

[Attachment 1 Expanding Housing Choices Presentation](#)

[Attachment 2 Accessory Dwelling Units](#)

[Attachment 3 Duplexes](#)

[Attachment 4 Lot Area](#)

[Attachment 5 Small House/Small Lot Type](#)

[Attachment 6 Cottage Court](#)

[Attachment 7 Infill Standards](#)

[Attachment 8 Questionnaire Summary Results](#)

**18-0984****North Carolina (NC) 98 Corridor Study Report (30 mins)****Agenda Text:**

The Board is requested to receive a presentation and provide comments on the NC 98 Corridor Study Report.

**Summary.** The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) and Capital Area Metropolitan Planning Organization (CAMPO) conducted a study, in conjunction with WSP, starting in late 2016, regarding the NC 98 Corridor in Durham, Wake, and Franklin Counties. The study involved evaluation of safety and mobility along 27 miles of the existing NC 98, and recommendations for short and long-term improvements to intersections, lane widening, and pedestrian and bicycle infrastructure. In June, a full draft report was produced with recommendations for the NC 98 Corridor. In the 30-day comment period until the final plan is to be adopted by the DCHC MPO and CAMPO Boards, local government boards and commissions are also asked to provide their comments on the NC 98 Draft Report.

**Attachments:**

Attachment 1: NC 98 Corridor Study Report Memo

Attachment 2: NC 98 Corridor Study Report Presentation

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

**Resource Persons:** Evan Tenenbaum, Planner, Durham City-County Planning, and Will Letchworth, Assistant Vice President, WSP.

**County Manager's Recommendation:** The County Manager recommends that the Board receive a presentation on the NC 98 Corridor Study Report and provide any comments and questions regarding the project.

**Attachments:**

[BOC NC98 coversheet](#)

[NC 98 Corridor Study Report](#)

[nc98 bocc presentation](#)



**18-0988****Update on the Design Development Phase of the Administration Building Renovations: Project No.: DC 137 (45 mins)****Agenda Text:**

The Board is requested to receive an update on the design development phase from DTW Architects and Planners, Ltd. of Durham on the Administration Building Renovations located at 200 E. Main Street. The purpose of this update is to brief the Board of County Commissioners on the design development efforts to date following previous decisions on the space allocations and adjacencies of the various departments deemed to remain in the facility following the completion of the Administration II Renovation.

The project team will give the presentation/update on the renovation and receive input from the Board appropriately prior to transitioning into the construction documents phase of design.

**Alignment With Strategic Plan:** This project aligns with Goal 4: Environmental Stewardship- through the improvement of the environmental performance of County buildings to reduce energy use and greenhouse gas emissions from the built environment. The relocation of various departments within this facility also addresses Goal 5: Accountable, Efficient and Visionary Government by providing more efficient service delivery and better customer service.

**Resource Persons:** Jay Gibson, P.E., General Manager; Peri Manns, ASLA, LEED GA, Deputy Director of Engineering; James Faress, P.E., Senior Project Manager; and Robert Sotolongo, AIA, DTW Architects & Planners, Ltd.

**County Manager's Recommendation:** The County Manager recommends that the Board receive the update and provide direction to the project team if appropriate.

**18-1000****Discussion of Items for 2019 Legislative Goals Process (45 mins)****Agenda Text:**

The Board is requested to discuss legislative proposals suggested for consideration to move forward as part of the 2019 North Carolina Association of County Commissioners (NCACC) Legislative Goals process. The North Carolina Association of County Commissioners has initiated its process for approving statewide legislative goals for the 2019 General Assembly Session. All proposals must be submitted to NCACC by September 21 and must be accompanied by a letter from the Chairman, an adopted resolution of the Board or a letter from an affiliate organization.

Proposed goals will be referred to the appropriate steering committee for review and consideration. The complete process will culminate in early 2019 with the membership adopting final goals at the Annual Legislative Conference. Staff requests that the Board review the attached proposals, discuss and direct staff. Final proposals will be placed on the September 10 agenda for approval.

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

**Resource Persons:** Deborah Craig-Ray, General Manager for Strategic Management, Public Affairs, Innovation and Special Projects

**County Manager's Recommendation:** The County Manager recommends that the Board discuss the proposed legislative items and direct staff accordingly.

**Attachments:**

[2019 LX NCACC items for BOCC september workssion](#)

**18-1002 Update on Youth Home Facility Planning Efforts and Detention Center Youth Pod Review (20 mins)****Agenda Text:**

As requested by the Board of County Commissioners, a memorandum with relevant study materials on the current planning efforts for a new youth home detention facility has been provided. Youth Home Director Angela Nunn and Colonel Anthony Prignano, Director of Detention Services will be available to answer questions from the Board during the Work Session.

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

**Resource Persons:** Youth Home Director Angela Nunn, Colonel Anthony Prignano, Director of Detention Service and General Manager Jodi Miller

**County Manager's Recommendation:** The County Manager recommends that the Board review the provided memorandum and attachments prior to the Sept. 4 Work Session.

**Attachments:**

[Youth Home Facility Expansion Memo.pdf](#)

[DCYH Program Study 042318 DIGITAL.pdf](#)

[Youth Home Budget Fees and Schedule 03-02-2018 R1.doc](#)

[DC Youth Home Building Assessment Report.pdf](#)

[New Durham Youth Home Recommendations.pdf](#)

[RtA JJAC Recommendations brief 05252018 legonly.docx](#)

**5. Closed Session****18-1007 Closed Session****Agenda Text:**

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

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

**6. Adjournment**