



# Durham County

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

## Meeting Agenda Board of County Commissioners

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Tuesday, September 11, 2018

7:00 PM

Commissioners' Chambers

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### 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.

#### 7:00 pm Regular Session

1. Opening of Regular Session - Pledge of Allegiance (5 min)
2. Agenda Adjustments (5 min)
3. Announcements (15 min)

#### 18-1012 Announcements

##### Agenda Text:

1. **N.C. 98 Corridor Study:** You are invited to provide your comments on the draft plan for the N.C. 98 Corridor Study. The Board of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) released the draft plan on August 8th for a 30-day public comment period. The Board will conduct a public hearing and approve the draft plan at their meeting on September 12. The public can provide comments at the hearing or submit comments on the website at:  
[http://nc98corridor.com/get\\_involved/comments](http://nc98corridor.com/get_involved/comments).

#### **Public Hearing**

Wednesday, September 12, 2018 at 9:00 a.m.  
Committee Room in Durham City Hall  
101 City Hall Plaza

Durham, NC 27701

The N.C. 98 Corridor Study is 27-miles long, extending from U.S. 70 in Durham County through Wake County to U.S. 401 in Franklin County, North Carolina. This project evaluated safety and congestion, planned and existing roads, bicycle/pedestrian facilities and transit use of N.C. 98 to create short- and long-term recommendations to improve multimodal travel in the corridor. The draft plan is available at the Web site above.

Persons who speak Spanish and do not speak English, or have a limited ability to read, speak or understand English, may receive interpretive services upon request prior to the meeting by calling 704-342-5419.

Aquellas personas que hablan español y no hablan inglés, o tienen limitaciones para leer, hablar o entender inglés, podrían recibir servicios de interpretación si los solicitan antes de la reunión llamando al 919-560-4366, extensión 36419.

- 2. National Preparedness Month:** The Durham County Emergency Management Department will recognize September as National Preparedness Month (NPM), to remind citizens that we must all prepare ourselves and our families now and throughout the year.

This year's NPM will focus on planning, with an overarching theme: Disasters Happen. Prepare Now. Learn How.

**Things you can do to prepare include:**

- Make and practice your emergency plan
- Learn lifesaving skills
- Check your insurance coverage
- Save for an emergency

For more information on NPM, and well as September 15 being declared a National Day of Action, visit [www.ready.gov/september](http://www.ready.gov/september)  
<<https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdconc.us7.list-manage.com%2Ftrack%2Fclick%3Fu%3D5426d7daa13d2253baebd6c17%26id%3D7a9a7245d7%26e%3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6cae2%7Cc16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=8NPDxAKsCd1m%2BzIry8ErBl4RnJo%2FfDZdyAoaKWO2e6Y%3D&reserved=0>>.

- 3. The big move Began last Week** - Eight of our offices are relocating to Durham County Administration Building II (Admin II) at 201 E. Main Street.

Emergency Medical Services Administration, Tax and Register of Deeds Offices began the first wave of employees to transition to Durham County Administration Building II (Admin II) last week. During the transition, these offices may close or offer limited services. For more information, contact us! (919) 560-0000 or [publicinformationoffice@dconc.gov](mailto:publicinformationoffice@dconc.gov) <<mailto:publicinformationoffice@dconc.gov>>. Moving days are September 4-21.

**WE ARE RELOCATING:**

**September 4:**

Emergency Medical Services and Tax Administration

**September 6:**

Register of Deeds

**September 11:**

Soil and Water, NC Forest Services and General Services

**September 12:**

Engineering and Environmental Services and Economic Development

**September 21:**

Juvenile Justice

All inquiries concerning the proposal submission requirements or procurement procedures should be directed to Senior Procurement Specialist Hilda W. Williams at (919) 560-0054 or [purchasinggroup@dconc.gov](mailto:purchasinggroup@dconc.gov) <<mailto:purchasinggroup@dconc.gov>>.

- 4. Food Shuttle to open new Child food Hub:** Grand Opening to be held on September 27th, 2018

DURHAM, N.C. - Inter-Faith Food Shuttle is opening its new Child Food Hub, a 7,000 sq. ft. facility that will lead the way in fighting childhood hunger in the Greater Triangle. The Child Food Hub will be officially opened on September 27, 2018 at 10 a.m. with a dedication ceremony led by Dave Koch, President/CEO of Inter-Faith Food Shuttle, and Steve Schewel, Mayor of Durham. The new warehouse is located at 2436 S. Miami Blvd., Ste. 200-9, Durham, N.C. 27703.

The dedication on September 27 will include tours of the new warehouse and a ribbon-cutting ceremony. It will also kick off the 2019 Band Together

partnership, which has a goal of raising more than one million dollars to support the expansion of Food Shuttle child hunger programs. Tours and a light breakfast start at 10 a.m. with a ceremony following at 10:30 a.m.

**5. 2018 Tri-County Livestock and Pasture Management Field Day.**

Come learn about the latest in Pasture Management, Livestock Grazing Habits (multi-species grazing), Sprayer Calibration/Safety, On Farm Energy use and Efficiency, Proper Hay Storage/Feeding, and Optional Drone Demo after 3 p.m. on Thursday, September 27. This full day event is from 9 a.m. - 3 p.m. RSVP by September 13 or 919-560-0558 or click here to sign-up online <[https://www.eventbrite.com/e/2018](https://www.eventbrite.com/e/2018-tri-county-livestock-pasture-management-field-day-tickets-47711522448)

[-tri-county-livestock-pasture-management-field-day-tickets-47711522448](https://www.eventbrite.com/e/2018-tri-county-livestock-pasture-management-field-day-tickets-47711522448)>.

This event is free.

**6. Art of Cool Festival 2018: 5th Anniversary Edition on Friday, September 28.** A cool remix of Black American Music takes place in downtown Durham for a weekend festival of forward-thinking Jazz, alternative Soul and mature Hip Hop. The mission of AOCFEST is to expand the audience for jazz, while championing innovative thought around music and culture. This experience will draw over 10,000 music lovers to the vibrant city of Durham, NC as a destination experience for all.

The 5th Anniversary AOCFEST will feature Nas, Erykah Badu, Maxwell, Meshell NDegeocello, Rahsaan Patterson, Dwele, Sango, Iman Omari, Damien Escobar, Sons of Kemet, Durham's own 9th Wonder featuring Spinderella, and many more to be announced!

Venues: Durham Bulls Athletic Park (DBAP), The Durham Armory, The Carolina Theater, The Motorco, The Pinhook, and more!

**7. Winner to be Selected - The "I Voted" Sticker Contest ended on Friday, August 31 at 5:00 p.m.** Since last month, the public was invited to weigh in on the look of new "I Voted" sticker. According to the Durham Board of Elections, response to participate has been tremendous. The Board of Elections will select the winning design at its Board meeting on Thursday, September 13. The winning design will be on all "I Voted" stickers handed out in the November 6 General Election and beyond! Mark your calendars - early voting begins on Wednesday, October 17! Thank you to all of our participants!

**8. County Seeks Response to Request for Proposal for Restaurant Spaces in Admin II Building:** Construction at the new building across the street from the Old Courthouse/County Administration Building I, now

referred to as Admin II, is scheduled for completion in early September 2018. The County issued a Request for Proposal (RFP) on August 15 in search of well-qualified restaurant tenants to lease the available spaces. The RFP includes a detailed presentation of the restaurant concept, business operating plans and financial projections that demonstrate a solid plan for success.

Interested applicants seeking more information on how to prepare a response to the RFP will be able to access assistance through a partnership between Durham County Government and The Institute, the County's Minority and Women Business Enterprise program and North Carolina's Small Business and Technology Development Center at North Carolina Central University. More information about these resources can be found at <https://www.theinstitutenc.org/> and at <http://www.sbtcdc.org/>.

The RFP and required documentation for submission can be downloaded from the Durham County Government website at <http://www.dconnc.gov/government/departments-f-z/finance/bid-opportunities/>. Submissions should be mailed or hand delivered to the County of Durham Purchasing Division, 4th Floor, Administrative Building, 200 E. Main St., Durham, NC 27701, no later than October 22.

9. **Durham big Sweep** - Every September and October, groups from across Durham volunteer to pick up litter in their local neighborhoods, parks, and streams as part of Big Sweep. This is one of the longest running events hosted by Keep Durham Beautiful. Over 5,100 volunteers have picked up over 160,000 pounds of litter since Big Sweep's inception in 2005. Register [here](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdcnc.us7.list-manage.com%2Ftrack%2Fclick%3Fu%3D5426d7daa13d2253baebd6c17%26id%3D5dcd0134c4%26e%3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6fcae2%7Cc16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=%2FubT9HCPMfdWOrhFvYvbwThtQOr3E9hXLvxyzdpu%2F8s%3D&reserved=0) <https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdcnc.us7.list-manage.com%2Ftrack%2Fclick%3Fu%3D5426d7daa13d2253baebd6c17%26id%3D5dcd0134c4%26e%3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6fcae2%7Cc16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=%2FubT9HCPMfdWOrhFvYvbwThtQOr3E9hXLvxyzdpu%2F8s%3D&reserved=0>.

In 2017, volunteers collected an astounding 30,000 pounds of trash, breaking the previous record, set in 2012, by over 10,000 pounds. You can help us set another new record by signing up as an individual or group to participate in Big Sweep 2018! Volunteers can create a cleanup team with a group of family/friends/co-workers or can volunteer as individuals and be assigned to a team. If you don't have a particular site in mind, our staff can assist you in

locating a cleanup site.

- 10. "Here Comes the Bus" Bus Tracking App** - Durham Public Schools is the first district in North Carolina to offer parents to option to track their child's bus in real time!

All you need is an account with our "Here Comes the Bus" application online, and you can track the bus using your computer, smart phone or tablet. Using the latest in GPS technology, this app lets you see where the bus is and confirms when the bus has arrived at the bus stop and at the school.

Plus, users can sign up to receive a text message or email when the bus is within a certain radius of the bus stop. No more rushing to get out of the house in time just to see the bus already pulling away!

Sign up today -- it's free and easy.

**How to get started:**

1. Visit [herecomesthebus.com](http://herecomesthebus.com)  
<<https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdcnc.us7.list-manage.com%2Ftrack%2Fclick%3Fu%3D5426d7daa13d2253baebd6c17%26id%3D6d58aeb092%26e%3D3f61566d1f&data=02%7C01%7C%7C9964037dd3434c72f2a108d60f6fcae2%7Cc16a00a3560947c0b2c272d8635e3423%7C0%7C0%7C636713370175410031&sdata=FUP1sKjMnWZFcdK00ds9HZ%2BQzSZ%2FB47k8xpoSq7WHYM%3D&reserved=0>>
2. Click the Sign Up Today! Button
3. Enter school code 97034 and click "Next" followed by "Confirm"
4. Complete the "User Profile" box
5. Under "My Students," click "Add". Enter the student's last name and student ID number.
6. Confirm the information and you're ready to begin using Here Comes the Bus! Please contact [Debbie Roberson](mailto:Debbie.Roberson@dpsnc.net) <<mailto:debbie.roberson@dpsnc.net>>, Transportation Technology Coordinator at 919-560-3822 ext. 29200 if you have any questions.

- 11. 2018-19 Durham County open Space Matching Grant Cycle now Open!** The Durham County Open Space Matching Grant Program has opened the 2018-19 cycle for new applicants. This grant allows local non-profits to apply for recreation or open space-based grants at a 50-50 match. More information, guidelines, and application can be found on the Durham County Website below or on the Durham County Open Space

Division Facebook page. Grant closes November 14! For more details, visit [www.dconc.gov/matchinggrants](http://www.dconc.gov/matchinggrants) <<http://www.dconc.gov/matchinggrants>>.

- 12. Alert Durham - Sign Up Today:** Durham County wants to keep its citizens informed and safe in the case of an emergency. Sign up for Alert Durham to receive notifications about severe weather, unexpected road closures, missing persons, and evacuations of buildings or neighborhoods. To sign up for Alert Durham, visit [AlertDurham.com](http://AlertDurham.com) <<http://AlertDurham.com>>.

- 13. Get Involved!** It's your County. Durham County Government has approximately 43 active advisory boards referred to as Boards and Commissions. Citizens of Durham County may volunteer to participate by applying for a vacancy.

Interested citizens should fill out an application and send it to the Clerk to the Board's Office. A description of the boards as well as a list of vacancies can be found on the County's website at

<http://www.dconc.gov/government/departments-a-e/board-of-commissioners/boards-and-commissions>>. If you need additional information, please

contact the Clerk's Office at 919-560-0025 or email to:

[BoardsandCommissions@dconc.gov](mailto:BoardsandCommissions@dconc.gov)

<<mailto:BoardsandCommissions@dconc.gov>>

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This information can also be found on our Durham County Website:

[www.dconc.gov](http://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. Consent Agenda (15 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](#)  
[MWBE Compliance Review Form-AAF for 18-033 RFQ 071018](#)  
[CJRC, Psychiatric Services, Scope of Service, FY19](#)

**18-0969****Resealing of Kennel Floors at the Durham County Animal Shelter****Agenda Text:**

The Board is requested to approve a contract with Garage Experts in the amount of \$48,000 to provide services for Resealing of Kennel Floors at the Durham County Animal Shelter. The work will consist of sanding and cleaning the existing floors, repairing all expansion joints within the kennel area along with repairing any rough areas to insure a uniform look. The process is a two-step process with a non-skid material applied between coats.

General Services received three bids and a team reviewed the bids and determined that Garage Experts had the most responsible bid and their bid was within the allotted budget.

**Alignment With Strategic Plan:** This item aligns with Goal 3: Safe Community. Additionally, partner with the community to prevent and address unsafe conditions, protect life and property and respond to emergencies

**Resource Persons:** Motiryo Keambiroiro, Director of General Services, Shawn Swiatocha, Assistant Director of General Services and Charles King Project Facilitator General Services.

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the County Manager to enter into a contract amendment with Garage Experts to provide for resealing the floors at the Durham County Animal Shelter for a contract amount not to exceed \$48,000.

**Attachments:**

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

[MWBE Compliance Review Form-AAF for 18-026Rebid RFP 071118](#)

[RFP 18-026Rebid - Resealing Kennel Floor-Animal Shelter-1.8.18-JJ](#)

[Service Contract Kennel Floor](#)

[RFP 18-026Rebid Bid Tabulation - Resealing of Kennels at DCo Animal Shelter](#)

**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](#)

**18-1000**

**Discussion of Items for 2019 Legislative Goals Process**

**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:** [Overview of NC Medicaid Transformation 9-5-18](#)

[10% Withholding History](#)

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

**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 \$47,295 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](#)

## 5. Public Hearings (15 mins)

### 18-1015

#### **Second Public Hearing for CDBG Neighborhood Revitalization Grant Application**

**Agenda Text:**

The Board is requested to hold the required public hearing, receive any input that is offered, and approve the attached resolution supporting this application.

Durham County is an eligible applicant for up to \$750,000 from the North Carolina Department of Commerce as part of their CDBG Neighborhood Revitalization program. Since 2013, all funds from this state program had been re-allocated to water infrastructure projects (such as our Rougemont Water System), but Commerce has been convinced to put some of it back into neighborhood revitalization. The program allows a broad range of uses to be funded. The funds that Durham County would be eligible for can only be used outside of the City limits.

The County, working with the Triangle J Council of Governments (TJCOG) and local housing non-profits, is applying for \$750,000 / 3-year neighborhood revitalization grant. Two public hearings to receive input on the application are required. This is the second of the two public hearings.

The proposed application is for \$750,000 to provide home repairs for approximately 23 homeowners over the 30-month grant period. Nine percent of the total funding amount would be used for administration costs. A second potential use of funding for acquisition / rehabilitation of affordable housing was proposed, but a viable project was not able to be identified in time for the grant deadline, thus the full amount of funding would go towards home repair and improving coordination between partners.

For the purposes of this grant as well as the Impediments to Fair Housing Choice Study and update to Durham County's Fair Housing Plan, we will be working with

WR-Martin and TJCOG to broadly disseminate and advertise a simple housing survey to collect additional information over the next several months.

**Alignment With Strategic Plan:** Helping our community maintain a good sized stock of decent, affordable housing supports all five goals of our Durham County strategic plan.

**Resource Persons:** Drew Cummings, Chief of Staff

**County Manager's Recommendation:** The County Manager recommends that the Board hold the required public hearing, receive any input that is offered, and approve the attached resolution supporting this application.

**Attachments:** [CDBG Proposal Overview\\_091118](#)  
[CDBG Resolution](#)

## 6. ITEMS PULLED FROM CONSENT AGENDA (20 min)

### 7. Closed Session

**18-1019**

#### **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).

The Board is requested to adjourn to closed session pursuant to G.S. 143.318.11 (a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

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

### 8. Adjournment