

**THE BOARD OF COUNTY COMMISSIONERS  
DURHAM, NORTH CAROLINA**

Thursday, December 20, 2018

2:00 P.M. Regular Session

**MINUTES**

Place: Commissioners' Chambers, Second Floor, Durham County Government Administrative Complex, 200 East Main Street, Durham, North Carolina

Present: Chair Wendy Jacobs, Vice-Chair James Hill and Commissioners Heidi Carter, Brenda Howerton and Ellen Reckhow

Presider: Chair Wendy Jacobs

**Opening of Regular Session - Pledge of Allegiance**

**Agenda Adjustments**

Chair Jacobs entertained a motion to add the Eno Association presentation to the Ceremony Items part of the agenda.

Commissioner Carter moved, seconded by Commissioner Reckhow to add the Eno Association to the Ceremony Items portion of the agenda.

The motion carried unanimously.

**Announcements**

Chair Jacobs read the following announcements:

- 1. FEMA: Are you eligible for Continued Rental Assistance? Disaster survivors who received initial rental assistance from FEMA may get more help.**

**HOW TO APPLY**

- Complete an Application for Continued Temporary Housing Assistance.
- If you do not have one:
  - Call the disaster assistance helpline at 800-621-3362 or 800-462-7585 (TTY).
  - Or visit a disaster recovery center. To find center locations and hours, visit <https://www.fema.gov/disaster-recovery-centers>.
  - Submit supporting documents with the completed application to prove your ongoing need for rental help.
  - Return the completed form and supporting documents to FEMA:
    - Take them to a disaster recovery center.
    - Upload them to your disaster account at <https://www.disasterassistance.gov/>
    - Mail them to FEMA, PO Box 10055, Hyattsville, MD 20782-8055.

▪Fax them to 800-827-8112.

2. **Welcome Baby's Annual Coat Drive!** November 24 – December 28, 2018. Keeping Durham's youngest citizens warm this winter. You may drop off new and gently used coats, hats, gloves and scarfs (*size newborn to 8*) at the following locations:

South Regional Library: 4505 South Alston Avenue, Durham

Southwest Regional Library: 3605 Shannon Road, Durham

North Regional Library: 221 Milton Road, Durham

3. **MBK DURHAM SUIT DRIVE - Donate Confidence!** When you donate a suit, you're not just giving someone a piece of clothing, you're giving someone a chance to look in the mirror and feel good. That's a big deal because when you feel good you make things happen.

**Accepting donations from November 1 – December 31, 2018. Bring your gently used professional attire to any of the following drop-off locations:**

- Admin I, 200 East Main St., 1<sup>st</sup> Floor
- New Admin II, 201 East Main St. 1<sup>st</sup> Floor
- Human Services Building, 414 E. Main St.

Donations collected throughout November will be distributed to non-profits and organizations whose mission is to help individuals gain employment through job readiness and workforce assistance.

Donate: suits, ties, jackets, dress shoes, dress shirts, casual pants, outerwear, sport coat, sweaters and new socks. Contact information: 919-560-8154 or [mybrotherskeeper@dmcc.gov](mailto:mybrotherskeeper@dmcc.gov)

4. **2019 General Reappraisal:** Durham County's next general reappraisal is effective **January 1, 2019**. For information to share with community groups, homeowner associations, etc. or to better understand the reappraisal process, contact Durham County Government Call Center at (919) 560-0300 or for information about Durham County's General Reappraisal visit our website at [www.dccc.gov](http://www.dccc.gov).

5. **We're 150 Years Old, Y'all!** As we celebrate the 150<sup>th</sup> anniversary of Durham throughout 2019, we're honoring the changemakers who shaped Durham's unique sense of place, and we're rightfully touting Durham's position in the future. Home to scholars, artists, and entrepreneurs, we're accustomed to movement, creativity, and blazing new trails. **SAVE THE DATE, April 13, 2019** - Durham 150 opening celebration. Visit [DURHAM150.ORG](http://DURHAM150.ORG) and look for announcements in January for more on how to get involved.

6. **LIEAP - Low Income Energy Assistance Program:** The program will be open to the disabled and persons 60 years and older from December 1 - December 31, 2018. LIEAP will be open to ALL Durham County residents, January 2 - March 31, 2019. Applications will be taken at the Department of Social Services in the Crisis Lobby #27 Monday - Friday at 414 East Main Street from 8:30 a.m. - 5:30 p.m.

Call 919-560-8000 to schedule your LIEAP appointment. Walk-ins are welcome. The LIEAP Program assists with heating only. Bring a photo ID, Social Security card, income verification and verification of heating source-heating bill to your appointment.

7. **“Here Comes the Bus” Bus Tracking App** - Durham Public Schools is the first district in North Carolina to offer parents the 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)
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](#), Transportation Technology Coordinator at 919-560-3822 ext. 29200 if you have any questions.

8. **Rabies Vaccination Clinic:** The Durham County Sheriff's Office hosts a Rabies Vaccination Clinic every Tuesday, Wednesday and Thursday at 3005 Glen Road. A \$10 fee is required (cash only), bring your ID. For more information, visit <http://www.durhamsheriff.com/services/animal-services>

9. **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).

10. **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)

## Minutes

Vice Chair Hill moved, seconded by Commissioner Reckhow to approve the November 26, 2018 Regular Session minutes.

The motion carried unanimously.

## **Ceremonial Items**

### **Eno Calendar Presentation**

Robin Jacobs, Executive Director, and Milo Pyne, Vice President, presented the Board with the 2019 calendars and stated they consisted of historic sites on the Eno, antiques and other items found on the river. Mr. Pyne invited the Board to attend the New Year's Day Hike at 2p.m. starting at the Picnic Shelter at the Cole Mile Road Entrance. He also thanked the Board for their continued support throughout the years.

The Board thanked Mr. Pyne and Ms. Jacobs for the calendars. They also recognized Ms. Jacobs for her upcoming retirement and thanked her for leading the Eno Association for over a decade.

### **Proclamation - Champions in Transportation Week**

Chair Jacobs read the following proclamation and acknowledged the award recipients.

#### **CHAMPIONS IN TRANSPORTATION WEEK | 2018**

**WHEREAS,** the demand response transportation service provided by Durham County ACCESS provides a vital link to mobility, independence through a safe and dependable transportation network, to medical and health related appointments, shopping, employment and other supportive services; and

**WHEREAS,** the foundation of Durham County ACCESS Demand Response transportation network is built on a collaborative team effort of Durham County, City of Durham, Transportation Advisory Board, the North Carolina Department of Transportation, Durham Chapel Hill Carrboro MPO and the Federal Transit Administration that work collectively to assure resources, policies and programs that support and strengthen the transportation network; and

**WHEREAS,** the Durham County ACCESS Demand Response service utilizes a coordinated model—that provided over 41,170 trips in FY17-18; and

**WHEREAS,** this evening the Durham County Board of County Commissioners honored and presented exceptional partners and customers with a Champion in Transportation Award for their exceptional role in ridership and leadership.

**NOW, THEREFORE, BE IT RESOLVED I,** Wendy Jacobs, Chair of the Board of County Commissioners do hereby congratulate the recipients of this year's awards and further proclaim the week of December 10, 2018

#### **“CHAMPIONS IN TRANSPORTATION WEEK”**

I encourage all Durham county residents to observe this week by learning more about the services of Durham County Access and participate in championing the way for greater mobility for the citizens of Durham County.

in Durham, North Carolina.

This the 20<sup>th</sup> day of December 2018.

## **Consent Agenda**

Chair Jacobs asked the Board if they requested to pull or comment on any items on the Consent Agenda.

Chair Jacobs applauded the staff for the eight (8) grant funding projects. She also recognized the private sector Credit Suisse for their grant and asked the Interim Clerk to work with Public Information on a letter of thanks.

Item 18-1168 – Chair Jacobs recognized the significant milestone for the light rail project. Commissioner Howerton asked that the community be present during meetings so that they were fully aware and understood the process.

Item 18-1158 – Chair Jacobs informed the community that over \$900,000 was being spent to make bed improvements and grill replacements in the jail. She added those improvements and other issues addressed would be done prior to the October 2019 deadline.

Heading no additional comments, Chair Jacobs entertained a motion for approval.

Commissioner Reckhow moved, seconded by Commissioner Cater to approve all Consent Agenda items except Item 18-1124.

The motion carried unanimously.

18-1118 Approval of the Maintenance Contract with Granicus, LLC

18-1130 Execution of an Amendment to the Architectural Design Service Contract with DTW Architects and Planners, Ltd. for the Administration Building Renovations Project No.: DC 137

18-1143 Approval of a Lease Agreement for 309 Crutchfield Street Between the County of Durham and Alliance Behavioral Healthcare

\*18-1156 Capital Project Amendment No. 19CPA000009 - Appropriating \$3,200,000 of Limited Obligation Bonds (LOBS) Funding to the Administration Building II Renovation Capital Project and Execution of Contract Amendment with Whiting-Turner Contracting Company (WTCC)/Holt Brothers, Inc. for the 7th Floor Upfit of the Durham County Administration Building II Renovation (former Judicial Building) Project No.: 4730DC073

\*18-1114 Budget Ordinance Amendment No. 19BCC000020 to Recognize Grant funds in the Amount of \$2,000 from Shift NC “All Together Now” Award for the Youth Home

\*18-1141 Approve Budget Ordinance Amendment No. 19BCC000022 Reducing the General Fund Budget for the Payment of Three Fire Trucks Ordered in Fiscal Year (FY) 2018 Because These Trucks are now Being paid for in the LOBs Capital Project Fund (Fund #4004110000) in FY2019 with Debt Issuance Proceeds

\*18-1146 Budget Ordinance Amendment No. 19BCC000023 to Recognize \$59,413 from the North

Carolina Department of Health and Human Services Division of Public Health for the Opioid Crisis

\*18-1147 Budget Ordinance Amendment No. 19BCC000024 to Recognize \$3,314 from the North Carolina Department of Health and Human Services Division of Public Health Epidemiology/Communicable Disease Section

\*18-1148 Budget Ordinance Amendment No. 19BCC000025 to Recognize Funds in the Amount of \$8,000 From the Ann Wolfe Mini Grant for Child Health and Infant Mortality Underlined

\*18-1149 Budget Ordinance Amendment No. 19BCC000026 to Recognize \$3,913 from the City of Durham to support Project BUILD

\*18-1150 Budget Ordinance Amendment No. 19BCC000027 to Recognize \$18,000 from Credit Suisse to Support Project BUILD

\*18-1151 Budget Ordinance Amendment No. 19BCC000028 to Recognize \$51,563 from the Governor's Crime Commission

\*18-1153 Budget Ordinance Amendment No. 19BCC000030 to Recognize \$10,000 from the University of North Carolina (UNC) School of Government for Opioid Crisis Activity

\*18-1158 Budget Ordinance Amendment No. 19BCC000031 Transferring Funds from the Capital Financing Plan Fund to the Pay as You Go Capital Project Fund and Capital Project Amendment No. 19CPA000010 - Appropriating the \$946,486 to Create a New Detention Center Jail Bed Modifications and HVAC Grille Replacement Project (43103300DC090) and Award of a Construction Contract to C.T. Wilson Construction Company for Construction of the Improvements.

18-1168 Donation Agreement for Durham-Orange Light Rail Transit

18-1171 Voting Delegate for 2019 North Carolina Association of County Commissioners Legislative Goals Conference

\*18-1178 Property Tax Releases and Refunds for November 2018

18-1190 Clerk to the Board Interim Appointment

Consent Agenda Item #18-1156

**DURHAM COUNTY, NORTH CAROLINA  
2018-19 Capital Project Ordinance  
Amendment Number 19CPA000009**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY:

That the 2018-19 capital project ordinance is hereby amended to reflect budget adjustments for the following projects.

Project	Current Budget	Increase/ Decrease	Revised Budget
Admin. Building II 7 <sup>th</sup> Floor Upfit	\$47,209,129.18	\$3,200,000.00	\$50,409,129.18

(4730DC073)			
Totals	\$0	\$3,200,000.00	\$50,409,129.18

Adopted this the 10<sup>th</sup> day of December 2018.

Consent Agenda Item # 18-1114

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000020**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>GENERAL FUND</u>			
Intergovernmental	\$45,788,333	\$2,000	\$45,790,333

Expenditures:

<u>Function</u>			
<u>GENERAL FUND</u>			
Public Safety	\$64,695,139	\$2,000	\$64,697,139

All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

Consent Agenda Item #18-1146

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000023**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>GENERAL FUND</u>			
Intergovernmental	\$45,790,333	\$59,413	\$45,849,746

Expenditures:

<u>Function</u>			
<u>GENERAL FUND</u>			
Human Services	\$81,082,634	\$59,413	\$81,142,047

All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

Consent Agenda Item #18-1147

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000024**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>GENERAL FUND</u>			
Intergovernmental	\$45,849,746	\$3,314	\$45,853,060

Expenditures:

<u>Function</u>			
<u>GENERAL FUND</u>			
Human Services	\$81,142,047	\$3,314	\$81,145,361

All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

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Consent Agenda Item #18-1148

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000025**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>GENERAL FUND</u>			
Intergovernmental	\$45,853,060	\$8,000	\$45,861,060

Expenditures:

<u>Function</u>			
<u>GENERAL FUND</u>			
Human Services	\$81,145,361	\$8,000	\$81,153,361

All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

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Consent Agenda Item #18-1149

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000026**



BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>GENERAL FUND</u>			
Intergovernmental	\$45,861,060	\$3,913	\$45,864,973

Expenditures:

<u>Function</u>			
<u>GENERAL FUND</u>			
Human Services	\$81,153,361	\$3,913	\$81,157,274

All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

Consent Agenda Item #18-1150

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000027**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>GENERAL FUND</u>			
Contributions & Donations	\$510,093	\$18,000	\$528,093

Expenditures:

<u>Function</u>			
<u>GENERAL FUND</u>			
Human Services	\$81,157,274	\$18,000	\$81,175,274

All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

Consent Agenda Item #18-1151

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000028**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
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GENERAL FUND

Intergovernmental	\$45,864,973	\$51,563	\$45,916,536
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Expenditures:

Function

GENERAL FUND

Human Services	\$81,175,274	\$51,563	\$81,226,837
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All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

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Consent Agenda Item #18-1153

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000030**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>GENERAL FUND</u>			
Intergovernmental	\$45,918,536	\$10,000	\$45,928,536

Expenditures:

Function

GENERAL FUND

Human Services	\$81,228,837	\$10,000	\$81,238,837
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All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

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Consent Agenda Item #18-1158

**Durham County, North Carolina  
2018-2019 Budget Ordinance  
Amendment Number 19BCC0000031**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the 2018-2019 budget ordinance is hereby amended to reflect budget adjustments.

Revenue:

<u>Category</u>	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<u>CAPITAL FINANCING FUND</u>			
Other Financing Sources	\$45,186,263	\$946,486	\$46,132,749

Expenditures:

Function

CAPITAL FINANCING FUND

General Government	\$81,664,584	\$946,486	\$82,611,070
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All ordinances and portions of ordinances in conflict herewith are hereby repealed.

Approved December 10, 2018

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**DURHAM COUNTY, NORTH CAROLINA  
2018-19 Capital Project Ordinance  
Amendment Number 19CPA000010**

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY:

That the 2018-19 capital project ordinance is hereby amended to reflect budget adjustments for the following projects.

<b>Project</b>	<b>Current Budget</b>	<b>Increase/ Decrease</b>	<b>Revised Budget</b>
Detention Center Jail Bed and HVAC Grille Replacement Project (43103300DC090)	\$0	\$946,846	\$946,846
Totals	\$0	\$946,846	\$946,846

Adopted this the 10<sup>th</sup> day of December 2018.

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Consent Agenda Item #18-1178

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

Releases and Refunds – November 2018

Real Property	\$ 66,145.66
Personal Property	\$ 29,213.83
Motor Vehicle	\$ 0.00
Solid Waste Fees	\$ 476.43
VTs Refunds	\$ <u>19,720.64</u>
Total	\$ 115,556.56

Releases & Refunds for Prior Years  
2013---2017

Real Property	\$ 0.00
Personal Property	<u>0.00</u>
Total	\$ 0.00
Grand Total	\$ 115,556.56

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**18-1124 Approval of 2019 Board of County Commissioners' Meeting Schedule**

The Board stated there were incorrect dates on the BOCC Meeting Schedule. They asked that the following changes be made:

- Add the January 9, 2018 Durham County Hospital Corporation Board of Trustees meeting to the schedule.
- Correct the dates of the North Carolina Association of County Commissioners Legislative Goals Conference to January 10 – 11, 2018.
- Due to a scheduling conflict, please reschedule the June 13, 2019 Budget Work Session meeting.
- The word Tuesday should be removed from August 12, 2019 Regular Session meeting
- Add August 13, 2019 Joint/City County Meeting to the BOCC Schedule

Hearing no additional changes, Chair Jacobs entertained a motion for approval with adjustments.

Commissioner Reckhow moved, seconded by Commissioner Howerton to approve the 2019 BOCC Meeting Schedule with the adjustments.

The motion carried unanimously.

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Commissioner Reckhow asked to be excused from the Wednesday, January 9, 2019 Joint Hospital Board meeting.

Vice Chair Hill moved, seconded by Commissioner Carter to excuse Commissioner Reckhow from the Joint Hospital Board meeting.

The motion carried unanimously.

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## **Regular Business**

### **Durham Center for Senior Life Update**

Judy Kinney, Executive Director of the Durham Center for Senior Life (DCSL) shared a presentation titled *“Accomplishments, Issues and Opportunities”* which highlighted the following: *DCSL Overview, DCSL’s Growth, DCSL’s Challenges and the BOCC Request (which included flexibility in the lease and the option to allow beer and wine to be sold during events).*

Commissioner Howerton stated citizens were concerned about underage drinking. She asked what preventions would take place and if security would be hired. Ms. Kinney responded all rules and regulations related to the presence of alcohol would be taken seriously. She added staffing and security coverage would be available to prevent underage drinking. Commissioner Howerton stated if security was hired, would those funds come from the revenue and would it be a part of the contract. Lowell Siler, County Attorney interjected and added words would have to be placed in the contract. He also stated a certain amount of insurance would need to be available in the event of unforeseen circumstances if the County allowed outsiders to rent space.

Commissioner Carter asked if a firm decision was necessary at this meeting. Chair Jacobs stated no decision would be made tonight. Commissioner Carter questioned usage asking if the venue would be rented to the community. Ms. Kinney responded yes, it would be used for center activities, weddings, etc.

Commissioner Reckhow asked for clarification on the request for lease flexibility. Ms. Kinney stated there was no allowance for short term leases. Commissioner Reckhow expressed her concerns about the deterioration of the building asking who was responsible for the upkeep. Ms. Kinney responded the County covered heating and air issues; however, there was no funding for carpet, computers or floor upgrades. Commissioner Reckhow asked if a capital improvement plan was completed. Ms. Kinney stated they were in the beginning stages of strategic planning.

Chair Jacobs stated this issue was an important part of the Aging Plan. She added County funding continued to remain flat with no increases due to the population and looked forward to Staff coming back with recommendations.

**Directive: Commissioner Reckhow asked staff to review the alcohol issue and to consider the expansion of the types of leasing options available (example short term hours or whole day rentals). She asked that staff submit the report at the February Work Session.**

### **Durham Master Aging Plan Proposal**

Gayle Harris shared the request of the Board and introduced Lee Worlsey, Executive Director of Triangle J Council of Governments and Melissa Black, Coordinator for the Partnership for Seniors shared a presentation titled “*Durham Master Aging Plan*” which highlighted the following: *Current and Projected Demographics, Durham County Strategic Plan, TJCOG Proposal and the Durham Master Aging Plan Budget.*

The Board questioned the budget, asking if it included the contractor fee. Ms. Black responded yes, it was included during the facilitation. The Board expressed their concern about a large fraction of seniors not being in a position to participate. They asked in terms of recruiting, what non-traditional methods were being used. Ms. Black stated the focus was on those guiding through the process. She added the Steering Committee would be helping to move the plan along. The Board stated this process would assist with tracking AARP application and on requirement was to complete an Aging Plan.

Hearing no additional comments, Chair Jacobs entertained a motion for approval.

Commissioner Reckhow moved, seconded by Commissioner Howerton to approve the Durham Master Aging Plan proposal from TJCOG for the County’s contribution not to exceed \$28,210.

The motion carried unanimously.

### **Commissioner Comments**

Commissioner Howerton wished the Board, Staff and Citizens a Happy Holiday. She added she would need to leave the January 7, 2019 Work Session at 11:30am due to another meeting.

Commissioner Reckhow shared a few weeks ago information from the Brookings Center about doing prospectus on opportunity zones. She added they indicated that the County could use information from the Amazon application. Commissioner Reckhow asked if the City should be approached about working with the County. Drew Cummings, Chief of Staff responded Andy Miracle, Economic Development Director had conversation with City/County parts and DFI and they were proposing to place this on a future City/County meeting. Commissioner Reckhow stated this was something the

City/County Managers would decide if it was needed. Wendell Davis, County Manager responded the plan was to bring it forward at the February Work Session. Commissioner Reckhow asked what the timeframe would be for putting out the RFQ for the two sites. Peri Manns, Interim General Manager responded DFI was working on that. He clarified that this was not a RFQ but more of a solicitation. Chair Jacobs requested the information be resent to the Board adding she wants to make sure the timing was right and that the County does not miss the opportunity of the zones.

Chair Jacobs stated the Opportunity Lead for NC was being done by UNC and provided information on the program to the Board. She mentioned the two partials near the McDougald Terrace Community and stated there were safety issues related to those properties. Chair Jacobs stated there was discussion with the City about available options and added further discussion would take place by the Board at the January 7, 2018 Work Session. Commissioner Reckhow stated she was concerned that there may have been a change of approach in the tax office with bringing forward properties where taxes were not paid in several years. She added the County could investigate possibly doing a surplus of the properties. County Manager Davis stated a conversation was held and it was a matter of the tax department coming forward to share details with the Board. Chair Jacobs also shared a report from Jean Gordan, Assistant Director of Aging Services.

**Directive: Commissioners Reckhow and Howerton asked that Staff report back any policy change as it relates to the disposition and treatment of properties where there was non-payment of taxes over several years.**

## **Board and Commission Appointments**

Monica Toomer, Interim Clerk to the Board distributed ballots to the Board to make appointments to the boards and commissions.

The Board made the following appointments (incumbents are identified with an (i). Individuals who are recommended by a Board are underlined.) Individuals listed in bold print were appointed.

### Open Space and Trail Commission

**Dave Connelly** (Carter, Hill, Howerton, Jacobs, Reckhow)

**Teisha Wymore** (Carter, Hill, Howerton, Jacobs, Reckhow)

## **Closed Session**

Chair Jacobs stated the Board was requested to adjourn to Closed Session for the following:

- 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).

Commissioner Reckhow moved, seconded by Commissioner Howerton to adjourn into Closed Session.

The motion carried unanimously.

## **Reconvene to Open Session**

Chair Jacobs stated the Board met in Closed Session and provided direction to staff. She asked to entertain a motion to appoint Teresa Hairston as Interim Tax Administrator.

Commissioner Reckhow moved, seconded by Commissioner Carter to appoint Teresa Hairston as the Interim Tax Administrator.

The motion carried unanimously.

### **Adjournment**

Commissioner Carter moved, seconded by Commissioner Reckhow to adjourn the Regular Session meeting at 4:40p.m.

The motion carried unanimously.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Monica Toomer".

Monica W. Toomer  
Interim Clerk to the Board