



Durham County

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

Meeting Agenda Board of County Commissioners

Michael D. Page, Chair
Brenda A. Howerton, Vice Chair
Fred Foster, Jr., Commissioner
Wendy Jacobs, Commissioner
Ellen W. Reckhow, Commissioner

Monday, May 9, 2016

7:00 PM

Commissioners' Chambers

"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 Chairman will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chairman 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 (5 min)

16-1015 Announcements

Agenda Text:

- 1) Durham County is holding an artwork contest for children in 1st - 8th grades. Children can submit one (1) picture illustrating the theme "Clean Up After Your Canine or Face a Fine." The deadline for submission is May 27, 2016. The winner will have their artwork featured in the "Clean Up After Your Canine or Face a Fine" campaign. For more information, visit: Durham County Student Art Contest at the Keep America Beautiful website.
- 2) Join us for the Hollow Rock Nature Park Grand Opening on May 21st at 9:30 am, 629 Erwin Road. A shuttle will operate from Forest View Elementary School to the park. For more information, please contact Brendan Moore at brmoore@dconc.gov.

- 3) Registration is now open for the “Aging Well in Durham,” a free community event and resource fair to be held Saturday, May 21, 2016 at the Human Services Complex. Come join the discussion of your vision of age-friendly Durham. Learn about reverse mortgages, voter ID, property tax relief programs for the elderly and disabled, etc. Registration is limited and required. For more information, please call 919-560-7393 or email seniors@dconc.gov <<mailto:seniors@dconc.gov>>.
- 4) Healthy Futures clinics at E.K. Powe, George Watts, Glenn, Merrick Moore, and Oak Grove elementary school are now open for children residing in Durham County by the Durham County Department of Public Health, in partnership with Durham Public Schools (DPS) and the Duke Department of Community and Family Medicine. Clinic locations provide immunizations, health check-ups (physicals) for well children from newborn to age 18, kindergarten physicals for school, vision and hearing screenings, dental fluoride treatment, testing for anemia and lead exposure, and referrals to community resources. For more information call (919) 560-2327 or visit www.dconc.gov/chapp <<http://www.dconc.gov/chapp>>.
- 5) Please contact the Clerk’s Office at 919-560-0025 or clerk@dconc.gov <<mailto:clerk@dconc.gov>> to find out about opportunities to serve on one of our volunteer boards or commissions.
- 6) The Chair will hold office hours on Wednesdays. Please contact me at 919-949-4022 to schedule an appointment.
- 7) These announcements may also be found on the County’s website or you may call the Clerk’s Office at 919-560-0025.

4. Minutes (5 min)

16-1017 Minutes

Attachments: [PAC 1 Meeting - April 16, 2016](#)
[Regular Session - April 25, 2016](#)

5. Ceremonial Items

16-1021 Proclamation - National Foster Care Awareness Month

Agenda Text: The Board is requested to proclaim May as Foster Care Awareness Month.

Each year Foster Care Awareness Month is celebrated annually throughout the country in May. This month of acknowledgement increases the awareness, education and opportunities that members of our community can engage in

order to support children and families engaged in foster care services. This month also provides the opportunities to raise awareness and educate the community on the many ways to support families in the cause of foster care.

Alignment with Strategic Plan: This recognition is in line with the Safe and Secure Community County Strategic Plan.

Resource Persons: Michael A. Becketts, Director, Jovetta L. Whitfield, Assistant Director, and Sharyn Flood, Program Manager

County Manager's Recommendation: The County Manager recommends that the Board Proclaim May as Foster Care Awareness Month.

Attachments: [Proclamation - Foster Care Month](#)

16-1032 Proclamation - Emergency Medical Services Week

Agenda Text: The Board is requested to proclaim the week of May 16-22, 2016 as Emergency Medical Services Week in Durham County.

A proclamation is attached.

Alignment with Strategic Plan: Aligns with Goal # 2 (Health and Well-Being for All). Goal #3 (Safe and Secure Community), and Goal #5 (Accountable, Efficient, and Visionary Government).

Resource Persons: Michael D. Page, Chair; Skip Kirkwood, EMS Director

County Manager's Recommendation: The County Manager recommends that the Board proclaim the week of May 16-22, as Emergency Medical Services Week in Durham County, and recognize Durham County EMS staff present at the meeting.

Attachments: [Proclamation - EMS Week](#)

16-1042 Proclamation - National Older Americans Month

Agenda Text: The Board is requested to proclaim May 2016 as Older Americans Month.

Each year Older Americans Month is celebrated throughout the country in May. This month of acknowledgement raises the awareness of the growing needs facing older Americans and their contributions to our county, state, and nation.

Alignment with Strategic Plan: This recognition is in line with Goal 2: Health and Well-being for all.

Resource Persons: Jovetta L. Whitfield, Assistant Director; Bob Wallace, Program Manager; Cathy Stallcup, Executive Director of Durham Center for Senior Life; and Joan Pellettier, Durham Partnership for Seniors

County Manager's Recommendation: The County Manager recommends that the Board Proclaim May as Older Americans Month.

Attachments: [Proclamation - Older Americans Month](#)

[16-1054](#)**Proclamation - National Drug Court Month****Agenda Text:**

The Board is requested to proclaim May 2016 as “National Drug Court Month.”

For over two decades the treatment court community nationwide has come together each May to shine a light on the unparalleled success of drug courts.

This year, National Drug Court Month comes amid unprecedented interest in criminal justice reform as policymakers at all levels are seeking solutions that reduce substance abuse, crime and incarceration while saving lives and resources. No solution has been proven more effective than drug courts and other treatment courts. Durham’s Adult Drug Treatment Court is truly making a difference, from reducing drug use and recidivism, to reuniting families and making our community safer.

Alignment with Strategic Plan: This item aligns with Strategic Goal 3: Safe and Secure Communities and Goal 2: Health and Well-Being for All.

Resource Persons: Roshanna Parker, Assistant Director Criminal Justice Resource Center, Drug Treatment Court Team members

County Manager’s Recommendation: The County Manager recommends that the Board proclaim May as National Drug Court Month in Durham County.

Attachments:

[Proclamation - National Drug Court Month](#)

6. Consent Agenda (15 min)[16-1026](#)**Budget Ordinance Amendment No. 16BCC000057 to Recognize USDA Funds for the Youth Home****Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment 16BCC000057 to recognize funds in the amount of \$5,195.00 awarded through the United States Department of Agriculture’s National School Lunch Program (NSLP) Equipment Assistance Grant. The awarded funds will be used to purchase a commercial freezer for the Durham County Youth Home to increase its space capacity for frozen food commodities. The new freezer will replace a small noncommercial freezer.

The purpose of Equipment Assistance Grants is to distribute funding allocations provided by the Agriculture Appropriations Act. State agencies competitively award equipment assistance grants to eligible school food authorities (SFAs) participating in the National School Lunch Program (NSLP). These funds will allow SFAs to purchase equipment to serve healthier meals that meet the updated meal patterns, with emphasis on more fruits and vegetables in school meals, improve food safety, and expand access.

Alignment with Strategic Plan: Goal 2: Health and Well-being for all, Goal 4: Environmental Stewardship, Goal 5: Accountable, Efficient & Visionary Government

Resource Persons: Angela G. Nunn, Director Durham County Youth Home

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 16BCC000057 to recognize funds in the amount of \$5,195.00 from the USDA's National School Lunch Program to the Durham County Youth Home to purchase a commercial freezer.

Attachments: [AAF-57 Legal Form Youth Home USDA Funds to Purchase a Freezer \(\\$5,195\)](#)

16-1027

Approval of Closed Session Minutes

Agenda Text:

The Board is requested to approve Closed Session Minutes that the County Attorney has determined that public inspection would no longer frustrate the purpose of a closed session. The minutes have been sent to the Board under separate cover.

Alignment with Strategic Plan: Goal 5

Resource Persons: V. Michelle Parker-Evans, County Clerk; Lowell L. Siler, County Attorney

County Manager's Recommendation: The County Manager recommends that the Board approve the Closed Session minutes as submitted under separate cover.

16-1028

Budget Ordinance Amendment No. 16BCC000058 to Recognize CDC Funds for the Youth Home

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 16BCC000058 to recognize funds in the amount of \$1,250.00 from the Centers for Disease Control and Prevention to the Durham County Youth Home. The funds were awarded through the SHIFT NC All Together Now, a collaborative grant to help build, strengthen and link young people to quality healthcare. Funds will be used to purchase software to improve the admission process and intake package. The project is a five-year cooperative agreement funded by the Centers for Disease Control and Prevention.

Alignment with Strategic Plan: Goal 2: Health and Well-being for all, Goal 1: Community and Family Prosperity, Goal 3: Safe and Secure Community.

Resource Persons: Angela G. Nunn, Director Durham County Youth

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 16BCC000058 to recognize funds in the amount of \$1,250.00 from the CDC to the Durham County Youth Home to purchase admission process software.

Attachments: [AAF-58 Legal Form Youth Home - CDC Funds to Purchase Software \(\\$1,250\)](#)

16-1029

Capital Project Amendment No. 16CPA000016 - Moving \$555,048.30 of Unspent Lottery funds Between Durham Public School Capital Projects

Agenda Text:

On April 14, the Durham Public Schools (DPS) Board of Education approved adjustments to certain Lottery funded projects. Pursuant to the Interlocal

Agreement with DPS, as amended, the Durham County Board of County Commissioners is requested to consider and approve the transfer of funds between DPS capital projects with Lottery funding. A brief description of the proposed transfers is included by attachment.

The table below indicates funds reconciled by DPS and the County that are available for transfer:

Project	Current Budget	Increase/ Decrease	Revised Budget
Eno Valley Elementary School (SH202)		\$1,575,145.00	(\$11,398.44) \$1,563,746.56
Glenn Elementary School (SH205)	\$317,606.64	(\$41,447.36)	\$276,159.34
Brogden Middle School (SH215)	\$524,975.96	(\$3,890.00)	\$521,085.96
Hillside High School (SH221)	\$1,525,585.53	(\$38,994.16)	\$1,486,591.37
Carrington Middle School (SH228)	\$419,139.96	(6,000.00)	\$413,139.96
Hillandale Elementary School (SH229)	\$1,500,000.00	(\$300,000.00)	\$1,200,000.00
Githens Middle School (SH230)	\$431,250.00	(\$153,318.34)	\$277,931.66
Burton Elementary School (SH232)	\$50,000.00	\$555,048.30	\$599,048.30
Totals	\$6,343,703.09	\$0.00	\$6,343,703.09

Alignment with Strategic Plan: This capital project amendment aligns with **Goal 1-Community and Family Prosperity and Enrichment**, though providing access to educational, vocational, economic and cultural opportunities and by providing support for educational opportunities that ensure high academic achievement.

Resource Persons: Hugh Osteen, DPS Deputy Superintendent of Operational Services; Jon Long, DPS Executive Director, Construction & Capital Planning.

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 16CPA000016 moving \$555,048.30 of Lottery funds between DPS capital projects as outlined above.

Sponsors: Lane

Attachments: [CPA-16 Legal Form Moving Lottery Funds Between Many DPS Capital Projects](#)

16-1037 **Budget Ordinance Amendment No. 16BCC000060 - Approve Amendment to the Benefits Plan Fund Budget of \$3,000,000**

Agenda Text: In analyzing the Benefits Plan Fund and assessing where the County's costs for these benefits will be at fiscal year end, it is County staff's belief that expenditures will exceed the current amount budgeted for medical (health) costs. As such, the Board is requested to approve Budget Ordinance Amendment No.16BCC000060 to increase the Benefits Plan Fund expenditure budget in the amount of \$3,000,000 for medical (health) self-insured costs and increase the Benefits Plan Fund funding sources of medical revenues (employee out-of-pocket contributions) in the amount of \$440,000 and General Fund transfers into the Benefits Plan Fund (County contributions) in the amount of \$525,000 and a one-time County contribution transfer of \$2,035,000. The General Fund will be amended as follows: Increase the transfer to health benefits \$2,560,000 and increase fund balance appropriated by \$2,560,000.

Please note that while County staff does estimate the need for additional budget for FY16 for the medical (health) costs, the requested budgetary increase is a conservative estimate. County staff does not anticipate the need for the entire amount; however, the Local Government Commission will not allow amendments to the budget after June 30th for the current fiscal year. Therefore, staff is requesting this amount to ensure that we do not exceed budget appropriations. This amendment is consistent with an amendment that was brought before the board in FY2015 in the amount of \$2,085,000. Of this amount, \$1,778,000 was spent.

Alignment With Strategic Plan: This request relates to the following elements of the Durham County Strategic Plan: the amendment aligns with Goal #5 (Accountable, Efficient, and Visionary Government).

Resource Persons: Kathy Everett-Perry, Human Resources Director; Claudia Hager, General Manager; Keith Lane, Budget Director; Susan Tezai, Deputy Finance Director; Diane Pearson, Benefits Manager.

County Manager's Recommendation: The County Manager recommends the Board approve Budget Ordinance Amendment No. 16BCC000060 to increase the Benefits Plan Fund expenditure budget in the amount of \$3,000,000 for medical (health) self-insured costs and increase the Benefits Plan Fund funding sources of medical revenues (employee out-of-pocket contributions) in the amount of \$440,000 and General Fund transfers into the Benefits Plan Fund (County contributions) in the amount of \$525,000 and a one-time County contribution transfer of \$2,035,000. The General Fund will be amended as follows: Increase the transfer to health benefits \$2,560,000 and increase fund balance appropriated by \$2,560,000.

Attachments: [AAF-60 Legal Form Benefits Plan Fund Amendment](#)

16-1038

Approve the Contract Amendment between Westaff Temporary Services and the County of Durham

Agenda Text:

The Board is requested to approve a contract amendment between Westaff Temporary Services and the County. The County and Westaff Temporary Services entered into a contract on July 1, 2015 in the amount of \$25,000.00. The intent of this contract is to provide temporary staffing services.

The County increased the contract with Westaff Temporary Services on January 11, 2016 in the amount of \$15,000.00. On January 11, 2016, the contract was increased to an amount not to exceed a total of \$40,000.00.

The County, on behalf of the Register of Deeds, desires to amend the terms of the original agreement to include additional temporary services. The additional services are estimated at 15,000.00. The amended contract is not to exceed \$55,000.00. The funds utilized for the amendment portion of this endeavor will be from the Register of Deeds automation account.

Alignment With Strategic Plan: Accountable, Efficient and Visionary government. By addressing the need for increased staffing during this time of

transition, this will allow the office to continue providing exemplary customer service becoming of Durham County Government.

Resource Persons: Sharon A. Davis, Chief Assistant

County Manager's Recommendation: The County Manager recommends that the Board approve the contract amendment amount by \$15,000.00, not to exceed \$55,000.00.

16-1044 **Durham City-County Appearance Commission 2015 Annual Report**

Agenda Text: The Board is requested to receive the Durham City-County Appearance Commission 2015 Annual Report.

Alignment with Strategic Plan: This item supports Goal 4, Environmental Stewardship, by promoting community beautification and appearance efforts.

Resource Persons: Aaron Cain, AICP, Planning Supervisor

County Manager's Recommendation: The County Manager recommends that the Board receives the Durham City-County Appearance Commission 2015 Annual Report.

Attachments: [DAC Annual Report 2015](#)

16-1048 **Approval of Interlocal Agreement between the County of Durham and the City of Durham for the International City/County Management Association (ICMA) Local Government Management Fellowship Position**

Agenda Text: The Board is requested to authorize the County Manager to execute the attached Interlocal Agreement with the City of Durham for the International City/County Management Association Fellow.

As part of the FY 2016-2017 Budget, the City of Durham and the County of Durham have proposed continuing to host an ICMA Local Government Fellow for one year (July 2016 through June 2017). The ICMA Local Government Management Fellowship Program links aspiring local government professionals with a local host government or governments for a year. The local government or governments provide the Fellow with professional work experience, while ICMA offers professional development opportunities and a Fellows network so that the Fellows can all connect with and learn from each other. The County of Durham and the City of Durham collaborate to offer an ICMA Fellow the opportunity to work in City and County government on a variety of projects throughout the year. The position is a County position, but will be paid on a 50/50 basis from both the County and the City. The amount to be contributed by the County is \$33,192, and the City will contribute the same amount. The attached Interlocal Agreement formalizes the agreement between the City and County for the ICMA Fellowship.

Alignment with Strategic Plan: The ICMA Local Government Fellowship

Program closely aligns with Goal 5 (Accountable, Efficient and Visionary Government), as the ICMA Fellowship is one way in which the County works to develop the next generation of local government leaders.

Resource Person: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to execute the attached Interlocal Agreement with the City of Durham for the International City/County Management Association Fellow.

Attachments: [FY17 Interlocal Agreement for ICMA Fellowship Position - final](#)

16-1049

Durham Open Space and Trails Commission 2015 Annual Report

Agenda Text: The Board is requested to receive the Durham Open Space and Trail Commission 2015 Annual Report.

Alignment With Strategic Plan: The Durham Open Space and Trails Commission supports Goal 4, Environmental Stewardship, by protecting open space across the County and promoting natural places and alternative transportation choices.

Resource Persons: Helen Youngblood, AICP, Senior Planner

County Manager's Recommendation: The County Manager recommends that the Board receive the Durham Open Space and Trails Commission 2015 Annual Report.

Attachments: [DOST Annual Report 2015](#)

16-1050

2015 Board of Adjustment Annual Report

Agenda Text: The Board is requested to receive the 2015 Board of Adjustment Annual Report. The Interlocal Agreement between the City of Durham and Durham County for requires that the Board of Adjustment submit an annual report to both governing bodies.

Attachment 1, 2015 Annual Report

Attachment 2, Cases Heard by the Board of Adjustment

Attachment 3, 2015 Attendance Report

Alignment With Strategic Plan: Staff finds the request to align with Goal Five, "Accountable, Efficient and Visionary Government," of the strategic plan. Attached with the report is a list of all cases heard by the Board of Adjustment and the attendance of all members.

Resource Persons: Jacob Wiggins, Planner

County Manager's Recommendation: The County Manager recommends that the Board accept the report.

Attachments: [BOA Annual Report 2015](#)

16-1051 **2015 Durham Environmental Affairs Board Annual Report**

Agenda Text: The Board is requested to receive the 2015 Durham Environmental Affairs Board Annual Report.

Alignment with Strategic Plan: The Environmental Affairs Board performs its work in furtherance of Goal 4 of the Strategic Plan, Environmental Stewardship.

Resource Persons: Helen W. Youngblood, CZO, AICP, Senior Planner

County Manager's Recommendation: The County Manager recommends that the Board receive the 2015 Durham Environmental Affairs Board Annual Report.

Attachments: [EAB Annual Report 2015](#)

16-1052 **2015 Historic Preservation Commission Annual Report**

Agenda Text: The Board is requested to receive the 2015 Historic Preservation Commission Annual Report.

The Interlocal Agreement between the City of Durham and Durham County requires that the Historic Preservation Commission (HPC) submit an annual report to both governing bodies.

Attachment 1, Letter from the HPC board chair

Attachment 2, HPC 2015 Annual Report

Attachment 3, HPC 2015 Attendance Report

Alignment With Strategic Plan: Staff finds the request to align with Goal Five, "Accountable, Efficient and Visionary Government" of the strategic plan. Attached with the report is a letter from the board chair and a report of the attendance of all members.

Resource Persons: Karla Rosenberg, Planner

County Manager's Recommendation: The County Manager recommends that the Board accept the report.

Attachments: [HPC Annual Report 2015](#)

16-1053 **2015 Planning Commission Annual Report**

Agenda Text: The Board is requested to receive the 2015 Planning Commission Annual Report.

The Interlocal Agreement between the City of Durham and Durham County for requires that the Planning Commission submit an annual report to both governing bodies.

Attachment 1, 2015 Annual Report

Attachment 2, Cases Heard by the Planning Commission
Attachment 3, 2015 Attendance Report

Alignment With Strategic Plan: Staff finds the request to align with Goal Five, “Accountable, Efficient and Visionary Government”, of the strategic plan. Attached with the report is a list of all cases heard by the Planning Commission and the attendance of all members.

Resource Persons: Grace Smith, AICP, CZO, Planning Supervisor

County Manager’s Recommendation: The County Manager recommends that the Board accept the report.

Attachments: [PC Annual Report 2015](#)

16-1056 **Budget Ordinance Amendment No. 16BCC000059_- Appropriate General Fund Fund Balance in the Amount of \$450,668 for the Tooth-Ferry Mobile Dental Unit**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 16BCC000059 appropriating General Fund fund balance in the amount of \$450,668 for the purchase of a new Tooth-Ferry Mobile Dental Unit.

In FY 2014-15, excess Medicaid Cost Settlement funds received over the budgeted total were approved by the BOCC for the new Tooth-Ferry Unit on 04/13/15. The procurement process did not take place in FY 2014-15 and the approved funds fell to the General Fund fund balance. The specifications for the new mobile unit are now finalized. Therefore, Public Health is requesting the appropriation of these funds again to support the purchase of the new Tooth-Ferry Mobile Dental Unit in FY 2015-16.

The Board of Health has approved this amendment.

Alignment with Strategic Plan: This amendment aligns with Strategic Goal 2: Health and Well-being for All. Dental disease is one of the most prevalent chronic childhood diseases; yet it is entirely preventable.

Resource Persons: Gayle B. Harris, MPH, Health Director

County Manager’s Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 16BCC000059 appropriating General Fund fund balance in the amount of \$450,668 for purchase of a new Tooth-Ferry Mobile Dental Unit.

Attachments: [AAF-59 Legal Form Public Health - Appropriate Fund Balance for the Tooth-Fer](#)

16-1057 **Approval of the Lifeline Mobile Inc. Contract for the New Tooth-Ferry Mobile Dental Unit**

Agenda Text: The Board is requested to authorize the County Manager to execute a contract for \$450,668 with Lifeline Mobile Incorporated for the purchase of the new Tooth-Ferry Mobile Dental Unit.

The Durham County Department of Public Health has been providing dental services to youth in Durham's public elementary schools for over a decade. Much of the work is completed aboard a specialized mobile treatment unit called the Tooth-Ferry. The Tooth-Ferry visits elementary schools with the highest number of free and reduced hot lunch recipients. Aboard the mobile unit, the dental team provides exams, cleanings and other operatory work. Students that do not complete treatment on the Tooth-Ferry are referred to the clinic for completion. Failure to prevent dental problems has long-term adverse effects that are consequential and costly. In particular, unchecked dental disease compromises children's ability to learn, to develop positive self-esteem, to eat and speak.

The Board of Health has approved this amendment.

Alignment with Strategic Plan: This amendment aligns with Strategic Goal 2: Health and Well-being for All. Dental disease is one of the most prevalent chronic childhood diseases; yet it is entirely preventable

Resource Persons: Gayle B. Harris, MPH, Health Director

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract for \$450,668 with Lifeline Mobile Incorporated for the purchase of the new Tooth-Ferry Mobile Dental Unit.

Attachments: [SupportA for AAF Mobile Dental Unit Evaluation Committee Minutes](#)

16-1058

Award of Construction Contract with Infax, Inc. for the Digital Docket System for the Durham County Courthouse. RFP No. 16-005

Agenda Text:

The Board is requested to authorize the County Manager to enter into a contract with Infax, Inc. to provide a Digital Docket System for the Durham County Courthouse located at 510 S Dillard Street, Durham, NC in the amount of \$173,461.00, and to execute any other related contracts including change orders, if necessary, not to exceed the available construction budget of \$200,000.00 (See Attachment 1, Pages 1-6.)

Today, all case scheduling information available to the public within the Durham County Courthouse is through the use of paper calendars (dockets) which are manually posted each morning on hallways of floors containing courtrooms. This project involves the replacement of the current paper-based court docket posting process with an automated digital display system that presents the daily docket electronically on high definition displays in the public areas of the courthouse. The primary objective is to facilitate wayfinding of courthouse patrons by providing a streamlined method of self-navigation upon entering the courthouse lobby, facilitating traffic flow and reducing staff interruptions. Implementing the system will also serve to eliminate the staff overhead, printing cost and clutter associated with distributing paper dockets

throughout the courthouse, and to provide a consistent docket design and branding throughout the facility.

Digital displays will be installed in the courthouse lobby which direct incoming patrons to the appropriate courtroom, and displays will be installed at the entrance to each of nineteen courtrooms which will indicate the calendar for that court's specific morning, afternoon, or all-day session. A secondary role of the displays is to create a digital signage system which, in addition to displaying the docket information, are capable of displaying other information to the public such as Public Notices, Alerts, Maps, and other relevant content.

Other docket materials produced today for use by court personnel, including clerks and judges, will remain paper based using the current calendaring systems and processes. Additionally, all web-based calendars available today will continue using current processes. The new Digital Docket system addresses only the elimination of the current paper-based court docket posting process intended to assist public patrons inside the courthouse.

Digital Signage was anticipated during the design of the new courthouse and the courtrooms were pre-wired during construction with data and power drops, located behind existing millwork at the entrance to each courtroom. The courtroom displays will be integrated into new millwork that replaces the existing millwork at the courtroom entrances. Millwork modifications to accommodate the displays will be designed by O'Brien-Atkins (under separate contract) and the design provided to InFax, Inc. for fabrication and installation with the displays as part of this contract.

A request for proposals (RFP) for the digital docket system for the facility was advertised on September 24, 2015. (See Attachment 2, Pages 1-3). Two responses were received on October 27, 2015 and were evaluated by a selection committee representing the Durham County Clerk of Court, Court Administration, O'Brien/Atkins, County Engineering, Information Technology and General Services. (See Attachment 2, Pages 4 & 5). A follow-up interview with InFax was held on December 1, 2015 to better understand the details of the proposed solution. As a result of the interview, all evaluation committee members felt satisfied with moving forward with InFax as the most qualified firm for the project.

Following discussions refining the scope of the project, a revised price proposal based on minor requested changes to the project scope was submitted on April 26, 2016 (See Attachment 1, InFax, Inc. Proposal, Pages 1-6). The services to be rendered under this contract include: The contract with InFax, Inc. provides a complete solution for the Digital Docket system, including system design, provisioning of hardware, software, programming and customization, 3 year extended warranty and support services, infrastructure additions, and allowances for millwork modifications.

Durham County established 7.20% for African American and 3.55% Women-Owned under Other Professional Services for the expenditure of funds with M/WBEs for this project.

In review of the M/WBE participation, Infax, Inc. will be utilizing their own workforce to provide these services. However, they have agreed to pursue additional M/WBE participation for subcontracting millwork, electrical work and local support on this project if the opportunity prevails.

It is recommended that the County proceed with all work described in the proposal dated April 26, 2016, for \$173,461.00. Funding for the project is available in the Durham County Justice Center Capital Project Account.

Alignment with Strategic Plan: This aligns with Goal 5 by providing more efficient service delivery and better customer service.

Resource Persons: Jay Gibson, P.E., Director of Engineering and Environmental Services, Peri Manns, ASLA, Senior Project Manager, Engineering Department; James Faress, P.E., Project Manager, Engineering Department and Frank Turner, O'Brien Atkins Architecture.

County Manager's Recommendation: The County Manager recommends that the Board authorize the execution of the contract with Infax, Inc. to provide a Digital Docket System for the Durham County Courthouse located at 510 S Dillard Street, Durham, NC in the amount of \$173,461.00, and to execute any other related contracts including change orders, if necessary, not to exceed the available construction budget of \$200,000.00 (See Attachment 1, Pages 1-6.)

Attachments: [AAF - Digital Docket - Backup](#)

16-1060

Amend Sections 20-4, 20-5, 20-16 and add Section 20-18 entitled Public Health Nuisance Abatement to the Durham County Solid Waste Ordinance

Agenda Text:

The Board is requested to amend Sections 20-4, 20-5, 20-16 and add Section 20-18 entitled Public Health Nuisance Abatement to the Durham County Solid Waste Ordinance. These amendments and changes to the Ordinance are in response to the increasing need of Solid Waste Division staff to reduce the number of illegal dump sites and nuisance properties located within the unincorporated areas of Durham County. New provisions to the Ordinance include establishing responsibility for litter found at illegal dump sites (prima facia evidence), expanding the number of violations subject to civil penalties, increasing the amounts of penalties and fines for violating sections of the Ordinance and establishing for addressing nuisance properties within the unincorporated areas of Durham County.

Members of the Solid Waste Management Division began this interactive process on January 4, 2016 by presenting the proposed amendments to the

Board at Work Session. Over the next several weeks the division met with several of Durham County's governmental and civic stakeholders in order to present an overview of the ordinance changes and capture feedback for consideration in finalizing the amendments. The groups include the Durham Open Space and Trail Commission, Farm Bureau, Redwood Ruritan Club, Rougemont Ruritan Club, Bethesda Ruritan Club, Farmland Board and the Durham Appearance Advocacy Group.

Alignment with Strategic Plan: Durham County Government through State Statutes and County Code of Ordinances is responsible for properly managing and disposing of the solid waste and recyclable materials generated in the unincorporated areas of Durham County. These responsibilities align with Strategic Plan Goal 4 - Environmental Stewardship, by strengthening and enforcing rules that protect our environment.

Resource Persons: Motiryo Keambiroiro, General Services Director, Brian S. Haynesworth, Solid Waste Program Manager, Ozzie Day, Litter Control Investigator and Chrissie Koroivui, Waste Reduction Supervisor

County Manager's Recommendation: The County Manager recommends that the Board amend Sections 20-4, 20-5, 20-16 and add Section 20-18 entitled Public Health Nuisance Abatement to the Durham County Solid Waste Ordinance.

Attachments: [ORDINANCE AMENDING CHAPTER 20 AAF 04.27.2016](#)

16-1062

Durham County Juvenile Crime Prevention Council Recommendation for FY 2016-2017 DJJ Local Funding Plan

Agenda Text:

The Board is requested to receive and approve the Durham County Juvenile Crime Prevention Council's Local Funding Plan for fiscal year 2016-2017. At a regularly scheduled meeting, with a quorum present, the Juvenile Crime Prevention Council (JCPC) voted on April 27, 2016 to recommend the attached local funding plan for the allocation of \$536,666 in state funding for F.Y. 2016-2017.

These funds are anticipated to be included in the State of North Carolina's F.Y. 2016-2017 continuation budget, and are allocated to Durham County by the Department of Public Safety, Division of Juvenile Justice (DJJ) based on a formula. The money is available only for programs serving youth who are delinquent, undisciplined, or at-risk of court involvement, and is restricted to services providing intermediate and community sanctions to the courts for delinquent and at-risk youth. Programs are required to offer treatment, rehabilitation, and/or educational enrichment as prioritized in the publicly advertised "Request for Proposals" (attached). This year, JCPC received applications requesting a total of \$1,106,638.

The Durham County JCPC conducted the funding allocation process in accordance with the relevant N.C. General Statutes, and the NC Division of

Juvenile Justice procedures and guidelines. We were assisted in the process by JCPC Area Consultant, Walter Crews.

Alignment with Strategic Plan: This item aligns with Goal 3 of Durham County's Strategic Plan: Safe and Secure Community. The JCPC works through a comprehensive strategy provided by the Department of Public Safety to help prevent and reduce juvenile crime and delinquency. This strategy focuses to strengthen families, promote delinquency prevention, support core social institutions, intervene immediately and effectively when delinquent behavior occurs, and to identify and control the small group of serious, violent, and chronic juvenile offenders in the local communities.

Resource Persons: Umar Muhammad, JCPC Interim Chair; Drew Cummings, Treasurer; and Gudrun Parmer, Director of Durham County Criminal Justice Resource Center

County Manager's Recommendation: The County Manager recommends that the Board receive and approve the Juvenile Crime Prevention Council's Local Funding Plan for FY 2016-2017 for the allocation of \$536,666 in state funding.

Attachments: [FY 2016-2017 Request for Proposals \(005\)](#)
[JCPC Funding Recommendations FY 2016-2017](#)

7. Other Business

16-1034 Developer-proposed Changes to Timing and Payment of Certain State-mandated Water Quality Nutrient Offset Fees

Agenda Text: The Board is requested to consider Developer-proposed changes to the timing of certain State-mandated Water Quality Nutrient Offset fee payments.

Historically and currently, the County has required payment of State-mandated Water Quality Nutrient Offset payments prior to issuance of Site Plan Approval for a proposed development project. This system has ensured that all initial regulatory matters have been addressed prior to staff issuing permits for site plan approval, which is required prior to issuance of a land-disturbance permit. The developer/applicant submits the payments to the State and then provides a formal receipt from the State to the County as Constructive Proof of payment, following which the County issues Site Plan Approval for the subject site.

The Manager has been approached by representatives of the "751" Project who have requested that the County alter this process to allow the Water Quality Nutrient Offset payment fees to be paid at some future time, proposing payments to be made at some point between Site Plan approval and issuance of Certificates of Occupancy (CO's) for individual houses within the development.

The development team has stated this modification would aid with cash-flow concerns related to the project. Should the BOCC concur with this request and direct staff to modify payment procedures, such an approach would have to be offered to all development interests covered by these mandates in order to meet State Constitutional requirements of equitable treatment of all parties by local governments. Staff concerns

relate to the proposed approach as it will create additional layers of workflow and tracking for County/City staff engaged in permitting projects in order to conduct additional follow-up activities necessary to ensure the these mandates are met.

Alignment with Strategic Plan: Strategic Plan Goal 5 (Accountable, Efficient, Visionary Government)

Resource Persons: Dan Jewell, Coulter, Jewell, Thames, P.A.

County Manager's Recommendation: The County Manager recommends that the Board consider the proposed changes presented by the developer's agents relating to the timing and payment of certain State-mandated Water Quality Nutrient Offset fees and direct staff as appropriate.

8. ITEMS PULLED FROM CONSENT AGENDA (20 min)

9. Closed Session

16-1064

Closed Session

Agenda Text:

The Board is requested to adjourn to closed session pursuant to G.S. 143.318.11 (a)(3) to consult with an attorney in order to preserve the attorney-client privilege.

The Board is requested to adjourn to closed session pursuant to G.S. 143.318.11 (a)(6) 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.

Alignment with Strategic Plan: Goal 5 - Accountable, Efficient and Visionary Government

Resource Persons: Lowell L. Siler, County Attorney

County Manager's Recommendation: The County Manager recommends that the Board adjourn to closed session and direct staff as appropriate.

10. Adjournment