



# Durham County

200 E. Main Street  
Durham, NC 27701  
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## Meeting Agenda Board of County Commissioners

*Wendy Jacobs, Chair*  
*James Hill, Vice Chair*  
*Heidi Carter, Commissioner*  
*Brenda A. Howerton, Commissioner*  
*Ellen W. Reckhow, Commissioner*

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Tuesday, September 5, 2017

9:00 AM

Commissioners' Chambers

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### Worksession (Tuesday Meeting)

#### “Public Charge”

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

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

### 9:00 am Worksession Agenda

#### 1. Citizen Comments

##### 17-0410 Citizen Comments - 30 min

###### Agenda Text:

The Board of County Commissioners will provide a 30-minute comment period at a meeting once a month. Any citizen of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers must sign in prior to the start of the meeting providing a mail/email address and telephone number so that staff may reply to comments and/or questions. Citizens who request an immediate response from the Board are encouraged to submit a brief description of the issue to the Clerk to the Board two weeks prior to the meeting to allow an opportunity for research prior to the meeting. **All speakers shall have three (3) minutes to speak and are requested to refrain from addressing issues related to personnel matters.**

**Alignment with Strategic Plan:** Citizen engagement aligns with all five of the strategic goals by allowing the Board to receive comments and concerns from the community related to important issues in Durham County.

**Resource Persons:** V. Michelle Parker-Evans, County Clerk to the Board

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

## 2. Discussion Items:

### [17-0412](#)

#### **Removal of Citizen Board Members Due to Poor Attendance - 5 min**

**Agenda Text:**

The Board is requested to remove the following member from the Historic Preservation Commission in keeping with the Attendance Policy approved by the Board of County Commissioners in August, 2014. "If an appointee has absences (excused or unexcused) which constitute more than 50% of the meetings in any calendar year or three (3) consecutive unexcused absences or five (5) consecutive excused absences in any calendar year, he or she is obligated to resign."

- James Burnham

The Clerk's Office was notified by the Historic Preservation Commission of the absences and has attempted to contact the board member. There has been no response.

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

**Resource Persons:** V. Michelle Parker-Evans, County Clerk to the Board of Commissioners

**County Manager's Recommendation:** The County Manager recommends that the Board suspend the rules and take action to remove the above listed individual from the Historic Preservation Commission.

### [17-0411](#)

#### **Discussion - Counties for the Elimination of Discrimination against Women (CEDAW) Resolution - 30 min**

**Agenda Text:**

The Board is requested to follow up on an earlier discussion with NC Fellows and have a discussion with the Women's Commission on the adoption of a CEDAW Resolution.

**Alignment With Strategic Plan:** (brief statement and relevant goal)

**Resource Persons:** Zion Tankard, Chair, Women's Commission

**County Manager's Recommendation:** The County Manager recommends that the Board have a discussion on the adoption of a CEDAW Resolution and direct staff accordingly.

**Attachments:**      [17-0154 - Counties for the Elimination of Discrimination against Women-A](#)  
[17-0154 - Counties for the Elimination of Discrimination against Women-B](#)  
[CEDAW RESOLUTION 9-5-17](#)  
[CEDAW in Durham presentation.pptx for Zion](#)

**17-0272**      **Update from Durham Sports Commission - 30 min**

**Agenda Text:**      The Board is requested to receive an update from the Durham Sports Commission and ask any questions they wish.

The Durham Sports Commission was formed in April 2016 by an interlocal agreement (attached) between the City, County, and Durham Convention and Visitors Bureau (DCVB). It was designed to move forward efforts to increase sports related tourism in Durham. The initial board members were appointed in the first half of FY16-17, and the new Executive Director, Ashleigh Bachert, started work in early 2017. The Sports Commissioner has been active through the spring and summer of 2017 and looks forward to presenting their achievements and plans to the County Commissioners.

Occupancy tax revenue, portions of the growth in which fund the activities of the Durham Sports Commission, has been growing strongly due to the opening of multiple new hotels in Durham in the past few years, and you can see the overall growth as well as the portions of growth going to the DSC in the attached spreadsheet.

The Durham Sports Commission's board approved budgets for FY16-17 (partial year) and FY17-18 are attached. The format of these documents has been a topic of discussion at the staff level and DSC staff will have some additional comments about the format.

**Alignment with Strategic Plan:** A successful Durham Sports Commission will be an important economic development and community development tool for Durham, and thus has significant overlap with Goals 1, 2 and 4 of the County's Strategic Plan.

**Resource Persons:** Ashleigh Bachert, Executive Director of the Durham Sports Commission; Drew Cummings (Chief of Staff)

**County Manager's Recommendation:** The County Manager recommends that the Board receive an update from the Durham Sports Commission and ask any questions they wish.

**Attachments:**      [Fully Executed Interlocal Agreement 2016](#)  
[County Commissioners 9.5.17](#)  
[June 2017 Budget Packet](#)  
[Sports Commission Funding Summary August 2017](#)  
[Sports Commission Update](#)

**17-0404 Update from the Development Finance Initiative on the Pre-development Process for the 300 and 500 Blocks of East Main Street - 60 min**

**Agenda Text:**

The Board is requested to receive an update from the UNC School of Government's Development Finance Initiative on the Pre-development Process for the 300 and 500 Blocks of East Main Street.

The purpose of this update is to review the pre-development process, guiding public interests, stakeholder engagement, parcel/site analysis and next steps for the project. Various meetings have taken place with community stakeholders and others either have been scheduled and/or are being scheduled to gain input from a cross-section of community interest groups. DFI will give the update on the pre-development efforts to date and receive input from the Board appropriately.

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

**Resource Persons:** Jay Gibson, P.E., General Manager, Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services, Christy Raulli, Associate Director of DFI, and David Summers, DFI Project Manager

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

**17-0415 Lunch Break -30 min**

**17-0362 Separation of Shared Utilities for DSS Main and the Administrative Building - 60 min**

**Agenda Text:**

The Board is requested to have a discussion regarding the separation of the shared utilities for DSS Main and the Administrative Building. The purpose of this discussion is to determine the next steps toward ensuring reliable, efficient utilities for both buildings as we continue to examine the potential re-uses for DSS Main and continue the preliminary design for the Administrative Building.

**Background:**

Factors influencing this discussion process include:

Currently, the **gas service** for the Administration Building is at the rear of DSS Main. It is routed through the DSS basement then goes to the Administration Building. There is no gas service for DSS Main.

The **cooling towers** for the Administrative Building are behind DSS Main. The DSS cooling towers are on the roof of the DSS building. Each building has its own **chillers**. The Administrative Building chillers are on the lower level. In the DSS building they are in the mechanical penthouse. Thus, the cooling systems for each

building are generally independent of one another.

The **boilers** for both buildings are currently located in the Administrative Building. This is piped into the DSS Main St. basement. These boilers were installed in the very early 1990's and are now approaching the end of their anticipated lifecycle. Additionally, energy efficiency standards and hence, the efficiency of equipment have improved significantly since this equipment was installed. The project originally proposed by General Services staff via Agenda Item #17-0188 as part of the May 8, 2017 BoCC agenda.

Each building has its own **electric service and associated meters**.

The **dumpster** that serves both buildings is behind DSS Main St.

There is a **shared loading dock** for the two buildings.

The current arrangement and original construction for utilities and building support was largely predicated on the premise that the buildings would be under single ownership. The current boiler configuration limits our flexibility for alternative uses and metering of utility consumption for DSS Main.

Staff also has initiated work on the preliminary Programming Verification and Building Evaluation for Admin #1 (Historic Courthouse) as part of the adopted CIP such that upon completion of Admin #2 (Judicial Building) renovations, work can commence with programmed renovations for Admin #1 in a timely and efficient manner. To date, we have completed the programming verification interviews with all business units in Admin #1 except for the Manager's Office, which is scheduled for August 15, 2017. Our current schedule calls for us to complete programming verification and analysis phase by early October 2017. Following completion of this phase, staff plans to discuss the full findings with BOCC in either the October 2017 or November 2017 Worksession, then seek subsequently BOCC approval for a full design contract to develop the Construction Documents necessary to timely proceed with the Admin #1 (Historic Courthouse) renovation work.

Given the schedule of work for Admin #1 noted above, coupled with the earlier-requested delay in proceeding with the boiler work contemplated via Item # 17-0188, it may now be most prudent to consider rolling the boiler work contemplated by that item (17-0188) into the broader program of work being planned and scoped for the Admin #1 renovations. This will provide an opportunity to best coordinate final heating equipment needs and design with the programming and renovation of the Admin #1 building and is a viable approach if the County retains ownership of DSS Main. The BOCC is thus requested to provide direction to staff on whether or not to proceed with the separation of the utilities.

Staff would recommend the County retain ownership of DSS Main for the foreseeable future due to various known and high-potential Durham County business needs. These needs include an upcoming transition needed for one of our Social Services' business units located on Briggs Avenue plus the housing of the ongoing, annual Low Income Energy Assistance program (LIEAP). Additionally, other business units are now reporting revised space/facility needs based on various legislative and/or compliance initiatives. These will be examined in more detail in coming months as part of the work authorized by BOCC for this Fiscal Year (FY18) to refresh our Facility Master Plan to ensure our CIP reflects more accurately the needs of County agencies. Retention of this facility will allow D-Co to maximize use of County-owned space to house business units, lessening reliance on more-costly leased space for our business units as has been previously directed by the BOCC.

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

**Resource Persons:** Jay Gibson, P.E., General Manager, Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services

**County Manager's Recommendation:** The County Manager recommends that the Board hold the discussion and provide direction to staff if appropriate.

#### [17-0413](#)

#### **MBK Durham Public Allies Report - 60 min**

**Agenda Text:**

The Board is requested to receive the MBK Durham Public Allies Report.

**Alignment with Strategic Plan:** Goal 1: Community Empowerment and Enrichment, Goal 2: Health and Well Being for All, Goal 3: Safe Community, and Goal 5: Accountable, Efficient and Visionary Government

**Resource Persons:** Dionne Hines, Assistant to the County Manager and Edmund Lewis, My Brother's Keeper Durham Manager

**County Manager's Recommendation:** The County Manager recommends that the Board receive the MBK Durham Public Allies Report.

**Attachments:**

[MBK DURHAM PANC 8.31.2017](#)

#### [17-0414](#)

#### **Commissioner Comments - 15 min**

**Agenda Text:**

The Board is requested to allow each Commissioner three minutes to report on conferences or make comments regarding issues that may be of interest or concern to the Board.

**Alignment with Strategic Plan:** Goal 5

**Resource Persons:** Board of County Commissioners

**County Manager's Recommendation:** The County Manager recommends that the Board allow comments from each commissioner and direct staff accordingly.

### 3. Adjournment