



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, January 12, 2015

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)

[15-205](#) Announcements

Agenda Text:

- 1) "In Touch with Durham County," the Durham County Television show, airs daily on Durham Television Network (DTN) Channel 8 or 97-5 at 10 a.m., 3:30 p.m. and 6:30 p.m. Our County Commissioners' meetings are also rebroadcast on Thursdays at 2:00 p.m., Saturdays at 9:00 p.m., and Sundays at 9:00 p.m.
- 2) Durham County needs you! If you have a few hours to commit, Durham County has a number of boards and commissions that can benefit from your participation. We invite you to make a difference in our community. Contact the Clerk's Office at 919-560-0025, visit the County's website, or email Clerk@dconc.gov <mailto:Clerk@durhamcountync.gov> for more

information. Please note that all City and County taxes must be current at the time of application.

- 3) "Living Healthy," the Durham Diabetes Coalition Television show, airs daily on Cable TV Channel 8 or 97-5 at 7 p.m. Each episode features Durham County resources and residents successfully living with diabetes. This is also an initiative that supports Durham County's strategic goal Health and Well-being for All.
- 4) As Chair of the Board of County Commissioners, I will hold office hours for citizens each Wednesday from 2:00 pm to 5:00 pm. Appointments can be made by calling me at (919) 949-4022.
- 5) There is still time....Don't miss open enrollment under the Affordable Care Act. Need personal help? Local workshops are set for December 13th from 9:00 am - 3:00 pm at Centro de Alabanza Naciones Unidas at 2100 Chapel Hill Road, and January 10th from 9:00 am - 3:00 pm at Lincoln Community Health Center. You may also call 1-855-733-3711 to speak with an expert.
- 6) Calling all young men of color ages 11-21. Durham's My Brother's Keeper Initiative wants to hear from you at our upcoming "Youth Summit." The event takes place on Saturday, January 24th from 9:45am-1pm at the Durham Convention Center, 310 West Morgan Street. There will be great music, food and free giveaways. Special Guest Speaker is Mike Rae Anderson. To register and learn more, email mybrotherskeeper@dconc.gov <<mailto:mybrotherskeeper@dconc.gov>>.

4. Minutes (5 min)

[15-204](#)

Minutes

Attachments:

[Minutes - December 8, 2014 Regular Session](#)

[Minutes - November 24, 2014 Regular Session](#)

[Minutes -December 1, 2014 Worksession](#)

5. Ceremonial Items

15-212

Proclamation January 2015 is Mentoring Month

Agenda Text:

The Board is requested to proclaim January 2015 is Mentoring Month in Durham, NC.

The goals of National Mentoring Month are to raise awareness of mentoring, recruit individuals to mentor, and encourage organizations to engage and integrate quality in mentoring into their efforts.

ALIGNMENT WITH STRATEGIC PLAN: This proclamation aligns with Goal 1 of the Durham County Strategic Plan. Goal 1, the Community and Family Prosperity Enrichment goal, provides access to educational, vocational, economic and cultural opportunities.

RESOURCE PERSONS: Chairman Michael D. Page and Durham County Citizen DeWarren Langley

COUNTY MANAGER'S RECOMMENDATION: The County Manager recommends that the Board read and present the proclamation, and encourage residents to observe Mentoring Month during January 2015.

Attachments: Proclamation - Mentoring Month.doc

6. Consent Agenda (15 min)

[15-174](#)

Approval of Contract with Quality PrintPro Inc. to Provide Design, Print, and Mailing Services for all Tax Administration Printing and Mailing Needs

Agenda Text:

The Board is requested to approve a new contract with Quality PrintPro Inc. in an amount not to exceed \$150,000.00 for design, printing, and mailing services for all tax notices. The Tax Administration Office prepared a Request for Proposal (RFP #15-003) and Quality PrintPro Inc. presented the most cost effective proposal. Quality PrintPro Inc. is certified as a woman owned Historically Underutilized Business and is listed in the Statewide Uniform Certifications Program database. The cost for design and print services shall not exceed \$60,000.00 and the cost for postage shall not exceed \$90,000.00 which is below the budgeted line item for postage. Tax Administration has worked with Quality PrintPro Inc. for the past several years and we are pleased to continue this professional relationship. Quality PrintPro Inc. also works with our tax software vendor allowing us to utilize electronic storage of all notices mailed.

ALIGNMENT WITH STRATEGIC PLAN: Goal 5: Accountable, Efficient and Visionary Government by providing collaborative leadership, exceptional customer service, innovation, transparency and fiscal responsibility.

RESOURCE PERSONS: Kimberly H. Simpson, Tax Administrator

COUNTY MANAGER'S RECOMMENDATION: The County Manager recommends that the Board approve the contract with Quality PrintPro, Inc. to design, print and mail documents for the Tax Administration Office. The contract amount for design and print services shall not exceed \$60,000 and mailing cost shall not exceed \$90,000.

Attachments: [Backup for Quality PrintPro Contract 2014-15](#)

[15-182](#)

Budget Ordinance Amendment No. 15BCC000031 to Recognize Funds in the Amount of \$13,757 from the NC Department of Health and Human Services Division of Public Health to Promote Healthy Communities

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 15BCC000031 to recognize funds in the amount of \$13,757 from the NC Department of Health and Human Services Division of Public Health to develop and implement policy, systems, and environmental change interventions that improve local food systems, increase food security, promote active living through planning, reduce and prevent tobacco use, chronic diseases, violence and injury.

The Board of Health has approved this amendment.

Please note that this amendment requires no additional County funds.

ALIGNMENT WITH STRATEGIC PLAN: This grant aligns with Strategic Goal 2: Health and Well-being for All. This grant addresses community health needs related to tobacco prevention, increasing physical activity and prevention and management of chronic health conditions.

RESOURCE PERSONS: Gayle B. Harris, MPH, Health Director

COUNTY MANAGER'S RECOMMENDATION: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 15BCC000031 to recognize funds in the amount of \$13,757 from the NC Department of Health and Human Services Division of Public Health to Promote Healthy Communities.

Attachments: [886 - Healthy Communities-R1](#)

[AAF-31 Public Health NCDHHS Funds to Promote Healthy Communities \(\\$13.7](#)

[15-187](#)

Records Retention and Disposition Schedule Amendment for County Tax Administration

Agenda Text:

The Board is requested to approve the Records Retention and Disposition Schedule for County Tax Administration in accordance with N.C. General Statute §121-5(b). This schedule identifies and provides retention and disposition instructions for many records that are produced and maintained by the Tax office. These records are defined under Chapter 132 of the General Statutes of North Carolina as "public records." General Statute §121-5 mandates that these public records be disposed of only in accordance with an official records retention schedule. Such schedules are written by the North Carolina Department of Cultural Resources, Division of Historical Resources in cooperation with the agency or governing body and require the official approval of these bodies, as required by law, for records disposition actions.

The schedule contains a listing and brief description of the records maintained by the

Tax Administrator of Durham County and identifies the minimum period of time each record series must be retained. The schedule provides a comprehensive records disposition plan, which, when followed, ensures compliance with statutory authority above. In the event that a state or federal legal requirement, statute, local ordinance, or program requires that a record be kept longer than specified in this schedule, the longer retention period shall be applied. The current schedule was amended on November 7, 2014 to be approved and signed.

In accordance with N.C. General Statute, §121-5(b), the Tax Administrator hereby requests that the Board of County Commissioners approve the attached Records Retentions and Disposition Schedule, as well as the Amendment thereto, and include a copy in the minutes of the meeting during which the guidelines are approved. The Chairman of the Board of Commissioners should indicate approval by signing the Records Retention Schedule Amendment per the N.C. Department of Cultural Resources, Division of Historical Resources. This approval authorizes the Tax Administrator to administer the schedule, subject to local ordinance and in compliance with North Carolina General Statutes.

ALIGNMENT WITH STRATEGIC PLAN: Goal 5: Accountable, Efficient and Visionary Government. An effective organization committed to the pursuit of excellence through: collaborative leadership, exceptional customer service, innovation, transparency and fiscal responsibility.

RESOURCE PERSONS: Kimberly H Simpson, Tax Administrator

COUNTY MANAGER'S RECOMMENDATION: The County Manager recommends that the Board approve the Records Retention Schedule Amendment issued by the North Carolina Department of Cultural Resources for records maintained by the Tax Administrator.

Attachments: [AAF Consent Agenda Records Retention Amendment](#)

[15-194](#)

Approval of Global Spectrum Contract Amendment and Extension for Operation and Management of the Durham Convention Center

Agenda Text:

The Board is requested to approve the attached contract amendment and extension for Global Spectrum through which they manage the City-County owned Durham Convention Center.

The Board discussed the terms of the agreement at its Dec. 1, 2014 Worksession. The main deal points are similar to the agreement that governed the first three years of Global Spectrum's management of the Convention Center, with strong emphasis (including incentives) focused on financial performance and customer service.

ALIGNMENT WITH STRATEGIC PLAN: Goal 1 - A well-used and well-managed Convention Center in downtown Durham is a strong economic engine for the entire community.

RESOURCE PERSONS: Drew Cummings, Assistant County Manager

COUNTY MANAGER'S RECOMMENDATION: The County Manager recommends that the Board approve the attached contract amendment and extension for Global Spectrum through which they manage the City-County owned Durham Convention Center.

Attachments: [DCC Global Spectrum Contract Amendment #3 final](#)

7. Legislative Agenda

[15-197](#) 2015 Durham County Legislative Agenda

Agenda Text: The Board is requested to approve the following 2015 Legislative items as discussed at the January 5th work session. Staff was instructed to prepare items for the General Assembly Session which begins on January 14th, and for NCACC to be included in proposals for the NACo Legislative Conference next month.

The Durham Legislative Delegation and the Board of Commissioners will meet on January 23rd at 8:00am to discuss the local legislative items .

ALIGNMENT WITH STRATEGIC PLAN: Strategic Plan Goal 5, Accountable, Visionary and Accountable Government

RESOURCE PERSONS: Deborah Craig-Ray, Assistant County Manager and Lowell L. Siler, County Attorney

COUNTY MANAGER'S RECOMMENDATION: The County Manager recommends that the Board approve the legislative items as prepared by staff. The 2015 Statewide Legislative Items will be transmitted to members of the Durham Legislative Delegation prior to the January 23rd meeting. The federal legislative items will be forwarded to NCACC and NACo by respective deadlines of January 16th and January 21st.

Attachments: [2015 Durham County Legislative Agenda for Jan 12, 2015.doc](#)
[2015 Congressional Issues Proposal Form Immigration reform FINAL.doc](#)
[2015 Congressional Issues Proposal Form--TANFdoc.doc](#)
[Sentencing Grid.pdf](#)
[2015 Congressional Issues Proposal transit funding FINAL2.doc](#)

8. ITEMS PULLED FROM CONSENT AGENDA (20 min)

9. Closed Session

15-211 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 and to discuss the case in the matter of IBM Corporation 14 PTC 0028 and IBM Credit 14 PTC 0029.

ALIGNMENT WITH STRATEGIC PLAN:

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