

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

Monday, June 4, 2018

1:00 P.M. Budget Work Session

MINUTES

Place: Commissioners' Chambers, second floor, Durham County Government Administrative Complex, 200 E. 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

Sustainability Report

Tobin Freid, Sustainability Manager, introduced the Sustainability Report to the Board and highlighted a few points of interest.

Commissioner Reckhow raised concerns about updating the Greenhouse Gas Action Plan. She did not understand the need for the update if the County had not even implemented the first Greenhouse Gas Action Plan.

Commissioner Reckhow discussed her repeated requests for an assessment of the County's LEED certified buildings and her disappointment in the lack of actual energy savings. She advocated for County buildings to be operated in a sustainable manner. Ms. Freid discussed how technology upgrades improved the County's ability to track energy usage in buildings in a timely manner with the ability to track energy usage data even led to the County recommissioning two buildings. Commissioner Reckhow hoped that the data would be used as a management tool.

Ms. Freid discussed the STAR Community Rating System, the nation's leading framework and certification program for local sustainability.

Commissioner Carter asked the Clerk to consider using compostable coffee cups for Board meetings.

Chair Jacobs echoed Commissioner Reckhow's concerns regarding the high number of unused lights that were left on. Chair Jacobs questioned whether the possibility of retrofitting motion sensors on lights had been explored and felt that the County needed a robust Transportation Demand Management (TDM) program. She suggested adding sustainability topics to News You Can Use, the County's employee newsletter, and requiring all departments to participate in workplace sustainability challenges.

Chair Jacobs requested that Ms. Freid provide a proposal as to how Durham County could participate in alternative fleet management, she goes on to mention that the Triangle J Council of

Governments had many opportunities in which local governments could receive breaks on the costs of fleets. General Manager Jay Gibson stated that the County's fleet was becoming "greener," but that population growth led to using more energy and resources. Mr. Gibson shared that this was why it seemed as if the County was not benefitting from the sustainability methods it used.

Commissioner Reckhow stated her disappointment at having received the backup material just this morning because it prevented the Board from reviewing the information and asking questions during the meeting. She wanted this item to return to the Board in August.

Directives:

- **The Clerk to consider using compostable coffee cups for Board meetings.**
- **Tobin Freid to provide a proposal as to how Durham County could participate in alternative fleet management**
- **Staff to add sustainability topics to News You Can Use, the County's employee newsletter and consider requiring all departments to participate in workplace sustainability challenges.**
- **Staff to return to the Board with this item (sustainability) in August.**

Engineering Recommended Budget

Peri Manns, Deputy Director of Engineering and Environmental Services, and Mr. Gibson went over the Engineering Recommended Budget which included a request for two new project manager positions.

Commissioner Reckhow stated that she had concerns about the two-additional staff but had raised the concerns in her written questions to Keith Lane, Director of Budget and Management.

Chair Jacobs, Manager Davis and Mr. Gibson discussed the Construction Management-At-Risk (CMAR) delivery method and how it was related to the problems faced by the County due to an insufficient number of project managers the CMAR delivery method required more work up-front. The recommended number of project managers, based on the workload, was nine, but County only had four.

Economic Development Recommended Budget

Andy Miracle, Economic Development Officer, discussed the following during his presentation to the Board: Fiscal Year (FY) 2017-2018 highlights, Economic Development Incentive Policy revisions, FY 2018-2019 budget highlights, projected incentive payments and the nonprofits funded in Economic Development.

The Board requested that Mr. Miracle forward them the State of Downtown Durham report made by Downtown Durham, Inc. (DDI).

Commissioner Howerton requested that staff determine whether there were available jobs at Corning. She stated that she was told by citizens that the Board was telling people that Corning was hiring, but the office at Corning was telling the citizens that they had no open positions.

Chair Jacobs stated that the Board never asked staff to make a process to receive applications for funding festivals; this would require extensive policy discussion from the Board.

Commissioner Howerton questioned the amount of revenue that the County received from the festivals. Mr. Gibson stated that he did not have that information but would provide it to the Board once he did.

After some discussion, the Board agreed to stay the course for the current budget and have future discussion about the County funding downtown festivals and how it related to the County's economic development policy.

Mr. Miracle stated that the Greater Durham Chamber of Commerce (Chamber) requested additional funds for a Director of Talent Development position, but it was not recommended. Mr. Gibson discussed the duties that the Director of Talent Development would have been performing. Commissioner Reckhow stated that talent development, labor force readiness and education were critical to the community's future. She felt that the Board needed to consider this. Mr. Gibson understood Commissioner Reckhow's point and encouraged the Board to reconsider this during the next fiscal year's cycle.

Chair Jacobs noted that the Board had asked for representatives from the Durham Convention and Visitors Bureau (DCVB) and the Chamber to be present for this meeting or, if they were not able to attend, submit a written report addressing the scope of work that was attached to their contracts the previous year. Chair Jacobs requested that either option needed to occur before June 14, 2018. Mr. Gibson stated that staff had misunderstood whether these types of conversations were meant to happen in the public space, but they would address the Board's request.

Chair Jacobs discussed the occupancy tax and strategies related to addressing the dip it took. David Ades, Assistant Director of Budget and Management, stated that the occupancy tax did appear as if it would come in slightly lower than expected, but recent calculations showed that it would come in at budget.

Directives:

- **Andy Miracle to provide the Board with the State of Downtown Durham report made by Downtown Durham, Inc. (DDI).**
- **Staff determine and provide the Board with information as to whether there were available jobs at Corning.**
- **Staff to provide the Board with information regarding the amount of revenue that the County received from the festivals it helped to fund (Art of Cool and Moogfest).**
- **Staff to have representatives from the DCVB and the Chamber present for a Board meeting or, if they were not able to attend, submit a written report addressing the scope of work that was attached to their contracts the previous year. Either option needed to occur before June 14, 2018.**

Utilities Recommended Budget

Stephanie Brixey, Deputy Director of Engineering and Director of Utilities, and Kyle Manning, Senior Project Manager, presented the Utilities Recommended Budget to the Board. They discussed the Fiscal Year 2019 Oxidation Ditch Plan, reliability and resiliency projects, other capital projects, personnel and vehicle requests, wastewater fee increases and water fee increases.

Goal 4 Highlights Recommended Budget

Gene Bradham, Director of the City-County Inspections Department, listed accomplishments for the City-County Inspections Department.

Patrick Young, Director of the City-County Planning Department, went over the initiatives that the City-County Planning Department would be participating in.

Eddie Culberson, Director of the Soil and Water Conservation District, described the stream restoration project, the stormwater project and the summer BETC (Bionomic Education Training Center) program. BETC was created to teach students of the growing needs, demands and technological developments in agri-science, green industries and green infrastructure.

Sharon Davis, Register of Deeds, discussed the current projects that her office was working on as well as the Thank-A-Veteran program that the Register of Deeds office partnered on with local businesses to celebrate and honor veterans. Chair Jacobs suggested using the Thank-A-Veteran program to also promote the Veteran Services office and benefits. She also stated that there were many eligible veterans in Durham that were not receiving benefits offered by the Federal, State and local government.

Manager Davis announced that a delegation from Greensboro, NC would be visiting Durham County on Tuesday, June 5, 2018 to learn more about Bull City United is an initiative to reduce violence by treating it like a disease modeled after the Cure Violence model based in Chicago, IL.

Directives:

- **Chair Jacobs suggested using the Thank-A-Veteran program to also promote the Veteran Services office and benefits.**

Adjournment

The meeting was adjourned at 4:18 p.m.

Respectfully Submitted,

Tania De Los Santos
Administrative Assistant