



City Council Work Session Agenda
Thursday, December 20, 2018 - 1 p.m.
101 City Hall Plaza, Second Floor Committee Room

Please note: Agenda items are current at time of posting. Items may be changed, updated or added after initial posting.

To access Agenda-related documents, please click on the underlined Agenda Item title.

Call to Order

Roll Call

Announcements by Council

Priority Items by the City Manager, City Attorney and City Clerk

Administrative Consent Items

City Clerk's Office

1. Approval of City Council Minutes

To approve City Council Minutes for December 3, 2018 and December 6, 2018.

(Resource Person: Diana Schreiber - 919-560-4166 ext. 12266) (PR# 12910)

2. Durham Historic Preservation Commission - Appointment

To appoint a resident to fill one (1) vacancy on the Durham Historic Preservation Commission representing Historian with the term to expire on September 1, 2019.

(Due to the resignation of Le'Andre Blakeney)

(Resource Person: LaVerne V. Brooks - 919-560-4166 ext. 12264) (PR# 12854)

Departmental Items

Budget and Management Services Department

3. Bloomberg Mayors Challenge Grant

To adopt the Mayors Challenge Grant Project Ordinance in the amount of \$1,000,000.00; and

To authorize the City Manager to execute the Mayors Challenge Grant Agreement.

(Resource Person: Bertha T Johnson - 919-560-4111 ext. 20285) (PR# 12865)

City Council's Office

4. Elected Officials' Travel Authorization and Expense Reimbursement Policy

To adopt the proposed revised Elected Officials' Travel Authorization and Expense Reimbursement Policy.

(Resource Persons: Council Members Vernetta Alston and Charlie Reece - 919-560-4333) (PR# 12915)

5. Formation of Durham Workers' Rights Commission: Proposed Scope and Composition

To approve the formation of the Durham Workers' Rights Commission.

(Resource Person: Council Member Vernetta Alston - 919-560-4333) (PR# 12917)

City-County Planning Department

6. Expansion of the Environmental Affairs Board (EAB)

To authorize the City Manager to execute an amendment of the Inter-Local Cooperation Agreement for the Environmental Affairs Board (EAB), Section III, Membership, to increase the EAB to 15 voting members, by the addition of three at-large seats and one equity and environmental justice seat.

(Resource Person: Laura Woods - 919-560-4137 ext. 28248) (PR# 12909)

Department of Community Development

7. Developer Agreement and Option Contract for Phase II of the Willard Street Apartments with Self-Help Ventures Fund and DHIC, Inc.

To authorize the expenditure of \$85,060.00 in Dedicated Housing Funds for Phase II predevelopment costs;

To exempt the Jackson/Pettigrew Street Development project from the professional services procurement requirements of Article 3D of Chapter 143 of the General Statutes, pursuant to N.C.G.S. 143-64.32;

To authorize the City Manager to negotiate and enter into a Developer Agreement with Self-Help Ventures Fund and DHIC, Inc. to include survey services not to exceed \$18,300.00 and Low Income Housing Tax Credit pre-application preparation services not to exceed \$66,760.00;

To authorize the City Manager to execute an Option Contract with Self-Help Ventures Fund and DHIC, Inc. for the deeding from the City to Self-Help Ventures Fund and DHIC, Inc., or to a development entity that Self-Help Ventures Fund and DHIC, Inc. control, of approximately .6 acres of land at the Durham Station Transportation Center for the sum of One and No/100 Dollars (\$1.00) subject to conditions in the Option Contract; and

To receive a presentation on the Willard Street Apartments development. ***(30 minutes)***

(Resource Person: Richard Valzonis - 919-560-4570 ext. 22226) (PR# 12880)

8. Habitat for Humanity of Durham Affordable Housing Development Project

To approve the expenditure of up to \$497,000.00 in Dedicated Housing Funds to support the construction of 25 new homes located in the Northeast Central Durham Target Area, Southside Target Area and Priority Census Tracts 13.01 and 13.03; and

To Authorize the City Manager to Execute a Grant Agreement in the amount of \$497,000.00.

(Resource Person: Reginald J. Johnson - 919-560-4570 ext. 22223) (PR# 12907)

Department of Transportation

9. Uniformed, Unarmed Security Guard Services for the City's Parking Facilities

To authorize the City Manager to execute a contract with Universal Protection Services, LLC for an initial two-year contract period, with a one-year option contract period, for a total three-year contract amount not to exceed \$2,589,350.40.

(Resource Person: Thomas D. Leathers - 919-560-4366 ext. 36207) (PR# 12883)

10. Agreement with the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization and the North Carolina Department of Transportation for the Congestion Management Process Web Application and Grant Project Ordinance

To adopt the City of Durham and North Carolina Department of Transportation (NCDOT) Congestion Management Process Web Application Revenue Agreement Grant Project Ordinance; and

To authorize the City Manager to execute the Congestion Management Process Web Application agreement with North Carolina Department of Transportation (NCDOT) and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO)

(Resource Person: Felix Nwoko - 919-560-4366 ext. 36424) (PR# 12889)

11. Agreement with the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization and the North Carolina Department of Transportation for the Update of the Web-Based Transportation Improvement Program (TIP) and Grant Project Ordinance

To adopt the City of Durham and North Carolina Department of Transportation (NCDOT) TIP Web Application Revenue Agreement Grant Project Ordinance; and

To authorize the City Manager to execute the TIP Web Application agreement with North Carolina Department of Transportation (NCDOT) and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO)

(Resource Person: Felix Nwoko - 919-569-4366 ext. 36424) (PR# 12890)

Finance Department

12. Bid Report - November 2018

To receive a report on the bids acted upon by the City Manager in November 2018.

(Resource Person: Jonathan Hawley - 919-560-4132 ext. 18225) (PR# 12906)

Public Works Department

13. Hazard Mitigation Grant Program (HMGP 4167-0014-R) Grant Project Ordinance

To adopt the City of Durham Fiscal Year 2018-19 Hazard Mitigation Grant Program (HMGP 4167-0014-R) Grant Project Ordinance;

To adopt a Resolution Approving Administrative Guidelines and Policies for HMGP Grant Projects;

To authorize the City Manager to execute the grant agreements and other documents that are required or appropriate in order for the City to receive the HMGP grant and to undertake the project; and

To adopt an Ordinance amending the Stormwater Capital Improvement Program (CIP) Ordinance, Fiscal Year 2018-19, the same being Ordinance #15329, for the purpose of receiving the federal (\$1,306,826.00) and state (\$435,608.00) funds as well as establishing a contingency fund (\$174,243.00).

(Resource Person: Dana Hornkohl - 919-560-4326 ext. 30246) (PR# 12903)

14. Hazard Mitigation Grant Program Project Management (HMGP 4167) Amendment No. One

To authorize the City Manager to amend the existing Hazard Mitigation Grant Program Project Management (HMGP 4167), with Wood Environment & Infrastructure Solutions, Inc. in the amount of \$42,962.50;

To amend the contingency fund in the amount of \$6,444.38.00; and

To authorize the City Manager to negotiate additional change orders for Hazard Mitigation Grant Program Project Management (HMGP 4167) provided that the cost of all change orders does not exceed \$11,840.63 and the total contract cost does not exceed \$90,778.13.

(Resource Person: Dana Hornkohl - 919-560-4326 ext. 30246) (PR# 12904)

Presentations

City Manager's Office

15. Update on Durham County Board of Health No-Smoking Rule

To receive an update from Durham County Board of Health on amendments to the No-Smoking Rule. **(15 minutes)**

(Resource Person: Gayle Harris - 919-560-7650) (PR# 12914)

16. Update on Durham 150 Celebration Preparations

To receive an update from the Durham 150 Convening Committee on the progress and plans for Durham 150 in 2019. **(15 minutes)**

(Resource Person: Beverly B. Thompson - 919-560-4123 ext. 11229) (PR# 12916)

Department of Transportation

17. Move Durham: Central Durham Transportation Study

To receive a presentation on the Move Durham: Central Durham Transportation Study. **(15 minutes)**

(Resource Person: Ellen Beckmann - 919-560-4366 ext. 36412) (PR# 12905)

Citizens' Matters – To be heard at 1 p.m.

18. Robin Jacobs

To receive comments from Robin Jacobs regarding greetings from the Eno River Association and presentation of 2019 Eno calendars.

(Resource Person: Robin Jacobs) (PR# 12911)

Settling the Agenda

Adjournment

RULES OF DECORUM FOR CITIZEN PARTICIPATION:

In support of and respect for an open, fair and informed decision-making process, the City Council and the Administration recognize that:

- civil, respectful and courteous discourse and behavior are conducive to the democratic and harmonious airing of concerns and decision making; and
- un-civil discourse and/or discourteous and inappropriate behavior have a negative impact on the character and productivity of the decision-making process.

In an effort to preserve the intent of open government and maintain a positive environment for citizen input and Council decision-making, the following Rules of Decorum have been established.

Compliance with these rules is expected and appreciated. The Rules of Decorum will be included in the agenda and will be referenced at the beginning of each Council meeting and Council Work Session by the presiding officer. A written list of the Rules of Decorum will also be printed and mounted upon the walls of the Council Chambers and the Committee Room.

1. All citizens may participate in the public process.
2. The Mayor serves as the presiding officer of the Council; the Mayor Pro Tem serves in the Mayor's absence.
3. Citizens must sign up to address Council using procedures outlined for Council meetings and Council Work Sessions (above).
4. Citizens may speak only to the matter for which they signed up and, in the case of public hearings, those matters which have been advertised and placed on the Council meeting agenda.
5. Citizens are encouraged to prepare remarks in advance for submission to the public record. Prepared remarks should be submitted to the Clerk prior to the start of the meeting or at the end of their comments. Additional material may be submitted to supplement remarks.
6. In an effort to accommodate all who wish to address Council at a Council meeting while preserving a reasonable and efficient meeting schedule, each speaker will have a specified amount of time to deliver comments. Comments will be timed by the City Clerk or designee; signals will be provided at the one-minute and 30-second measures. Speakers are expected to cease comments immediately upon end-time.

Council Work Sessions: Citizens who sign up in advance will be allowed to speak for up to 5 minutes.

City Council Meetings: Citizens who sign up in advance will be allowed to speak for up to 5 minutes.

7. Speakers will conduct themselves in a civil and respectful manner at all times.
8. Speakers will address the presiding officer.
9. Questions to Council members or City staff will be facilitated by the presiding officer.
10. Speakers will state their name and address.
11. Speakers will make an effort to speak clearly into the microphone provided.
12. Speakers will make an effort to speak succinctly.

13. Speakers will refrain from the use of individual City staff names. It is appropriate to refer to staff by title and/or department.
14. Speakers will refrain from the use of obscene language, "fighting words" likely to incite violence from the individual(s) to whom the words are addressed, or other language which is disruptive to the orderly and fair progress of discussion at the meeting.
15. Speakers will refrain from making comments of a personal nature regarding others.
16. Name-calling and/or obscenity is forbidden.
17. Shouting, yelling or screaming is forbidden.
18. Council Work Session or Public Hearing attendees (audience) will refrain from commenting, shouting, booing, clapping, stomping feet or other inappropriate and/or disruptive behavior. Brief clapping is permissible at the end of a speaker's comments.
19. Council Work Session or Public Hearing attendees (audience) should refrain from private conversation during meetings.
20. Council Work Session or Public Hearing attendees (audience) should come and go as necessary from meeting space in the least disruptive manner as possible.
21. No campaign placards, banners, or signs will be permitted in the City Council Chambers or Committee Room. Other signage is permitted except signs which violate the Rules of Decorum or that block the view of other attendees.
22. Exhibits, displays, and visual aids used in connection with presentations to the City Council are permitted. Video presentations requested by citizens as visual aids may not be broadcast over cable television due to technological challenges.

Notice under the Americans with Disabilities Act (ADA)

A person with a disability may receive an auxiliary aid or service to effectively participate in city government activities by contacting the ADA Coordinator, voice 919-560-4197, fax 560-4196 or ADA@durhamnc.gov (mailto:ADA@durhamnc.gov), as soon as possible but no later than 48 hours before the event or deadline date.