



# Guilford County

301 West Market Street  
Greensboro, NC 27402

## Meeting Agenda - Final Board of Commissioners

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Thursday, September 21, 2017

5:30 PM

Second Floor, Old County Courthouse

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### Regular Meeting

#### I. INVOCATION

#### II. PLEDGE OF ALLEGIANCE

#### III. WELCOME AND CALL TO ORDER

*(Chairman Jeff Phillips)*

#### IV. SPEAKERS FROM THE FLOOR

*(Each speaker will be allowed three minutes to address the Board. Speakers from the Floor will last for a maximum of 30 minutes.)*

#### V. PRESENTATIONS

**A. [2017-330](#) PROCLAIM SEPTEMBER 24-30 AS RAIL SAFETY WEEK**

**Requested Action:** Approve Resolution Recognizing September 24-30 as Rail Safety Week.

**Sponsors:** Commissioner Branson

#### VI. CONSENT AGENDA

##### A. BUDGET AMENDMENTS

1. [2017-322](#) DHHS- PUBLIC HEALTH DIVISON - ADDITIONAL COMMUNICABLE DISEASE INVESTIGATION - \$592

**Requested Action:** Approve an increase of \$592 in Federal/State Revenues and increase the FY 2017-18 Department of Health and Human Services - Public Health Division budget by the same amount to align the Communicable Disease Investigation budget with the amount awarded from Epidemiology/Communicable Disease Branch.

**Budget Impact:** **Budget Ordinance Amendment**  
General Fund  
\$592 Increase in Federal/State Revenue  
\$592 Increase in Appropriation to Health & Human Services (Public Health)

**NO ADDITONAL COUNY FUNDS REQUIRED**

**Sponsors:** Merle Greene

2. [2017-323](#) DHHS- PUBLIC HEALTH DIVISION - ADDITIONAL COMMUNICABLE DISEASE TB CONTROL \$14,415

**Requested Action:** Approve an increase of \$14,415 in Federal/State Revenues and increase the FY 2017-18 Department of Health and Human Services - Public Health Division budget by the same amount to align the Communicable Disease TB budget with the amount awarded from Epidemiology/Communicable Disease Branch.

**Budget Impact:** **Budget Ordinance Amendment**  
General Fund  
\$14,415 Increase in Federal/State Revenue  
\$14,415 Increase in Appropriation to Health & Human Services (Public Health)

**NO ADDITIONAL COUNTY FUNDS REQUIRED**

**Sponsors:** MERLE GREEN

3.     [2017-310](#)     RECEIPT OF THE 2017 GOVERNOR'S HIGHWAY SAFETY PROGRAM  
LAW ENFORCEMENT LIAISON GRANT

**Requested Action:** Approve receipt of the 2017 Governor's Highway Safety Law Enforcement Liaison Grant in the amount of \$63,000 and adopt the accompanying local governmental resolution. Increase Federal/State Revenues by \$43,000 and the FY 2018 Law Enforcement budget by \$43,000 to reflect receipt of grant funds in addition to the \$20,000 included in the adopted budget.

**Budget Impact:** GENERAL FUND  
\$43,000 Increase in Federal/State Funds  
\$43,000 Increase in Appropriation to Law Enforcement  
**NO ADDITIONAL COUNTY FUNDS REQUIRED**

**Sponsors:** BJ Barnes

**Attachments:**     [LEL RESOLUTION](#)

4.     [2017-311](#)     RECEIPT OF THE 2017 GOVERNOR'S HIGHWAY SAFETY DWI TASK  
FORCE GRANT

**Requested Action:** Approve receipt of the 2017 Governor's Highway Safety DWI Taskforce Enforcement Grant Totaling \$456,296 (\$114,075 in Federal/State revenue and a local match of \$342,221 which is shared between the Guilford County Sheriff's Office \$179,201 and the High Point Police Department \$163,020). Increase the FY 2017-18 Law Enforcement budget by \$8,718; increase Federal/State Revenues by \$9,136; and decrease Appropriated Fund Balance by \$418 to align the estimated amounts included in the adopted budget with the final grant award amounts.

**Budget Impact:** GENERAL FUND  
\$8,718 Increase Law Enforcement budget  
\$9,136 Increase Federal/State funds  
\$418 decrease Appropriated Fund Balance  
**NO ADDITIONAL COUNTY FUNDS REQUIRED**

**Sponsors:** BJ Barnes

**Attachments:**     [TASKFORCE RESOLUTION](#)

5.     [2017-313](#)     RECEIPT OF THE 2017 GOVERNOR'S HIGHWAY SAFETY DWI EDUCATOR GRANT
- Requested Action:**   Approve the receipt of the 2017 Governor's Highway Safety Grant for the DWI Taskforce Educator in the amount of \$76,461 (\$38,231 in Federal/State funds and a 50% local match of \$38,230) and adopt the accompanying Local Government Resolution. Increase the FY 2018 Law Enforcement budget by \$1,384; decrease Federal and State revenue by \$856; and increase Appropriated Fund Balance by \$2,240 to align the estimated amounts included in the adopted budget with the final grant award amounts.
- Budget Impact:**   General Fund  
                              \$1,384 increase in Law Enforcement  
                              \$856 decrease in Federal and State Revenue  
                              \$2,240 increase in Appropriated Fund Balance
- Sponsors:**       BJ Barnes
- Attachments:**    [EDUCATOR RESOLUTION](#)
6.     [2017-335](#)     AMEND TAX FORECLOSURE ATTORNEY AGREEMENT AND APPROVE ASSOCIATED BUDGET ORDINANCE AMENDMENT
- Requested Action:**   Approve amendment to contract No. 114209-11/16-195 Mark D. Bardill, P.C. d/b/a/ Zacchaeus Legal Services. Increase User Charge revenue by \$185,000 and increase Tax Department FY2018 budget by \$185,000.
- Budget Impact:**    **Budget Ordinance Amendment**  
                              General Fund  
                              \$185,000 Increase in User Charges  
                              \$185,000 Increase in Appropriation to Tax Department  
                              **NO ADDITIONAL COUNTY FUNDS REQUIRED**
- Sponsors:**       Mark Payne and Matt Mason

## B. CONTRACTS

1. [2017-305](#) FY18 5339 SMALL URBAN BUS AND BUS FACILITY GRANT - MOA WITH DEPARTMENT OF TRANSPORTATION  
**Requested Action:** Approve attached Memorandum of Agreement, in substantial form, with the Department of Transportation by and through the Health and Human Services Department (Division of Social Services) in the amount of \$540,000 (Federal/State Funds of \$486,000 and County funds of \$54,000) for the purchase of nine light transit vehicles with wheelchair lifts. Increase Federal and State revenue by \$486,000 and increase the FY 2017-18 Transportation budget by the same amount to appropriate grant funds for the vehicle purchases.  
**Budget Impact:** GENERAL FUND  
\$486,000 Increase Transportation  
\$486,000 Increase Federal/State revenue  
**NO ADDITIONAL COUNTY FUNDS REQUIRED - MATCH INCLUDED IN ADOPTED BUDGET**  
**Sponsors:** Heather Skeens (Myra Thompson)  
**Attachments:** [NC dept of Transportation 2017-2018 5339 SMALL URBAN BUS AND BUS FA/vehiclereplacementplanFY18.pdf](#)
2. [2017-312](#) RESOLUTION APPROVING 2017 GOVERNOR'S HIGHWAY SAFETY BIKE SAFE GRANT  
**Requested Action:** Approve the receipt of the 2017 North Carolina Governor's Highway Safety BikeSafe Grant in the amount of \$5,000 and adopt the accompanying local government resolution.  
**Budget Impact:** FUNDS INCLUDED IN THE ADOPTED BUDGET  
**Sponsors:** BJ Barnes  
**Attachments:** [BIKESAFE RESOLUTION](#)

## C. MISCELLANEOUS

1. [2017-321](#) PROPERTY TAX REBATES AND RELEASES FOR MONTH ENDING AUGUST 31, 2017  
**Requested Action:** Accept and approve property tax rebates and releases for the month ending August 31, 2017.  
**Budget Impact:** NO ADDITIONAL COUNTY FUNDS REQUIRED  
**Sponsors:** Ben Chavis  
**Attachments:** [August 2017 NCVTS Pending Refund report](#)  
[August 2017 Rebates & Releases](#)

2.     [2017-320](#)     TAX COLLECTION AND BEVERAGE LICENSE REPORTS FOR MONTH  
ENDING AUGUST 31, 2017

**Requested Action:**

Accept and approve the tax collection and beverage licensing reports for month ending August 31, 2017. Full report on file with the Clerk's Office.

**Budget Impact:**

**NO ADDITIONAL COUNTY FUNDS REQUIRED**

**Sponsors:**

Ben Chavis

**Attachments:**

[Bev 08-31-17 Detail](#)

[401C All Guilford 8-31-17](#)

3.     [2017-314](#)     SALE OF SURPLUS PROPERTY

**Requested Action:**

Approve the sale of surplus properties located at: 739 Hendrix St, High Point NC; 1809 Brentwood St, High Point, NC; 2846 2848 Lees Chapel Road, Greensboro, NC; and 906 Rockhurst Drive, Sedalia, NC to the current highest bidder, and authorize staff to take all reasonable and necessary steps to execute the sale of the property.

**Budget Impact:**

**NO ADDITIONAL COUNTY FUNDS REQUIRED**

**Sponsors:**

Robert McNiece

**Attachments:**

[739 Hendrix Bid-08312017163421](#)

[1809 Brentwood Bid-08312017163505](#)

[2846 2848 Lees Chapel Bid-08312017163557](#)

[906 Rockhurst Bid-08312017163624](#)

[739 Hendrix GIS](#)

[1809 Brentwood GIS](#)

[2846 2848 Lees Chapel GIS](#)

[906 Rockhurst GIS](#)

4. [2017-327](#) RECORDS RETENTION AND DISPOSITION SCHEDULE

**Requested Action:** Approve amendment to Standard 6 - Emergency Services Records - Amending Item 1, 911 Recordings as shown on substitute page 43 and Item 13, Emergency Notifications as shown on substitute pages 45 and 45a

**Budget Impact:** NO COUNTY FUNDS REQUIRED

**Sponsors:** Melanie Neil, Metro 911

**Attachments:** [Records Retention Update - Emergency Services.pdf](#)

5. [2017-324](#) REQUEST REFUND OF TAX STAMPS FOR TUGGLE DUGGINS, ATTORNEYS AT LAW

**Requested Action:** Approve the refund of \$409.00 to the law firm of Tuggle Duggins for overpayment of excise tax stamps per GS 105-228-37.

**Budget Impact:** No County Dollars

**Sponsors:** Jeff Thigpen

**Attachments:** [Tuggle Duggins Letter requesting excise tax refund](#)

[B 7963 p 1761 Deed](#)

[GS 105 228 37 Refund Tax Stamps](#)

6. [2017-329](#) APPROVAL OF THE MINUTES

**Requested Action:** Approval of the Minutes  
09/07/17 Regular Meeting Minutes

**Budget Impact:** NO ADDITIONAL COUNTY DOLLARS

**Sponsors:** Robin Keller

**Attachments:** [dm090717.pdf](#)

## VII. PUBLIC HEARINGS

*Proponents shall be heard first and shall be provided a total of 20 minutes notwithstanding the number of persons desiring to be heard. Opponents shall be heard after the proponents and shall be provided a total of 20 minutes notwithstanding the number of persons desiring to be heard. Each side will be allowed three (3) minutes in rebuttal*

- A. [2017-331](#) HOLD PUBLIC HEARING TO CONSIDER PROPOSED CHANGES TO CHAPTER 5: ANIMAL ORDINANCE REGARDING SPAY AND NEUTER REQUIREMENTS
- Requested Action:** Hold public hearing to consider adoption of the proposed changes to Chapter 5: Animal Ordinance regarding spay and neuter requirements.
- Sponsors:** Clarence Grier
- Attachments:** [Draft Animal Ordinance Spay and Neuter 08.17](#)
- B. [2017-333](#) HOLD PUBLIC HEARING - CITY OF HIGH POINT: CATALYST(STADIUM PROJECT) PROJECT
- Requested Action:** Hold a public hearing, in accordance with N.C. General Statute 158-7.1, for the purposes of receiving public input on a request from the City of High Point that the Board of Commissioners assist in the Downtown Catalyst Project by making payments to the city for a period of 20 years and consider approval of attached Interlocal Agreement.
- Budget Impact:** No impact to FY 2017-2018 Budget
- Sponsors:** Commissioner Foster (Marty Lawing)
- Attachments:** [Catalyst Interlocal High Point.pdf](#)  
[Catalyst Project County Presentation.pdf](#)  
[Revenue Target Area 2017 May.pdf](#)

## VIII. NEW BUSINESS

- A. [2017-317](#) APPROVAL OF AE SERVICES EVENT #580, SMALL PROJECTS
- Requested Action:** Approve award of on-call contracts for architectural engineering services to the HUB Minority Firms of Raymond Engineering and Alabi Architecture, and authorize staff to take all reasonable and necessary steps to execute the selection of these firms.
- Budget Impact:** **NO ADDITIONAL COUNTY FUNDS REQUIRED**
- Sponsors:** Robert McNiece
- Attachments:** [Small AE Projects-09062017073812](#)  
[Event 580 On Call Small A-E Projects MWBE Agenda Memo.docx](#)



B.     [2017-315](#)     APPROVAL OF ARCHITECTURAL ENGINEERING SERVICES FOR  
ANIMAL SHELTER AND CAPITAL PROJECT ORDINANCE  
AMENDMENT

**Requested Action:** Approve the selection of PNP Design Group as the provider of architectural engineering Services for the New Animal Shelter and authorize staff to take all reasonable and necessary steps to execute the selection of this firm and award a Contract for Design Services; and amend the County Animal Shelter Replacement capital project ordinance to increase project funding by \$25,000 for programming services.

**Budget Impact:**     **Capital Project Ordinance**  
*County Animal Shelter Replacement*  
County Building Construction Fund  
\$25,000 Increase in Bond Proceeds  
\$25,000 Increase in Appropriation to County Animal Shelter Replacement

**Sponsors:**       Robert McNiece

**Attachments:**    [Animal Shelter AE-08312017170654](#)  
                          [Animal Shelter Replacement Amend Summary 9-21-17.pdf](#)  
                          [Animal Shelter Replacement - Amend 9-21-17.pdf](#)  
                          [Event 574 MWBE Animal Shelter A-E Agenda Memo.docx](#)

- C.     [2017-316](#)     APPROVAL OF ARCHITECTURAL ENGINEERING SERVICES FOR LAW ENFORCEMENT ADMINISTRATION BUILDING RENOVATION AND CREATION OF LAW ENFORCEMENT ADMINISTRATION BUILDING RENOVATION CAPITAL PROJECT ORDINANCE

**Requested Action:** Approve the selection of Walter Robbs Callahan & Pierce Architects as the provider of architectural engineering Services for the Law Enforcement Administration Building, and authorize staff to take all reasonable and necessary steps to execute the selection of this firm and award the contract; and adopt a Law Enforcement Administration Building Renovation capital project ordinance in the amount of \$550,000 to be funded with bond proceeds.

**Budget Impact:**     **Capital Project Ordinance**  
*Law Enforcement Administration Building Renovation*  
County Building Construction Fund  
\$550,000 Increase in Bond Proceeds  
\$550,000 Increase in Appropriation to Law Enforcement Administration Building Renovation

**Sponsors:**       Robert McNiece

**Attachments:**    [LEC AE-08312017171752](#)  
                          [LE Admin Building Ren Amend Summary 9-21-17.pdf](#)  
                          [LE Admin Building Renovation - Adopt 9-21-17.pdf](#)  
                          [Event 575 A-E LEC MWBE Agenda Memo.docx](#)

- D. [2017-326](#) REFUNDING 2005A, 2005B, and 2007B SERIES VARIABLE RATE PUBLIC IMPROVEMENT GENERAL OBLIGATION (GO) BONDS AND 2012A GO PUBLIC IMPROVEMENT BONDS
- Requested Action:**
- 1) Adopt the Resolution Relating to Refunding Bonds;
  - 2) Adopt the Resolution introducing and adopting Bond Order authorizing General Obligation Bonds not to exceed \$215,000,000 for refunding all or any portion of the 2005A, 2005B, and 2007B series Variable Rate Public Improvement General Obligation (GO) Bonds and the 2012A GO Public Improvement Bonds;
  - 3) Authorize the publication of Bond Order as introduced;
  - 4) Adopt resolution authorizing a public hearing on the Bond Order to be held October 5, 2017;
  - 5) Approve all required appropriations for refunding. Total actual appropriations will be reported to the Board after closing on the bond sale. All appropriations are anticipated to be fully offset by sale revenues;
  - 6) Authorize staff to take all necessary steps to proceed as approved.
- Budget Impact:** **NO ADDITIONAL COUNTY FUNDS REQUIRED.** See additional request to approve all required appropriations and revenues below.
- Sponsors:** Reid Baker
- Attachments:** [Bond order intro 2017 Guilford GO refunding](#)  
[Summary of Refunding Results - \(9.6.17\).pdf](#)

## IX. HEALTH AND HUMAN SERVICES UPDATE

- A. [2017-325](#) DHHS - DIVISION OF SOCIAL SERVICES UPDATE ON AGING AND ADULT SERVICES DIVISION (AASD) - GUARDIANSHIP
- Requested Action:** Receive DHHS - Division of Social Services update on Aging and Adult Services -Guardianship.
- Budget Impact:** **NO ADDITIONAL COUNTY FUNDS REQUIRED**
- Sponsors:**

## X. APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS.

A.     [2017-308](#)     APPOINTMENTS AND REAPPOINTMENTS TO VARIOUS BOARDS  
AND COMMISSIONS

**Requested Action:** Approve the listed appointments and reappointments to various  
Guilford County Boards & Commissions.

**Attachments:**     [LBates-Harley Redacted Application](#)  
                          [WCutler Redacted Application 082817](#)  
                          [BWilliams Redacted Application](#)  
                          [TWatlington Redacted](#)

**XI. COMMENTS FROM COUNTY MANAGER**

**XII. COMMENTS FROM COMMISSIONERS**

**XIV. ADJOURN**

THE NEXT REGULAR MEETING OF  
THE GUILFORD COUNTY BOARD OF COMMISSIONERS  
WILL BE HELD OCTOBER 5, 2017 AT 5:30PM IN THE  
COMMISSIONERS MEETING ROOM  
OLD COUNTY COURTHOUSE  
301 W. MARKET STREET, GREENSBORO NC 27401