

**MINUTES OF BOARD OF COUNTY COMMISSIONERS
OF GUILFORD COUNTY
WORK SESSION**

Greensboro, North Carolina
July 18, 2019

The Board of County Commissioners met in a duly noticed Work Session at 3:00PM in the Blue Room located on the first floor of the Old Guilford County Courthouse, 301 W. Market St., Greensboro, NC.

PRESENT: Chairman Alan Branson, presiding; Vice Chairman Jeff Phillips; Commissioners Hank Henning, Kay Cashion, Justin Conrad and Melvin “Skip” Alston.

ABSENT: Commissioners J. Carlvena Foster, Carolyn Q. Coleman and Alan Perdue.

ALSO PRESENT: County Manager Marty Lawing; Deputy County Manager Clarence Grier; County Attorney Mark Payne; Robin Keller, Clerk to Board; Ariane Webb, Deputy Clerk to Board; Animal Services Director Jorge Ortega; Property Management/Facilities/Parks Director Dan Durham; Tari Maynor-Brady (Facilities); Emergency Services Director Jim Albright; Security Director Jeff Fowler; members of the staff, community and media.

I. WELCOME AND CALL TO ORDER

Chairman Branson called the work session to order at 3:15PM and welcomed those present.

II. NEW BUSINESS

**A. ADDITIONAL DESIGN SERVICES FOR GUILFORD COUNTY ANIMAL
SHELTER REPLACEMENT**

Property Manager/Facilities/Parks Director Dan Durham introduced the topic and noted staff would provide comparisons between the proposed designs for the new shelter and the current shelter.

Animal Services Director Jorge Ortega shared the status of the current shelter and noted, as of today, the shelter population is 525 animals with only 415 enclosures available. He confirmed multiple animals may be included in single enclosure.

Ortega discussed the proposed design for the new shelter to include 260 dog enclosures and 110 cat enclosures. He shared the ability to transform standard enclosures to additional emergency overflow spaces and noted the potential for 510 enclosures available for emergency needs. Ortega confirmed an enclosure can hold multiple animals and clarified the concepts of animal capacity versus enclosure capacity.

Commissioner Alston questioned if a single enclosure is required for each separate animal.

Ortega stated there are incidents where you only need a single enclosure for multiple animals and offered the example of a female animal and her children being received through intake.

Commissioner Conrad noted the proposed design offers 20% more enclosure capacity than the current shelter.

Ortega confirmed the additional enclosure capacity is available for emergency overflow under extreme circumstances.

Commissioner Henning questioned the total number of enclosures available in the current shelter.

Ortega shared the current shelter has fifty (50) enclosures permanently located outside and spoke to the limitations of these types of enclosures in adverse weather conditions.

Commissioner Henning expressed his concern with conflicting messages about the potential capacity of the new shelter.

Ortega shared the state has confirmed that the enclosures included in the proposed design will allow the shelter to house up to 620 animals.

Chairman Branson expressed concerns with recent public perception of the proposed design and noted the new shelter will be larger than the current shelter. He shared that the new shelter will be located on eleven (11) acres of land and spoke to the potential build a temporary shelter that could assist other counties, in the event of an emergency. Branson noted the new shelter will offer 5,000 square feet more space than the current location.

Ortega spoke to the need to focus on animal husbandry and staff support through the new design. He noted these functions will be addressed in the new shelter and shared the benefits of improved staff welfare upon daily animal care. Ortega discussed the proposed design plans and confirmed they include the option for an alternate dog holding module which would provide 38 additional spaces for animals. He shared the renderings of the proposed shelter and discussed spaces for kennels, adoption areas and the facility lobby. Ortega reviewed the proposed construction budget for the new shelter.

Commissioner Alston questioned the amount of the original budget.

Ortega confirmed the budget remains \$14.8 million.

Vice Chairman Phillips questioned the difference between the space available for citizens and volunteers to work with animals versus the available space in the current shelter.

Ortega stated the new shelter will have more natural light and will be larger. He confirmed dogs will have access to exercise yards which would improve behavior and potentially expedite the adoption process. Ortega noted staff and volunteers will have sufficient space to enrich the lives of animals housed in the new shelter through play groups and training, interactions that cannot occur in the current shelter.

Vice Chairman Phillips questioned the available space.

Ortega shared that the site of the new shelter is larger and has space available for trails and exercise yards.

Vice Chairman Phillips stated the new facility would offer climate-controlled areas, which could eliminate issues associated with exposure to adverse weather conditions.

Ortega shared the proposed design does allow for certain portions of enclosures exposed to the outdoors, with the ability to close them off in emergencies.

Vice Chairman Phillips questioned the potential for project bids to exceed the allocated budget.

Durham confirmed bids could come close to the allocated budget and shared cost-cutting measures being taken to remain within allowed funds. He shared the alternate dog module is not included in the project estimate, but will be offered as an alternate bid package to determine an estimate for building this structure.

Commissioner Cashion questioned what spaces in the proposed design allow potential owners to interact with animals.

Ortega discussed the spaces assigned for dog adoption, including rooms and outdoor areas.

Commissioner Cashion thanked Ortega for providing greater detail regarding space needs in the proposed design and requested the media share this message with the public.

Motion made by Commissioner Justin Conrad, and seconded by Vice Chairman Jeff Phillips, to approve an expenditure in the amount of \$649,000 for additional design services for PNP Design Group to continue through 100% design, bidding, negotiation and award (Phase 2).

Commissioner Conrad spoke to the potential to receive funds from private donors to assist with shelter construction and alternative dog module.

Ortega shared his belief that private funding could be raised to support the project.

Durham spoke to the need to consider when funding would be available during the bid process.

Commissioner Conrad questioned if fundraising could occur in parallel to Phase 2 of the project.

Durham confirmed this fundraising could occur during Phase 2.

Commissioner Conrad expressed his interest in garnering donations from the community towards the project.

Commissioner Alston questioned if private funds were needed to support the proposed design.

Ortega shared additional funds would be required for the expanded dog module to support growth.

Commissioner Alston questioned the timetable for additional funding needs.

Ortega stated he could not confirm when additional space would be needed, but noted additional space would be beneficial, if funding was available.

Commissioner Alston expressed his interest in addressing all space needs now and shared this information should be included in the proposed design.

Vice Chairman Phillips spoke to the budgetary constraints that could limit the new shelter design. He thanked Ortega and Durham for the proposed design, given the current budget limitations, and spoke to the potential benefits of fundraising to address multiple shelter needs.

Commissioner Conrad questioned if the emergency capacity of the shelter could be utilized for man-made disasters, in addition to natural disasters.

Ortega confirmed the facility could accommodate this type of emergency.

Commissioner Cashion questioned the timeframe to begin fundraising.

Commissioner Conrad requested Ortega provide recommendations on fundraising best practices for the shelter.

Ortega shared the need to conduct an informal feasibility study related to fundraising capability in the area.

Commissioner Cashion expressed interest in aligning fundraising efforts with the county's funding allocation following the bid process.

Chairman Branson noted the potential to open the bid process within the next five (5) months.

Commissioner Cashion expressed her interest in fulling funding the shelter.

Commissioner Alston requested staff identify additional funding in the amount of \$1.3 million to accommodate all expansion needs and avoid re-visiting the project at a later date. He suggested the Board consider a fundraising project within the next five (5) months to align with closure of the bid process.

Commissioner Henning expressed his support for the motion on the floor and spoke to the need to ensure the public is aware of the multiple capital projects being managed by the county with limited available funding. He shared the need to remain cautious when allocating funds, due to pending monies from the state and other sources.

Motion made by Commissioner Justin Conrad, and seconded by Vice Chairman Jeff Phillips, to approve an expenditure in the amount of \$649,000 for additional design services for PNP Design Group to continue through 100% design, bidding, negotiation and award (Phase 2).

VOTE: Motion carried 6-0

AYES: Alan Branson, Jeff Phillips, Hank Henning, Kay Cashion, Justin Conrad, Melvin “Skip” Alston

NOES: None

ABSENT: J. Carlvena Foster, Carolyn Q. Coleman, Alan Perdue

Chairman Branson thanked Ortega for the presentation and expressed the Board’s enthusiasm for their new shelter.

III. HOLD CLOSED SESSION PURSUANT TO N.C.G.S. §143-318.11(a)(3) & (6) FOR THE PURPOSE OF CONSULTING WITH THE COUNTY ATTORNEY AND TO DISCUSS CERTAIN PERSONNEL MATTERS

Motion made by Commissioner Melvin “Skip” Alston, and seconded by Vice Chairman Jeff Phillips, to enter into closed session pursuant to N.C.G.S. §143-318.11(a)(3) & (6) for the purpose of consulting with the County Attorney and to discuss certain personnel matters.

VOTE: Motion carries 6-0

AYES: Alan Branson, Jeff Phillips, Hank Henning, Kay Cashion, Justin Conrad, Melvin “Skip” Alston

NOES: None

ABSENT: J. Carlvena Foster, Carolyn Q. Coleman, Alan Perdue

The meeting went into recess at 4:00PM.

The Board reconvened from closed session at 5:15PM.

PRESENT: Chairman Alan Branson, presiding; Vice Chairman Jeff Phillips;
Commissioners Hank Henning, Kay Cashion, Justin Conrad,
Melvin “Skip” Alston and Alan Perdue (via simultaneous communication)

ABSENT: Commissioners J. Carlvena Foster and Carolyn Q. Coleman

ALSO PRESENT: County Manager Marty Lawing; Deputy County Manager Clarence Grier;
County Attorney Mark Payne; Robin Keller, Clerk to Board; Animal
Services Director Jorge Ortega.

IV. OTHER BUSINESS

Motion made by Commissioner Justin Conrad, and seconded by Vice Chairman Jeff Phillips, to approve two (2) hourly part-time, non-benefited Animal Care Technician positions, to be funded with existing dollars.

VOTE: Motion carried 7-0

AYES: Alan Branson, Jeff Phillips, Hank Henning, Kay Cashion, Justin Conrad,
Melvin “Skip” Alston, Alan Perdue

NOES: None

ABSENT: J. Carlvena Foster, Carolyn Q. Coleman

V. ADJOURN

There being no further business, the meeting was adjourned by unanimous consent at 5:16PM.

Chairman

Clerk to Board