The Durham City Council held a virtual Work Session on the above date and time with the following members present: Mayor Steve Schewel, Mayor Pro Tempore Jillian Johnson and Council Members Javiera Caballero, DeDreana Freeman, Mark-Anthony Middleton and Charlie Reece. Excused Absences: None.

Also present: City Manager Tom Bonfield, City Attorney Kim Rehberg and City Clerk Diana Schreiber.

Mayor Schewel called the meeting to order and welcomed all in attendance at the virtual meeting.

[ANNOUNCEMENTS BY COUNCIL]

Council Member Freeman addressed her community outreach in regard to racism, decolonizing wealth and the COVID-19 crisis.

Council Member Middleton spoke to the murder of a black jogger, Ahmaud Arbery of Brunswick, Georgia; addressed the disparities impacting persons of color during the COVID-19 crisis and sent regards and strength to elected officials of Glenn County, Georgia.

Mayor Pro Tempore Johnson concurred with her colleague and appreciated his remarks about another black man losing his life to vigilante violence; supported and co-signed the public advocate from NYC’s letter to US Department of Justice to investigate the disparities impacting responses during the COVID-19 crisis in relation to persons of color. She stated she would send out the open letter for Council’s support.

Council Member Freeman thanked her colleague for his remarks regarding Ahmaud Arbery; acknowledged a letter from the Durham Community on the Affairs of Black People and encouraged Council’s support of the letter that addressed racism in Durham.

Mayor Pro Tempore Johnson asked that Council Member Freeman forward the letter to Council. Council Member Freeman agreed to forward the referenced letter/email to Council.

Mayor Schewel updated Council on the two chairs of the Renewal and Recovery Taskforce, Katie Galbraith, President of Duke Regional Hospital; and Maticia Sims, Vice President/Controller of Blue Cross/Blue Shield.
[PRIORITY ITEMS FROM THE CITY MANAGER, CITY ATTORNEY AND CITY CLERK]

City Manager Bonfield stated he had two priority items:

Item 2. Raleigh-Durham Airport Authority – Federal Aviation Administration (FAA) Coronavirus Aid, Relief and Economic Security Act (CARES) Grant Offer. City Manager Bonfield requested Council suspend the rules and vote to authorize the approval to accept the grant; and

Requested that Council discuss adding future Council Meetings in June for land-use public hearings and to do so at the end of the Work Session.

MOTION by Council Member Freeman, seconded by Mayor Pro Tempore Johnson to approve the City Manager’s Priority Items. Motion passed unanimously.

The City Attorney and City Clerk had no priority items.

[ADMINISTRATIVE CONSENT ITEMS]

Mayor Schewel read the departmental items on the Work Session Agenda individually as was on the printed agenda and pulled the following items:

Agenda Item 1) FY20-21 Budget Development Guidelines
Agenda Item 2) Council took the following action:

MOTION by Mayor Pro Tempore Johnson, seconded by Council Member Freeman, to suspend the rules to vote on Item 1. Motion passed unanimously.

MOTION by Council Member Middleton, seconded by Council Member Caballero, to approve the acceptance of the FAA grant was approved at 1:10 p.m. by the following vote: Ayes: Mayor Schewel, Mayor Pro Tempore Johnson and Council Members Caballero, Freeman, Middleton and Reece. Noes: None. Absent: None.

Mayor Schewel continued reading the Departmental Items and asked if Council desired to pull and discuss any additional items. In total, Council pulled Agenda Items 1, 3, 6, 12, 13, 14 and 15.

Council Member Reece acknowledged that based on the Work Session Agenda, it proved that the city administration was focused on accomplishing essential city services during this difficult time.

Council Member Freeman expressed appreciation for workforce statistics from vendors related to Items 10, 12, 13 and 14 and acknowledged the importance of racial equity within city contracting. She noted that one of the goals had not been met after
extending the sub-contracting and that considering workforce statistics was important. After making her remarks, Council Member Freeman excluded discussion on Items 10, 12, 13 and 14 from the pulled items, requesting discussion on Item 15.

Mayor Schewel referred to a comment from the virtual chat about the Reference Guide for Development.

City Attorney Kim Rehberg thanked Deputy City Attorney Don O’Toole for his efforts on developing the document that had inter-departmental support.

**SUBJECT: FY20-21 BUDGET DEVELOPMENT GUIDELINES (ITEM 1/ PR 13820)**

Mayor Schewel inquired about percentages and dollar amounts of the Fund Balance figures.

Budget and Management Director Bertha Johnson explained the difference between 12% and 16% Fund Balances. She stated the 12% equated to $24.6 million and the 16%, $34.2 million, a difference of $9.6 million.

Finance Director David Boyd explained the reason for not calculating the 8% figure.

Council Member Caballero inquired about the up to $5 million contingency fund’s purpose, was it relief or support for the city’s operational expenditures during COVID-19.

City Manager Bonfield explained that the distribution details were not yet known, that it was likely to be some of both.

**SUBJECT: AFFORDABLE HOUSING LOAN PORTFOLIO SERVICING (ITEM 3/ PR 13936)**

Reginald Johnson, Director of the Department of Community Development, responded to the Mayor’s questions about the city’s loan portfolio- what were the bulk of the loans, were they forgivable, under collections and were there loan delinquency issues.

Director Johnson responded that the loans were loans that the city received payments on; the number of loans in the portfolio were 384 valued at $35 million; of these, 79 loans were developer loans valued at $30.8 million; of the 384, 305 were residential loans valued at $4.1 million; of the 384, 64 of the loans were 30 days or less with the lowest rate of delinquency this year as of April 30th.

Mayor Schewel referred to a number of 604. Director Johnson referenced the figure of 604 as being the number of forgivable loans; and offered an example of a developer loan from the hosiery mill.

Director Johnson would provide Council with a list of developer loans.
Council Member Caballero noted that the firm’s workforce statistics were impressive and asked where the firm was based. Director Johnson responded that the company was based in California.

Council Member Freeman followed up on forgivable loans, asking if they were CDBG, etc.

Director Johnson noted that there was a range based on the funding source.

SUBJECT: SOUTH DURHAM WATER RECLAMATION FACILITY ADMINISTRATION BUILDING RENOVATIONS- AWARD OF PROFESSIONAL ARCHITECTURAL SERVICES CONTRACT TO DTW ARCHITECTS AND PLANNERS, LTD. (ITEM 6/ PR 13924)

Don Greeley, Department of Water Management, responded to Council Member Reece’s question about the architect hired for the project, DTW Architects and Planners, Ltd. and if it was minority owned.

Director Greeley responded that according to the Equity and Inclusion Department, it was Latino minority owned and would get back to Council to confirm.

Council Member Freeman appreciated the compliance report being included in the item.

Mayor Schewel inquired about the rationale for Council receiving the item.

Director Greeley responded there was a trigger during the agenda formulation process and would find out for Council.

Mayor Schewel responded that was not necessary and encouraged staff to handle the ones that fell within their purview.

SUBJECT: STREET AND INFRASTRUCTURE ACCEPTANCES (ITEM 15/ PR 13939)

Council Member Freeman noted that she had not seen NIS or the Department of Equity and Inclusion listed in the documents and asked about the engagement plan/outreach for the perimeter property owners and service workers on the streets.

Marvin Williams, Director of Public Works, responded there was no formal outreach to neighboring communities and that the infrastructure was accepted infrastructure for city maintenance; explained that there were different phases of development of streets and infrastructure the city owned and maintained; once ownership was assumed, the parcels were included into the workflow.
Council Member Freeman urged the sharing of locations to NIS and OEWD into the notification process.

SUBJECT: CITY MANAGER’S PRIORITY ITEM (NO ITEM NUMBER)

City Manager Bonfield noted that public hearings had been suspended back to March 2020 due to COVID-19: explained that technology requirements had been figured out, a plan was in place for upward of 20 public hearings.

He explained that Planning wanted public hearings added to June 1 and 15 regular city council meetings; and that two to three additional special Council meetings were suggested to manage the caseload; and indicated the public needed to be informed about the virtual meeting plans.

Council was requested to provide direction:

Was these additional special meetings acceptable
Were there preferences in scheduling:
   Frequency
   Day of the week
   Time

It was the consensus of Council to move forward being that virtual meetings were planned through the end of June.

Council discussed possible dates, meeting length and times for the special meetings for the additional public hearings.

City Attorney Rehberg noted that her Assistant Attorney Crista Cuccaro was in training related to the new state legislation pertaining to public comment and would provide the administration and Council an update.

It was the consensus of Council that the meetings be more frequent and shorter (less than 3 hours), in the late afternoon and to avoid Tuesday nights.

The meetings would be coordinated by the City Manager’s Office in conjunction with the Planning Department staff.

SETTLING THE AGENDA – MAY 18, 2020 VIRTUAL CITY COUNCIL MEETING

City Manager Bonfield announced the items for the May 18, 2020 virtual City Council Agenda: Consent Agenda Items #1, 3 through 15; General Business Agenda Item #16, General Business Agenda- Public Hearing – Item #17 and disposed of Item #2.

MOTION by Mayor Pro Tempore Johnson, seconded by Council Member Freeman, to settle the City Manager’s agenda for the May 18, 2020 virtual City Council Meeting as
stated by City Manager Bonfield was approved at 1:54 p.m. Motion passed unanimously.

Being no further business to come before Council, the meeting was adjourned at 1:55 p.m.

Diana Schreiber
City Clerk