

**DURHAM CITY COUNCIL WORK SESSION**  
**Thursday, October 18, 2018 @ 1:00 p.m.**  
**2<sup>nd</sup> Floor Committee Room- 101 City Hall Plaza**

Present: Mayor Steve Schewel, Mayor Pro Tempore Jillian Johnson, and Council Members Vernetta Alston, Javiera Caballero, DeDreana Freeman, Mark-Anthony Middleton and Charlie Reece.

Also Present: City Manager Thomas J. Bonfield, Senior Assistant City Attorney Fred Lamar, City Clerk Diana Schreiber.

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

The Mayor asked if there were any announcements from the Council Members.

City Manager Bonfield announced he had a supplemental item added to the agenda, Item 19) US Department of Housing and Urban Development (HUD) Fair Housing Funding.

The Mayor asked for priority items from the City Manager, City Attorney and City Clerk.

**MOTION** by Council Member Alston, seconded by Council Member Reece, to accept the City Manager's priority item; motion passed unanimously.

City Attorney Baker had no priority items.

City Clerk Schreiber had no priority items.

Mayor Schewel announced each item on the printed agenda and the following items were pulled for further discussion and/or action by the Council: Item 1) Approval of City Council Minutes; Item 5) FY16 Continuum of Care (COC) Planning Grant Project Ordinance; Item 6) Contract for Downtown Durham Wayfinding Program Design (TIP #C-5605H); Item 7) FY2017 and FY2018 Federal Transit Administration (FTA) Section 5310 Grant Project Ordinance; Item 8) Interlocal Agreement with North Carolina Department of Transportation, City of Durham and Durham County for the Durham Coordinated Systems Community Connectivity Plan; Item 11) Cooperative Group Purchase Contract for Three (3) Sewer Vacuum- Jetter Trucks; and Item 13) Contract Extension with the US Geological Survey for the Study of Urban Stream Nutrient Loads.

**SUBJECT: APPROVAL OF CITY COUNCIL MINUTES (ITEM 1/ PR 12769)**

Council referenced potential corrections on the October 4, 2018 set of minutes:

- Page 2, revised language from 'join' the BPAC' to 'be in contact with the BPAC';
- Page 6, revised language from announcing the appointment to announcing the nomination of Pierce Freelon to the Human Relations Commission; and
- Page 6, the procedural language for going into and recessing from Closed Session was added.

Mayor Schewel announced it was time for Citizen's Matters.

**SUBJECT: CITIZEN'S MATTER: JOHN TARANTINO (ITEM 17/ PR 12780)**

To receive comments from John Tarantino regarding Durham poverty, the underground economy and a three-minute musical satire.

Mr. Tarantino sang a song reminiscent of the melodies of Jerry Beckley and John Lennon.

Immediately following, Mayor Schewel insisted that songs containing ethnic slurs would not be tolerated at the Council's meetings.

**SUBJECT: JOHN HUNTER (ITEM 18/ PR 12781)**

To receive comments from John Hunter regarding the Neighborhood Improvement Services Department failing to provide information in a timely manner.

Mr. Hunter displayed maps and photographs of the landscaping at 714 Shepherd Street; spoke to violations instituted by the Neighborhood Improvement Services Department on his property and stated that no other neighboring property had received a citation.

Ms. Faith Gardner, Housing Code Administrator, explained that other properties were cited the same day and that placards had been installed on those properties.

**SUBJECT: FY16 CONTINUUM OF CARE (COC) PLANNING GRANT PROJECT ORDINANCE (ITEM 5/ PR 12768)**

Reginald Johnson, Director of the Department of Community Development, addressed Mayor Pro Tempore Johnson's inquiry about the timeline involving Fiscal Year 16-17.

Director Johnson responded that the federal fiscal year was different from the local government's fiscal year and that the federal system operated on a different timeframe.

**SUBJECT: CONTRACT FOR DOWNTOWN DURHAM WAYFINDING PROGRAM DESIGN (TIP #C-5605H) (ITEM 6/ PR 12747)**

Antony Wambui, Transportation Planner II, responded to questions by Council Member Alston.

Council Member Alston inquired about Spanish language usage in wayfinding.

Mr. Wambui responded that after the contract was executed, a group of 23 stakeholders, including Spanish-speakers, would consider the topic of Spanish language wayfinding.

Council Member Reece inquired about the scope of work that included three groups of participants and requested clarification as to when the stakeholders would be weighing in; encouraged Downtown residents to be included as stakeholders prior to the general public's engagement; and spoke to dynamic signage.

**SUBJECT: FY2017 AND FY2018 FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 GRANT PROJECT ORDINANCE (ITEM 7/ PR 12754)**

Meg Scully, Durham-Chapel Hill-Carrboro Metropolitan Planning Organization's Transportation Department staff member, explained the item consisted of the Federal Transit Administration Section 5310 grant program consisting of enhanced mobility for seniors and persons with disabilities and explained various transit methods including ride services.

Ms. Scully explained the meaning of 'purchase of service' that was defined as the purchase of any trip and represented a capital item within the grants that allowed for 80% federal and 20% local matches. Any type of purchase would be eligible with payment of costs at the 80/20 ratio and noted administrative projects did not require any local match.

Council Member Freeman inquired about coordination across the city on the use of service.

Ms. Scully deferred to Transportation Director Terry Bellamy.

Director Bellamy explained that there was enhanced coordination and streamlining of services between the city and county; noted that the taxi service was revamped and available to residents; and would update Council in the future.

**SUBJECT: INTERLOCAL AGREEMENT WITH NORTH CAROLINA DEPARTMENT OF TRANSPORTATION, CITY OF DURHAM AND DURHAM COUNTY FOR THE DURHAM COORDINATED SYSTEMS COMMUNITY CONNECTIVITY PLAN (ITEM 8/ PR 12770)**

Harmon Crutchfield, Assistant Director of Transportation, provided background on the community connectivity plan for para-transit services along with access for ridership; explained Durham County had reached out to the city to coordinate services within a regional system; and elaborated on how grant funds would be used to coordinate the systems. He also indicated a report would be available within a matter of months on the paratransit system.

Council Member Freeman inquired about minority participation in services, maintenance and repairs. Mr. Crutchfield indicated that the city was assessing DBE participation.

**SUBJECT: COOPERATIVE GROUP PURCHASE CONTRACT FOR THREE (3) SEWER VACUUM- JETTER TRUCKS (ITEM 11/ PR 12764)**

Joe Clark, Fleet Management Director, explained that diversity was a priority and noted that driving the cost per vehicle down to its lowest total cost was an objective.

Mike Butner, manufacturer representative of sewer cleaning trucks, explained that his company dealt with specialty equipment, had two employees and when the time demanded growth, he would be open to diversity.

**SUBJECT: CONTRACT EXTENSION WITH THE US GEOLOGICAL SURVEY FOR THE STUDY OF URBAN STREAM NUTRIENT LOADS (ITEM 13/ PR 12767)**

Council Member Freeman inquired about how the contract would have an impact on nutrient management.

Michelle Woolfolk, Water Quality Manager, Public Works Department, described the purpose of the contract extension that involved evaluation of the regular monitoring program, supplementing the monitoring data collected by city staff, and doing research to assist staff in better estimating the amount of nutrient loads within the local watershed. She also stated that the goals of the study would include providing the city with data in what to change in its monitoring program and to look at different methods to calculate mass loads.

**[PRESENTATIONS]**

**SUBJECT: PARTICIPATORY BUDGETING (PB) RULEBOOK (ITEM 14/ PR 12772)**

Andrew Holland, Community Engagement Manager, and Robin Baker, Community Engagement Coordinator, presented the update on the draft PB Rulebook and outreach strategy along with the status report on the Participatory Budgeting Steering Committee.

Mr. Holland made a PowerPoint presentation to include discussion of the PB framework, the goals, values and intended outcomes, communications/outreach plan, and approach to data and evaluation; and introduced the PB team in the audience consisting of Ms. Baker; Valerie Warren, consultant from Our City, Our Voice.

Mayor Pro Tempore Johnson inquired about funding going toward capital projects.

Budget and Management Director Bertha Johnson responded that it was her understanding that that was adopted in the final budget with the funding set aside in the CIP Program this cycle.

Mr. Holland explained the framework, noted that this was the first PB cycle and evaluation would be conducted along each phase of the PB process.

City Manager Bonfield asked if NC Central University and Duke University students were considered residents.

It was the consensus of the group that students could register to vote locally and would have to attest to residing in Durham.

Mr. Holland spoke to the PB Orientation, Kick-Off and De-Briefing Sessions along with key terms, values and guiding principles.

Ms. Baker addressed communication strategies involving elections, education and engagement of the public to include bilingualism; e-impact on-line participation and hatch-GEO tool for idea collection along with social media engagement; empower via data summit, idea gathering to determine viability of projects and providing stipends to budget delegates; spoke to everlasting and continuous outreach improvement to meet steering committee goals with internal and external partners; and conducting comprehensive evaluations one year later. She also explained

that rules would be written at an upcoming Steering Committee meeting along with a discussion of goals and metrics and explained the timeline of idea collection.

Mayor and Council appreciated the work thus far in the kick-off efforts on the Rule Book and Communication Plan.

Council Member Middleton encouraged the outreach plan to include the managing of expectations to include focusing on physical projects located on city properties.

Council Member Alston inquired about how the values and guiding principles were developed.

Valerie Warren, consultant from Our Cities Our Voice, spoke to working through a series of facilitations that involved collective decision-making, accomplished by working in small groups to define key terms; the groups then edited potential goals and prioritized them; the priority goals were compared, group to group, and aggregated into collective goals. She also stated that this was the process utilized to devise the outcome statement, based on consensus or voting.

Council Member Reece addressed Slide #8, Intended Outcomes, and stated it was critically important in efforts in correcting harm and conducting the process with this goal in mind.

Council Member Caballero explained that she attended the recent Saturday session with the Steering Committee members and observed members having meaningful conversations who were committed to the process. She also mentioned that the new Latina outreach person, Carmen Ortiste, was very much appreciated.

Director Johnson explained that Carmen was shared between NIS, BMS/I-Team and PB and welcomed the other members of the Steering Committee in the audience.

Council Member Freeman encouraged a conversation regarding hiring another bi-lingual staff member for next year.

Mayor Schewel asked how success would be determined.

Ms. Baker explained that baseline data would be utilized to determine where participation was oriented in the community and increased engagement in local government/community outreach.

Ms. Warren explained the role of the steering committee in the community in terms of how the program was understood in order to work toward a set goal and how the participants could achieve the overall goal- the overall goal was determined last weekend; and explained that the steering committee would weigh-in with staff to establish process measurements to track overall progress through the first year of implementation, this being separate from overall program evaluation.

Mayor Pro Tempore Johnson appreciate the outreach statement and would be attending the workshop on the coming Saturday.

Mayor Schewel encouraged the consideration of numerical figure of participants, and favored a target related to the number of voters.

Council Member Middleton supported the intended outcome statement.

Council Member Freeman spoke to the evolution of the process and emphasized the need to get the process right.

**SUBJECT: CELAYA, MEXICO SISTER CITY PROPOSAL (ITEM 15/ PR 12773)**

Brady Surles, Director of the Sister City Program, announced the Annual Meeting of his organization, spoke to current events that included the Festival of Nations at Duke Homestead and explained that there was excitement around the new sister cities in Sibiu, Romania and Celaya, Mexico.

Mr. Surles explained the non-profit board's approval process for additional sister cities and encouraged Council to adopt the sister city in Celaya, Mexico.

Mayor Pro Tempore Johnson asked how many sister cities did Durham want.

Mr. Surles responded that he did not know what was reasonable; indicated that each sister city developed a committee to arrange ties, events and meetings. He noted that since 2012, the number of sister cities had doubled from four to eight and explained that what was key was a group of people who were committed to make working arrangements.

Council Member Caballero spoke to possibly advocating for a sister city in Chile; and pronounced the candy manufactured in Celaya.

Mayor Schewel was supportive of a committed group of persons who were willing to make the associations succeed and asked if there was support by the local leadership in Celaya.

Mr. Surles acknowledged that he had received a letter from the Mayor of Celaya and stated there were government officials and private organizations that were supportive.

City Clerk Schreiber announced that Council had nominated Daniel Clever (Urban Trails & Greenways) and Gregory Stewart (Bicycle Commuting) to the Durham Bicycle and Pedestrian Commission.

**Settling the Agenda – November 5, 2018 City Council Meeting**

City Manager Bonfield referenced the following items for the October 15, 2018 City Council Meeting agenda: Consent Items 1 through 13, 15 and 19; and General Business Agenda - Public Hearing Item 16.

**MOTION** by Council Member Reece, seconded by Council Member Alston, to settle the agenda for the November 5, 2018 City Council Meeting as stated by City Manager Bonfield. The motion passed unanimously.

There being no further business to come before the Council, the meeting was adjourned at 2:38 p.m.

Diana Schreiber  
City Clerk