

**THE BOARD OF COUNTY COMMISSIONERS  
DURHAM, NORTH CAROLINA**

Wednesday, October 3, 2011

9:00 am Worksession

**AGENDA**

**1. Citizen Comments**

30 min.

The Board of County Commissioners will provide a 30-minute comment period at the beginning of its Worksession meeting on the first Monday of each month. Any citizen of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers must sign in prior to the start of the meeting providing a mail/email address and telephone number so that staff may reply to comments and/or questions. Citizens who request an immediate response from the Board are encouraged to submit a brief description of the issue to the Clerk to the Board two weeks prior to the Worksession to allow an opportunity for research prior to the meeting. **All speakers shall have three (3) minutes to speak and are requested to refrain from addressing issues related to personnel matters.**

**Resource Person:** Michelle Parker-Evans, Clerk to the Board

**County Manager's Recommendation:** The Manager recommends that the Board receive citizen comments and direct staff to respond, as deemed appropriate.

**2. Appointment Process for Sheriff Replacement**

30 min.

Sheriff Worth Hill has indicated that he plans to retire on January 1, 2012. The Board of County Commissioners has the statutory authority to replace the Sheriff upon his resignation. Chairman Page has requested the item be added to the agenda for Board discussion.

**Resource Persons:** Michael D. Page, Chairman; Worth Hill, Sheriff; Lowell Siler, County Attorney

**County Manager's Recommendation:** The County Manager recommends that the Board discuss the item and advise the staff if any additional information or action is necessary. (Action on the item requires a motion to suspend the rules.)

3. **Durham Museum of History Update**

15 min.

Representatives from the founding committee for the Durham Museum of History have requested an opportunity to update the Board of Commissioners regarding its progress to establish a museum chronicling the history of Durham.

**Resource Persons:** Tom Krakauer and Lew Myers

**County Manager's Recommendation:** The County Manager recommends that the Board receive the presentation and advise the staff if any additional information is necessary.

4. **Durham Convention and Visitors Bureau Facility**

30 min.

The Durham Convention and Visitors Bureau (Tourism Development Authority) has requested that the County consider donation of its facility to the Authority upon termination of the lease. The present lease will terminate in 2014 after a 20-year term, and the authority believes the lease payments have compensated the County for the value of the property

**Resource Persons:** Mike Ruffin, County Manager; Lowell Siler, County Attorney; Shelly Green, President, Durham Convention and Visitors Bureau

**County Manager's Recommendation:** The County Manager recommends that the Board transfer the property the DCVB upon the expiration of the present lease agreement.

5. **Durham County Justice Center Parking Deck Fees**

30 min.

In order to issue a RFP for management of the New Justice Center Parking deck and installation of parking equipment, it is necessary to establish the fees for said deck. As such, it is recommended that the fee for the public be set at \$2.00 for the first hour and \$1.00 per hour for each additional hours or part thereof with a maximum of \$10.00 per day. The monthly fee for non-county employees will be set at \$55.00 per month and collected by the County. There will be a special event parking fee of \$5.00 collected by the Deck manager. Staff is developing a recommended policy for employee parking at all county decks and lots, and will return in early 2012 with a recommendation for the Board to review.

**RESOURCE PERSON:** George K. Quick, Finance Director

**COUNTY MANAGER'S RECOMMENDATION:** The County Manager recommends that the Board suspend the rules and approve the recommended parking fees.

**6. Strategic Plan Update**

10 min.

The Board is requested to hear an update of the County's Strategic Planning Process. The County Manager's Office continues to seek the input of the BOCC in helping craft a meaningful Strategic Plan. Each month at Worksession, the County Manager's Office will seek the feedback of the Board of County Commissioners. Since your last update on September 7, the County Manager's Office has continued working on the early stages of the Strategic Planning Process. Key developments include:

- Briefings with each Commissioner with County Manager and Dr. Tyrone Baines.
- In mid-September, the Direction Setting Team (which is the County Manager's Management Team) and the Plan Development Team met to review data collected this summer and began drafting goals for the Strategic Plan.
- Spanish-language survey completed and staff/consultant now analyzing results.

Lou O'Boyle and her staff at the consulting firm of Zelos have prepared an organizational analysis based on information collected in the information gathering phase of the Strategic Planning Process and that analysis will be shared today. In October, the Direction Setting Team and Plan Development Team will meet again to finalize goals for the Strategic Plan and draft specific objectives that will fall under those goals. In addition, the Measures Team (a subset of the Plan Development Team) will meet to draft outcome measures for the Strategic Plan.

**Resource Person:** Mike Ruffin, County Manager

**County Manager's Recommendation:** The County Manager recommends that the Board hear the Strategic Plan update and ask staff questions as needed.

**7. Board and Commission Appointments**

10 min.

Michelle Parker-Evans, Clerk to the Board, will distribute ballots to the Board to make appointments to the following boards and commissions:

- Social Services Board

**Resource Person:** Michelle Parker-Evans, Clerk to the Board

**County Manager's Recommendation:**

The County Manager recommends that the Board of County Commissioners vote to suspend the rules and appoint a member to the Durham Social Services Board.

**8. Procedures for Citizen Appointments**

30 min.

The Board of Commissioners is requested to hear a presentation on proposed changes to the Board's Procedures for Citizen Appointments.

**Resource Persons:** Kathy R. Everett-Perry, Assistant County Attorney; Michelle Parker-Evans, Clerk to the Board

**County Manager's Recommendation:** The County Manager recommends that the Board consider the information and possible changes to Durham County's Procedures for Citizen Appointments, if appropriate.

**9. Expanding Membership of Memorial Stadium Authority**

15 min.

The Board is requested to review the attached Local Act regarding the establishment of the Durham County Memorial Stadium Authority. The statute states that:

“The Board of Commissioners of Durham County may immediately after the ratification of this Act appoint an authority composed of five (5) members who shall be known as the Memorial Stadium Authority and who shall have the powers herein conferred and shall have the control of the management of the operation of the stadium after its completion.”

The Board is advised that in order to expand the size of the Authority or make any other changes to the Stadium Authority, the Board would need to seek and gain approval of the General Assembly.

**Resource Persons:** Lowell Siler, County Attorney; Mike Ruffin, County Manager; Carol Hammett, Deputy County Manager

**County Manager's Recommendation:** The County Manager recommends that the Board review the existing Local Act regarding the Durham County Memorial Stadium Authority and advise staff on any additional action.

**10. Review of September BOCC Directives**

10 min.

The Board is requested to review the previous month's directives for staff and make comments as necessary. This set of directives covers June, July, August and September of 2011.

**Resource Persons:** Mike Ruffin, County Manager; Michael Davis, Assistant to the County Manager

**County Manager's Recommendation:** The County Manager recommends that the Board review the September BOCC directives and make comments to staff as necessary.

**11. Closed Session**

30 min.

The Board of Commissioners is requested to adjourn to closed session to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee, pursuant to G.S. § 143-318.11(a)(6).

The Board is requested to adjourn to Closed Session pursuant to G.S. § 143-318.11(a)(4) to discuss matters relating to the location or expansion of a business or industry.

**County Manager's Recommendation:** The County Manager recommends that the Board adjourn to closed session and provide directions to staff as needed

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4 hrs. 10 min.