

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

Monday, April 4, 2011

9:00 A.M. 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(s): 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. **Presentation: Downtown Durham Inc – Business Improvement District**

10 min.

Bill Kalkhof, President and CEO of Downtown Durham, Inc., will provide a brief update on the initiative to establish a Business Improvement District in downtown Durham.

Resource Person: Bill Kalkhof, President, Downtown Durham, Inc.

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

3. **Presentation: Bull City Forward**

20 min.

Bull City Forward is a non-profit organization focused on catalyzing sustainable enterprise in Durham. The initiative has drawn national attention and is quickly becoming a model for other cities, including the launch of Queen City Forward in Charlotte. Christopher Gergen is Bull City Forward's founding Executive Director. Bull City Forward complements Mr. Gergen's role as an adjunct faculty member at the Entrepreneurial Leadership Initiative at Duke University within the Terry Sanford School of Public Policy's Hart Leadership Program, as well as his position as "Innovator in Residence" at the Center for Creative Leadership.

Resource Person: Christopher Gergen, Executive Director, Bull City Forward

COUNTY MANAGER'S RECOMMENDATION: The County Manager recommends that the Board receive the presentation and advise the staff if additional action is necessary.

4. **Presentation: Department of Social Services**

20 min.

The Department of Social Services (DSS), on behalf of Commissioner Joe Bowser, requests that Dean Duncan, Research Professor with the UNC School of Social Work, make a presentation to the Board on changes over the last few years in the needs of DSS customers.

Resource Persons: Gerri Robinson, Director or Rhonda Stevens, Assistant Director

County Manager's Recommendation: The Manager recommends that the Board receive the presentation.

5. **Opening Doors in Durham**

20 min.

The county and city managers, pursuant to a directive from the Joint City-County Committee, have recommended a reorganization of the city-county initiative to prevent and end homelessness, previously referred to as the Ten Year Plan to End Homelessness. The new initiative, Opening Doors in Durham to Prevent and End Homelessness, recommends a new strategy under the direct control of the City of Durham and Durham County.

Resource Persons: Mike Ruffin, County Manager; Drew Cummings, Assistant County Manager

County Manager's Recommendation: The County Manager recommends that the Board receive and review the recommendation and authorize staff to proceed with the implementation thereof.

6. **Update on Finance Policy**

15 min.

The Finance Department would like to review the current Finance Policy and recommended changes with the BOCC for approval. The changes are of a technical nature designed to bring the policy in compliance with current accounting standards (GASB 54) and to increase the County's Fund Balance ratio goal to 25% (Moody's shows 24.7% as the median level for AAA rated credits) from a policy level of 15%. The County's current Fund Balance level is 20.8%.

Fund Balances for peer Counties as of June 30, 2011:

Wake	19.27%
Forsyth	31.3%
Guilford	16.3%
Mecklenburg	17.3%

Resource Person(S): George K. Quick, Finance Director; and Susan Tezai, Deputy Finance Director

County Manager's Recommendation: The County Manager recommends that the Board receive the Finance Policy briefing, suspend the rules, and approve the recommended changes to the Finance Policy.

7. **Strategic Plan Update**

15 min.

In the fall of 2010 the Board of Commissioners began discussing the development of a Strategic Plan for Durham County Government. During the course of those discussions, the Board and staff have met on several occasions to determine the scope and type of Strategic Plan that the BOCC is seeking. On January 31, 2011, The BOCC met in a special session, facilitated by Tyrone R. Baines, Ph.D. and determined that they desired a community wide plan with broad citizens and institutional input. In addition, the Board agreed a new mission and vision statement for the County.

Since that time, the County Manager's Office has continued to move ahead on the County's Strategic Planning process and has worked with both Tyrone R. Baines, PhD and Zelos Consulting to determine the cost for the work products that that the County is seeking in this broad based plan. Today staff is providing the BOCC and update on the cost and seeking the board's approval to enter into a consulting contract with the Virginia-based firm of Zelos at the next regular meeting.

Per the proposed contract, Zelos will guide Durham County through five phases in the strategic planning process: 1) Project Initiation and Detailed Project Plan; 2) Organizational Analysis; 3) Creation of Draft Strategic Plan; 4) Approval of Strategic Plan; and 5) Implementation Structure.

The Zelos professional fee is \$45,000, plus an estimated \$9,604 for travel expenses. The County Manager's Office seeks approval to place this contract on the April 11, 2011 consent agenda.

Resource Persons: Wendell M. Davis, Deputy County Manager, Michael Davis, Assistant to the County Manager

County Manager's Recommendation: The Manager recommends that the Board approve placement of the proposed Zelos contract on the April 11, 2011 consent agenda.

8. Update on Piedmont Food & Agricultural Processing Facility

15 min.

In 2007, Durham County helped support a feasibility study which was completed for a “regional shared-use food & agricultural processing facility” serving Orange, Durham, Chatham, and Alamance counties. Based on the findings of the report, this four county consortium moved forward with planning for a facility to be located in Hillsborough. In May of 2008, the Durham Board of County Commissioners passed a resolution in support of this facility, which at that time was estimated would generate between \$800,000 - \$1,200,000 in gross income for local farmers and food entrepreneurs who would use the facility. In fact, it is anticipated that the facility will serve clients of a much wider, 20+ county area within a 75 mile radius of Hillsborough.

More than \$1.4 million in grant funds for design, renovation, equipment, operations, and personnel has been generated, primarily through the efforts of Orange County’s Economic Development Department. As a result, the facility will open and be operating for some time at very, very minimal cost to Durham County taxpayers. The County *did* enter into an Interlocal agreement in May 2010 with the three other counties and did thereby commit to covering a share of any future budget shortfalls (starting in FY11-12), not to exceed \$30,000 in any given year. The idea, however, is for the facility to become self-sustaining and be transformed into a 501(c)(3) and handed over to a non-profit governing board as soon as possible.

A steering committee with four Durham County representatives has been meeting regularly, and a facility manager has also recently been hired. There is significant and growing interest in the facility, which has an anticipated opening date sometime in May 2011. Details of the grand opening will be shared when they are available.

Resource Person: Drew Cummings, Asst. County Manager

County Manager’s Recommendation: The County Manager recommends that the Commissioners receive this update on the Piedmont Food & Agricultural Processing Facility.

9. Review of March BOCC Directives

15 min.

It was requested that at each month’s Worksession, the Board of County Commissioners has the opportunity to review the previous month’s directives for staff and make comments as necessary.

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

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

*****RECESS UNTIL 1:30 PM*****

10. Public Hearing for Non-Profit Agencies Applying for FY 2011-2012 Funding

180 min.

The Board is requested to hear presentations from non-profit agencies that applied for funding in the 2011-2012 Fiscal Year.

Resource Persons: Pam Meyer, Budget and Management Services Director; Laura Jensen, Budget Analyst

County Manager's Recommendation: The Manager recommends that the Board receive comments from presenting non-profit agencies.

5 hrs. 40 min.