



Durham County Memorial Stadium Authority Minutes

Date: August 3, 2021

Time: Noon

Location: Durham County Memorial Stadium

In Attendance

Pam Karriker, Chair; Dan Moushon, Vice-chair; Commissioner Nimasheena Burns; Ed Bryson, Secretary; Tyrone Wilson; E'Vonne Coleman; Charles Epps

Also, in attendance: Zach Pritchard, County Stadium Manager; Motiryo Keambiroiro, Director General Services; Josh Edwards, Deputy Director General Services; Willie Darby, Durham County Attorney

Approval of Minutes

The minutes from the May 4th 2021 meeting, upon motion of E'Vonne Coleman and Second by Dan Moushon to approve the minutes were unanimously.

Bordeaux Construction Parking Terms and Fees

Mr. Pritchard advised the Authority that Durham County Engineering is beginning work on the replacement of the Youth Home located at the intersection of Stadium Drive and Broad Street. As part of the project the construction company will need overflow parking throughout the construction as there will not be any parking available for its crews on the construction site. Durham County Engineering has asked the Authority to provide parking for the contractors during the duration of the construction project which is currently scheduled to last from September 2021 until January 2023.

General Services has proposed that Bordeaux Construction be allowed to park contractor's personal vehicles on the gravel portion of the Home Side parking lot located at 750 Stadium Drive during the duration of the project. For the parking lot usage General Services is proposing that Bordeaux Construction pay the County a flat monthly fee for the usage of the parking lot usage based upon the estimated average number of cars provided in their May 2021 usage estimate. If the vehicle usage regularly exceeds the estimated number of vehicles using the parking lot, the Stadium hold the right to apply an additional fee if necessary. General Services advises the Authority that the typical weekday work hours will be approximately 7:30 am until 4:30 pm. Additionally, General Services advises that the contractors are aware that they will have a need to find secondary parking locations on event days at the Stadium such as the existing agreement the Authority has with Duke Regional Hospital. General Services is proposing that the rate for the parking should be \$2.50 per car per day or a total proposed contract in the amount of \$35,875.

Upon motion by E'Vonne Coleman and second by Dan Moushon to charge Bordeaux Construction \$2.50 per car per day to park contractor's personal vehicles in the gravel portion of the Home Side Parking lot during the construction of the Youth Home, said motion was unanimously approved.

Stadium Manager's Report

1. Update on Beer Garden Pilot Program

Mr. Pritchard gave the Authority an update on the Beer Garden Pilot Program at the Stadium. He advised that there have been 5 events at the Stadium as of July 23, 2021 that have had beer sales. R and J's Fish, Wings & Things holds the



license for the space with on agreement, which is the industry standard that Durham County receives 27% from the sales of alcohol sold at the Stadium. For the 5 events there have been \$926.00 in total beer sales and the county has received \$250 form the sale of beer. Mr. Pritchard reposted that there has not been any increase in security incidents due the sale of alcohol at the 5 events. However, to help patrol the Beer Garden space Mr. Pritchard inform the Authority that the Stadium has established an agreement with Rhino Sports Staffing to provide security services.

2. Update of Facility Maintenance/Repair Updates

Regarding track repairs Mr. Pritchard reported that the repairs were completed on May 27, 2021. Also, he advised that the power washing of the concourse and bleachers was completed July 2, 2021.

Regarding the storage room roofing repairs, the contract on this project is currently with Purchasing and thus these repairs have not preformed. The same would hold true with the contract to manage the stadium drainage on the East side end zone, that is, it is also currently with Purchasing. Regarding the Stadium and Drive Lanes it was reported that General Services is identifying a time to pave the exterior drive lanes to assist with the gonging water issues on the property.

Regarding the Stadium Heating and Cooling replacement, General Services HVAC division is aware of the ongoing issue in the Press Box regarding the heating and cooling units in the Media and Visiting team boxes. It is identifying the replacement/repairs of that part of the system and the other two units have been replaced.

Regarding the Concourse bathroom/Locker Rooms a schedule from General Services HVAC is still being determined.

- With regards to a replacement for the existing pole vault, it was ordered at the end of FY 20-21 and the new equipment arrived 7/21/21.

The Authority was advised that the facility boiler system needed replacement. Funds were used to replace the boiler system for the Home Side Concession / Restrooms. Parts have been secured by plumber to use for additional repairs to the existing 3 other units. These units will need to be replaced within the next 1 to 3 years per General Services Plumbing.

3. Current Event Rental Landscape and Stadium Event Bid Update

- Events due to COVID-19
- Parking lot usage
- DPS Foundation Event
- Durham County Health Department Back to School Function

City of Durham Partnership

- Drive In style events
- Return of Shredding / E-Waste events
- Rock Quarry Park Renovations

Professional Sports Teams

- Seeking long term contracts and new contractual structures

Northern High School

- Opening and Stadium usage is still to be determined

Private School Football programs are growing



- AHOP Christian School has scheduled 3 football games and Mt. Zion will have 4 or 5 football games played at the Stadium
- Shaw University will play its homecoming game at the Stadium and possibly several more games.

Mr. Pritchard advised that the NAIA is looking for a site to schedule its 2021 and 2022 national championship games and a site visit was held at the Stadium on July 8, 2021.

The Authority was also advised that the NJCAA Division 1 Men's and Women's Outdoor Track and Field Championships are looking for a site to hold their events. The dates of the possible events are Spring of 2023, 2024 and 2025. A site visit has yet to be scheduled.

Durham County – General Services Management Update

The Authority was advised by General Services that the Durham Memorial Stadium's Manager reports to the Deputy Director of the Durham County General Services Division within the Durham County Government. The Director and/or the Deputy Director of General Services will provide necessary updates to the Stadium Authority from the Durham leadership that impact Stadium operations, including but not limited to budget planning, policies, projects and protocols.

Capital Improvement Project Budgeting was discussed which included the fact that the artificial surface of the football field does need resurfacing and the stadium needs to be made safe for the teams performing at the Stadium and the spectators attending the events at the Stadium. Additionally, there was a discussion regarding a Stadium Manager's FY22 Workplan. Several members of the Authority, namely Pam Karriker, E'Vonne Coleman, Tyrone Wilson and Charles Epps have agreed to form a subcommittee to assist the Stadium Manager in preparation of the Workplan.

Authority Chair / Board Member Comments

In that the Memorial Stadium Authority supervises and directs the general operation of the Stadium, it establishes policies relative to the maintenance, fees and use of the facility. Thus it was decided by the chair to give the members of the Authority an opportunity to provide comments regarding the operation of the facility and address any items which may require attention of the Authority, Stadium Manager or Durham County. There was a lively discussion lead by Commissioner Burns regarding funding available to both the City and County and that requests for these monies must be made by mid-August. The discussion more or less dealt with lost revenues suffered by the Stadium due to COVID-19 as a number of events scheduled for the Stadium were withdrawn. Commissioner Burns gave advice on how the Stadium Authority should approach the County for these funds.

A motion to adjourn was made by Ed Bryson and seconded by E'vonne Coleman. The motion was unanimously approved. The meeting was adjourned at 1:45 pm

Submitted by Ed Bryson, Secretary

Durham County Memorial Stadium Authority