

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

Wednesday, August 4, 1999

9:00 A.M. Worksession

**AGENDA**

**1. Citizen Comment—John Jolly**

Mr. John Jolly, 904 Arnette Avenue, has requested time on the worksession agenda to speak to the County Commissioners about the Durham County Detention Center relative to concerns he would like addressed.

**2. Citizen Comments—Don Hasselback, Joan Pepper, and Charles Rogers**

Mr. Charles Rogers and Mrs. Joan Pepper, members of the Nursing Home Community Advisory Committee, and Mr. Don Hasselback, Maintenance Director for Treyburn Rehabilitation and Nursing Center, have requested time on the August 4, 1999 Worksession agenda to discuss with the Commissioners the need for a sign to be installed on Snow Hill Road to designate the location of Treyburn Rehabilitation and Nursing Center.

The attached correspondence will help to explain the existing situation.

**3. Solid Waste Management Informational Update by Local and State Officials**

The purpose of this presentation is to provide the Board of County Commissioners (BOCC) with a Solid Waste Management Informational Update. This will be a two-part presentation. Part one consists of a Solid Waste Management update from City, County, and State representatives. Part two will be presented at the September Worksession and will consist of a request by the Department of General Services to repeal the current Litter Control Ordinance adopted by the BOCC on May 26, 1987, and replace it with a more comprehensive Solid Waste Management Ordinance.

Mike Turner, Director of General Services, will present a brief overview of Solid Waste Management in Durham County and provide the BOCC with an update on the County's ten-year Solid Waste Management Plan. (5 minutes)

Marc Powell, Durham County Waste Reduction Supervisor, will present a video on environmental concerns in Durham. (5 minutes)

David McCary, Solid Waste Director for City of Durham, will provide an update on behalf of the City of Durham. (5 minutes)

Jim Conner, Chairman of the Durham Environmental Affairs Board (DEAB), will provide an update on behalf of the DEAB. (5 minutes)

Phil Prete, Environmental Supervisor II, Division of Pollution Prevention and Environmental Assistance, North Carolina Department Environment and Natural Resources (NCDENR), will comment on the need for local enforcement. (5 minutes)

Jim Hickman, Solid Waste Management Analyst, Division of Solid Waste Management, NCDENR, will discuss waste reduction progress being made at state level. (5 minutes)

Resource Person: Michael Turner, General Services Director, and Marc Powell, Waste Reduction Supervisor.

County Manager's Recommendation: Receive the Solid Waste Management Informational Update as presented.

#### **4. Investment of Community Health Trust Funds Work Session**

Patricia J. Gravinese, Durham County Finance Director, will make a presentation to the Board concerning recently approved local legislation. This approved legislation allows for investment of portions of the established Community Health Trust Fund in equity investments to the same extent that the State Treasurer is allowed to invest money credited to special funds. Furthermore, Ms. Gravinese will bring forth information and recommendations for a general investment plan that mirrors the Board's stated intentions when the Fund was established. Upon Board's direction to staff regarding investment philosophy, Ms. Gravinese will then draft a specific Investment Policy and Guidelines document for Board approval.

Ms. Gravinese is requesting that the Board accomplish the following during this worksession:

- Receive the presentation regarding the background, options available, and recommendations to achieve the investment objectives set by the Commission.
- Analyze and deliberate the key considerations of the report.
- Consider for approval the recommendations on asset allocation, earnings, reinvestment and utilization; authorize the County Manager to engage Davenport & Company LLC for financial advisory services to compliment Finance Department staff in attaining strategic investment initiatives (service contract to be brought back for approval during next regular board meeting).

County Manager's Recommendation: As the Board of Commissioners will recall, direction was given to pursue local legislation to invest in equities during this legislative session. Now that Durham County has this additional discretion, it is appropriate for the Board to determine the general investment strategy for the protection and growth of the proceeds of the lease agreement with Durham County Hospital Corporation and Duke University Health System. Ms. Gravinese is seeking direction so specific guidelines can be crafted, and financial advisory services can be obtained. Keep in mind that she is not recommending investment managers, at this point in time, as this will not be done until the Board's guidelines are approved. Financial advisory services will support the Finance Department in a broad range of financial decisions such as timing of debt issuance, refunding, etc.

#### **5. Durham Community Shelter for Hope--Funding Advance**

As Board members will recall from your July 12, 1999 Board meeting, I recommended that the Durham Community Shelter for Hope receive an advance of \$40,682 from the annual County appropriation of \$150,000. This was not new money but an advance to keep them financially viable until this worksession. This advance was conditioned upon their Board working on a plan of action for financing the remainder of FY '99-'00 and to address any concerns raised by the County's internal auditor and/or budget staff.

County Manager's Recommendation: After this Board session, I asked budget staff to review the revenues and expenditures of the Shelter for the last fiscal year to get a quick picture of their cash flow to assist them in putting together a valid budget for this fiscal year. Internal audit also finished up their review and solicited responses from the Shelter to issues that were identified. Note that several of the enclosures that are listed below were received as the agenda was being prepared for mailing, and thus, I have not analyzed the documents fully. I will say that one thing that caught my attention was the increase in the new proposed budget based on last year's actuals. It has grown substantially. I have asked our Budget office to meet with the Shelter staff again prior to the worksession to document the reasons for the increases. I will be prepared to make a statement after further review of the findings at your Wednesday meeting and your listening to the comments of the Shelter Board. The enclosed items are as follows:

- Letter Dated July 26, 1999 from Durham Community Shelter for HOPE (corrective action outline)
- Letter Dated June 25, 1999 from DCSH on Emergency Session
- Summary of FY 1998-1999 Revenue and Expenses and FY 1998-1999 Adopted/Actual Budget
- County Internal Audit of Durham Community Shelter for HOPE

They are requesting an increase in the appropriation from the County in the amount of \$63,000.

## **6. Policy Discussion on "Internet Access to Public Records"**

To receive a report concerning public access to GIS data on the Internet.

The Spatial Data Explorer, a GIS Internet program, has been on line and available to the public since July 1, 1999. The purpose of the program was to provide the public an easier way to find information about a piece of property.

After receiving concerns from the law enforcement offices, the Police Department, and the Sheriff's Office, and further evaluation of general public safety issues, a recommendation was made to the City and County Managers to withhold the name search capability until a policy addressing the way the City and County publish public records on the Internet could be put in place. The attached report explains different issues and possible options for the Board to discuss during the work session.

The issue has been discussed by the City Council during the Committee of the Whole meeting on July 15. The City Manager requests a special work session with both the City Council and the Board of County Commissioners to be scheduled in the future to discuss the development of a countywide policy on Internet access to public records.

Resource Person: Michiyo Wagner

## **7. Lease Agreement for The Durham Center**

The Durham Center (Mental Health) is in critical need of additional space due to increases in staff resulting primarily from State mandated services and grant awards. The additional space is also needed due to space formerly occupied by staff having to be converted to record and file storage space, consumer reception space, and information systems technology networking space. Additional space is also needed due to a reorganization that requires several key management, operations and systems coordination functions to be co-located at one site.

The Durham Center will vacate 4,000 sq. ft. of currently occupied space at Carmichael Building (300 North Duke Street), allowing the Department of Social Services to occupy this space in order to meet its critical staff space needs (at no additional cost to the County). The Durham Center will also vacate selected space at 4 other sites (total 3,000 sq. ft.) to alleviate significant staff space problems at each site.

Several space options were investigated in the downtown area. Staff recommends leasing 13,300 sq. ft. at the old GTE building located at 200 North Mangum Street. The lease rate is \$11.95 per sq. ft. for a period of three (3) years, which includes the cost of leasing forty (40) parking spaces.

Resource Person(s): Steven J. Ashby, The Durham Center and Chuck Kitchen, County Attorney

County Manager's Recommendation: Please note the attachment letter from DSS Director Hudgins that outlines a concurrent need of DSS for additional space that can be addressed utilizing the space that will be vacated by The Durham Center. The one-time technology costs that are attached are necessary due to the former utilization of Mental Health funds to provide this technical infrastructure in the Carmichael building which will continue to provide service to DSS in that facility. These costs will be covered by funds available in the PAYG account. Dr. Ashby will discuss the need for an additional appropriation of \$48,000 from County funds to cover his lease expenses that derives from an agreement prior to my administration which was not discussed during budget deliberations. The appropriation would have to come from the County's contingency funds that now stand at \$350,000.

The County Attorney is currently reviewing the attached draft lease. Any approval needs to be contingent on his office's final review.

## **8. Burning of Debris and Trash**

Commissioner Heron has requested time on the agenda to discuss open burning of debris and trash and the problems that arise as a result of the burning.

Resource Person: Commissioner Heron

**9. Closed Session—To Discuss a Personnel Matter and to Consult with the County Attorney**

The Board of County Commissioners will go into Closed Session to discuss a personnel matter and to consult with the County Attorney pursuant to North Carolina General Statute 143-318.11(a)(3)(6).