



**Date:** October 6, 2025

**To:** Claudia Hager, County Manager  
**Through:** Maurice Jones, Deputy County Manager  
**From:** Sara M. Young, AICP, Planning Director  
**Subject:** Revisions to Historic Preservation Commission's Interlocal Cooperation Agreement

### **Executive Summary**

The Historic Preservation Commission (HPC) is guided by an Interlocal Cooperation Agreement (ICA) between the City of Durham and Durham County, and this document is now up for revision. Staff, in coordination with the City and County Attorney's Offices, is proposing several revisions to this agreement. Proposed changes will bring the agreement in conformance with recently revised state statutes as well as city policies around stipends; they will also address Commission membership structure and qualifications to facilitate recruitment of new members.

### **Issues and Analysis**

The current agreement was created in 1992 and last updated in 2011; it is now due for revision. Updates include: (a) changes to North Carolina statute references to reflect revisions made within the statutes (i.e. consolidation and reorganization of city and county enabling statutes related to development from Chapters 153A and 160A into 160D); (b) changes to member qualifications and the structure of appointments to add two alternate members and expand the pool of applicants for a single position and thus alleviate the difficulties experienced in filling certain positions, such as banking professional and attorney; and (c) the instatement of the ability for members to be compensated and thus avail themselves of the stipend program implemented by the City in its "Handbook to the City of Durham's Advisory Boards, Committees, Commissions and Taskforces." The HPC is currently eligible for the County's stipend program but not for the City's.

### **Alternatives**

**A. *Modify and approve the revisions to the Historic Preservation Commission's Interlocal Cooperative Agreement.***

The Durham Board of County Commissioners may elect to modify the text of the proposed revisions to the HPC's ICA. This could potentially cause a situation where the adopted language differs between the city and the county.

**B. *Deny any revisions to the Historic Preservation Commission's Interlocal Cooperative Agreement.***

The Durham Board of County Commissioners may elect to deny the revisions to the HPC's ICA. This may create a situation in which the city has approved the revisions, but the county has not.

### **Staff Contact**

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### **Attachments**

Attachment A: Draft Interlocal Cooperation Agreement with tracked changes