



# Wake County

301 South McDowell Street  
Raleigh, NC

## Meeting Minutes Board of Commissioners

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Monday, November 16, 2020

2:00 PM

Wake County Justice Center

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### Regular Meeting - Meeting Held Remotely

#### Meeting Called to Order: Chair Greg Ford

**Present:** 7 - Chairman Greg Ford, Vice-Chair Vickie Adamson, Chair Matt Calabria, Commissioner Susan Evans, Commissioner Jessica Holmes, Commissioner Sig Hutchinson, and Commissioner James West

Staff Present: David Ellis, County Manager; Scott Warren, County Attorney; Emily Lucas, Chief Financial Officer; Denise Foreman, Assistant County Manager; Chris Dillon, Assistant County Manager; Ben Canada, Assistant to the County Manager; Anita Davis, Medicaid Transportation Manager; and Yvonne Gilyard, Deputy Clerk to the Board.

#### Pledge of Allegiance

#### Invocation: Commissioner Susan Evans

#### Items of Business

1. Approval of Agenda

**Commissioner Holmes moved, seconded by Vice-Chair Adamson, to approve the Agenda. The motion passed unanimously.**

2. Approval of the Minutes of the Regular Meetings of September 21, 2020 and October 5, 2020 and the Work Session of September 29, 2020

**Commissioner Hutchinson moved, seconded by Commissioner Evans, to approve the Minutes of the Regular Meetings of September 21, 2020 and October 5, 2020 and the Work Session of September 29, 2020. The motion passed unanimously.**

3. Recognition of Employee Awards

**Attachments:**    [Recognition of Employee Awards.docx](#)  
[NACO Awards 2020 FINAL.pdf](#)

Manager Ellis shared the National Association of Counties (NACo) Achievement Awards.

He shared the 2020 Digital Counties Survey.

Wake County - #2 Digital County (pop. 1,000,000+)

- Mike Bass
- Jackie Brady
- Bonnie Danahy
- John Higgins
- Lisa Jones
- Sara Mazurak
- Jim Pollina
- Susan Powers
- Mike Roberts
- Nicole Shumaker

He shared Kindergarten Readiness.

Kindergarten Readiness, Community Services, Wake County Public Libraries

- Louise Bishop
- Sarah Lyon
- Christy Moore
- Elena Owens
- Mike Wasilik

He shared Child Welfare Community Outreach Sponsorship

Child Welfare Community Outreach Sponsorship - Human Services, Child Welfare Division

- Toni Bush
- Paige Rosemond

He shared Feral Farm Friends

Feral Farm Friends - Environmental Services, Wake County Animal Center

- Greg Ceseretti
- Dr. Jennifer Federico
- Dr. Sarah McCain

- Dr. Sandra Strong
- Ashley Williams
- Mary Zielonka

He shared County Action on Contaminated Private Wells

County Action on Contaminated Private Wells - Environmental Services  
with Communications, Human Services, Housing & Revitalization, County  
Attorney's Office

- Alicia Arnold
- Hiram Casebolt
- Nancy Daly
- Dara Demi
- John Hamlin
- Evan Kane
- Amy Keyworth
- Caroline Loop
- Patrick McCaully
- Michael Orbon
- Karla Piedrahita
- Michelle Ricci
- Glen Shoemaker
- Beth Smerko
- Joseph Threadcraft
- Kim Trossman
- Brian Wall
- Jesse Williams
- Qiudi Zhang

He shared PET Pods Co-location Evacuation Shelters

PET PODS Co-Location Evacuation Shelters - Environmental Services

- Greg Ceseretti
- Josh Creighton
- Dr. Jennifer Federico
- Amy Ikerd

He recognized all of the staff for these achievements.

Chairman Ford thanked the Wake County staff for their assistance on  
these projects.

Commissioner Hutchinson shared that the NACo awards are a big deal. He recognized the innovative ideas from county employees. He shared thoughts on other counties and how Wake County is always in the top 10 of digital counties.

Commissioner Evans shared accolades. She thanked the staff and Mr. Ellis for his leadership.

#### 4. Retiree Recognition

**Attachments:**    [Retiree Recognition Item Summary 11-16-20.docx](#)

Manager Ellis shared retiree recognitions for the following employees who will retire on January 1, 2021.

##### **Kerstin Nygard, Human Services**

- 31 years of service
- Began her career in the Holly Springs Clinic
- Earned her master's degree from Duke University Physician Assistant Program
- Trained many Physician Assistants, Nurse Practitioners and Medical students in obstetric care
- Provided prenatal clinics at the Sunnybrook location for more than 20 years

##### **Octavia Allen, Human Services**

- 25 years of service
- Began her career as a Licensed Practical Nurse in the Regional Centers Family Planning, Prenatal and Child Health clinics
- Later assigned to the Prenatal clinic on a permanent basis
- Often worked on her day off, especially during flu season, to provide vaccines for children, adults and senior citizens
- Over the past few years, Octavia has been working on a project to help provide additional information to pregnant teens

##### **Wanda Cox-Bailey, Community Services**

- 28 years of service
- Began her career in 1992 as the Business Library Manager
- Commissioned the first Bookmobile
- Since 1996, she has served as the Library Branch Manager for the Richard B. Harrison Library and oversees the Mollie Huston Lee Collection, shared with Shaw University
- Overseen two building renovations
- Hosted many programs to build awareness of African American

history and bring vibrant and culturally enriching programs to Wake County.

## Consent Agenda

**Vice-Chair Adamson moved, seconded by Commissioner Evans, to approve the Consent Agenda. The motion passed unanimously.**

5. Purchase and Sale Agreements and Amendment to the MOA for Disposition and Development of Affordable Housing on County-Owned Property at 1317 N. Main St., Holly Springs

**Attachments:** [DHIC-MyCC-HS 1317 N. Main St Disposition Purchase Agreements MOA Amendment Agenda Item - Final Draft 9.28.20.docx](#)  
[County Land Disposition MOA 1317 N. Main St Holly Springs EXECUTED.pdf](#)  
[DRAFT Disposition Contract Town of Holly Springs - County.docx](#)  
[FINAL Draft Purchase Agrmt DHIC-WakeCounty 1317 N. Main. St. HS.docx](#)  
[DRAFT Amended County Land Disposition MOA 1317 N. Main St Holly Springs.docx](#)  
[DHIC & MyCC - 1317 N Main Street Proposed Subdivision.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners:**

- 1. Authorize the county manager to approve an amended Memorandum of Agreement (MOA) between Wake County, the Town of Holly Springs, DHIC, Inc. and MyComputerCareer (MyCC), to coordinate the disposition and development of a 19.89 acre tract of real property (“the Property”) located at 1317 N. Main St. in Holly Springs;**
- 2. Authorize staff to proceed with the subdivision of the Property to accommodate the proposed development of the Property in coordination with the Town of Holly Springs;**
- 3. Direct the county manager to execute an agreement for the conveyance of a 9+/- acre portion of the Property to DHIC, Inc. pursuant to N.C.G.S. 153A-378(3) for affordable housing development;**
- 4. Direct the county manager to execute an agreement for the donative conveyance of a 10+/- acre portion of the subject Property to the Town of Holly Springs, NC pursuant to N.C.G.S. 160A-274;**

**5. Authorize the Chair to sign the deeds and any other documents necessary to convey the respective portions of the subject Property to DHIC and the Town of Holly Springs.**

**All agreements are subject to terms and conditions acceptable to the County Attorney. Agreements are also contingent upon the developments receiving local approvals including site plan approval and all necessary permits from the local municipality. The motion passed unanimously.**

- 6. Subordination and Amended Terms of an Affordable Housing Loan for The Sussex in Raleigh, NC**

**Attachments:**    [Item Summary](#)  
[Site Map](#)  
[Commitment Letter](#)  
[DRAFT Subordination Agreement](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners approve a subordination request and amendment to the loan terms from an amortizing to cash flow repayment schedule for The Sussex, an affordable rental development to be located in Raleigh, NC, subject to terms and conditions acceptable to the County Attorney. Vice-Chair Adamson moved, seconded by Commissioner Evans, to approve the Consent Agenda. The motion passed unanimously.**

- 7. Land Acquisition of an Assemblage Containing a Total of 41.150 Acres Located on Rex Road in Southwestern Wake County (Holly Springs) (Second Reading)**

**Attachments:**    [Agenda Item - Rex Road Assemblage - Second Reading 11-16-2020.docx](#)  
[WCPSS 2nd Reading Presentation 11-16-20.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners approve funding of this purchase price together with closing costs in an amount not to exceed \$2,928,231.00 pursuant to N.C.G.S 115C-426. The motion passed unanimously.**

- 8. Accept and Appropriate Funding Paid to Wake County under the Agreement with the NC Department of Transportation (NCDOT) for the Aquatic Species Propagation Facility Project at Historic Yates Mill County Park**

**..Recommended Action**

**That the Board of Commissioners accepts and appropriates \$137,000 for payment of final design and engineering expenses related to the Aquatic Species**

**Propagation Facility Project at Historic Yates Mill County Park.**

**Attachments:**    [Item Summary-Yates Mill DOT funding-Final.docx](#)  
[NCDOT Reimbursable Agrmt Yates Mill Aquatic Species -FULLY EXECUTED.pdf](#)  
[CIP Budget Memo - FY 2021 County Capital Fund - PGROS.pdf](#)

9.        Conveyance of a Permanent Sewer Easement and a Temporary Construction Easement to be Conveyed to the City of Raleigh as requested by NASH Wendell Falls, LLC

**Attachments:**    [Agenda Item-Lake Myra Sewer Easement.docx](#)  
[Property Map.pdf](#)  
[Formal Request Letter.pdf](#)  
[Signed and Sealed Exhibit.pdf](#)  
[Construction Plan Sheet.pdf](#)  
[Deed of Easement - Lake Myra Sewer Easement.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners:**

- 1. Approve the conveyance of a permanent sewer easement and a temporary construction easement to the City of Raleigh; and**
- 2. Authorize the Chairman to execute a Deed for a permanent sewer easement and a temporary construction easement to the City of Raleigh (along with any other supporting documentation), subject to the terms and conditions acceptable to the County Attorney. The motion passed unanimously.**

10.       Conveyance of a Permanent Drainage Easement and a Temporary Construction Easement to the Town of Zebulon for the Arendell Avenue Road Project

**Attachments:**    [Agenda Item-Zebulon Road Project.docx](#)  
[Property Map.pdf](#)  
[Signed and Seal Exhibit.pdf](#)  
[Summary Statement - Offer.pdf](#)  
[NCDOT Valuation.pdf](#)  
[Construction Plan Sheet.pdf](#)  
[Deed of Easement.pdf](#)  
[Budget Memo - FY 2021 Grants and Donations Fund.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners:**

- 1. Approve the conveyance of a permanent drainage easement and a temporary construction easement to the Town of Zebulon; and**
- 2. Accept the amount of \$3,200.00 from the Town of Zebulon as just compensation for this conveyance into the Human Services East Wake Donations account; and**
- 3. Authorize the Chairman to execute a Deed for a permanent drainage easement and a temporary construction easement to the Town of Zebulon (along with any other supporting documentation), subject to the terms and conditions acceptable to the County Attorney. The motion passed unanimously.**

- 11.** Conveyance of an Easement Option Agreement to be Granted to Lennar Carolinas, LLC for Proposed Easements on Wake County Properties for the Carolina Springs Housing Development

**Attachments:**    [Agenda Item-Easement Option Agreement.docx](#)  
[Property Map 3705.pdf](#)  
[Property Map 3921.pdf](#)  
[Combined Easement Exhibit.pdf](#)  
[Duke Energy Easement Exhibit.pdf](#)  
[Roadway Construction Plans.pdf](#)  
[Force Main Plans.pdf](#)  
[Duke Energy Relocation Plans.pdf](#)  
[Wake County Option Easement Option Agreement 11.5.20.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners:**

- 1. Approve the conveyance of the Easement Option Agreement to Lennar Carolinas, LLC; and**
- 2. Authorize the Chairman to execute the Easement Option Agreement to Lennar Carolinas, LLC (along with any other supporting documentation), subject to the terms and conditions acceptable to the County Attorney. he motion passed unanimously.**

- 12.** Request for Adoption of a Resolution of Support for the Abandonment of a Portion of Olive Dairy Road from the State Road Maintenance System



**Attachments:**    [Olive Dairy Road Abandonment 01-20.docx](#)  
                              [Olive Dairy Road SR-2a Abandonment Form.doc](#)  
                              [Olive Dairy Road NCDOT Ownership Abandonment Petition.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners adopt the attached resolution supporting the abandonment of a portion of Olive Dairy Road from the state road maintenance system. The motion passed unanimously.**

13. Request for Adoption of a Resolution of Support for the Abandonment of Approximately 502 Feet of Tech Road and All of Daffodil Drive (Approximately 591 Feet) from the State Road Maintenance System

**Attachments:**    [Tech Road Daffodil Drive Road Abandonment 01-20.docx](#)  
                              [Tech Road and Daffodil Drive SR-2a Abandonment Form.doc](#)  
                              [Tech Road and Daffodil Drive Abandonment Ownership Petition.pdf](#)  
                              [Tech Road and Daffodil Drive Survey.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners adopt the attached resolution supporting the abandonment of the noted portions of Tech Road and Daffodil Drive from the state road maintenance system. The motion passed unanimously.**

14. Contract to Administer the Affordable Homeownership Program

**Attachments:**    [AHP Administration Summary](#)  
                              [Attachment 1 - Program Administration Guidelines.docx](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners authorize the County Manager to enter into a multi-year contract between Wake County and DHIC, Inc. to administer the Affordable Homeownership Program, subject to terms and conditions acceptable to the County Attorney, including the authority to process real estate loan transactions and enforce affordability restrictions. The motion passed unanimously.**

15. Approval of Multi-Year Contract with iLOOKABOUT to Capture New Digital Images of Real Estate Improvements

**Attachments:**    [Agenda Item-Street Level Photo](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners authorize the County Manager to execute a three-year contract, with an optional one-year extension, with**

**iLOOKABOUT for new street-level digitizing images of real estate improvements subject to terms and conditions acceptable to the County Attorney. The motion passed unanimously.**

16. Approve a Five-Year External Financial Advisory Services Contract with First Tryon Advisors

**Attachments:**    [20201116 Item Summary - Financial Advisory Services Contract - FINAL.docx](#)  
[20201116 Attachment 1 - Final Proposal Rankings.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners authorize the County Manager to execute a five-year contract, with up to three additional one-year extensions, with First Tryon Advisors to provide necessary financial advisory services to County. The motion passed unanimously.**

17. Award a Construction Contract in the Amount of \$669,900 for the Wake County Courthouse Family Court and Clerk of Court Renovation

**Attachments:**    [Agenda -WCCH Family Court-Clerk of Court Renov Final.docx](#)  
[WCCH 1st Floor Family Court Bid Tab 10-30-20.pdf](#)  
[Cost Summary - WCCH 1st Flr Family Court.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners:**

**1. Award a construction contract to Lomax Construction, Inc. of Greensboro, North Carolina in the amount of \$669,900 for the Wake County Courthouse Family Court and Clerk of Court Renovation; and**

**2. Authorize the county manager to execute a construction contract with Lomax Construction, Inc. for the Wake County Courthouse Family Court and Clerk of Court Renovation subject to conditions acceptable to the County Attorney. The motion passed unanimously.**

18. Award Construction Contract in the Amount of \$661,600 for Electrical Switchgear Replacements in the Wake County Courthouse

**Attachments:**    [BOC WCCH Switchgear Replacement.docx](#)  
[WCCH Switchgear Replacement Bid Tab.pdf](#)  
[AA WCCH Switchgear Replacement Cost Summary.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners:**

- 1. Award a construction contract in the amount of \$661,600 to Nationwide Electrical Services, Inc. of Goldsboro, NC for replacement of electrical switchgear equipment in the Wake County Courthouse.**
- 2. Authorize the county manager to execute this contract subject to conditions acceptable to the county attorney.**

**The motion passed unanimously.**

- 19.** Approval to Proceed with Construction Management at Risk Delivery Method for Wake County Public Health Center Project

**Attachments:**    [PHC BOC Pre CMAR Agenda.doc](#)  
[PHBC CMAR Preselection Final.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners approve the Construction Management at Risk delivery method for eventual construction of the Wake County Public Health Center based on concluding that this delivery method is in the best interest of the project, in accordance with NC General Statutes. The motion passed unanimously.**

- 20.** Accept and Appropriate One-Time Funds from Resolve to Save Lives

**Attachments:**    [BOC Resolve to Save Lives 11-20.docx](#)  
[Award Letter 10\\_30 RTSL Wake.pdf](#)  
[Supplemental for RTSL Award Letter.pdf](#)  
[Budget Memo - FY 2021 Grants and Donations Fund.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners accept and appropriate an additional allocation of \$277,000 of revenues and expenditures into the Grants and Donations Fund to support infection prevention during the COVID-19 pandemic. The motion passed unanimously.**

- 21.** Accept and Appropriate Insurance Proceeds for the Purchase of a Replacement Tanker Apparatus for Northern Wake Fire Department

**Attachments:**    [Norther Wake Tanker Replacement Agenda Item 11.16.2020.docx](#)  
[CIP Budget Memo - FY 2021 County Capital Fund - Fire Tax District.xlsx](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners accept and appropriate insurance**

**proceeds in the amount of \$380,000 into the Fire Tax District Capital Fund for the immediate purchase of a Tanker Apparatus for Northern Wake Fire Department to replace the Tanker Apparatus lost in an accident on October 19, 2020. The motion passed unanimously.**

22. Accept and Appropriate \$237,279.00 of Coverdell Grant Funds for the Purchase of Seven State Automated Fingerprint Identification Systems (SAFIS) by the Raleigh-Wake City/County Bureau of Identification (CCBI)

Attachments: [Wake Co BOC Agenda Item - CCBI - FY 2021 Coverdell Grant for SAFIS Equipment.docx](#)  
[Coverdell Budget Memo.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners accept and appropriate \$237,279.00 of 2020 Paul Coverdell National Forensic Sciences Improvement Grant funding into the CCBI budget of the Grants and Donations Fund for the purchase of seven State Automated Fingerprint Identification Systems (SAFIS). The motion passed unanimously.**

23. Accept and Appropriate 2nd Distribution CARES Act Grant Funds from the North Carolina Department of Transportation to Human Services GoWake Access

Attachments: [BOC - NCDOT CARES Nov 2020 FINAL.docx](#)  
[GoWake Access 11-16-20.pdf](#)  
[Budget Memo - FY 2021 Human Services Transportation Fund.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners accept and appropriate an additional \$590,447 of revenues and expenditures into the Human Services Transportation Fund from the NC Department of Transportation to continue operating services in rural communities. The motion passed unanimously.**

24. Amendments to the Wake County Public School System Appropriation

Attachments: [Amendments to FY 2021 WCPSS Appropriation.docx](#)  
[WCPSS Summary of Changes to Purpose and Function Allocations.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners amend the FY 2021 General Fund Budget Ordinance to reflect realignment of WCPSS's allocation by purpose and function based on the Board of Education's revised budget. The motion passed unanimously.**

**25. Wake County Public School System Capital Improvement Program Reallocations**

**Attachments:**    [11.16.20 WCPSS CIP FY21 Appropriation and Reallocation Item Summary.docx](#)  
[BOC Resolution.pdf](#)  
[BOE Reallocation - CIP 2013 Continuous CIP.pdf](#)  
[CIP 2013 Appropriation as of 11.16.20.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners:**

**1. Approve the request to reallocate \$4,634,867 of project savings from the 2013 Building Program to the Seven Year Capital Improvement Program to support the additional project scope of Apex Friendship Elementary School (E-41);**

**2. Reduce the 2013 Building Program plan of record to \$996,823,154; and**

**3. Approve the request to reallocate \$6,139,190 of project savings within the Seven Year Capital Improvement Program to support the additional project scope of Apex Friendship Elementary School (E-41). The motion passed unanimously.**

**26. Implementation Strategy for Compliance with the North Carolina DEQ Falls Lake Rules that has been Proposed by the Upper Neuse River Basin Association as it Pertains to Wake County**

**Attachments:**    [BOC Item Summary UNRBA November 16 2020.docx](#)  
[UNRBA Presentation 11-16-20.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners approve Wake County's participation in a Joint Compliance Approach to Falls Lake Nutrient Management requirements. The motion passed unanimously.**

**27. Transfer of Surplus Computer Equipment**

**Attachments:**    [Agenda Item Surplus Computer Equipment-final.docx](#)  
[General Stat 153A-176.pdf](#)  
[General Stat 160A-280.pdf](#)  
[Conveyance of surplus resolution.revised.docx](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners adopt a resolution allowing staff to**

**transfer secured, surplus computer equipment to an approved nonprofit organization on a recurring basis. The motion passed unanimously.**

28. Modification to the Former Recreation Land Area Contributions Ordinance

Attachments: [Item Summary RLDO 3 Mile Restriction.docx](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners eliminate the 3-mile restriction requirement in the former Recreation Land Area Contributions Ordinance, thus allowing the funds to be spent County-wide. The motion passed unanimously.**

29. Cary Regional Library Room Naming

Attachments: [Cary Regional Library - Room Names - Agenda Item Final.docx](#)

[Attachment 1 - Cary Regional Library Room Dedications Drawings.pdf](#)

[Attachment 2 - Policy for Naming Property Belonging to Wake County.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners agree to name three rooms in the Cary Regional Library to honor three individuals important to the history of the Town of Cary. The motion passed unanimously.**

30. Authorize the Establishment of 1.00 Full-Time Position in Human Resources

Attachments: [Agenda Item - Business Officer.docx](#)

[Budget Memo - FY 2021 Human Resources.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners authorize the establishment of a 1.00 Full-Time Equivalent (FTE) position in Human Resources to serve as a Department Business Officer. The motion passed unanimously.**

31. Request from the Wake County Board of Alcohol Beverage Control (Wake ABC) to Change the Salary Range for the General Manager

Attachments: [ABC Salary approval item summary.docx](#)

[ABC letter salary range request.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners approve the request of Wake ABC to set the salary range for the General Manager of the Wake ABC Board to \$121,463 to \$194,463. The motion passed unanimously.**

**32. Tax Committee Recommendations for Value Adjustments, Penalty Waivers, Tax Relief Applications, Refund Requests and Various Reports**

**Attachments:**    [Tax Collections Item Summary.docx](#)  
                          [Tax Committee Agenda Process.docx](#)  
                          [Executive Summary 1.doc](#)  
                          [Executive Summary 2.doc](#)  
                          [November 2020 Refunds Under 500.pdf](#)  
                          [November 2020 Refunds Over 500.pdf](#)  
                          [Daily Updates For Exemptions.pdf](#)  
                          [Daily Updates For Penalties.pdf](#)  
                          [Daily Updates For Tax Relief.pdf](#)  
                          [Daily Updates For Special Situations.pdf](#)  
                          [Daily Updates For Tax Deferments.pdf](#)  
                          [Municipal Collection Report](#)  
                          [Wake County Collection Report](#)  
                          [Monthly In-nRem Foreclosure Report.doc](#)  
                          [PFB Summary Report.pdf](#)  
                          [Register of Deeds Excise Tax Report.pdf](#)

**Vice-Chair Adamson moved, seconded by Commissioner Evans, that the Board of Commissioners approve the attached recommendation by the Tax Committee. The motion passed unanimously.**

General Public Comments

**33.**

**Attachments:**    [11-16-20 General Public Comments.pdf](#)

Ms. Gilyard shared the public comments

**Regular Agenda**

**34. Public Hearing and Approval of the FY 2022 Community Transportation Program Administrative and Capital Grant Application**

**Attachments:**    [BOC CTP Nov 2020 FINAL.docx](#)  
[Community Transportation Program Presentation 11-16-20.pdf](#)  
[FY 2022 Program Resolution.doc](#)  
[FY 2022 DBE Certification Form.docx](#)  
[FY 2022 LocalShareCertification no State Match.doc](#)  
[FY 2022 Anticipated DBE.doc](#)  
[FY2022 TitleVI.doc](#)  
[Revised FY 2022 PublicHearingNotice - No State Match  
20200826.doc](#)  
[FY 2022 Delegation of Authority.xlsx](#)

Ms. Anita Davis, Medicaid Transportation Manager, shared the public hearing on the community transportation grant.

She shared two graphs of the community transportation grant for ridership.

She clarified that the May number for ridership should read 7,680 trips, not 1,687 trips.

She shared that Wake County Human Services operates GoWake Access Transportation which provides approximately 180,137 trips annually to the following groups:

- **Non Emergency Medicaid:** Medicaid recipients receive transportation to and from medical appointments. This is a mandated service.
- **Elderly and Disabled:** A grant to provide operating assistance for the transportation of the state's elderly and disabled citizens.
- **Employment:** A grant to provide services to those who have transitioned off Work First or Temporary Assistance to Needy Families in the previous 12 months. Funds can also be used by the members of the general public to travel to work, and employment related services.
- **Rural General Public:** A grant to provide transportation services for individuals from the County who do not have a human service agency or organization that will pay for transportation service. The passenger's origin or destination must be in a rural area.

She shared graphs showing three year ridership trends and ridership data - with COVID effects.

She shared a slide showing the breakdown of CTP funds by categories: Administrative, Capital and Total

- Community Transportation Program (CTP) Grant funds from the



State are integral to the program's operation

- CTP funds help pay for van replacements and administrative costs.

**Please note:** *Capital Awards will increase or decrease dependent on the # of vehicles eligible for replacement for that grant cycle.*

She shared a chart of the public hearing-community transportation grant request.

Commissioner Calabria asked for information on how many duplicated riders. Ms. Davis shared that she would get him a response.

Vice-Chair Adamson asked how a citizen could apply.

Ms. Davis shared that citizens could call 919-212-7005, ext 3 or website [www.wakegov.com/gowake](http://www.wakegov.com/gowake)

Chairman Ford asked the communications team to share this information on social media.

Commissioner Hutchinson shared his thoughts on the importance of the transportation grant. He thanked staff for their work.

Chairman Ford opened the public hearing.

Ms. Gilyard shared that there were no public comments for the public hearing.

Chairman Ford closed the public hearing.

**Commissioner Calabria moved, seconded by Commissioner Hutchinson, that the Board of Commissioners:**

- 1. Hold the required public hearing on the FY 2022 Community Transportation Program grant; and**
- 2. Approve the grant application to be submitted to North Carolina Department of Transportation, Public Transportation Division in the amount of \$752,376; and**
- 3. Authorize the Chair to sign the Resolutions to Apply, Certifications and Assurances, and affix the signatures of local officials as required; and**

**4. Instruct county staff to continue receiving public comments on this topic until November 17 at 2:00pm, and to place this item on the Consent agenda of the next board meeting. The motion passed unanimously.**

**35. Appropriation of Federal Relief Funds Associated with COVID-19**

**Attachments:**    [Agenda Item - Coronavirus Response - November appropriation FINAL.docx](#)  
[Budget Memo - FY 2021 Coronavirus Relief Fund.pdf](#)

Ms. Emily Lucas, Chief Financial Officer shared the CARES Act funding background.

In April 2020, County received \$194 million in Coronavirus Relief Funds (CRF) to be used for necessary expenditures due to the public health emergency with respect to COVID-19

Eligible expenses include:

- Efforts to “directly respond to the emergency”
- “Second-order effects” including “economic support to those suffering from employment or business disruption...”

Funding expires December 30, 2020

She shared the CFR Funding Plan Framework

**Framework**

In May, staff presented a funding plan for utilization of the CRF:

1. Public Health Emergency Response
2. Community Response & Resiliency
3. Continuity of Operations
4. Economic Recovery
5. Miscellaneous

She shared that the county has adjusted the funding plan throughout the response, but priority remains to ensure funding supports responsibility to contain and mitigate the public health emergency.

She shared the CFR funding plan-Fall 2020. As of August, Board had appropriated \$122.2million of the \$194 million, leaving \$71.8 million available for future expenses.

She shared Public Health Emergency Response.

**Management**

- Transitioned activities from EOC to Public Health on October 1
- Continue to hire health professionals, contact tracers, and other staff
- Monitoring and reporting metrics to County leadership

**Testing**

- Conducting 24,500 tests per week
- Offering multiple locations - fixed site, mobile, and working with community partners
- Focus testing on long-term care and vulnerable populations

**Planning**

- Developing plans if surge in positive cases, increased hospitalizations, or other widespread health issues
- Developing plans for vaccination deployment

She shared the Community Response and Resiliency

**Wake Helps**

- 3,123 payments totaling \$990,000 as of 11/1
- Approximately 5,000 applications to be processed

**House Wake & Wake Prevents**

- 727 active applications; expected payment assistance of \$4 million
- Continued case management, Hotels to Housing, and street outreach

**Wake Supports**

- Completing agreements with providers, assisting households with applications, and began payments to cover parent fees

**Food Security Efforts**

Expended \$1.1 million to distribute meals and secure food storage equipment, in partnership with community agencies and WCPSS

She shared Continuity of Operations and Economic Recovery

**Continuity of Operations**

- Allocated total of \$29.1 million to support WCPSS remote learning and safety protocols
- Utilizing \$5 million to support Wake Tech - new training programs, remote learning and equipment
- Provided COVID pay, ensured telework capabilities, and purchased supply of PPE for County and other partners providing essential services

**Economic Recovery**

- Allocated \$5 million to NC Rural Center small business loan program
- Allocated \$1.25 million to GRCVB to support promotion of safe tourism and event activities
- Allocated \$1 million to UAC to support local arts and cultural
- Allocated \$1.75 million to CAWD to support safe business reopening and youth/displaced worker job training

Chairman Ford thanked Ms. Lucas for her leadership. He shared that this is the community's money and not Wake County funds.

Commissioner Holmes shared compliments to the county manager, Ms. Lucas and Mr. Chris Dillon for their leadership with the CARES Act funds. She shared that Wake County has helped the least of these.

Commissioner West echoed his colleagues. He shared his thoughts about small businesses and bridging the gap. He asked that additional funds be utilized to support small businesses and other programs.

Ms. Lucas shared the expiration of the CFR.

Federal activity on additional legislation stalled in advance of the November national elections, and no further action is likely in 2020

What this means:

- No extension of using the funds beyond December 30
- No expanded uses (such as revenue replacement)

County identified a solution that:

- Utilizes the remaining unappropriated CRF
- Provides for some sharing of the CRF with municipalities
- Creates budget capacity to continue COVID-19 response activities

She shared the use of CFR for Public Safety Costs.

Under federal guidance, all payroll costs for public safety employees are considered "substantially dedicated" to responding to the COVID-19 public health emergency and are considered eligible expenses

Of the remaining \$71.8 million in CRF:

- Approximately \$54 million will be used to offset certain County payroll expenses (WCSO and EMS)
- Approximately \$17 million will be used to reimburse municipalities for police payroll costs

She shared the County's Continued COVID-19 Response.

By reallocating certain public safety payroll expenses, the County will recognize General Fund budget capacity to continue funding the COVID-19 response beyond December 30.

While still planning and estimating costs, the prioritization of the General Fund budget capacity will be focused on:

1. Supporting the public health emergency response
2. Ensuring continuity of and safety in County operations
3. Continuing community response programs, as needed

She shared a chart showing the CRF Updated Funding Plan.

She shared Today's Requested Action.

**Appropriate \$71.8 million of the CRF to cover costs associated with the County's response to the COVID-19 emergency.**

Following today's action:

- Staff will continue to identify all eligible and appropriate uses of the remaining CRF and apply expenses to the extent possible
- Staff will complete final accounting of payroll and non-payroll expenses up to 60 days after December 30
- After the December 30 payroll, staff will complete the appropriate General Fund budgetary adjustments and report final expenses to the Board

She shared the Summary.

- County's priority remains to ensure sufficient funding supports responsibility to respond to the public health emergency
- With upcoming expiration of the CRF, County pivots spending strategy to create General Fund budget capacity to cover COVID-19 response costs beyond December 30
- County continues to monitor federal and state legislative activity that offers opportunities to fund public health emergency or community response efforts

Commissioner Evans commended Ms. Lucas and her staff for the efforts of identifying the use of the funds. She shared that she supports the initiative.

Commissioner West shared that the devil is in the details. He inquired if funds have been allocated to small businesses and wanted to know if funds

are available to assist small businesses.

Manager Ellis shared that the contract that Commissioner West referred to ends the end of this month. He shared that the Chamber is aware of the lack of funding for small businesses and will update accordingly.

Commissioner West shared his concerns about the gap in funds for the smaller businesses. He expressed his concern for a plan of action moving forward.

Ms. Lucas shared comments on the \$54M. She said that the funds are restricted at this point and staff is making sure the budget covers the mandated uses before seeking additional funds and making final decisions on use of funds.

Vice-Chair Adamson made reference to a second stimulus package. She shared that the CARES money has been a sufficient help for Wake County. She asked the Manager to send a thank you letter to the delegation.

Manager Ellis shared that a letter will be provided to the delegation.

Ms. Lucas thanked the board for their feedback. She shared that this has been a team effort.

Commissioner Holmes inquired about hazardous pay and if CARES Act funds could be used.

Manager Ellis shared that COVID pay was used for employees that worked in the EOC ( Emergency Operation Center) and to employees that were scheduled to come in face to face with customers.

Commissioner Holmes asked if hazard pay could be extended.

Manager Ellis shared comments on the hazardous pay and the deadline ending December 15th. He shared that plans are in place.

Commissioner Calabria shared that he agrees with extending the hazardous pay and the risk of employees coming to work.

**Commissioner Holmes moved, seconded by Vice-Chair Adamson, that the Board of Commissioners amend the fiscal year 2021 budget to appropriate \$71,813,121 of Corona Virus Relief Funds for the costs associated with Wake County's COVID-19 response. The motion passed unanimously.**

- 36.** Consider Additional Funding Commitment and Appropriation for the Healing Transitions

## Men's and Women's Campus Expansion and Renovation

**Attachments:**    [Healing Transitions Item Summary 11-16-20.docx](#)  
                              [Healing Transitions Presentation 11-16-20.pdf](#)  
                              [Healing Transitions 2020-09-29 Campaign Update for County Commissioners.pdf](#)  
                              [CIP Budget Memo - FY 2021 County Capital Fund - Community Capital.pdf](#)  
                              [Budget Memo - FY 2021 Non-Departmental.pdf](#)

Ms. Denise Foreman, Assistant County Manager, shared information on Healing Transitions of Wake County.

She shared that Healing Transitions operates a Men's Campus on Dix Campus in Raleigh and a Women's Campus in northwest Raleigh providing the following services without regard to an individual's financial status, insurance coverage or housing status:

- Overnight emergency shelter
- Non-medical detox
- Long-term recovery programs

She shared that Healing Transitions is conducting a \$16.9M capital campaign to support expansion and renovations at both campuses with \$9.7 million for the men's campus and \$6 million for the women's campus.

### Men's campus: \$9.7 million

- Adds capacity for 110 beds for a total capacity of 290 beds
- Renovates and expands bathing and laundry services
- Enlarges kitchen and dining
- New vocational and training building to replace current sheds
- New classroom as use of Dix Chapel no longer available

### Women's campus: \$6 million

- Add capacity for 90 beds for a total capacity of 210 beds
- Renovates and expands bathing and laundry services
- Enlarges kitchen and dining
- New administrative/community building to replace renovated space

She shared the request for county funding.

- May 2018 - County committed \$500,000 to support the Men's Campus as part of Community Capital Competitive Process
- Nov 2019 - County committed additional \$1M to support the Women's Campus using ABC reserve funds upon request from Healing Transitions

- Sept 2020 - Healing Transitions requesting additional \$4.5M from the County

She shared a review of the funding request.

Healing Transitions presented updated funding request at the September 29, 2020 Work Session

- Project costs have increased \$5.15M since original estimates

The Board requested staff review the updated funding request and develop a funding recommendation.

She shared funding commitment recommendation.

- After reviewing the proposed program of renovations and expansions on both campuses and available funding, **staff recommends committing an additional \$3.5M to support both campuses using ABC reserve funding** (representing 32% of the total project capital costs)
- Awarding this commitment from ABC reserve funding would allow an additional \$2.5M of ABC reserves to be set aside to support a Community Capital Competitive process in Fall 2021

She shared board action requested

1. Commit additional \$3.5M to support renovation and expansion at Healing Transitions Men's and Women's campuses
2. Appropriate \$3.5M commitment and the \$1M commitment made in November 2019 from ABC committed Fund Balance to be transferred to the County CIP fund for Healing Transitions Capital project

Vice-Chair Adamson made comments referencing the capital campaign and how it supports Healing Transitions. She shared her experiences while visiting Healing Transitions and the reunification of families.

Commissioner Holmes gave recognition and credits to Vice-Chair Adamson and her support of Healing Transitions. She commended Vice-Chair Adamson on her persistence in getting this item on the agenda. She shared her experience while visiting Healing Transitions. She shared that she supports the initiative and the funding. She shared that she will continue to support Healing Transitions after her tenure on the board.

Commissioner Calabria added his support for Healing Transitions. He made comments concerning the right level of support for Healing



Transitions. He shared that Healing Transitions has asked for additional funds in the amount of 4.5 million staff, recommended 3.5 million in addition. He suggested that the Board might meet in the middle at \$4 million in additional funds.

Commissioner Hutchinson made comments about the sobriety programs at Healing Transitions that supports the efforts of the residents.

Commissioner West made additional comments in support of Healing Transitions. He made analogies about the least of these. He thanked Vice-Chair Adamson for her leadership.

Vice Chair Adamson said once the bids are in the next hurdle is transitional housing and she pointed out that Commissioner Evans is working on helping establish a residence for women.

Vice Chair Adamson read the motion. Commissioner Calabria seconded the motion.

Commissioner Calabria made an amendment to replace the \$3.5 million and approve \$4 million to support renovations and expansions to Healing Transitions.

Vice Chair Adamson accepted the amendment made by Commissioner Calabria and Commissioner Hutchinson made the second.

Wake county attorney said the amended motion is recommend.

Chair Ford polled the board and the motion and amendment passed unanimously.

**Vice-Chair Adamson moved, seconded by Commissioner Calabria, that the Board of Commissioners:**

- 1. Consider committing an additional \$3,500,000 to support renovations and expansions at Healing Transitions Women's and Men's Campus; and**
- 2. Appropriate \$3,500,000 for this funding commitment and \$1,000,000 from the November 19, 2019 funding commitment from the ABC committed Fund Balance to be transferred to the County CIP Fund for Healing Transitions Capital Project. The motion passed unanimously.**

**37. Remarks by Retiring Commissioners**

Attachments: [Remarks by Retiring Commissioners.docx](#)

Chairman Ford shared that December 7th will be the last meeting with the Board of Commissioners.

Commissioner West shared comments about Commissioner Holmes. He shared that it has been an honor working with her. He shared that Commissioner Holmes has been a champion to the citizens of Wake County and that he will miss her.

Commissioner West presented Commissioner Holmes the service award on behalf of the board.

Vice-Chair Adamson shared heartfelt comments to Commissioner Holmes.

Commissioner Holmes shared that she is grateful for having the privilege to serve Wake County. She shared thoughts on current and former commissioners and how they have affected her tenure on the board. She thanked staff in the Clerk's office, Attorney's office and all other staff in the offices in Wake County. She said she will continue to be here for the citizens of Wake County. She said she has great confidence in the new members who will be joining the board. She shared that she is thankful for the opportunity to be of service to Wake County. She thanked her colleagues for their support during her tenure on the board.

Chairman Ford shared that the citizens of Wake County are better off because of the examples of Commissioner Holmes.

Vice-Chair Adamson shared comments about Chairman Ford. She said that it has been an honor to work with him and to see his leadership especially during this pandemic.

She presented the plaque to the Chairman for his service to Wake County on behalf of the board.

Chairman Ford shared that he was overwhelmed with gratitude. He said he would let the record speak for itself and whatever role he may have played. He shared that he is a better person today from what he has learned from each of his colleagues. He said he knows everyone will go on to do great things. He shared deep appreciation for all the staff of Wake County for their hard work and to the voters in Wake County for their trust over the years. Finally he thanked his family for their support and sacrifices they have made to allow him do the work of the county and for the citizens of Wake County.

Commissioner Calabria voiced his appreciation for Chairman Ford.  
Commissioner Hutchinson voiced his appreciation for Chairman Ford.  
Commissioner Evans voiced her appreciation for Chairman Ford.

Manager Ellis said he has had the opportunity to work with both  
Commissioner Holmes and Chairman Ford and thanked them both for their  
leadership.

## Appointments

### 38. Fire Commission

**Attachments:** [Item Summary Fire Comm. 11.16.20.doc](#)  
[Member List Fire Comm 10.30.20.doc](#)  
[App. Roster Fire Commission 11.3.20.csv](#)  
[App. Packet Fire Commission 11.3.20.pdf](#)  
[Board Choices Fire Commission 11.3.20.csv](#)  
[Attendance Fire Comm. 2020.xls](#)

Mr. Todd Wright was appointed to serve on the Fire Commission.

### 39. Housing Authority of the County of Wake

**Attachments:** [Item Summary Housing Authority 11.16.20.doc](#)  
[Member List Housing Authority 10.30.20.doc](#)  
[App. Packet Housing Authority 11.2.20.pdf](#)  
[App. Roster Housing Authority 11.2.20.csv](#)  
[Attendance Housing Authority 2019-2020.xlsx](#)  
[Board Choices Housing Authority 11.2.20.csv](#)

Ms Tisha Buelto was appointed to serve on the Housing Authority of the  
County of Wake.

### 40. Human Services Board

**Attachments:** [Item Summary Human Services 11.16.20.doc](#)  
[Member List Human Services 10.30.20.doc](#)  
[App. Roster Human Services 10.30.20.csv](#)  
[App. Packet Human Services 10.30.20.pdf](#)  
[Attendance Human Services 2020.xlsx](#)  
[Board Choices Human Services 10.20.30.csv](#)

Ms. Tonya Minngia was appointed to serve on the Wake County Housing  
Authority.

**41. Town of Cary Planning and Zoning Board**

**Attachments:**    [Item Summary\\_Cary Planning and Zoning 11.16.20.docx](#)  
[Cary Resolution re Plng and Zoning Board.pdf](#)  
[Member List\\_Town of Cary\\_10.30.20.doc](#)  
[App. Packet\\_Town of Cary\\_10.30.20.pdf](#)  
[App. Roster\\_Town of Cary\\_10.30.20.csv](#)  
[Board Choices\\_Town of Cary\\_10.30.20.csv](#)

Ms. Jessica McClure was appointed to serve on the Town of Cary Planning and Zoning Board.

**Vice-Chair Adamson moved, seconded by Commissioner Hutchinson, to approve the November appointments. The motion carried passed unanimously.**

**42. Upcoming Vacancies for December**

**Attachments:**    [Upcoming Vacancies for December 2020 List.docx](#)

Vice-Chair Adamson read the upcoming appointments for December .

**Other Business**

Vice-Chair Adamson thanked Chairman Ford and board members for their support on the census.

**Closed Session**

Mr. Scott Warren, County Attorney, shared that there was a need for a closed session pursuant to G.S. 143-318.11(a) (4) (5) and (6).

The board approved the action during closed session.

Meeting went into recess.

**Vice-Chair Adamson moved, seconded by Commissioner West, to go into Closed Session. The motion passed unanimously.**

**Adjourn**

Returned from closed session at 6:57 pm.

The meeting adjourned at 6:59 pm.

**Commissioner Holmes moved, seconded by Commissioner West, to adjourn the meeting. The motion passed unanimously.**

Respectfully Submitted,

Yvonne Gilyard, Deputy Clerk  
Wake County Board of Commissioners