



Wake County

301 South McDowell Street
Raleigh, NC

Meeting Minutes Board of Commissioners

Monday, November 21, 2016

2:00 PM

Wake County Justice Center

Meeting Called to Order: Chairman James West

Present: 5 - Chairman James West, Vice-Chair Sig Hutchinson, Commissioner John D. Burns, Commissioner Matt Calabria, and Commissioner Jessica Holmes

Others Present: Jim Hartmann, County Manager; Scott Warren, County Attorney; Denise Hogan, Clerk to the Board; Yvonne Gilyard, Deputy Clerk to the Board; David Ellis, Deputy County Manager; Johnna Rogers, Deputy County Manager

Pledge of Allegiance

Invocation: Commissioner Caroline Sullivan

Items of Business

1. [Approval of Agenda](#)

Commissioner Sullivan moved, seconded by Commissioner Calabria, to approve the agenda. The motion carried by the following vote.

Aye: 6 - Chairman West, Vice-Chair Hutchinson, Commissioner Burns, Commissioner Calabria, Sullivan, and Ward

Absent: 1 - Commissioner Holmes

2. [Approval of the Minutes of the Regular Meeting of November 7, 2016](#)

Vice-Chair Hutchinson moved, seconded by Commissioner Calabria, to approve the Minutes of the Regular Meeting of November 7, 2016. The motion carried by the following vote:

Aye: 6 - Chairman West, Vice-Chair Hutchinson, Commissioner Burns, Commissioner Calabria, Sullivan, and Ward

Absent: 1 - Commissioner Holmes

3. [2016 State of the County Address](#)

Attachments: [2016 State of the County Address Item Summary 11-21-16.docx](#)

The following **State of the County** comments were shared by Chairman James West:

“Good afternoon, everyone. I’m honored to present to you today the 2016 State of the County Report. It’s been an exciting year for Wake County, and I look forward to sharing with you the many strides we’ve made towards reaching our goals.”

“But, first, I would be remiss if I didn’t acknowledge our two outgoing board members - Betty Lou Ward and Caroline Sullivan. We had a nice reception just before this meeting to honor their hard work and dedication over a combined 32 years. The county is a better place because of their efforts, and we appreciate their tremendous service to the citizens of our great community.”

“With their departure come two new board members - Greg Ford and Erv Portman. We welcome them to this board and know they will help us continue to lead the county in a positive direction.”

“That direction includes making significant improvements and enhancements to our local transit system. With the passage of the sales tax referendum on Nov. 8, the Wake County Transit Plan can now be implemented. Together with our partners, we’re excited to put this plan into action and truly make a difference in how people get where they need to go in Wake County.”

“The need for more and better transit service is clear when you consider how fast Wake County is growing. Our population increases by 64 people per day, and that’s not projected to stop anytime soon. In fact, we’re the second fastest growing county of our size in the nation. Today, our population numbers more than 1-million people. By 2054, it’s expected to reach 2-million people.”

“As residents, we see why people want to move here and raise their children. Wake County offers a lower cost of living and a higher quality of life than many of its national competitors, which make it attractive to people who want to leave areas with traffic gridlock, expensive housing and a tough job market behind. “

“The attributes of our area regularly earn top honors. This year, Wake County was named the Most Digital County in the nation and the 55th

Healthiest Workplace in America. Forbes called Raleigh one of the best places for business and careers in the country, while Knightdale was tapped the most affordable town in the state.”

“We’re proud of those accolades and the many others our community has received. They’re well deserved. And, because of them, more and more folks will want to call Wake County home.”

“That’s why we - as a board - focus on maintaining a high quality of life for our current and future residents when we make decisions. We need to prepare for those who will move here without leaving those who already live here behind.”

“You’ll hear the word “growth” a lot in today’s State of the County Report, and that is by design.”

“In developing the report, we went back to the goals that we - as a board - established to guide our work and ensure we address the county’s most pressing needs. Every one of our nine goals - which you see listed on the screen - encompasses some component of growth. We’re working hard to plan for it, so it doesn’t negatively impact the high quality of life that we enjoy.”

“Our goals were not developed in silos. We collaborated as a team to create them to give ourselves a common framework from which to work and a way to generate maximum collective impacts.”

“Today, we share with you the progress that we’ve made toward these goals, because that’s the best way to illustrate the true state of our county. In the video we’re about to share, you’ll hear from each of your commissioners as they highlight milestones we’ve made together on key issues facing the county and the difference it’s making for residents in our community.”

A video was shared highlighting the board goals with each commissioner participating in the video.

Chairman West continued with his comments.

“As you can see, we - as a board - have a clear vision for what we want to accomplish for the citizens of Wake County. Through that vision emerged the goals on which we based our State of the County report today.”

“In order for our vision and goals to be successful, they must be shared - not just amongst the board but with the people. Government can’t be great without your participation. As I said in the video, it’s about collective impacts. I truly believe we are strongest when we work

together and leverage our ideas and resources to do even more good.”

“I’m proud of the many achievements we’ve made this year to benefit our residents. We couldn’t have accomplished these things without our dedicated county employees and our talented executive leadership team. Thank you for your efforts.”

“As we look ahead to the New Year, this board will continue to refine its goals to ensure we’re striving to hit the right targets to drive positive change in our community. We also pledge to continue making strides to realize the goals we set.”

Thank you,

Chairman James West

4. [Hospice and Palliative Care Month Proclamation](#)

Attachments: [Agenda Item](#)
 [Proclamation](#)

Commissioner Holmes joined the meeting at 2:25 P.M.

Commissioner Caroline Sullivan said her mother passed with pancreatic cancer and she was honored to present the proclamation.

She read the proclamation aloud.

Mr. John Thoma, CEO, Transitions LifeCare, thanked the Board of Commissioners for the consistent support for Hospice in Wake County. He said that the Hospice Care Unit on Trinity Road will be complete in 10 months. He said that awareness of care options for patients in need is important. Mr. Thoma thanked the board for their advocacy and support of Hospice in Wake County.

Chairman West thanked Mr. Thoma and the work of Hospice.

Commissioner Burns said that he was a caregiver to his grandmother at the end of her life. He said that Hospice assists with the transition of families during a difficult time.

Commissioner Ward asked Mr. Thoma to share contact information for volunteers that may be interested in volunteering. Mr. Thoma said the phone number is 919-828-8090, and Hospice has a variety of volunteer positions.

Commissioner Sullivan moved, seconded by Commissioner Burns, that

the Board of Commissioners proclaim the month of November as Hospice and Palliative Care Month. The motion passed unanimously.

5. [Recognition of Recent Awards](#)

Attachments: [awards--November 21.docx](#)

Jerry Burch - Outstanding Service in Electrical Inspections

Mr. Jim Hartmann, County Manager, said Mr. Jerry Burch, Inspector, Special Projects Team, Community Services, has been honored by the International Association of Electrical Inspectors for his 44 years of outstanding service and dedication to the electrical inspections industry.

He said this summer, Jerry was presented with the Richard B. Boyd Jr. Award. The award is one of the IAEI's most distinguished awards and is presented annually to a longtime member who has performed exceptionally as an inspector and contributed materially to the success and growth of the of the IAEI.

Mr. Hartmann said Mr. Burch was recognized for his service to the Ellis Cannady Chapter, and particularly for his work as the chapter's Continuing Education Chairman.

The board recognized Mr. Burch for his accomplishments.

Tim Ashby - Top Regional Award for HVAC Leadership

Mr. Hartmann said Mr. Tim Ashby, Project Manager with Facilities Design & Construction, recently served as the Triangle Chapter President for the American Society of Heating, Refrigeration and Air Conditioning Engineers.

In recognition of his service and accomplishments as president, Mr. Ashby was awarded both the Presidential Award of Excellence and the Rudy Ferguson Memorial Award, which is ASHRAE's highest regional recognition.

Under Tim's leadership, the Triangle Chapter was recognized for its outstanding efforts to educate members on subjects related to energy efficiency and design and its outreach programs to the Tammy Lynn Center.

In addition, the chapter worked to reduce their environmental footprint and promoted numerous sustainability initiatives in the local community, including holistic integrated building design and strengthened energy benchmarking.

The board recognized Mr. Ashby for his accomplishments.

WIC Program's Award for Breastfeeding Initiation Rate

Mr. Hartmann said the Human Services' Women, Infants and Children program, or WIC, is best known as a nutrition program, but it also works to support the breastfeeding efforts of new moms.

He said Wake County's WIC staff provides valuable breastfeeding information and support for expectant and new mothers, as well as their partners and families.

At the 2016 North Carolina WIC Program Conference, the state Department of Health and Human Services recognized the Wake County WIC Program for its outstanding breastfeeding initiation rate of 88%.

Mr. Hartmann said this is the highest rate of an urban region in North Carolina and exceeds both the national and state average rates. It also exceeds the Healthy People 2020 objective for breastfeeding initiation, which is 82%.

The WIC Program staff is devoted to promoting, encouraging and supporting breastfeeding to enable mothers to achieve their individual breastfeeding goals, and this distinguished honor is a reflection of their hard work and dedication to this important initiative.

The board congratulated Ms. Safa Hamad, Human Services Program Manager; Ms. Blanca Brito, Human Services Technician; Ms. Mercedes Ortiz, Human Services Technician; Ms. Eileen Amoroso, Nutritionist; Ms. Kim Sharpe, Human Services Technician; Ms. Irsa Lopez-Diaz, Human Services Supervisor; and Ms. Karen Jarmon, Nutritionist Supervisor for their accomplishments.

Cindy Evans - Public Health All-Star

Mr. Hartmann said Ms. Cindy Evans, Human Services' Child Health Clinic Program Manager, service and dedication to the citizens of Wake County have earned her the Public Health All-Star Award from the North Carolina Public Health Association (NCPHA's).

NCPHA's Public Health All-Stars Team includes those identified by their agencies as a "spirited, special someone that epitomizes Public Health," which is an incredibly accurate description of Cindy and her approach to

her work.

For 29 years, Ms. Evans has consistently gone above and beyond to serve her clients. In addition to the critical services she provides each day to the patients who visit her clinic, Cindy has raised more than \$2,000 for the Pharmacy Fund, a resource that Wake County clinic providers can use to purchase necessary prescriptions for uninsured children.

Ms. Evans has even earned her Emergency Service Chaplain certificate and serves as the chaplain and station nurse for her local fire department.

The board congratulated Ms. Evans for her accomplishments.

6. [Retiree Recognition](#)

Attachments: [Item Summary 11.21.docx](#)
 [Arnea Bell Bio Final.docx](#)
 [Laurie Roach Bio Final.docx](#)
 [Tania Williams Bio Final.docx](#)

Mr. Hartmann recognized Ms. Arnea Bell, Wake County Sherri's Department, 29 years of service; Ms. Laurie Roach, Human Services, 31 years of service; and Ms. Tania Williams, Human Services, 30 years of service.

He presented them with plaques commemorative to their service to Wake County.

The board recognized them for their service to Wake County.

7. [Resolution Recognizing Betty Lou Ward, County Commissioner](#)

Attachments: [Resolution Recongizing Betty Lou Ward, County Commissioner.docx](#)
 [2016 Resolution Betty Lou Ward.EDITED.docx](#)

Vice-Chair Hutchinson said that Commissioner Betty Lou Ward has been his mentor through the years and commended her work through the years.

Vice-Chair Hutchinson read the resolution aloud.

Commissioner Ward said it has been a joy to serve Wake County over the years. She said there are many activities and opportunities for citizens in Wake County.

8. [Recognition of Outgoing Commissioners Betty Lou Ward and Caroline Sullivan](#)

Attachments: [Recognition of Outgoing Commissioners Betty Lou Ward and Caroline Sullivan.docx](#)

Chairman West read aloud the plaques for Commissioner Caroline Sullivan and Betty Lou Ward in recognition for their service to Wake County.

Chairman West said that four years ago, Commissioner Ward considered another term and has served 28 years in Wake County.

Commissioner Sullivan said that it has been wonderful to work with elected officials and staff in Wake County.

Chairman West moved, seconded by Commissioner Burns, that the Board of Commissioners recognize outgoing Commissioners Betty Lou Ward and Caroline Sullivan. The motion passed unanimously.

Public Comments

Ms. Molly McKinley, 140 Levister Court, Apt. 205, Raleigh, NC said that supports the Bike Share Program in Wake County.

Mr. Evan Brigham, 1412 Glenwood Avenue, Apt.1A, Raleigh NC, said that he supports the Bike Share Program in Wake County.

Ms. Sara Merz, 508 Frank Street, Raleigh, NC, thanked the Board of Commissioners for Transit and thanked the Board of Commissioners for considering Bike Share. She said that adults need 20 minutes of exercise each day.

Ms. Willamila Okeefee, 627 W. Jones Street #4, Raleigh, NC, said that she supports the Bike Share Program in Wake County.

Mr. David Powe, 121 S. Boylan Avenue, Raleigh, NC, thanked the Board of Commissioner for supporting the Transit Plan in Wake County. He said that he supports the Bike Share Program in Wake County.

Consent Agenda

Commissioner Holmes moved, seconded by Vice-Chair Hutchinson, to approve the consent agenda. The motion passed unanimously.

9. [Accept and Appropriate \\$1,500,000 of Division of Workforce Solutions in NC Department of Commerce Funds for Capital Area Workforce Development \(CAWD\)](#)

[for the Disaster Relief Employment Program](#)

Attachments: [CAWD Additional Funding Agenda Item Hurricane 11-21-16.docx](#)
 [Budget Memo - FY 2017 CAWD Fund.xlsx](#)

Commissioner Holmes moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners Accept and Appropriate to Capital Area Workforce Development \$1,500,000 from the Division of Workforce Solutions in NC Department of Commerce for the Disaster Relief Employment Program. The motion passed unanimously.

10. [Approval of Addendum One to Memorandum of Understanding with Town of Cary for the Cary Regional Library and Associated Parking Deck Project](#)

Attachments: [Item Summary](#)
 [MOU Amend 1 - 11.21.16F](#)

Commissioner Holmes moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners authorize the County Manager to execute Amendment One to the previously approved Memorandum of Understanding with the Town of Cary for design and construction of the Cary Regional Library and associated Town of Cary Parking Deck, subject to conditions acceptable to the County Attorney. The motion passed unanimously.

11. [Award Wake County Multi-Site Multi-Year Elevator Service Agreement](#)

Attachments: [Agenda Item for Elevator RFP 16-090 Upload.doc](#)
 [Elevator Bid Tab.pdf](#)

Commissioner Holmes moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners authorize the County Manager to execute the multi-year service agreement with Schindler (\$108,643 for first year), consistent with bid summary and subject to the terms and conditions acceptable by the County Attorney. The motion passed unanimously.

12. [Approval of Site Acquisition for Wendell Falls Public Safety Building](#)

Attachments: [Agenda Item.docx](#)
 [Area Map.pdf](#)
 [Wendell Falls Master Plan.pdf](#)
 [Parcel Plan.pdf](#)
 [Preliminary Site Plan.pdf](#)
 [Land Purchase Contract.pdf](#)

Commissioner Holmes moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners authorize the County Manager to sign a land acquisition contract with Nash Wendell Falls, LLC in the amount of \$400,000 for a 2.5 acre site off of Wendell Falls Parkway, Wendell, NC for construction of a new Public Safety Building, subject to conditions acceptable to the County Attorney. The motion passed unanimously.

13. [Establish 1.00 FTE to Provide Community Outreach, Homelessness Prevention, Client Assessments and Service Coordination for Individuals Experiencing Homelessness](#)

Attachments: [Item Summary.docx](#)
[Award Letter.pdf](#)
[Budget Memo - FY 2017 Human Services.xlsx](#)

Commissioner Holmes moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners establish 1.00 FTE for a Human Service Program Specialist at the South Wilmington Street Center to provide community outreach, homeless prevention, client assessments and service coordination for individuals experiencing homelessness. The motion passed unanimously.

Regular Agenda

14. [Wake County Public School System CIP Reallocations and Appropriations \(Second Reading\)](#)

Attachments: [SNAP Funding 2nd Reading Item Summary.docx](#)
[BOC Resolution 11.21.16](#)
[CIP 2013 Appropriation Summary as of 11.21.16 Second Reading](#)
[BOE Resolution 11-21-16.xlsx](#)
[BOE Resolution Apex 11-21-16.xlsx](#)

Mr. Alex Fuller, Senior Director for Program Controls, Wake County Public Schools Facilities, Design and Construction said the the additional design appropriation totaling \$1.2 Million is to cover scope changes for the Apex High School Project. In early 2016, the Board of Education voted to change the project from a major renovation to a total replacement that will allow for a more efficient layout, better configuration for bus loop and visitor traffic, and more space for outdoor learning environments.

Mr. Fuller said the \$2 Million reallocation and appropriation in startup design funding is for North Ridge Elementary. He said on November 1, 2016, the Board of Education voted to accelerate the design of the renovation project by one year because of its planned swing space at

Spring Forest became available a year earlier than originally planned.

Commissioner Calabria thanked Mr. Fuller for the answers to the additional questions for operations.

Vice-Chair Hutchinson moved, seconded by Commissioner Burns, that the Board of Commissioners approve the following requests from the Wake County Board of Education for reallocations and appropriations in CIP 2013:

- 1. Reallocate and appropriate \$2,000,000 for startup design to accelerate the design of the North Ridge Elementary renovation by one year.**
- 2. Appropriate \$1,200,000 in design funds for Apex High School to cover the change in scope from a major renovation to a total replacement. The motion passed unanimously.**

15. [Appropriate \\$1,300,000 of Fund Balance for Extended Early Voting Hours in Wake County](#)

Attachments: [BOE Additional Funding Agenda Item 11-21-16.docx](#)
 [Budget Memo - FY 2017 Board of Elections.xlsx](#)

Mr. Gary Sims, Wake County Elections Director, said there were 705,000 voters this past election. He shared the numbers in Wake County. There was 75.3 percent turnout for Wake County. He said that the State of North Carolina makes up 10.2 percent of the NC voter registration population. He shared the comparison of voter turnout comparison of other surrounding counties. He said on election day (of the turnout) there was 27.8 percent turnout, 42.9 percent early voting, 4.1 percent absentee voting by mail, and 0.6 percent of the provisional ballots that have been counted. He said that 62.4 percent of voters were early voters. He said there were 530,967 voters total in Wake County.

Mr. Sims said the additional funds addresses the cost of updated early voting estimates, and increase of approximately \$1 million as compared to the adopted budget of \$1,808,000 which was based around ten days of early voting. The appropriation will support the final complement of site poll workers, technical temporary support workers required to administer 17 days of early voting; approximately \$870,000. Approximately \$135,000 will cover revised estimates around voting stickers, voter equipment contracted services, supplies, among other smaller items.

Commissioner Burns complimented Mr. Sims and his staff for the work and the flexibility of staff for adjusting to the additional week of voting.

He said the NC State Elections site was too small and asked that a larger site be found.

Commissioner Ward complimented Mr. Sims and his staff for their work. She said the staff was very pleasant. Mr. Sims said there was 56.9 percent of Wake County voters that showed for one stop early voting.

Vice-Chair Hutchinson commended Mr. Sims and his staff and said that the extra voting week is needed in Wake County. He said there was courtesy and professionalism at the polls. Mr. Sims said early in the voting process there was not a lot of interest at NC State elections site. He said accessibility is key for voting. He said that parking can be of issue at some sites. He said that expansion of sites for the next election will be considered.

Commissioner Holmes thanked Mr. Sims and his staff for their work. She said that given the amount of time to prepare for the additional week, staff did an exceptional job. She said that NC State site and Herbert Young site can be improved. She said that early voting is important and needed in Wake County.

Commissioner Sullivan asked how many people took advantage of One Stop Voting and registered to vote at the same time. Mr. Sims said he could provide this information to the board.

Chairman West asked if states determine whether they are early voting. Mr. Sims said it is controlled at the state level.

Commissioner Burns moved, seconded by Commissioner Sullivan, that the Board of Commissioners appropriate \$1,300,000 of fund balance for the costs associated with the extension of the number of early voting hours in Wake County. The motion passed unanimously.

16. [Authorization of Sale by Sealed Bid for the Mount Auburn School Property at 2425 E. Garner Road, Garner, NC](#)

Attachments: [Mt Auburn Agenda FINAL 11-21-16.docx](#)

[Mt Auburn Area Map.pdf](#)

[Aerial View.pdf](#)

[Notice of Sale by Sealed Bid.docx](#)

[Sealed Bid Contract Form.doc](#)

Mr. Mark Edmondson, Wake County Facilities Design and Construction Project Manager, said there has been discussion in the past about the uses for the Mount Auburn School property. He said that the manager and revenue director determined the sealed bid process is the best option since the property has challenges.

Commissioner Ward said the property has issues and it would be difficult to preserve it. Mr. Edmondson said that the issues would be disclosed to potential bidders.

Commissioner Sullivan moved, seconded by Commissioner Ward, that the Board of Commissioners:

- 1. Declare as surplus the County property located at 2425 East Garner Road and commonly known as "Mount Auburn School" property;**
- 2. Adopt a Resolution authorizing staff to initiate a Sealed Bid Sale of the Mount Auburn School property, pursuant to NCGS 160A-268 The motion was approved unanimously.**

17. [Approval of Public Art Ordinance](#)

Attachments: [Public Art Item Summary.docx](#)
 [Public Art Regular Meeting Presentation](#)
 [Public Art Ordinance](#)

Ms. Johnna Rogers, Deputy County Manager, said that at the November 14, 2017 Work Session a proposal of a Public Arts Ordinance was discussed. She said the proposed ordinance would establish funding for public art in certain county capital access such as libraries, parks, greenways and certain other facilities to be authorized by the Board of Commissioners shall be eligible for funding. She said the ordinance would not apply to capital improvement projects of the Wake County Public School System or Wake Technical Community College.

Ms. Rogers said the amount of art funding for a project shall be based on the estimated construction costs of a capital project. Land acquisition, professional services (architectural, engineering, surveying, etc.), furnishings and equipment and other soft costs are not to be included in the amount subject to the art allocation. She said the amount of funding to be allocated to art shall be one percent of the funding basis. The funding is to be dedicated to the selection, purchase, and installation of works of public art.

Ms. Rogers said the ordinance will become effective July 1, 2017 to coincide with the commencement of the fiscal year 2018 capital improvement plan. This allows for time to incorporate into 2018-2024 capital improvement plan and develop the comprehensive policy. Within one hundred eighty (180) days after the passage of this ordinance the County Manager shall cause to be created an administrative process to guide the implementation of this ordinance.

Ms. Rogers said that the purpose of the policy would be to: define the

process for acquiring public art that is commissioned for Wake County owned facilities, donated as part of the Public Art program, provide detail on the selection process, funding, and staff responsibilities for acquiring, and maintaining and deaccessing of public art.

Commissioner Ward said that she has supported this ordinance for years. She said that she is proud that this is moving forward.

Vice-Chair Hutchinson suggested that that the Ordinance be named the Betty Lou Ward Ordinance.

Commissioner Ward moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners approves a Public Art Ordinance for Wake County. The motion passed unanimously.

18. [Support City of Raleigh BikeShare Program with \\$200,000 Wake County Commitment](#)

Attachments: [Bike Share Item Summary 11-4-2016.docx](#)
 [Bikeshare Program Update - Wake County 11-10-16.docx](#)
 [Letter from Ruffin Hall to Jim Hartmann re Bike Share Program 4-5-16.pdf](#)
 [City of Raleigh Bike Share Proposal.pdf](#)

Mr. Hartmann said that in April 2016, the county received a request from the Raleigh City Manager to participate in funding the Raleigh Bike Share Program. He said that the City of Raleigh will be implementing a 300-bike, 30-station Bike Share system in a 6.7 square mile area around downtown extending from the North Carolina Museum of Art in Raleigh to Raleigh Boulevard and from Wade Avenue south to Trails Corner at Little Rock Trail. Installation is anticipated to be complete by Summer 2017, and along with design and startup, is estimated to cost \$2,061,000. Mr. Hartmann said that the request is for one-time capital funds of \$200,000. The city has also submitted a proposal for this funding through the Fiscal Year Major Facilities Capital Project funding process conducted by the county but was not selected as one of the funded projects.

Chairman West said that the proposal included vulnerable communities. He read aloud information about the City of Raleigh Bike Share Proposal regarding Social and Economic Vitality.

"Raleigh has the benefit of not being one of the first cities to implement such a system therefore, we can benefit from the changes that have been made in other cities and the best practices that have emerged to increase Bike Share usage and ensure an equitable bikeshare system. As an estimated 28% of station locations will be in or adjacent to low income areas, the City will be partnering with community groups to ensure those who want to access Bike Share can."

He said there is an opportunity for public transportation in vulnerable communities to strengthen economic development. He asked staff to review this section of the proposal and ensure that support is being given to vulnerable communities in support to the City of Raleigh's request to Wake County. He said that working together to support the Board of Commissioner's goals is important.

Commissioner Holmes commended the leadership of Vice-Chair Hutchinson for the Bike Share Program, the Public Art Ordinance, and vision for greenways. She said his visions have benefited Wake County citizens.

Vice-Chair Hutchinson thanked the board for supporting him with these initiatives. He said that the Bike Share supports connectivity, healthy communities, and attracts visitors to Wake County.

Commissioner Burns thanked the Chair and Vice-Chair for working together to make progress toward this initiative.

Commissioner Ward said that it is important that the county support the City of Raleigh and she said that she supports Mr. Ruffin Hall, Raleigh City Manager, for his accomplishments through the years.

Vice-Chair Hutchinson moved, seconded by Commissioner Calabria, that the Board of Commissioners commits \$200,000 in support of the City of Raleigh's Bike Share program. The motion passed unanimously.

19. [Amend the Rules of Procedure for the Wake County Water Partnership and Appoint Members](#)

Attachments: [Item Summary BOC Water Partnership](#)
[Water Partnership Rules of Procedure - Approved.pdf](#)
[Water Partnership Rules of Procedure - Amended 11.21.16 Draft.docx](#)
[Water Partnership Membership Recommendation](#)
[Applications](#)

Mr. Michael Orbon, Wake County Water Quality Director, said on May 15, 2016, the Board of Commissioners authorized the creation of the Wake County Water Partnership. The Water Partnership was planned as an advisory group to create positive impacts for our County and our region in the areas of health, sustainability of positive lifestyles, and economic stability and prosperity.

Amendments to the Rules of Procedure:

The initial Rules for the Partnership identified categories for an eighteen member group. Since that time, it is recommended that the membership

be expanded to twenty-one members with three representing a “citizen” category. The membership categories now will include:

- Wake County Board of Commissioners (1)
- Municipal Representatives (10)
- Environmental Advocacy Group (1)
- Private Water Provider (1)
- Private Well Owner (1)
- Wake County Soil and Water Conservation District (1)
- North Carolina Agriculture Community (1)
- Academic Expert in Environmental Policy or Economics (1)
- Building and Real Estate Community (1)
- Citizen (3)

A second amendment to the Rules would provide that membership to the Partnership would be citizen and staff level appointees.

Mr. Orbon said a third amendment to the Rules would provide terms for the primary mission and focus of the Water Partnership with agenda items to focus on:

- Water stewardship, education and outreach
- Water management cooperation
- Reports on efforts of water collaboratives
- Green infrastructure projects, standards and opportunities

Membership:

The Board of Commissioners is requested to appoint members to the Water Partnership and the board may opt to change the names of appointees by position or select appointees for categories that may currently be blank. All applications received for consideration for appointment to the Water Partnership have been presented to the board.

Commissioner Burns said that the Growth, Land Use, and Environment Committee (GLUE) has discussed the formation of the Wake County Water Partnership and thanked staff for their work toward this partnership in reaching out to the community in promoting best practices with water quality and quantity. He said the board is a staff level board of experts. He said that he is pleased with the work of staff.

Commissioner Calabria commended staff for their work and thanked Commissioner Burns and Vice-Chair Hutchinson for leading the efforts toward the partnership.

Commissioner Ward thanked staff because water issues have been of

concern for years. Adequate water supply is of importance throughout Wake County. She said that Jordan Lake is also of concern since it is near to Wake County.

Vice-Chair Hutchinson said that water is the lifeblood of the community. He commended staff and Commissioner Burns and Calabria for their work on the GLUE Committee. He said Wake County has the role of protecting water quality and quantity and to ensure there is a clean and abundant water supply for its residents.

Commissioner Burns moved, seconded by Commissioner Ward, that the Board of Commissioners approve the attached three amendments for the Wake County Water Partnership to add three citizen appointees, limit membership to staff level participants, where appropriate, and focus discussion to specific topics as directed by Wake County Commissioners and appoint members to the committee as indicated in the recommended applicant table. The motion passed unanimously.

20. [Approve Rules of Procedure and Areas of Representation, as well as Appoint Members of the Wake County Affordable Housing Steering Committee](#)

Attachments: [Item Summary.doc.docx](#)
[Wake County Affordable Housing Steering Committee Rules of Procedure.pdf](#)
[Affordable Housing Steering Committee RosterV2.docx](#)
[Applications Received for Appointment.pdf](#)

Commissioner Burns said that the Wake County Affordable Housing Steering Committee is important to the community and he commended Commissioner Holmes and Chairman West for their work toward the committee. He questioned how the commission was organized and the communication during the process of selecting members. He said that he did not question the makeup, members, or rules of procedure of the committee.

Commissioner Burns moved, seconded by Commissioner Sullivan, that the appointment of members of the Wake County Affordable Housing Steering Committee be postponed until the December 5, 2016, meeting to allow the new incoming commissioners opportunity to provide input into the membership.

Chairman West said that he worked with Affordable Housing when he served as a City of Raleigh councilman. He said that the work toward the committee has been great and the balance needs additional work to be productive. He said there are community members that have been involved in the process. He said there are citizens that are missing in the process. He said the vulnerable communities are a part of the process. He said his residential district does not have representation,

and there are citizens in his district that have pointed out that representation is not balanced. He said that a balanced process is needed and there have been citizens that have been left out of the process.

Commissioner Ward said that Commissioner Holmes has worked toward moving the Wake County Affordable Housing Steering Committee forward. Commissioner Holmes said there was an overwhelming response to the application process and not everyone can be appointed. She said there may be subcommittees formed that would allow for additional applicants opportunity to serve.

Commissioner Ward said the Wake County Housing Authority is located in Zebulon, NC and there is no public transportation and they only accept applications in the morning. She said that this committee should review the needs in this area of the county. She said that not every citizen can be on the committee, but there may be subcommittees that other applicants can serve.

Chairman West said that there citizens that can serve and subcommittees are not being considered at the present time. He said working together as a team is important to eliminate gaps. He said determining the right approach is necessary in forming the committee.

Commissioner Holmes said that citizens are waiting for the Wake County Affordable Housing Steering Committee to meet. She said that she has not been asked to provide input on the membership of the Wake County Water Partnership and each board member has had opportunity to provide input on the membership of the Wake County Affordable Housing Steering Committee. She said that she has worked with this board for two years and the delay is unfortunate. She said that communication is important to the makeup of the Wake County Affordable Housing Steering Committee.

Commissioner Burns said it is not his intent to cause issue with the delay but to allow the committee to be more effective. He said the reason for delay is for the purpose of equal opportunity for appointing the membership on the Wake County Affordable Housing Steering Committee. He said that there was a lack of communication between staff and the Board of Commissioners regarding the selection of membership.

Commissioner Burns moved, seconded by Commissioner Sullivan, that the Board of Commissioners delay the appointments to the Wake County Affordable Housing Steering Committee until the December 5, 2016, Board of Commissioners' meeting. The motion carried by the following vote:

Aye: 5 - Chairman West, Vice-Chair Hutchinson, Commissioner Burns, Commissioner Calabria, and Sullivan

Nay: 2 - Commissioner Holmes, and Ward

Committee Reports

Chairman West thanked staff and commissioners for their participation in the State of the County presentation. He said the process was innovative for the citizens of Wake County.

21. [Growth Land Use and Environment Committee Report](#)

Commissioner Burns provided a GLUE Committee summary. He said the GLUE Committee met on Monday, November 14, with members of the Environmental Services Staff and General Services Administration Staff to review progress on initiatives that address groundwater outreach, energy efficiency, long term solid waste disposal strategies, and water stewardship.

He shared highlights from the meeting.

Groundwater Outreach

- An update on progress in addressing contaminated well water, by Evan Kane, in an unincorporated area of east Raleigh showed that progress has been made in reaching out to the community and reducing health risks through improving individual water supplies.
- These wells had been found to contain varying amounts of pesticides and solvents.
- Through continuous effort and collaboration, Wake County staff and EPA
 - Sampled 152 wells
 - Received results for 151 of them
 - EPA installed 2 filtration systems for wells that had higher levels of contamination, above the EPA Maximum Contaminant Level or above the Removal Management Level
 - Performance of two other filtration systems was tested and verified by EPA
 - There were no new wells found with contaminants at the higher, RML or MCL, levels
 - Many wells were found to show no contamination in the current round of testing

- There is no evidence that the contamination is moving in any direction or expanding at present
- All samples are shared with the State Toxicologist
- Well owners whose wells had lower levels of contamination were referred to the Bernard Allen Fund of the State of North Carolina to determine whether they could receive assistance in adding filtration.
- A community meeting was held by Wake County staff along with NC DHHS staff and EPA staff to provide further assistance to home owners in understanding their options.
- There will be additional technical assistance provided to the community by Wake County Staff going forward.
- Wake County will pass along the recommendations from the State Toxicologist's office about the use of the water in the wells.
- The petition for water lines was discussed.
- The risk associated with the 2L (State) standard was discussed as a 1/1,000,000 chance of becoming ill, and that some residents may opt to take action.
- Water Quality staff will investigate the Housing Rehabilitation Trust Fund as a possible source of additional assistance.
- Water Quality staff, with Commissioner Hutchinson's recommendation, will investigate whether there is an opportunity to collaborate with RTI to do additional testing to determine the extent of this type of situation in other areas within the county.

Sustainable Energy Management Overview

- The Citizens Energy Advisory Commission was established in 1978 to promote energy conservation in Wake County
- Mr. David Goodwin gave a report of progress that has been made recently, by this group, to advance standards and practices leading to energy efficiency.
- Mr. Goodwin acknowledged the current members of the Citizens Energy Advisory Commission and staff for their ongoing efforts in this area.
- Highlights of activities includes:
 - An energy camp for young people that can learn more about energy, use, and conservation.
 - A Flash Retreat during last summer that outlined key priorities going forward
 - Building Design Review
 - Energy Guidelines

- BOC Communication
 - A survey was conducted that contained input from 15 communities
 - Performance among municipalities and counties was evaluated using several areas of involvement as the measurement. (from LED bulb use to green energy conversion projects to alternative fuel vehicles)
 - Wake County was at the top of the list.
 - Wake County is partnering with WCPSS and now with Wake Tech to advance energy efficiency.
 - This partnership can advance Energy Efficient Design and Energy Management in a large number of buildings in the county.
 - Next steps are to develop guidelines with community input and advance them for the Board of Commissioners to review and adopt.

Solid Waste Management

- John Roberson presented progress toward updating the Solid Waste Management Plan on a five year cycle so that residents of Wake County will always have an affordable and sustainable method of waste disposal.
- Mr. Roberson said that there is discussion about adding some of the Board Goals into the plan
- He will circulate the plan to commissioners for evaluation.
- The Solid Waste Division will work on a revision to the existing plan this year.
- Commissioners Calabria, Burns, and Hutchinson emphasized innovative approaches to maintain efficiencies and provide services to Wake County

Water Partnership Update

- Michael Orbon reviewed three wording changes that would refine the Water Partnership Rules of Procedure.
- These would provide that the positions on the committee are staff level positions, that the focus of discussion would be directed by the Wake County Commissioners and that there will be three citizen appointees.
- The wording of these changes were reviewed, updated, and included in Draft Amended Rules for today.
- Wording for discussing Green Infrastructure Projects was added at Commissioner Hutchinson's and Mr. Burns' recommendation.

Closed Session

Mr. Scott Warren, County Attorney, said that the purpose of the Closed Session is to consider the performance of the Board of Commissioners' appointed employees and to consider the material terms of employment contracts pursuant to N. C. G. S. 143-318.11 (a) (5), (6).

Vice-Chair Hutchinson moved, seconded by Commissioner Sullivan, to go into Closed Session. The motion passed unanimously.

The meeting was recessed, and reconvened after Closed Session.

Commissioner Burns moved, Commissioner Ward seconded, that the County Manager be given an annual merit increase of 5 percent, the Clerk to the Board an annual merit increase of 5 percent to a salary of \$90,100, and the County Attorney be given an annual merit increase of 5 percent and the adjustments and terms for all three positions be effective October 1, 2016. The Chairman is authorized to enter into employment contracts with each of the appointed employees consistent with the motion and prior contracts for each. The motion passed unanimously.

Adjourn

Vice-Chair Hutchinson moved, seconded by Commissioner Holmes, to Adjourn the meeting. The motion passed unanimously.

Respectfully submitted,

Denise M. Hogan, NCMCC
Clerk to the Board
Wake County Board of Commissioners