



# Wake County

301 South McDowell Street  
Raleigh, NC

## Meeting Minutes Board of Commissioners

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Monday, July 8, 2019

2:00 PM

Wake County Justice Center

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### Meeting Called to Order: Chair Jessica Holmes

Chair Holmes called the meeting to order. She introduced Ms. Erica Rice, Youth of the Year for the Boys and Girls Club. She is also the NCACC youth delegate.

Ms. Rice thanked the Board of Commissioners and she expressed her appreciation for their service. She led the Pledge of Allegiance.

**Present:** 6 - Chair Jessica Holmes, Commissioner Vickie Adamson, Commissioner Matt Calabria, Commissioner Susan Evans, Commissioner Sig Hutchinson, and Commissioner James West

**Absent:** 1 - Vice-Chair Greg Ford

Others Present: David Ellis, County Manager; Scott Warren, County Attorney; Denise Hogan, Clerk to the Board; Yvonne Gilyard, Deputy Clerk to the Board; Emily Lucas, Chief Financial Officer; Bill Greeves, Chief Information and Innovation Officer; and Ben Canada, Assistant to the County Manager

### Pledge of Allegiance

**Invocation: Commissioner Susan Evans**

### Items of Business

1. [Approval of Agenda](#)

**Commissioner Hutchinson moved, seconded by Commissioner Calabria, to approve the Agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

2. [Approval of the Minutes of the Regular Meeting of June 3, 2019, the Work Session of June 10, 2019, and the Regular Meeting of June 17, 2019](#)

**Commissioner West moved, seconded by Commissioner Evans, to approve the Regular Minutes of June 3, 2019, Work Session of June 10, 2019, and the Regular Meeting of June 17, 2019. The motion carried by the following vote:**

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

3. [Presentation from the Wake County ABC Board](#)

**Attachments:** [Item Summary ABC Presentation.docx](#)

Mr. Willie Rowe, Wake County Alcohol Beverage Control Board (ABC) Chair, presented the Board of Commissioners a check in the amount of \$8.4 million. He thanked the board for their partnership.

Mr. Rowe shared initiatives served through the ABC board funds, which include Alcohol and Drug programs, as well as the Boys and Girls clubs. He said that the Wake ABC Board works hard to serve the citizens of the community.

Commissioner West thanked Mr. Rowe for his leadership. He asked for an update on the privatization issue. Mr. Rowe said that issue is currently off the table and not being considered.

Chair Holmes thanked Mr. Rowe and members of the ABC Board for their service.

## Consent Agenda

Commissioner Hutchinson asked that item # 8, Funding Request from Alliance Medical Ministry, be moved to the first item on the Regular Agenda and a report be given by staff.

**Commissioner Hutchinson moved, seconded by Commissioner**

**Calabria, to approve the consent agenda. The motion carried by the following vote:**

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

**4. [Land and Water Conservation Fund Deed Restrictions for Turnipseed Nature Preserve](#)**

**Attachments:** [Turnipseed Deed Restriction Agenda Item.docx](#)  
[Board of Commissioners Meeting Minutes 2016 11 06.pdf](#)  
[Draft Deed Restrictions - Turnipseed Phase II.pdf](#)

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

**1. Approve the recording of a deed restricting the future use of the Turnipseed Nature Preserve to “public outdoor recreation.”**

**2. Authorize the Board of Commissioners’ Chair to sign said deed. The motion carried by the following vote:**

**5. [Approval of Second Amendment to a Ground Lease and Joint Use Agreement with the City of Raleigh for the Law Enforcement Training Complex](#)**

**Attachments:** [Agenda Item.docx](#)  
[2nd Amendment to Ground Lease \(Draft\).pdf](#)  
[Joint Use Agreement \(Draft\).pdf](#)  
[Interlocal Agreement.PDF](#)  
[CIP Budget Memo - FY 2020 County Capital Fund - Public Safety.xlsx](#)  
[CIP Budget Memo - FY 2020 County Capital Uncommitted Funds.xlsx](#)  
[Rendering of LETC Complex.jpg](#)

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

**1. Approve and authorize the County Manager to execute the following documents:**

**a. Second Amendment to the “Ground Lease Among the City of Raleigh and Wake County,” (“Second Amendment”) subject to terms**

and conditions acceptable to the County Attorney, and

b. Joint Use Agreement for operation of activities at the Law Enforcement Training Center Complex site owned by the City of Raleigh, located at 2300 Law Enforcement Drive in Raleigh ("Joint Use Agreement"), subject to terms and conditions acceptable to the County Attorney.

2. Appropriate \$495,160 from County Capital Uncommitted Funds for the County's share of construction costs, as defined in the Joint Use Agreement.

3. Authorize the Manager and the Chair to take any other actions necessary to effectuate the transaction as approved. The motion carried by the following vote:

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

6. [Approval of Amended and Restated Consent and Assignment of Right to Receive Funding Under Wake County Funding Agreement](#)

**Attachments:** [Ammons Item Summary.docx](#)  
[Letter of Request from Attorney representing Jeff Ammons](#)  
[07.01.19 Amended and Restated Consent and Assignment.Ammons.doc](#)  
[Ammons Funding Agreement Amendment.pdf](#)  
[Ammons Funding Agreement.pdf](#)

Commissioner Hutchinson moved, seconded by Commissioner Calabria, that the Board of Commissioners approve and authorize the county manager to execute the Amended and Restated Consent and Assignment of Right to Receive Funding Under Wake County Funding Agreement subject to the terms and conditions acceptable to the County Attorney. The motion carried by the following vote:

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

7. [Wake County Juvenile Crime Prevention Council Annual Plan and Certification for FY 2019-20](#)

**Attachments:** [JCPC Item summary final.pdf](#)  
[JCPC Annual Plan.pdf](#)  
[Certification.docx](#)  
[Funding Plan.xls](#)

**Commissioner Hutchinson moved, seconded by Commissioner Calabria, that the Board of Commissioners adopt the Wake County Juvenile Crime Prevention Council Annual Plan for FY 2019-2020 and affixes signatures on the appropriate forms. The motion carried by the following vote:**

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

8. [Funding Request from Alliance Medical Ministry](#)

**Attachments:** [Item Summary Sheet-Alliance Medical Ministry 2.docx](#)

Mr. Derwick Paige, Chief Community Development Officer, said that this item authorizes the county manager to execute a Community Capital Funding agreement for up to \$125,000 to be awarded to Alliance Medical Ministry. He said that this is a one-time funding request from Alliance Medical Ministry to implement the EPIC case management network. He said that the action supports commissioner goal CH 2.2 regarding supporting efforts to share medical records between safety-net providers through a common platform.

Mr. Paige said that Alliance Medical Ministry is a non-profit organization and one of four safety-net providers in Wake County that offers medical care to uninsured individuals who are ineligible for Medicare or Medicaid. He said the platform will allow service providers to communicate across networks ensuring that the patient gets the best treatment possible. He said the average patient is a Hispanic female with 3 children and has an income of approximately \$19,000 a year. He said that Alliance Medical Ministry serves approximately 2500 patients with a waiting list of approximately 300 individuals. He said that WakeMed has agreed to provide ongoing technical support, training, and upgrades that are needed moving forward.

Commissioner West said that this also fits into the Social and Economic Vitality goal. He said that he is pleased with the decision to move forward

with the process.

Mr. Pete Tannenbaum, Executive Director, Alliance Medical Ministry, said that Alliance Medical Ministry serves the working uninsured citizens of Wake County. He said that there are 2500 patients and 12,000 visits per year. He said that approval of this agreement will allow Alliance to speak with other health facilities. He said that 71 percent of patients go to other facilities or receive no treatment before coming to Alliance Medical Ministries for services. He said that after treatment at Alliance Medical Ministry, 47 percent of patients reported fewer visits to the emergency room and 52 percent fewer hospital visits.

Commissioner Hutchinson thanked Mr. Tannenbaum on the initiative to move the process forward to an electronic process. He said that not long ago all medical notes and records was paper and by fax. He said the evolution of electrical process (EPIC) is now the same in all of the health facilities (WakeMed, UNC Rex, Duke) . All of the facilities will share the information on a portal.

Commissioner Adamson asked about the timeline for the platform to be implemented. Mr. Tannenbaum said the process should be complete within a year.

**Commissioner Hutchinson moved, seconded by Commissioner Calabria, that the Board of Commissioners approve and authorize the county manager to execute a Community Capital Funding agreement with Alliance Medical Ministry subject to terms and conditions approved by the County Attorney. The motion carried by the following vote:**

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

9. [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](#)  
                          [July 2019 Refunds Under 500.pdf](#)  
                          [July 2019 Refunds Over 500.pdf](#)  
                          [Daily Updates For Exemptions.pdf](#)  
                          [Daily Updates For Penalties.pdf](#)  
                          [Daily Updates For Special Situations.pdf](#)  
                          [Municipal Collection Report](#)  
                          [Wake County Collection Report](#)  
                          [Monthly In-Rem Foreclosure Report](#)  
                          [PFB Summary Report.pdf](#)

**Commissioner Hutchinson moved, seconded by Commissioner Calabria, that the Board of Commissioners approve the attached recommendations by the Tax Committee. The motion carried by the following vote:**

**Aye:**                6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:**          1 - Vice-Chair Ford

## **Regular Agenda**

**10.    [Approve the Acquisition of 96.26 Acres of Open Space and Park Property in Swift Creek from The Conservation Fund to expand Crowder County Park](#)**

**Attachments:**    [Crowder Agenda Item.docx](#)  
                          [Crowder Land Acquisition Presentation.pdf](#)  
                          [PROS CIP BOND SCHEDULE.pdf](#)  
                          [CIP Budget Memo - FY 2020 County Capital Fund - Open Space.xlsx](#)  
                          [CIP Budget Memo - FY 2020 County Capital Fund - Parks CIP.xlsx](#)  
                          [Budget Memo - FY 2020 Debt Service Fund.xlsx](#)

Mr. Emerson Barker, Deputy Director, Wake County Parks, Recreation, and Open Space, said the request is to expand Crowder County Park. The board is asked to approve the acquisition of 96.26 acres of Open Space and Park Property in Swift Creek from the Conservation Fund to expand Crowder County Park.

Mr. Barker said that Crowder County Park was opened to the public in

1998. He said Crowder County Park had 155,000 visitors last year. He said that Lake Crabtree County Park was the first county park opened in 1988. He said there are eight parks and two nature preserves. He said last year there were 1.3 million visitors to the parks and 2,600 programs were offered to the public.

He shared an aerial view of a lake and/or pond.

Mr. Barker indicated that the purchase price is \$4,914,225,000 and was the highest recommended project by staff and the Open Space and Parks Advisory Board to be included in the bond. He said that of the purchase price, \$3,068,593 would be provided by the Little River Reimbursement fund and \$77,572 in uncommitted Open Space capital revenues. The remaining \$1,768,060 of acquisition costs would be temporarily paid from Debt Service Fund, and permanently reimbursed by general obligation bonds sold later in Fiscal Year 2020 and scheduled for this acquisition. The county anticipates the general obligation bond sale to take place in October 2019. He said that county staff also recommends making an application to the City of Raleigh's Upper Neuse Clean Water Initiative Fund in the amount of \$500,000; these potential partnership dollars could offset county dollars. He indicated that \$1,768,060 would be paid from fund balance in the Debt Service Fund (to be permanently reimbursed with Parks, Greenways, Recreation, Open Space Bonds).

He shared the specific action requested.

Commissioner Hutchinson highlighted the benefits of the acquisition for the citizens of Wake County. He is said that he would like to highlight the leveraging of dollars and the Little River Reimbursement funds and the City of Raleigh's Upper Neuse Clean Water Initiative Fund . He said that the additional funding creates energy. He thanked Mr. Emerson for his work on this project.

Chair Holmes commended staff for the work on this project and said that she supports this project.

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

- 1. Appropriate \$3,068,593 of Open Space Little River Reimbursement funds; and**
- 2. Appropriate \$1,768,060 of fund balance in Debt Service Fund as temporary funding source (to be permanently reimbursed with PGROS**

**Bonds sold later in Fiscal Year 2020); and**

**3. Appropriate \$77,572 of Recreation Land Area Contributions (RLDO) funding; and**

**4. Authorize the county manager to execute an agreement to purchase the 96.26 acres from The Conservation Fund at a purchase price of \$4,914,225, subject to terms and conditions acceptable to the county attorney; and**

**5. Authorize County staff to apply to the City of Raleigh's Upper Neuse Clean Water Initiative Fund for partnership dollars that could offset County dollars. The motion carried by the following vote:**

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

11. [Proposed General Obligation Bond Anticipation Notes Series 2019A, to Fund \\$548,000,000 of WCPSS Capital Needs, and Series 2019B, to Fund \\$177,100,000 of WTCC Capital Needs](#)

**Attachments:** [20190708 - Item Summary - 2019A and 2019B GO BAN Issuance.docx](#)  
[20190708 Board Presentation - 2019A&B GO BANs.pdf](#)  
[20190708 - Attachment 1 - 2019A GO BAN Issuance Resolution.docx](#)  
[20190708 - Attachment 2 - 2019B GO BAN Issuance Resolution.docx](#)  
[20190708 - Attachment 3 - Schools Projects for 2018 Bond.pdf](#)  
[20190708 - Attachment 4 - Wake Tech Projects for 2018 Bond.pdf](#)  
[20190708 - Attachment 5 - 2019A GO BAN - NPAA.DOCX](#)  
[20190708 - Attachment 6 - 2019B GO BAN - NPAA.DOCX](#)

Mr. Todd Taylor, Debt Manager, shared the background for today's request. He said that the voters approved the county referenda in November 2018 (Schools \$548 million, WakeTech \$349 million, Parks, Greenways, Recreation, and Open Space). He said the action will fund certain respective capital needs of schools and Wake Tech in Fiscal Year 2020 and Fiscal Year 2021. The proposed action will be the first debt issued under the 2018 bond. He said the purpose of today's request is to authorize issuance of two separate General Obligation Bond Anticipation Notes ("BANs" or "draw programs"). Each BAN has dedicated funding purpose 2019A BAN (Schools) and 2019B BAN (Wake Tech).

He shared the 2019A BAN-Schools Capital Needs. He shared the 2019A BAN-Schools Project Summary. He shared the 2019B-BAN-Wake Tech Capital Needs. He shared the 2019B BAN-Wake Tech Project Summary. He shared the Timing & Fiscal Impact anticipated. He shared the Relevant Board Goal of initiative E2.1. He shared the Takeaways-Proposed Action.

- Authorize issuance of two General Obligation BAN programs
- Ongoing BAN strategy continues to yield benefits to County
- To fund respective capital needs for FY 2020 and FY 2021
- First debt issued under 2018 Bond for Schools; Wake Tech
- Timing and fiscal impact anticipated in County Model and FY 2020 Adopted Budget

He said at the August 19, 2019 Regular Meeting of the Board of Commissioners staff would present a request to appropriate certain 2020 Capital Projects funded by today's action.

**Commissioner Evans moved, seconded by Commissioner Adamson, that the Board of Commissioners adopt two authorizing resolutions providing for the respective issuance of General Obligation Public Improvement Bond Anticipation Notes, Series 2019A (in an amount not to exceed \$548,000,000) and Series 2019B (in an amount not to exceed \$177,100,000). The motion carried by the following vote:**

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

### **Public Comments**

Ms. Trisha Brodie, President and Founder, True Care Solutions, Inc., spoke about the recent decision of the Sheriff's office to eliminate the Senior Well Check program. She said that the elderly are being forgotten. She said that it is increasingly hard to advocate for them. She said that a 90 year old citizen reached out to her for help and does not know what steps to take moving forward due to the Senior Well Check program being discontinued by the Wake County Sheriff's office. She says that loved ones will be forgotten. She said that True Care Solutions is receiving calls everyday and struggles to assist families to get assistance for their loved ones.

Commissioner West asked County Manager Ellis if staff could connect Ms. Brodie with information that may assist her concerns.

Manager Ellis said that he has reached out to the Sheriff's office for more information about the program.

Chair Holmes said that this is a shared concern by board members and staff would work with the Sheriffs's office to get answers and assured Ms. Brodie that she has the board's support.

12. [Appoint a Voting Delegate for the 2019 Annual Conference of the North Carolina Association of County Commissioners](#)

**Attachments:**     [Item Summary - 2019 NCACC Voting Delegate.docx](#)  
                              [NCACC Voting delegate form 2019.doc](#)

Commissioner West nominated Chair Holmes to represent the board as the voting delegate at the August business session of the 2019 North Carolina Association of County Commissioners Annual Conference.

**Commissioner West moved, seconded by Commissioner Adamson, that the Board of Commissioners appoint Chair Jessica Holmes as the Voting Delegate for the business session at the 2019 Annual Conference of the North Carolina Association of County Commissioners. The motion carried by the following vote:**

**Aye:**                6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:**          1 - Vice-Chair Ford

### **Manager's Report**

13. [Wake County Hospitality Tax Update and Recommendations](#)

**Attachments:**     [Item Summary for 7-8-19 Managers Report.docx](#)  
                              [Hospitality Tax Presentation 7-8-19.pdf](#)  
                              [Hospitality Tax Recommendations Summary Page.docx](#)  
                              [Financial Model 6-19-2019.pdf](#)  
                              [Wake County Room Occupancy and Prepared Food and Beverage Operating Principles.docx](#)

Mr. David Ellis, County Manager, shared remarks about the hospitality tax update. He said all the projects submitted were good projects. He said three main priorities considered during the process were positive return on investment, relevance and competitiveness, and a mix of locations and uses.

Mr. Ellis thanked the following City and County staff for their work on this project: Mr. Ruffin Hall, City of Raleigh Manager; Mr. Jim Greene, City of Raleigh Assistant Manager; Ms. Allison Bradsher, City of Raleigh Chief Financial Officer; Ms. Emily Lucas, Wake County Chief Financial Officer, Ms. Heather Drennan, Wake County Deputy Budget Director; and Ms. Denise Foreman, Wake County Assistant County Manager.

Ms. Denise Foreman, Assistant County Manager, thanked the stakeholders for their recommendations and dedication. She shared the agenda. She shared the history of the Wake County Hospitality Taxes. She shared a slide of a variety of projects. She shared the interlocal review between the county and the city. She shared the recap of the process to date. She shared the operating principles. She shared the city and county Manager's recommendations. She shared the revenue assumptions.

Mr. Jim Greene, Assistant Manager, City of Raleigh, thanked Ms. Foreman and her leadership on this project. He highlighted the revenues that Mr. Ellis shared earlier.

He shared information on the first recommendation and how it will support major regional facilities. He said the enhancement to PNC Arena will contribute to tourism.

Chair Homes asked if there was a specific request from PNC Arena and how it compares to the proposed allocation. Mr. Greene said their request was for \$165 to \$200 million and the recommended amount is \$115 million total or \$8 million per year.

Mr. Lucius Jones, Centennial Authority, made comments about the \$8 million request for the PNC arena. He said that he would like for it to be raised to \$10 million annually, which would allow the owner of the arena to finance the difference.

Mr. Greene shared the next recommendation, which is to enhance/expand the Raleigh Convention complex. He said the Convention Center is a major contributor to the hospitality tax. He said the Convention Center is not able to accommodate large conferences due to space restrictions.

Chair Holmes asked if the cost of the land acquisition was an actual amount or an estimated amount. Mr. Greene said it is an estimate and if it is not used, it would be reallocated.

Commissioner West made comments about the land expansion and asked what will be done with the available land. Mr. Greene said a decision not been made to date, but it is important to acquire the land while it is

available.

Commissioner Hutchinson asked if there could be additional levels to the existing parking deck. Mr. Greene said that has been considered, but it would be difficult from an engineering perspective.

Commissioner West shared information about the history of the Marriott and the incentives for adding a hotel in downtown Raleigh. He asked if incentives encourage the building of a new hotel. Mr. Greene said that incentives would likely be a solution.

Commissioner Adamson asked who would receive the revenue from the parking deck. Mr. Greene said that there is much to be evaluated on this issue and how the revenues would be used.

Chair Holmes asked if there is a location in mind for the music venue and is there funding being allocated. Mr. Greene said that Dix Park is a possibility for the location, but no final decision has been made.

Commissioner West asked if there are plans for the location of the project and if there is synergy for the project. Mr. Greene said that he has heard that downtown is a great location and it brings energy to the downtown.

Manager Ellis said that for clarity, there is a need for a new hotel but there is not enough parking. In order to build a new hotel, additional parking would need to be considered as well.

Mr. Greene shared the costs of maintenance for existing regional facilities. He shared that all of the facilities had to conduct an updated maintenance plan.

Ms. Foreman shared other investment opportunities. She said consideration was given for an indoor sports facility. She said studies have shown a need for an indoor sports facility and the county is not in a position to accommodate one. She said the Town of Cary expressed interest, and she suggested a competitive bidding process.

She said there is also a recommendation of funding for various small and medium projects through a competitive bidding process. She said there is also \$2 million set aside for commissioners to approve small projects through a competitive bidding process.

Commissioner West asked about the location of the proposed indoor facility. Ms. Foreman said the Town of Cary expressed an interest, but it could be anywhere in the county.

Commissioner West asked about the timeline for the projects and when funds would be available. Ms. Foreman said that the projects are being considered on a 25 year horizon so they are looking at fund availability over the next 25 years.

Commissioner Adamson asked for examples of small projects that have been approved in the past. Ms. Foreman said Marbles completed their outdoor play area with these funds. She said the Town of Apex Athletic Complex, Triangle Aquatics Center, and Town of Morrisville Cricket Field are all examples of past small projects.

Commissioner Adamson asked if St. Augustine College received funding for their track. Ms. Foreman said their project was funded, but not with these funds.

Commissioner Adamson asked what the PNC Arena renovations would like like it if were funded at \$150 million or \$175 million. Ms. Foreman said that there are 16 areas that funds could be used, but the Centennial Authority would make that decision. She said there are other funding sources for the PNC Arena aside from the hospitality tax funds.

Commissioner Hutchinson asked if there is a commitment from the Carolina Hurricanes to stay for a certain period of time. Ms. Foreman said that would be a condition of investment, but the time has not been determined.

Commissioner Calabria said that he would also like to know what renovations could be completed with various amounts of funding. He said it is difficult to support without that information.

Chair Holmes said that she would like to discuss next steps and the possibility of voting the managers recommendations up or down at the August meeting. She said that a Work Session would provide the board an opportunity to make better decisions. Commissioner Calabria said that he agrees with having a discussion at a work session. He said that commissioners could generate questions and give to Ms. Foreman in preparation of the work session.

Commissioner West said that there may be other request forthcoming. He asked if there is a deadline for requests. Ms. Foreman said the only deadline is the 2020 deadline with all of the partners. She said that there are projects that are interested in being funded and will contact the commissioners for their support.

Chair Holmes asked the board to be mindful of moving forward so as not to be a detriment to those partners that have projects in negotiations. She

asked if moving forward with the PNC project and the Convention Center would cause an issue.

Ms. Foreman said that it would cause an issue and used Marbles Kids Museum as an example because of their recent project.

Commissioner Hutchinson said that he agrees with Chair Holmes about holding a Work Session to discuss the information further.

Commissioner Evans said that she wanted to restate what the discussion was about and the timing of making the decisions about the projects in question.

Commissioner Adamson said that the City Council would have to be in agreement with the Board of Commissioners on all projects.

Ms. Foreman shared the next review. She shared the competitive processes. She shared the next steps.

Commissioner Calabria expressed concern with the geographic fairness of the proposed projects. He said that of the proposed projects, the only allocation of funds that would go outside the City of Raleigh is the Town of Cary Indoor Sports Facility project. He said that he spoke with other municipalities and they said that the paperwork was extensive and not worth them completing the process. He said that he doesn't want anyone ousted due to the process.

Chair Holmes said that municipalities are well represented. She said some municipalities don't have the funds to meet the required match. She asked if there is any flexibility in fees being waived or the percentage lessened. She said that the same applicants come to the table year after year.

Ms. Foreman said there is no set requirement for the match. She said that on small projects, there has been a 65/35 match for leveraging purposes. She said that projects have also been completed in the past for a 50/50 match.

She said the reason for asking for a match is to ensure that municipalities have adequate funds to maintain the projects once they are complete.

Chair Holmes asked if there was flexibility in going above the 50 percent match. Ms. Foreman said yes there could be.

Commissioner West shared his comments on the flexibility of the process. He said that geographical areas should be looked at. He talked about the access to cash and equity.

Ms. Foreman said the two boards approving the recurring funding for small projects speaks to the needs of the community.

Manager Ellis said that he would like to clarify next steps. He said that questions would be shared with Ms. Foreman prior to the Work Session. He asked if the board was okay with the PNC Arena and Convention Center projects moving forward or if they would like to review all the projects at the Work Session.

Commissioner Hutchinson requested to make remarks before the board responds to Manager Ellis' question. He said that the board has an opportunity to allocate these funds and he sees history in the making with the opportunity in front of him. He thanked Ms. Foreman and Manager Ruffin Hall, City of Raleigh, for their assistance in the process. He said that it is up to the board to do what they choose with the information. He talked about the Downtown South project, which is a new sports arena. He said that Raleigh is the only city that does not have a downtown arena. He spoke about the Walnut Creek Corridor and the Crabtree Creek Corridor. He said that wealthier citizens have moved to the Crabtree Creek Corridor, and less wealthy citizens live in the Walnut Creek corridor. He said that the Walnut Creek corridor has been neglected for some time. He said the Rocky Branch Creek could connect Dix Park into downtown Raleigh. He asked that staff compile a presentation of how a portion of the hospitality funds could be allocated to the downtown arena project. He also requested the funding be increased from \$44 million to \$55 million.

Commissioner West said that the citizens that will benefit should be considered. He said value clarification should be made. He said there is potential, visions, and partnerships that add value to the concept. He said that things that make up our communities are prosperity, liberty and equality.

Chair Holmes said that to be clear, she would like to see the pros and concerns of increasing the funding from \$44 million to \$55 million.

Manager. Ellis said that staff will provide this information to the board, but it would be some trade-offs and that information would be shared.

Commissioner Adamson asked if developers have shared business models for the downtown arena project.

Ms. Foreman said they have not received that information, but they have not requested it. She said that developers did not ask for feasibility studies. She said that she would respond to any of the concerns and questions that the board may have.

Commissioner Calabria said that it would be helpful to explore the Downtown South project. He asked staff to research and advise on possibilities. He said that he would like to know the short and long term effects of the projects. He said it is important to look at all projects equally. He said community input is important and a holistic approach is necessary. He referenced the Community Benefit Agreement that other commissioners shared from the Raleigh Chamber of Commerce Intercity Nashville conference.

Commissioner West said that there will be pressures related to the downtown arena project. He said that he shared Commissioner Calabria's thoughts.

Chair Holmes said that she would like to receive the assessment of the jobs that would be created by the arena.

Commissioner Adamson said that she agrees with Commissioner Calabria. She said that the Nashville initiative was on the ballot and failed the first time. She said that this is not a decision that the board can make quickly.

Commissioner Hutchinson said he is interested in seeing development in the Walnut Creek corridor in addition to South Raleigh.

Manager Ellis said that he would like to follow up with the City of Raleigh and other stakeholders.

Chair Holmes said that this was information only and does not require a vote today. She said that commissioners will work with staff on questions and comments that they may have.

## Appointments

Ms. Denise Hogan, Clerk to the Board, read aloud the nominations from the Board of Commissioners.

### 14. [Alcohol and Beverage Control Board](#)

**Attachments:**    [ABC Item Summary 6-17.doc](#)  
                          [ABC Member List 2019.doc](#)  
                          [ABC Bd Applicant Roster .xlsx](#)  
                          [ABC BD BD Choices .xlsx](#)  
                          [ABC Attendance List.pdf](#)

The board recommended Mr. Joel Keith for appointment and Mr. Willie

Rowe for reappointment. The board also reappointed Mr. Rowe for a one year term as Chairman of the Wake County Alcohol Beverage Control Board.

15. [Durham and Wake Counties Research and Production Service District Advisory Committee](#)

**Attachments:** [Durham and Wake Counties Research and Production Item Summary.doc](#)  
[Durham and Wake Research Member List.doc](#)  
[Durham and Wake Counties Research Production Recommendation Letter 2019.pdf](#)  
[Durham and Wake Counties Research Applicant Roster.xlsx](#)  
[Durham and Wake Research Applicants.pdf](#)  
[Durham and Wake Board Choices .xlsx](#)  
[Durham and Wake Counties Research Attendance.xlsx](#)

The board recommended Mr. Daniel Tomso for reappointment and Mr. Mike Curry, Ms. Joanne Latham, and Ms. Katy Regan for appointment.

16. [Greater Raleigh Convention and Visitors Bureau](#)

**Attachments:** [GRVCB Item Summary.docx](#)  
[GRVCB Members List 6-19.doc](#)  
[GRVCB App Roster .xlsx](#)  
[GRVCB Board Choices .xlsx](#)  
[Recommendation Letter for Hillings for GRVCB 2019.pdf](#)

The board recommended Ms. Valerie Hillings for appointment.

17. [Town of Zebulon Planning Board](#)

**Attachments:** [Zebulon Item Summary.docx](#)  
[Town of Zebulon Recomm Letter - Jenkins Reappt 6-19.pdf](#)

The board recommended Ms. Stephanie Jenkins for appointment.

18. [Wake County Board of Adjustment](#)

**Attachments:** [Board of Adjustment Item Summary 2.doc](#)  
[Board of Adjustment Member List.doc](#)  
[Board of Adjustment Applicant Roster .xlsx](#)  
[Board of Adjustment Applicants.pdf](#)  
[BOA Bd Choices .xlsx](#)  
[BOA FY2019\\_2020 attendance.xlsx](#)

The appointments were postponed until the August agenda.

**19. [Wake County Water Partnership](#)**

**Attachments:**    [Water Partnership Item Summary.doc](#)  
                          [Water Partnership Member List 6-19.doc](#)  
                          [Water Partnership App Roster 6-20-19.xlsx](#)  
                          [Water Partnership Board Choices .xlsx](#)  
                          [Water Partnership Attendance.xlsx](#)

The board recommended Mr. Rob Krueger for appointment.

**20. [August Appointments](#)**

**Attachments:**    [August Vacancies 2019.docx](#)

Clerk Hogan read the upcoming appointments for August.

**Commissioner Evans moved, seconded by Commissioner Adamson, to approve the appointments as presented. The motion carried by the following vote:**

**Aye:**                6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:**          1 - Vice-Chair Ford

**Other Business**

Commissioner West shared an update on the recent Human Services Committee of the Board of Commissioners. He reported that there was discussion on Equitable Economic Development, a funding request from Alliance Medical Ministry, and Social and Economic Development Vitality Performance Measures.

Commissioner Hutchinson shared an update of GoTriangle. He announced the resignation of Mr. Jeff Mann, Director, GoTriangle Board of Trustees, and that Ms. Shelly Blake will be the Interim.

Commissioner West made comments about the Grassroots BRT program.

**Closed Session**

Mr. Scott Warren, County Attorney, indicated that there was no need for a closed session.

**Adjourn**

**Commissioner Hutchinson moved, seconded by Commissioner**

**Adamson, to adjourn the meeting. The motion approved unanimously.**

**Aye:** 6 - Chair Holmes, Commissioner Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

**Absent:** 1 - Vice-Chair Ford

Respectfully submitted,

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



## Legislation Details (With Text)

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**File #:** 16-2223

**Type:** Regular Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:**

**Title:** Approval of Agenda

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Approval of Agenda



## Legislation Details (With Text)

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**File #:** 16-2224

**Type:** Regular Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:**

**Title:** Approval of the Minutes of the Regular Meeting of June 3, 2019, the Work Session of June 10, 2019, and the Regular Meeting of June 17, 2019

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Approval of the Minutes of the Regular Meeting of June 3, 2019, the Work Session of June 10, 2019, and the Regular Meeting of June 17, 2019



## Legislation Details (With Text)

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**File #:** 16-2256  
**Type:** Regular Item  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 7/8/2019  
**Final action:**  
**Title:** Presentation from the Wake County ABC Board  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Item Summary ABC Presentation.pdf](#)

Date	Ver.	Action By	Action	Result
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Presentation from the Wake County ABC Board  
**That the Board of Commissioners receives information from the Wake County Board of Alcoholic Control (ABC Board).**

**Item Title:** Presentation from the Wake County ABC Board

**Specific Action Requested:**

**That the Board of Commissioners receives information from the Wake County Board of Alcoholic Control (ABC Board).**

**Item Summary:**

Mr. Ike Wheeler, General Manager of the Wake County Board of Alcoholic Control (ABC Board), will present a check to the Board of Commissioners, and briefly share information about the ABC Board.

**Attachments:**

None.



## Legislation Details (With Text)

**File #:** 16-2238  
**Type:** Consent Item  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 7/8/2019  
**Final action:**  
**Title:** Land and Water Conservation Fund Deed Restrictions for Turnipseed Nature Preserve  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Turnipseed Deed Restriction Agenda Item.pdf](#)  
[Board of Commissioners Meeting Minutes 2016 11 06.pdf](#)  
[Draft Deed Restrictions - Turnipseed Phase II.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners		

Land and Water Conservation Fund Deed Restrictions for Turnipseed Nature Preserve  
**That the Board of Commissioners:**

- 1. Approves the recording of a deed restricting the future use of the Turnipseed Nature Preserve to “public outdoor recreation”; and**
- 2. Authorizes the Board of Commissioners’ Chair to sign said deed.**

**Item Title:** Land and Water Conservation Fund Deed Restrictions for Turnipseed Nature Preserve

**Specific Action Requested:**  
**That the Board of Commissioners:**

- 1. Approves the recording of a deed restricting the future use of the Turnipseed Nature Preserve to “public outdoor recreation”.**
- 2. Authorizes the Board of Commissioners’ Chair to sign said deed.**

**Item Summary:**

**Purpose:** The Board of Commissioners must approve land rights conveyances on County-owned property.

**Background:** On November 7, 2016, the Board of Commissioners accepted and appropriated a \$250,000 Land and Water Conservation Fund (LWCF) grant from the National Park Service to develop Phase II of Turnipseed Nature Preserve. One of the requirements of accepting a LWCF grant is that the Preserve must be used for public outdoor recreation in perpetuity. The National Park Services requires the recordation of a deed with a “Covenant of Restriction on Use” to ensure this protection.

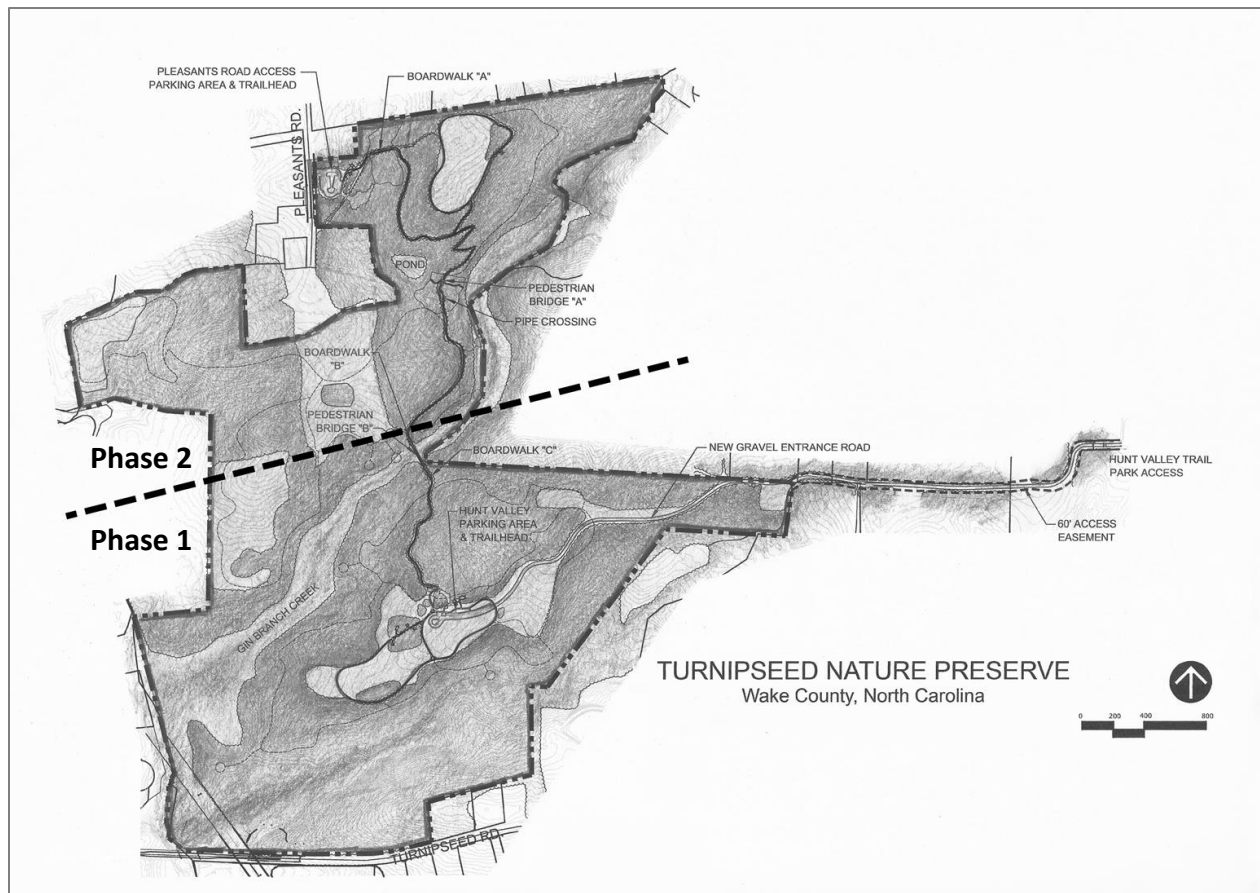
**Board Goal:** This action supports routine County operations.

**Fiscal Impact:** This action has no new financial impact. Recording the deed is the last administrative step before the National Park Service releases our \$250,000 grant award.

**Additional Information:**

Turnipseed Nature Preserve is one of three nature preserves originally approved by the Board of Commissioners in August 2014; the other two being Robertson Millpond Preserve which opened in October 2015, and the Procter Farm Preserve which is currently in design. The goals behind opening these areas are to showcase some of the success Wake County has achieved in open space protection and highlight some of the unique natural areas within the County.

The Turnipseed Preserved Phase was constructed in phases with a soft-opening for Phase I in late 2017 and the grand opening for Phase II and the entire Preserve in October 2018.



The Preserve highlights wetland, upland hardwood and meadow, and granitic flat rock habitats with citizens enjoying over three miles of hiking trails, a wildlife observation deck, picnicking and open play.

In January of this year, the Preserve expanded operation from weekends only, to seven days per week in the peak season between Mother's Day and Labor Day.

**Attachments:**

1. Minutes of the November 7, 2016 Wake County Board of Commissioners' Meeting
2. Declaration of Deed Restrictions

**3. Authorize the Chair to sign the attached funding agreement subject to terms and conditions acceptable to the County Attorney. The motion passed unanimously.**

**15. [Land and Water Conservation Fund Grant Award for Turnipseed Nature Preserve](#)**

**Attachments:** [LWCF TNP BOC Item 2016 11 07](#)

[TNP LWCF PP 2016 11 07](#)

[Turnipseed Area Map](#)

[Turnipseed Rendering with phases](#)

[LWCF Award Letter](#)

[LWCF Certification Form](#)

[Budget Memo - FY 2017 Open Space](#)

Mr. Roylance said that on April 18, 2016, staff applied for a Parks and Recreation Trust Fund (PARTF) grant for the Turnipseed Nature Preserve project. He said that the first phase focused on access, trail development and a pedestrian bridge crossing the Gin Branch water system. This phase is expected to be complete in the summer of 2017 and will be paid for with county Open Space funds. The second phase was the focus the PARTF grant. Phase II provides a secondary access to the Preserve, expanded trails, and picnicking. He said the PARTF grant was not approved; however, PARTF staff can forward grant applications that meet certain criteria to the federal Land and Water Conservation Fund (LWCF) for funding consideration. LWCF is a federal program created in 1965 to safeguard natural areas, water resources, and cultural heritage, and to provide recreation opportunities to all Americans. Mr. Roylance said the estimated cost for Phase II of the Turnipseed Nature Preserve is \$724,080. Since \$250,000 is the maximum LWCF award, Wake County would be required to provide a match of \$474,080.

Vice-Chair Hutchinson said the property contains 32 species of birds of which several rare species. He commended staff for their work toward applying for the funding.

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

- 1. Accept and appropriate to the County Capital Fund a \$250,000 Land and Water Conservation Fund grant from the National Park Service for the development of Phase II of Turnipseed Nature Preserve; and**
- 2. Appropriate \$474,080 of Open Space Bond funds to the County Capital Fund to serve as Wake County's match for the grant; and**
- 3. Authorize the Chair to sign the attached Land and Water**

**Conservation Fund Compliance Certification. The motion passed unanimously.**

**16. [Appropriation of \\$271,700 in Partnership with the Town of Wendell to Acquire 36 acres of Open Space on Buffalo Creek](#)**

**Attachments:**    [Wendell Partnership Parkview Agenda Item 2016 11 07.docx](#)  
[Wendell ParkView PP 2016 11 07.pptx](#)  
[Parkview Site Map.pdf](#)  
[Parkview Area Map.pdf](#)  
[Parkview Appraisal Summary ADec 2016 10 03.pdf](#)  
[Wendell Partnership Parkview Funding Agreement FINAL 2016 10 19.docx](#)  
[Budget Memo - FY 2017 Open Space](#)

Mr. Chris Snow, Wake County Director of Parks, Recreation, and Open Space, recognized the Town of Wendell Planning Director David Bergmark.

He shared information about the open space program.

Purpose - to protect and conserve County land and water for current residents and future generations  
Land that would...

- Preserve natural resources, wildlife habitat, and historical and cultural properties;
- Protect forest and farm land, scenic landscapes, riparian corridors and water quality;

He shared information about the Parkview property.

- 2015 RFP Process
- 36 acres of a larger 54 acre property
- Adjacent to Town property
- Wendell Falls Parkway
- Buffalo Creek
- Water quality benefits in Buffalo Creek
- Expansion of Town's existing Community Park and Buffalo Creek Open Space
- Size = 36 acres
  - Appraisal            \$680,000
  - Project Cost        \$557,200

He shared information about the acquisition. He said Wake County's participation is \$271,700, or 49% of Project Cost



## Legislation Details (With Text)

<b>File #:</b>	16-2248	<b>Status:</b>	Passed
<b>Type:</b>	Consent Item	<b>In control:</b>	Board of Commissioners
<b>On agenda:</b>	7/8/2019	<b>Final action:</b>	7/8/2019
<b>Title:</b>	Approval of Second Amendment to a Ground Lease and Joint Use Agreement with the City of Raleigh for the Law Enforcement Training Complex		
<b>Sponsors:</b>			
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	<a href="#">Agenda Item.pdf</a> <a href="#">2nd Amendment to Ground Lease (Draft).pdf</a> <a href="#">Joint Use Agreement (Draft).pdf</a> <a href="#">Interlocal Agreement.PDF</a> <a href="#">CIP Budget Memo - FY 2020 County Capital Fund - Public Safety.pdf</a> <a href="#">CIP Budget Memo - FY 2020 County Capital Uncommitted Funds.pdf</a> <a href="#">Rendering of LETC Complex.jpg</a>		

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Approval of Second Amendment to a Ground Lease and Joint Use Agreement with the City of Raleigh for the Law Enforcement Training Complex

**That the Board of Commissioners:**

1. Approves and authorizes the County Manager to execute the following documents:
  - a. Second Amendment to the Ground Lease Among the City of Raleigh and Wake County, ("Second Amendment") subject to terms and conditions acceptable to the County Attorney, and
  - b. Joint Use Agreement for operation of activities at the Law Enforcement Training Center Complex site owned by the City of Raleigh, located at 2300 Law Enforcement Drive in Raleigh ("Joint Use Agreement"), subject to terms and conditions acceptable to the County Attorney.
2. Appropriates \$495,160 from County Capital Uncommitted Funds for the County's share of construction costs, as defined in the Joint Use Agreement.
3. Authorizes the Manager and the Chair to take any other actions necessary to effectuate the transaction as approved.

**Item Title:** Approval of Second Amendment to a Ground Lease and Joint Use Agreement with the City of Raleigh for the Law Enforcement Training Complex

**Specific Action Requested:**  
**That the Board of Commissioners:**

- 1. Approves and authorizes the County Manager to execute the following documents:**
  - a. Second Amendment to the “Ground Lease Among the City of Raleigh and Wake County,” (“Second Amendment”) subject to terms and conditions acceptable to the County Attorney, and**
  - b. Joint Use Agreement for operation of activities at the Law Enforcement Training Center Complex site owned by the City of Raleigh, located at 2300 Law Enforcement Drive in Raleigh (“Joint Use Agreement”), subject to terms and conditions acceptable to the County Attorney.**
- 2. Appropriates \$495,160 from County Capital Uncommitted Funds for the County’s share of construction costs, as defined in the Joint Use Agreement.**
- 3. Authorizes the Manager and the Chair to take any other actions necessary to effectuate the transaction as approved.**

**Item Summary:**

**Purpose:** The Board of Commissioners approves all ground lease amendments and joint use agreements.

**Background:** In 2007, the Board of Commissioners and Raleigh City Council executed an interlocal agreement (ILA) to jointly develop law enforcement training facilities on the City’s wastewater treatment plant site. The County constructed the Law Enforcement Training Center in 2010. Under the ILA, the County leases land from the City for 99 years. The original ground lease and first amendment covered 28.95 acres for the training building and an additional gas house.

The City of Raleigh is constructing a new law enforcement training facility which will connect to the County’s facility through the existing entry canopy and will be located to the north, sharing a common courtyard.

To prepare for this building addition, the Joint Use Agreement defines the shared cost of development and outlines the terms and

conditions associated with the use, operation and maintenance of the facilities over the next 20 years.

The second amendment to the ground lease adds 0.29 acres of property for the county to construct and operate a radio communications facility to improve public safety communications coverage in southeastern Wake County. This brings the total leased area to 29.24 acres.

Raleigh City Council approved the second amendment to the ground lease and the joint use agreement at its July 2, 2019 Council Meeting.

Board Goal: The ground lease amendment complements the Board's Public Safety objective #3: Study and identify opportunities for enhanced public safety communications and interoperability within the county.

Fiscal Impact: While there is no fiscal impact to the Second Amendment, the Joint Use Agreement defines shared construction costs between the City and County for the City's proposed development of their project. This action appropriates \$495,160 for the County's cost share from County Capital Uncommitted Funds.

**Additional Information:**

*Raleigh Law Enforcement Training Center:* The Interlocal Agreement (ILA) executed by the Board and Raleigh City Council in 2007 contemplated development of a Wake County Law Enforcement Training facility, which was constructed in 2010, and development of a Raleigh Law Enforcement Training Center, which will begin construction later in the summer of 2019. The ILA also stated that the County and City will share selected site development and utilities installation costs on a 50/50 basis. The City completed payment to the County for a total of \$512,941 in shared costs for the Wake County facility in 2011.



**Budget and Management Services  
Inter-Office Correspondence**

**TO:** David Ellis, County Manager

**FROM:** Michelle Venditto, Budget and Management Services Director

**SUBJECT:** Revisions to Fiscal Year 2020 Capital Improvement Projects Funds Ordinance, Section 1(A) and 1(B)

The following chart summarizes all budget revisions to the fiscal year 2020 adopted budget for the Public Safety Element of the County Capital Fund indicated below. The summary includes approved items, as well as items to be presented to the Board of Commissioners at the meeting date indicated. *Items for presentation are shown in bold italics.*

Fund: County Capital			Element: Public Safety	
REVENUE CATEGORY (SOURCE OF FUNDS)				
Date	Description of Revision or Adjustment	Type	Amount	Balance
June 30, 2019	Prior Project Appropriation		61,091,058.63	61,091,058.63
July 1, 2019	Original Appropriation	County Capital	4,780,000.00	65,871,058.63
July 8, 2019	Proposed: Appropriate \$495,160 from County Capital Uncommitted Funds for the County's share of construction costs defined in the Joint Use Agreement with the City of Raleigh for the Law Enforcement Training Complex	Transfer from General Fund	495,160.00	66,366,218.63
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	CIP Element	Amount	Balance
June 30, 2019	Prior Project Appropriation		61,091,058.63	61,091,058.63
July 1, 2019	Original Appropriation	Public Safety	4,780,000.00	65,871,058.63
July 8, 2019	Proposed: Appropriate \$495,160 from County Capital Uncommitted Funds for the County's share of construction costs defined in the Joint Use Agreement with the City of Raleigh for the Law Enforcement Training Complex	Public Safety	495,160.00	66,366,218.63



**Budget and Management Services  
Inter-Office Correspondence**

**TO:** David Ellis, County Manager

**FROM:** Michelle Venditto, Director of Budget and Management Services

**SUBJECT:** *Revisions to County Capital Improvement Fund Uncommitted Funds*

The following chart summarizes all uses of uncommitted funds in the County Capital Projects Fund as indicated below. The summary includes approved items, as well as items to be presented to the Board of Commissioners at the meeting date indicated. ***Items for presentation are shown in bold italics.***

Uncommitted Funds (001W)			Fund: County Capital Projects	
REVENUE CATEGORY				
Date	Description of Revision or Adjustment	Revenue Category	Amount	Balance
June 30, 2019	Current Balance in Capital Projects Uncommitted Funds	Various	\$ 2,208,403.33	\$ 2,208,403.33
July 8, 2019	Proposed: Appropriating \$495,160 of Uncommitted Funds for the County's share of construction costs as defined in the Joint Use Agreement with the City of Raleigh for the Law Enforcement Training Complex	Transfer from General Fund	\$ (495,160.00)	\$ 1,713,243.33





## Legislation Details (With Text)

**File #:** 16-2251

**Type:** Consent Item      **Status:** Passed

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:** 7/8/2019

**Title:** Approval of Amended and Restated Consent and Assignment of Right to Receive Funding Under Wake County Funding Agreement

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Ammons Item Summary.pdf](#)  
[Letter of Request from Attorney representing Jeff Ammons](#)  
[07.01.19 Amended and Restated Consent and Assignment.Ammons.pdf](#)  
[Ammons Funding Agreement Amendment.pdf](#)  
[Ammons Funding Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Approval of Amended and Restated Consent and Assignment of Right to Receive Funding Under Wake County Funding Agreement

**That the Board of Commissioners approves and authorizes the County Manager to execute the Amended and Restated Consent and Assignment of Right to Receive Funding Under Wake County Funding Agreement subject to the terms and conditions acceptable to the County Attorney.**

**Item Title:** Approval of Amended and Restated Consent and Assignment of Right to Receive Funding Under Wake County Funding Agreement

**Specific Action Requested:**

**That the Board of Commissioners approves and authorizes the County Manager to execute the Amended and Restated Consent and Assignment of Right to Receive Funding Under Wake County Funding Agreement subject to the terms and conditions acceptable to the County Attorney.**

**Item Summary:**

**Purpose:** The Board of Commissioners approves and amends funding agreements for Hospitality Tax projects.

**Background:** In February 2015, the Board of Commissioners approved a funding agreement to support the construction of Wake Competition Center with up to \$3 million of occupancy and prepared food and beverage tax revenues. This decision was the result of a competitive process. The Wake Competition Center is a \$14 million athletic complex being developed in Morrisville with indoor facilities for hockey, volleyball and gymnastics. The project is being completed in phases with total buildout complete by August 2020. As a condition of obtaining financing to be used for completion of the Project, Ammons Building Corporation has requested that the County execute a Consent and Assignment of right to receive funding under the Wake County Funding Agreement.

**Board Goal:** This action supports routine County operations.

**Fiscal Impact:** No additional funding is required to support this action. Funding for the original agreement is from hospitality tax funds and was appropriated with the Board's original action in 2015.

**Additional Information:**

In July 2013, the Board of Commissioners approved a process to conduct a competitive, community-wide process to allocate up to \$6 million in hotel/motel and prepared food and beverage tax revenues. Ten proposals were received and evaluated by a review team consisting of Wake County staff and representatives of the tourism industry. The team used Board-approved criteria to evaluate each of the proposals and elevated top projects based on the Board's goal to "maximize return on investment for the tourism industry." Ammons Competition Center, an athletic complex in Morrisville with indoor facilities for hockey, volleyball and gymnastics received a Wake County commitment of \$3 million to the \$14 million project. The project was to be completed in phases with total buildout complete by February 5, 2018.

In October 2017, the Board approved an amendment to the funding agreement authorizing an extension of the project completion date to August 2020 due to transportation planning to integrate the final construction plans of the facility and traffic engineering reports of the McCrimmon Parkway Extension and the East/West Connector from NCDOT and the Town of Morrisville.

As a condition of obtaining financing to be used for completion of the Project, the owner and developer of Ammons Building Corporation has requested that the County execute a Consent and Assignment of right to receive funding under the Wake County Funding Agreement. This Consent and Assignment allows Ammons to comply with the Lender's request to assign the right to receive funding under the Wake County Agreement to the Lender in the event of default under the loan, and also recognizes that the transfer of the Project to Wake Competition Center LLC shall not constitute a default under the funding agreement subject to the terms and conditions of the Consent and Assignment. The Consent and Assignment provides that both Ammons Building Corporation and Wake Competition Center LLC are liable under the Funding Agreement and Consent and Assignment. The attached letter from Mr. Ammons' attorney requesting this action states:

- Jeff Ammons is the principal owner of both Ammons Building Corporation and the new Wake Competition Center, LLC, so the transfer of the WCC Project property to the new LLC is an ownership entity change only. the "project remains on schedule for completion".
- Nothing else will change: the construction plans, schedule, and specifications remain the same,

**Attachments:**

1. Letter of Request from Attorney representing Jeff Ammons
2. Amended and Restated Consent and Assignment of Right to Receive Funding Under Wake County Funding Agreement – Draft
3. Amendment to the Funding Agreement – Approved October 2017
4. Funding Agreement – Approved February 2015



## Legislation Details (With Text)

**File #:** 16-2257

**Type:** Consent Item      **Status:** Passed

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:** 7/8/2019

**Title:** Wake County Juvenile Crime Prevention Council Annual Plan and Certification for FY 2019-20

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [JCPC Item summary final.pdf](#)  
[JCPC Annual Plan.pdf](#)  
[Certification.pdf](#)  
[Funding Plan.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Wake County Juvenile Crime Prevention Council Annual Plan and Certification for FY 2019-20  
**That the Board of Commissioners adopts the Wake County Juvenile Crime Prevention Council Annual Plan for FY 2019-2020 and affixes signatures on the appropriate forms.**

**Item Title:** Wake County Juvenile Crime Prevention Council Annual Plan and Certification for FY 2020

**Specific Action Requested:**

**That the Board of Commissioners adopts the Wake County Juvenile Crime Prevention Council Annual Plan for FY 2019-2020 and affixes signatures on the appropriate forms.**

**Item Summary:**

**Purpose:** The local Juvenile Crime Prevention Council (JCPC) develops annual plan, setting priorities for funding in the next year. The Department of Public Safety (DPS) requires the Board of Commissioners in each County to approve the Council's annual plan before releasing DPS funds.

**Background:** JCPC funds are made available to Wake County from the North Carolina Department of Public Safety Division of Juvenile Justice to provide community-based delinquency and gang prevention strategies and programs. State statute sets the intent and responsibilities for JCPCs. The statute requires representation from local government, local public and private agencies serving juveniles and their families, local business leaders, citizens with an interest in youth problems, and youth representatives to participate in plan development.

Wake County's JCPC uses the funds to provide services such as skill building programs for youth suspended from school, afterschool and weekend life-skills programs, literacy programs, emergency residential placement, restitution and community service programming, and parenting programs. For the \$1.17 million allocated in FY 2020, the JCPC prioritized strengthening services for youth who may have been exposed to trauma or may be serious or violent offenders.

**Board Goal:** This action supports routine County operations.

**Fiscal Impact:** The action requires no additional appropriation and has no new financial impact.

**Additional Information:**

After considering the risk and needs of Wake County youth, the JCPC prioritized strengthening services for youth who may have been exposed to trauma or may be serious or violent offenders. This includes but is not limited to services for gang-involved youth. The Council prioritized the following risk and protective factors to address programs in the FY2020 Request for Proposals:

<b>Risk Factors</b>	<b>Protective Factors</b>
<ul style="list-style-type: none"> <li>▪ Aggressive/Assaultive behaviors</li> <li>▪ Gang involvement/association</li> <li>▪ Association with delinquent/gang involved peers</li> <li>▪ Ineffective parental supervision and/or skills</li> <li>▪ School behavior problems</li> <li>▪ School suspensions</li> <li>▪ Family member with criminal history or gang involvement</li> </ul>	<ul style="list-style-type: none"> <li>▪ Social competencies and problem-solving skills</li> <li>▪ Healthy sense of self</li> <li>▪ Positive expectations/optimism</li> <li>▪ Appropriate family communication</li> <li>▪ Effective parental supervision</li> <li>▪ Opportunities for positive family, adult and peer involvement</li> <li>▪ Involvement in social, school and community activities</li> <li>▪ School connectedness</li> </ul>

For FY 2020, DPS allocated \$1,171,637 for Wake County. The Wake County JCPC made the decision to hold back a portion (\$62,260) of the allocated DPS funds to use in a later RFP process for recruitment of programming specifically for expansion needs due to Raise the Age implementation.

A 30% local match is required. Local match includes County match and local agencies match, including in-kind. Also included are other state and federal funds. The FY 2020 JCPC funding table with specific programs is below:

<b>Agency</b>	<b>Program</b>	<b>DPS Funding</b>	<b>County Match</b>	<b>Other Local/State/Federal</b>	<b>Total</b>
Wake County Human Services	JCPC Administration	\$15,500	\$5,000	-	\$20,500
City of Raleigh	Youth Development Initiative	\$49,965	\$2,585	\$15,120	\$67,670
CORRAL Riding Academy	Equine Assisted Psychotherapy	\$80,000	\$4,470	\$250,295	\$334,765
F Family Resource Center	Parenting Wisely	\$66,048	\$3,908	\$24,640	\$94,596
Haven House	Juvenile Diversion Team	\$77,446	\$4,154	\$64,427	\$146,027
	Community Service/Restitution	\$265,500	\$21,634	\$58,016	\$345,150
	Second Round	\$34,469	\$2,107	\$106,639	\$143,215
	Wrenn House	\$104,432	\$6,090	\$335,438	\$445,960
ReEntry	Teen Court	\$185,082	\$15,745	\$58,998	\$259,825
Triangle Literacy Council	Skills for Academic Success	\$50,730	\$3,082	\$30,297	\$84,109
Wake County Human Services	4H Spaces	\$132,205	\$6,225	\$53,858	\$192,288

Communities in Schools	SMART After-School/Summer Camp	\$48,000	-	\$35,200	\$83,200
	<b>Subtotal</b>	<b>\$1,109,377</b>	<b>\$75,000</b>	<b>\$1,032,928</b>	<b>\$2,217,305</b>
JCPC	Raise the Age Programming hold-back	\$62,260	-	-	
	<b>Total</b>	<b>\$1,171,637</b>	<b>\$75,000</b>	<b>\$1,032,928</b>	<b>\$2,279,565</b>

**Attachments:**

1. Wake County Juvenile Crime Prevention Council Annual Plan for 2019-2020
2. Juvenile Crime Prevention Council Funding Plan FY 2019-2020
3. Juvenile Crime Prevention Council Certification FY 2019-2020



## Legislation Details (With Text)

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**File #:** 16-2255  
**Type:** Regular Item  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 7/8/2019  
**Final action:**  
**Title:** Funding Request from Alliance Medical Ministry  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Item Summary Sheet-Alliance Medical Ministry 2.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Funding Request from Alliance Medical Ministry

**That the Board of Commissioners approves and authorizes the County Manager to execute a Community Capital Funding agreement with Alliance Medical Ministry subject to terms and conditions approved by the County Attorney.**

**Item Title:** Funding Request from Alliance Medical Ministry

**Specific Action Requested:**

**That the Board of Commissioners approves and authorizes the County Manager to execute a Community Capital Funding agreement with Alliance Medical Ministry subject to terms and conditions approved by the County Attorney.**

**Item Summary:**

**Purpose:** The Board of Commissioners reallocates up to \$125,000 from the Community Capital fund to Alliance Medical Ministry to implement the EPIC patient case management system.

**Background:** Alliance Medical Ministry is a non-profit organization and one of four safety-net providers in Wake County that offers medical care to uninsured individuals, who are ineligible for Medicare or Medicaid.

This one-time funding request from Alliance Medical Ministry would allow them to purchase the platform necessary to join the EPIC case management network.

**Board Goal:** This action supports Commissioner goal CH 2.2 is to support efforts to share medical records between safety-net providers through a common platform.

**Fiscal Impact:** This action will allocate up to \$125,000 to Alliance Medical Ministry. This action will be funded with unused project budget reallocated within the Community Capital Projects element of the County Capital Fund.

**Additional Information:**

Alliance Medical Ministry is a non-profit organization and one of four safety-net providers in Wake County that offers medical care to uninsured individuals, who are ineligible for Medicare or Medicaid. They currently serve approximately 2500 patients with a waiting list of approximately 300 individuals. Their average patient is H/F with 3 children and earns approximately \$19,000/year. Many of their patients are also patients at WakeMed; however, it is impossible to currently provide case management because Alliance's network is incompatible.

This one-time funding request from Alliance Medical Ministry would allow them to purchase the platform necessary to join the EPIC case management network. WakeMed would assist Alliance with any ongoing funding and assistance including training and upgrades. EPIC is critical for the patient care because it allows the service providers to communicate across networks; thus, ensuring that the patient gets the best treatment possible. The system also would allow Alliance to better use their limited staff resources.

This one-time funding request will be funded with reallocated project budget from the Community Capital Projects element of the County Capital Fund. During the FY2018 Community Capital competitive award process, Dorcas Ministries was selected to receive \$500,000 of Community Capital funding across fiscal years FY2019 through FY2021 (\$189,000 in FY 2019; \$250,000 in FY 2020; \$61,000 in FY 2021) for their proposed Western Wake Human Services Center project.

Also identified as a need in Wake County's Human Services Facilities Plan, Dorcas Ministries' Western Wake Human Services Center project was proposed as way to provide more efficient and thorough delivery of human services in western Wake County. During the development of the FY2020-26 County Capital Plan, it was determined that Wake County purchasing the land and constructing the Western Wake Human Services Center would provide better long-term control and coordination of County and partner agency services in western Wake County. Currently, the adopted seven-year Capital Plan includes funding to purchase the land from Dorcas in FY 2020 and begin construction of the facility in FY 2025 as part of the greater implementation of the Human Services Facility Plan.

With Wake County constructing the Western Wake Human Services Center, the funding allocated to Dorcas Ministries for this purpose as part of the FY2018 Community Capital process is no longer required. As part of this action, \$125,000 of the Dorcas Ministries project funding is proposed to be reallocated to Alliance Medical Ministries, with the remaining \$314,000 of the Dorcas Ministries funding reallocated to the Community Capital Projects Reserve.

Element	Project	Current Appropriation	Reallocation/ Appropriation	Revised Appropriation
Community Capital	Dorcas Ministries	\$439,000	(\$439,000)	\$0
Community Capital	Alliance Medical Ministry	\$0	\$125,000	\$125,000
Community Capital	Community Capital Projects Reserve	\$0	\$314,000	\$314,000
<b>Total</b>		\$439,000	\$0	\$439,000

**Attachments:**

None.



## Legislation Details (With Text)

**File #:** 16-2218

**Type:** Consent Item      **Status:** Passed

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:** 7/8/2019

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

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Tax Collections Item Summary.pdf](#)  
[Tax Committee Agenda Process.pdf](#)  
[Executive Summary 1.pdf](#)  
[Executive Summary 2.pdf](#)  
[July 2019 Refunds Under 500.pdf](#)  
[July 2019 Refunds Over 500.pdf](#)  
[Daily Updates For Exemptions.pdf](#)  
[Daily Updates For Penalties.pdf](#)  
[Daily Updates For Special Situations.pdf](#)  
[Municipal Collection Report](#)  
[Wake County Collection Report](#)  
[Monthly In-Rem Foreclosure Report](#)  
[PFB Summary Report.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

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

**That the Board of Commissioners approves the attached recommendations by the Tax Committee.**

**Item Title:** Tax Committee Recommendations for Value Adjustments, Penalty Waivers, Tax Relief Applications, Refund Requests and Various Reports

**Specific Action Requested:**

**That the Board of Commissioners approves the attached recommendations by the Tax Committee.**

**Item Summary:**

**Purpose:** The Board of Commissioners approves all tax relief actions requested by taxpayers. On a monthly basis, the Tax Committee meets to consider taxpayer requests and makes recommendations to the Board.

**Background:** If a taxpayer believes they have been billed incorrectly, wish to appeal a decision of the Tax Administration, seek relief of penalties or submit a late request for exemption, exclusion or deferment, they can request a hearing before the Tax Committee.

The Tax Committee meets monthly and makes recommendations to the Board of Commissioners. The Board approves all tax relief actions. The Tax Committee meets on the third Thursday of each month at 1 p.m. in the Tax Administration's Conference Room to review requests and make a recommendation to the Board of Commissioners. This meeting is publicized and open to the public.

The Tax Committee presents information to the Wake County Board of Commissioners each month for review, showing the name of the taxpayer, description of property, account number, tax year, relief sought, and recommended action.

**Board Goal:** This item supports routine business of the County as required by North Carolina General Statutes and does not relate to a specific Board initiative.

**Fiscal Impact:** The fiscal impact of this item varies from month to month based on requests but is generally negligible as a percent of the total County budget.

**Additional Information:**

The Tax Committee is comprised of Kim Lorbacher, Financial Services Manager with Wake County Finance; Natasha Baldwin, Finance Manager with the City of Raleigh and Jessica Murphy-Rhem, Accounting Supervisor with the Town of Cary. Marcus Kinrade, Wake County Tax Administrator, serves as the clerk to the Tax Committee.

Some reasons a property owner may request a hearing before the Tax Committee are:

- They were penalized for listing personal property after January 31.
- They take exception to the value placed on their property and received notice of the value after the Board of Equalization and Review adjourned.
- Their personal property listing was audited and they are seeking relief of discovered value or applicable penalties.
- They filed a late application for an exemption, exclusion or deferment on a property.
- An application for exemption, exclusion or deferment was denied by the Tax Administration and the wish to appeal that decision.
- A penalty was imposed for the late filing or late payment of a gross receipt tax and penalty relief is requested.
- A refund has been requested for a tax imposed through a clerical error, an illegal tax, or a tax levied for an illegal purpose.
- A refund exceeding the threshold the finance officer is authorized to issue has been requested.

The tax committee has adopted criteria that may provide partial or full relief of late list penalties applied to personal property discoveries if one of the following criteria is met:

1. The property owner is new to North Carolina.
2. The property owner inadvertently neglected to list equipment in the first year of ownership.
3. Prior year property listings were timely filed.
4. Items were inadvertently omitted from a listing filed timely.
5. The property owner was on military deployment or medically incapacitated.
6. The property owner self-reported assets that were not listed properly in prior years.
7. The property owner was cooperative with an audit and no property tax was lost due to being beyond the five-year audit period.

**Attachments:**

1. Tax Committee Agenda Process
2. Executive Summary 1 and 2
3. Refunds Under/Over \$500.00
4. Daily Updates for Exemptions, Penalties, Special Situations
5. Municipal Collection Report
6. Wake County Collection Report
7. Monthly In-Rem Foreclosure Report
8. PFB Summary Report

**The Tax Committee follows the North Carolina General Statutes or previously established general guidelines in their recommendations of relief for assessed late list penalties (no relief, partial relief, full relief). The committee also considers late filed exemption and exclusion applications, and makes recommendations regarding requests for relief of interest.**

Consideration of relief of late list penalties:

- If a taxpayer is new to North Carolina and fails to list the first year required, he may be granted one-time relief for late list penalties, partially or in full.
- If a taxpayer has property that should have been listed and is unaware of the tax laws, he may be granted one-time relief for late list penalties, partially or in full.
- If a taxpayer has listed timely in at least two consecutive years immediately prior to the year for which a penalty is assessed, the penalty may be relieved, partially or in full.
- If a taxpayer inadvertently omitted items from his timely listing, the penalty may be relieved, partially or in full.
- If a taxpayer was involved in military deployment and was unable to list timely, the penalty may be relieved, partially or in full.
- If a taxpayer was unable to list due to circumstances beyond their control (e.g. – hospitalization), the penalty may be relieved, partially or in full.
- Guidelines have been established for companies with penalties assessed as a result of audits. Relief may be granted partially or in full if it appears there was no willful attempt to understate value, if the taxpayer was cooperative and forthright during the audit and if there were no significant issues with their previous listings. The recommendation of the auditor is carefully considered in making this determination.

Consideration of late-filed applications for exemption or exclusion:

- The tax committee will recommend approval of late filed exemptions or exclusions as long as the request complies with the general statutes, or if case law exists that is clear and generally supports the request. Late filed applications must be hand-delivered by December 31 or postmarked by December 31 of the calendar year for which the exemption or exclusion is requested.
- The tax committee will recommend denying any applications received after December 31<sup>st</sup> of the calendar year for which the exemption or exclusion is requested. There is no statutory authority to exempt or exclude property if the application is made outside the calendar year for which the exemption is sought.

Consideration of requests for relief of interest:

- Once interest accrues, it is considered tax per NCGS 105-273(15). Tax cannot be compromised per NCGS 105-380. Therefore the tax committee typically recommends denial of requests for relief of interest. Should a situation arise in which the committee determines that interest should be relieved, the Assessor will request the item be removed from the consent agenda and considered separately by the Board of Commissioners.

**EXECUTIVE SUMMARY OF RECOMMENDATIONS FROM TAX COMMITTEE**

Board Meeting Date July 8, 2019

<u>NUMBER</u>	<b><u>PROPERTY TAX REFUNDS REQUESTED</u></b>		
	AMOUNT OF TAX <u>REQUESTED</u>	AMOUNT OF TAX <u>APPROVED</u>	AMOUNT OF TAX <u>DENIED</u>
3	\$9,974.01	\$9,974.01	0.00

## Executive Summary of Recommendations From Tax Committee 06/20/2019

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### Exemptions Requested

Number of Requests	Value of Exemptions Requested	Value of Property Exempted
3	\$322,624	\$322,624

### Tax Relief Exclusion Requested

Number of Requests	Value of Exclusion Requested	Value of Property Exempted
0	\$0	\$0

### Tax Deferment Requested

Number of Requests	Value of Deferment Requested	Value of Property Deferred
0	\$0	\$0

### Requests For Relief of Late List Penalties

Number of Requests	Granted Full Relief	Granted Partial Relief	Denied
12	4	6	2

### Special Situations/Value Adjustment

Relief Requested	Total	Granted	Denied
Appeal of Rollback	7	7	0
Refund Request	6	6	0



## Legislation Details (With Text)

**File #:** 16-2237

**Type:** Regular Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:**

**Title:** Approve the Acquisition of 96.26 Acres of Open Space and Park Property in Swift Creek from The Conservation Fund to expand Crowder County Park

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Crowder Agenda Item.pdf](#)  
[Crowder Land Acquisition Presentation.pdf](#)  
[PROS CIP BOND SCHEDULE.pdf](#)  
[CIP Budget Memo - FY 2020 County Capital Fund - Open Space.pdf](#)  
[CIP Budget Memo - FY 2020 County Capital Fund - Parks CIP.pdf](#)  
[Budget Memo - FY 2020 Debt Service Fund.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Approve the Acquisition of 96.26 Acres of Open Space and Park Property in Swift Creek from The Conservation Fund to expand Crowder County Park

**That the Board of Commissioners:**

1. Appropriates \$3,068,593 of Open Space Little River Reimbursement funds; and
2. Appropriates \$1,768,060 of fund balance in Debt Service Fund as temporary funding source (to be permanently reimbursed with PGROS Bonds sold later in Fiscal Year 2020); and
3. Appropriates \$77,572 of Recreation Land Area Contributions (RLDO) funding; and
4. Authorizes the County Manager to execute an agreement to purchase the 96.26 acres from The Conservation Fund at a purchase price of \$4,914,225, subject to terms and conditions acceptable to the County Attorney; and
5. Authorizes County staff to apply to the City of Raleigh's Upper Neuse Clean Water Initiative Fund for partnership dollars that could offset County dollars.

**Item Title:** Approve the Acquisition of 96.26 Acres of Open Space and Park Property in Swift Creek from The Conservation Fund to expand Crowder County Park

**Specific Action Requested:**  
**That the Board of Commissioners:**

- 1. Appropriates \$3,068,593 of Open Space Little River Reimbursement funds; and**
- 2. Appropriates \$1,768,060 of fund balance in Debt Service Fund as temporary funding source (to be permanently reimbursed with PGROS Bonds sold later in Fiscal Year 2020); and**
- 3. Appropriates \$77,572 of Recreation Land Area Contributions (RLDO) funding; and**
- 4. Authorizes the County Manager to execute an agreement to purchase the 96.26 acres from The Conservation Fund at a purchase price of \$4,914,225, subject to terms and conditions acceptable to the County Attorney; and**
- 5. Authorizes County staff to apply to the City of Raleigh's Upper Neuse Clean Water Initiative Fund for partnership dollars that could offset County dollars.**

**Item Summary:**

**Purpose:** The Board of Commissioners approves all County real estate transactions and appropriates all expenditures.

**Background:** Crowder County Park opened to the public in 1998. In the years since, the County has tried unsuccessfully to purchase the adjacent property needed to expand the park. After 21 years, the property became available and the County has the opportunity to expand the existing 33-acre park facility by 96.26 acres. Located in the Swift Creek watershed, this property would protect water quality in this water supply watershed. Earlier this year, The Conservation Fund purchased the property to secure the land until Wake County could bring forward the purchase offer for Board approval.

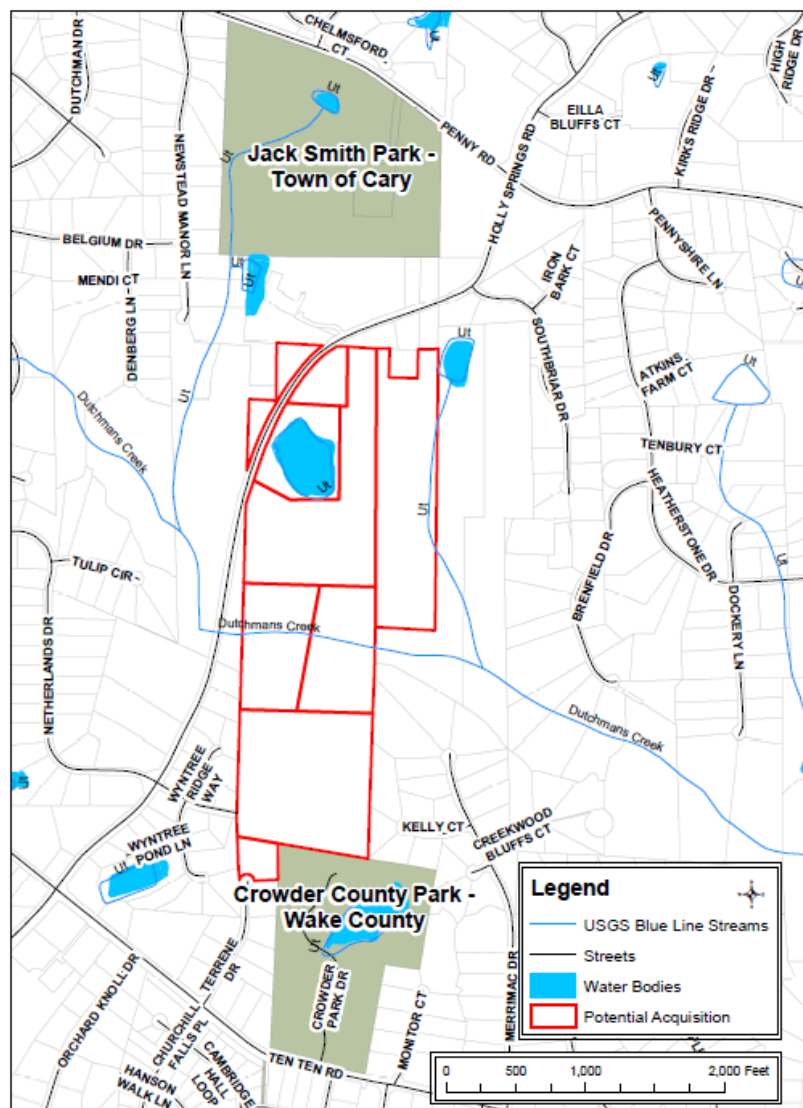
In 2018, County staff and the Open Space and Parks Advisory Committee (OSAPAC) participated in a process to recommend funding priorities for the 2018 Parks, Greenways and Open Space Bond. The expansion of Crowder Park was the highest ranked project. OSAPAC reviewed this acquisition on February 25, 2019 and recommended forwarding the agreement to the Board of Commissioners for consideration.

Board Goal: This action supports routine County operations.

Fiscal Impact: This action appropriates \$4,914,225 for this land acquisition. Funding sources include \$3,068,593 from the County's Little River Reimbursement, \$77,572 in uncommitted Open Space capital revenues, and \$1,768,060 from fund balance in Debt Service Fund (to be permanently reimbursed with PGROS Bonds which the County anticipates selling in October 2019).

### **Additional Information:**

Through its Open Space Preservation Program, Wake County has acquired over 6,500 acres of land across the County. To date the County has acquired 24 properties or 260 acres of open space and park land in the Swift Creek area.



The acquisition under consideration is 96.26 acres owned by The Conservation Fund. The assemblage is adjacent to the County's Crowder County Park. Acquisition would significantly increase the size of the currently 33-acre park and allow for the possibility of

a future connection to the Town of Cary's Jack Smith Park. This acquisition would expand and enhance current capabilities, educational opportunities, and resources at Crowder Park. The assemblage would require master planning, but future uses could include hiking/walking trails, fishing, environmental education, and other recreation. The master planning process will also identify any future operating budget impacts from programming or maintenance.

The assemblage is in the Swift Creek Watershed on Dutchman's Branch, a tributary of Swift Creek upstream of Lake Wheeler. Dutchman's Branch bisects the assemblage with numerous feeder streams that further bisect the properties. The City of Raleigh Public Utilities Department uses surface water from Falls Lake and from the Swift Creek Lake system (Lakes Benson and Wheeler) as its source for drinking water. Water quality will be preserved by acquiring and preserving the stream corridors and upland areas of the drinking water source.

The purchase price is \$4,914,225 or \$51,052 per acre. The sales price is supported by a March 2019 appraisal from Richard C. Kirkland, Jr., MAI, that values the property at \$5,190,000. The purchase price was negotiated with The Conservation Fund taking into consideration their hard costs associated with land acquisition, due diligence expenses they incurred and costs incurred over a one year period in negotiating the contract and extensions with the prior owners.

Of the purchase price, \$3,068,593 would be provided by the Little River Reimbursement fund and \$77,572 through RLDO funding. The remaining \$1,768,060 of acquisition costs would be temporarily paid from Debt Service Fund, and permanently reimbursed by general obligation bonds sold later in FY20 and scheduled for this acquisition. The County anticipates the general obligation bond sale to take place in October 2019. Bond funding for this project is consistent with expenditure plans presented to the Board of Commissioners at the 5/13/2019 BOC Budget Work Session.

Element / Dept	Project	Current Appropriation	Proposed Appropriation	Proposed Transfer to CIP	Proposed CIP Reallocation	Revised Appropriation
Debt Service*	N/A	\$326,130,000	\$1,768,060	(\$1,768,060)	\$0	\$327,898,060
Open Space/ Parks**	Little River Reimbursement – Raleigh	\$3,068,593	\$0	\$0	(\$3,068,593)	\$0
Parks	Crowder Land Purchase	\$0	\$77,572***	\$1,768,060	\$3,068,593	\$4,914,225
Total		\$329,198,593	\$1,845,632	\$0	\$0	\$332,812,285

\*This funding will be reimbursed following the October 2019 bond sale.

\*\*\$2,568,593 of Little River funding is in the Open Space Element. The \$500,000 of the Little River funding is in the Parks element due to CIP reorganization to align the structure with the new PGROS bond.

\*\*\* Recreation Land Area Contributions (RLDO) funding

County staff also recommends making an application to the City of Raleigh's Upper Neuse Clean Water Initiative Fund in the amount of \$500,000; these potential partnership dollars could offset County dollars.

The Open Space and Parks Advisory Committee (OSAPAC) reviewed this transaction at its February 2019 meeting and unanimously recommended moving forward with the acquisition.

**Attachments:**

1. Presentation
2. PROS CIP Bond Schedule
3. FY20 County Capital – Open Space Budget Memo
4. FY20 County Capital – Parks, Recreation, Greenways, and Open Space Budget Memo
5. FY20 Debt Service Fund Budget Memo



**Budget and Management Services**  
**Inter-Office Correspondence**

**TO:** David Ellis, County Manager

**FROM:** Michelle Venditto, Budget and Management Services Director

**SUBJECT:** Revisions to Fiscal Year 2020 Capital Improvement Projects Funds Ordinance, Section 1(A) and 1(B)

The following chart summarizes all budget revisions to the fiscal year 2020 adopted budget for the Open Space Element of the County Capital Fund indicated below. The summary includes approved items, as well as items to be presented to the Board of Commissioners at the meeting date indicated. *Items for presentation are shown in bold italics.*

Fund: County Capital			Element: Open Space	
REVENUE CATEGORY (SOURCE OF FUNDS)				
Date	Description of Revision or Adjustment	Type	Amount	Balance
June 30, 2019	Prior Project Appropriation	Miscellaneous	11,663,641.90	11,663,641.90
July 8, 2019	Proposed: Transfer Little River Reimbursement funding to the Parks, Recreation, Greenways, and Open Space Element for the acquisition of 96 acres to expand Crowder Park.	Municipal Reimbursement	(2,568,593.00)	9,095,048.90
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
June 30, 2018	Prior Project Appropriation	Open Space	11,663,641.90	11,663,641.90
July 8, 2019	Proposed: Transfer Little River Reimbursement funding to the Parks, Recreation, Greenways, and Open Space Element for the acquisition of 96 acres to expand Crowder Park.	Open Space	(2,568,593.00)	9,095,048.90



**Budget and Management Services  
Inter-Office Correspondence**

**TO:** David Ellis, Interim County Manager

**FROM:** Michelle Venditto, Budget and Management Services Director

**SUBJECT:** Revisions to Fiscal Year 2020 Capital Improvement Projects Funds Ordinance, Section 1(A) and 1(B)

The following chart summarizes all budget revisions to the fiscal year 2020 adopted budget for the Parks Element of the County Capital Fund indicated below. The summary includes approved items, as well as items to be presented to the Board of Commissioners at the meeting date indicated. *Items for presentation are shown in bold italics.*

Fund: County Capital				Element: Parks
REVENUE CATEGORY				
Date	Description of Revision or Adjustment	Revenue Category	Amount	New Appropriation Total
June 30, 2019	Prior Project Appropriation		\$ 13,479,951.12	\$ 13,479,951.12
July 1, 2019	FY 2019 Original Appropriation	Miscellaneous	\$ 1,300,000.00	\$ 14,779,951.12
<b><i>July 8, 2019</i></b>	<b><i>Proposed: Reallocate \$500,000 of Little River funding and appropriate \$4,414,225 of Little River funding, ROLD fees, and Debt Service fund transfer for acquisition of 96 acres to expand Crowder Park.</i></b>	<b><i>Miscellaneous</i></b>	<b><i>\$ 4,414,225.00</i></b>	<b><i>\$ 19,194,176.12</i></b>
EXPENDITURE CATEGORY				
Date	Description of Revision or Adjustment	Program	Amount	New Appropriation Total
June 30, 2019	Prior Project Appropriation		\$ 13,479,951.12	\$ 13,479,951.12
July 1, 2019	FY 2019 Original Appropriation	Parks	\$ 1,300,000.00	\$ 14,779,951.12
<b><i>July 8, 2019</i></b>	<b><i>Proposed: Reallocate \$500,000 of Little River funding and appropriate \$4,414,225 of Little River funding, ROLD fees, and Debt Service fund transfer for acquisition of 96 acres to expand Crowder Park.</i></b>	<b><i>Parks</i></b>	<b><i>\$ 4,414,225.00</i></b>	<b><i>\$ 19,194,176.12</i></b>



**Budget and Management Services  
Inter-Office Correspondence**

**TO:** David Ellis, County Manager

**FROM:** Michelle Venditto, Budget and Management Services Director

**SUBJECT:** Revisions to Fiscal Year 2020 Debt Service Fund Ordinance and Fiscal Year 2020 Personnel Authorization

The following chart summarizes all budget revisions to the fiscal year 2020 adopted budget for the fund indicated below. The summary includes approved items, as well as items to be considered by the Board of Commissioners at the meeting date indicated. *Items for consideration are shown in bold italics.*

Fund: Debt Service				
REVENUE CATEGORY				
Date	Description of Revision or Adjustment	Revenue Category	Amount	Balance
July 1, 2019	Adopted Budget		\$ 326,130,000	\$ 326,130,000
<b><i>July 8, 2019</i></b>	<b><i>Proposed: Appropriate Debt Service Fund for transfer to the County Capital Parks element for acquisition of 96 acres to expand Crowder Park. Debt Service funding will be repaid with bond proceeds in FY20 after the October 2019 bond sale.</i></b>	<b><i>Appropriated Fund Balance</i></b>	<b><i>\$ 1,768,060</i></b>	<b><i>\$ 327,898,060</i></b>
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Program	Amount	Balance
July 1, 2019	Adopted Budget		\$ 326,130,000	\$ 326,130,000
<b><i>July 8, 2019</i></b>	<b><i>Proposed: Appropriate Debt Service Fund for transfer to the County Capital Parks element for acquisition of 96 acres to expand Crowder Park. Debt Service funding will be repaid with bond proceeds in FY20 after the October 2019 bond sale.</i></b>	<b><i>Debt Service, Principal, Interest and Fees</i></b>	<b><i>\$ 1,768,060</i></b>	<b><i>\$ 327,898,060</i></b>
STAFFING				
Date	Description of Revision or Adjustment	FTE	Balance	
July 1, 2019	Adopted Budget	3.00	3.00	



## Legislation Details (With Text)

**File #:** 16-2250

**Type:** Regular Item      **Status:** Passed

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:** 7/8/2019

**Title:** Proposed General Obligation Bond Anticipation Notes Series 2019A, to Fund \$548,000,000 of WCPSS Capital Needs, and Series 2019B, to Fund \$177,100,000 of WTCC Capital Needs

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [20190708 - Item Summary - 2019A and 2019B GO BAN Issuance.pdf](#)  
[20190708 Board Presentation - 2019A&B GO BANs.pdf](#)  
[20190708 - Attachment 1 - 2019A GO BAN Issuance Resolution.pdf](#)  
[20190708 - Attachment 2 - 2019B GO BAN Issuance Resolution.pdf](#)  
[20190708 - Attachment 3 - Schools Projects for 2018 Bond.pdf](#)  
[20190708 - Attachment 4 - Wake Tech Projects for 2018 Bond.pdf](#)  
[20190708 - Attachment 5 - 2019A GO BAN - NPAA.pdf](#)  
[20190708 - Attachment 6 - 2019B GO BAN - NPAA.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Proposed General Obligation Bond Anticipation Notes Series 2019A, to Fund \$548,000,000 of WCPSS Capital Needs, and Series 2019B, to Fund \$177,100,000 of WTCC Capital Needs

**That the Board of Commissioners adopts two authorizing resolutions providing for the respective issuance of General Obligation Public Improvement Bond Anticipation Notes, Series 2019A (in an amount not to exceed \$548,000,000) and Series 2019B (in an amount not to exceed \$177,100,000).**

**Item Title:** Proposed General Obligation Bond Anticipation Notes Series 2019A, to Fund \$548,000,000 of WCPSS Capital Needs, and Series 2019B, to Fund \$177,100,000 of WTCC Capital Needs

**Specific Action Requested:**

**That the Board of Commissioners adopts two authorizing resolutions providing for the respective issuance of General Obligation Public Improvement Bond Anticipation Notes, Series 2019A (in an amount not to exceed \$548,000,000) and Series 2019B (in an amount not to exceed \$177,100,000).**

**Item Summary:**

**Purpose:** This action authorizes issuance of two general obligation bond anticipation notes. The 2019A General Obligation Bond Anticipation Note ("2019A GO BAN") will provide construction period financing through Bank of America for certain WCPSS ("Schools") FY 2020 and FY 2021 capital needs, while the 2019B General Obligation Bond Anticipation Note ("2019B GO BAN") will provide construction period financing through SunTrust Bank for certain WTCC ("Wake Tech") FY 2020 and FY 2021 capital needs.

**Background:** County voters approved each of the County's three bond referenda in November 2018 for respective Schools (two-year bond at \$548,000,000), Wake Tech (four-year bond at \$349,000,000), and PGROS (six-year bond at \$120,000,000) capital needs. The proposed Board action represents the first debt to be issued under the respective 2018 bond authorization for Schools and Wake Tech.

**Board Goal:** Proposed Board action complements the Board's Education initiative E2.1, implement financing strategies to address needs identified in the Capital Improvement Plan.

**Fiscal Impact:** Proposed 2019A and 2019B GO BAN are anticipated in the County's Debt and Capital Financial Model and associated future debt service has been incorporated into adopted FY 2020 Debt Service Fund Budget.

**Additional Information:**

The County has utilized short-term construction period financing (i.e., commonly referred to as a "draw program" or "BAN") since 2016 as a means to leverage cashflow savings while ensuring its triple-A bond ratings are protected and the growing capital needs of Schools and Wake Tech are met. Upon issuance of a BAN, and after subsequent related draws made on the BAN for associated capital project spending, the County will later strategically convert (from time to time and as appropriate) the drawn portion of the BAN to permanent general obligation bonds until final term of BAN or maximum draw authorization of BAN has been reached.

In the past, the County has issued annually a single BAN to address the combined capital needs of both Schools and Wake Tech for that Fiscal Year. A recent example of this is the 2018 BAN which closed in August 2018 for \$385 million, representing certain combined capital needs of both Schools and Wake Tech for Fiscal Year 2019.

The proposed action is a modified approach to County's prior approach which differs in that (1) two separate BANs will be issued concurrently, (2) each BAN will have a dedicated funding purpose, and (3) each BAN will fund capital needs over a two-year appropriation period. Compared to the prior approach, the modified approach yields the same number of BANs to be issued over a two-year period (two), represents no additional cost to County, but will allow for administrative and workflow efficiencies to be realized.

Today's action will authorize issuance of Series 2019A GO BAN for Schools (not to exceed \$548,000,000), and a Series 2019B GO BAN for Wake Tech (not to exceed \$177,100,000). Each BAN will address certain capital needs of Schools and Wake Tech identified in their respective CIP for Fiscal Year 2020 and Fiscal Year 2021, negating the need to issue a separate BAN one year from now.

The Local Government Commission is scheduled to consider the 2019A and 2019B GO BANs for approval at their August 6<sup>th</sup> meeting, with closing of each BAN scheduled for August 15<sup>th</sup>. Separately, at its August 19<sup>th</sup> meeting, the Board is scheduled to consider Staff's request to appropriate the respective Schools and Wake Tech capital projects for Fiscal Year 2020 which will be associated with the BANs of proposed action.

### **2019A GO BAN - Dedicated to Fund Certain Schools Capital Projects in FY 2020 and FY 2021**

The 2019A GO BAN is specifically dedicated to fund \$548,000,000 of certain Schools capital needs to be appropriated in Fiscal Years 2020 and 2021. The total authorization amount of the 2019A GO BAN corresponds to the identified capital needs of the entire two-year \$548,000,000 Schools bond authorized by voters in November 2018.

After completion of a recent formal RFP process, Bank of America was selected as the low-cost provider for the 2019A GO BAN. Project spending on the associated Schools capital projects is expected to begin August 2019 (upon closing of the BAN and appropriation of associated projects by the Board) and span to February 2024. Four take-out general obligation bond financings are scheduled periodically along the way over the term of the four-and-a-half-year BAN, the first of which is tentatively scheduled for January 2021.

Certain significant School capital projects to be financed, in part, with the 2019A BAN include Herbert Akins Road Middle School (new construction), Apex Friendship Elementary School (new construction), Fuquay-Varina High School (renovation), and West Millbrook Middle School (renovation). A summary of all associated capital projects of the 2019A BAN appears below with additional detail provided in the Board packet.

**Schools Project Summary\***  
**FY 2020 and FY 2021**

	FY 2020	FY 2021	Total
<b>New Construction</b>			
High (1) \$	7,886,000	\$	7,886,000
Middle (1)	1,000,000	59,167,000	60,167,000
Elementary (5)	9,005,000	44,943,000	53,948,000
	17,891,000	104,110,000	122,001,000
<b>Renovation</b>			
High (1)	69,152,000		69,152,000
Middle (3)	14,646,000	74,857,000	89,503,000
Elementary (7)	90,292,000	47,460,000	137,752,000
	174,090,000	122,317,000	296,407,000
<b>Other</b>			
Life Cycle	28,957,000	29,826,000	58,783,000
Ed Equipment	1,030,000	1,061,000	2,091,000
Tech Infrastructure	6,180,000		6,180,000
Security	4,350,000		4,350,000
Mobiles	1,300,000	1,339,000	2,639,000
Land Acquisition	10,609,000		10,609,000
Partial Reno Improvement	4,600,000	4,200,000	8,800,000
Program Contingency	8,537,000	9,477,000	18,014,000
Program Management	8,593,000	9,533,000	18,126,000
	74,156,000	55,436,000	129,592,000
<b>Total Projects - 2018 Bond</b>	<b>\$ 266,137,000</b>	<b>\$ 281,863,000</b>	<b>\$ 548,000,000</b>

*\*debt funded projects only; not reflective of all CIP projects for FY 2020 or FY 2021*

**2019B GO BAN - Dedicated to Fund Certain Wake Tech Capital Projects in FY 2020 and FY 2021**

The 2019B GO BAN is specifically dedicated to fund \$177,100,000 of certain Wake Tech capital needs to be appropriated in Fiscal Years 2020 and 2021. The total authorization amount of the 2019B GO BAN corresponds to the first two years identified capital needs of the four-year \$349,000,000 Wake Tech bond authorized by voters in November 2018.

After completion of a recent formal RFP process, SunTrust Bank was selected as the low-cost provider for the 2019B GO BAN. Project spending on the associated Wake Tech capital projects is expected to begin August 2019 (upon closing of the BAN and appropriation of associated projects by the Board) and span to February 2024. Four take-out general obligation bond financings are scheduled periodically along the way over the term of the four-and-a-half-year BAN, the first of which is tentatively scheduled for January 2021.

A summary of the associated Wake Tech capital projects for Fiscal Year 2020 and Fiscal Year 2021 appear below with additional detail provided in the Board packet.

**Wake Tech Project Summary\***  
**FY 2020 and FY 2021**

	FY 2020	FY 2021	Total
<b>New Construction</b>			
Buildings & Parking Decks (3)	\$ 69,400,000	\$ 80,444,000	\$ 149,844,000
<b>Repair &amp; Renovation</b>			
Equipment	2,420,000	1,443,000	3,863,000
HVAC	637,000	637,000	1,274,000
Elevators	111,000	632,000	743,000
Envelope Upgrades	886,000	886,000	1,772,000
Electrical	836,000	836,000	1,672,000
Misc Renovations	2,294,000	3,614,000	5,908,000
	7,184,000	8,048,000	15,232,000
<b>Infrastructure</b>			
Mass Notificaton System	1,220,000	1,220,000	2,440,000
Accessibility & Ped Bridge Upgrade	467,000	543,000	1,010,000
SWC - Road Improvements	4,940,000	250,000	5,190,000
NWC - Exterior Piping	3,327,000		3,327,000
	9,954,000	2,013,000	11,967,000
<b>Total Projects - 2018 Bond</b>	<b>\$ 86,538,000</b>	<b>\$ 90,505,000</b>	<b>\$ 177,043,000</b>

*\*debt funded projects only; not reflective of all CIP projects for FY 2020 and FY 2021*

**Staff Recommendation**

At this time, the Board of Commissioners is asked to adopt separately each of the two attached Resolutions providing for issuance of Series 2019A and Series 2019B GO BANs. Adoption of each Resolution includes authorization to execute and deliver the Note Purchase and Advance Agreement between the County and respective identified bank for each BAN.

**Attachments:**

1. Presentation
2. Preliminary Issuance Resolution for 2019A GO BAN
3. Preliminary Issuance Resolution for 2019B GO BAN
4. Schools Capital Projects List for 2018 Bond \$548 Million
5. Wake Tech Capital Projects List for 2018 Bond \$349 Million
6. 2019A GO BAN draft Note Purchase and Advance Agreement (NPAA)
7. 2019B GO BAN draft Note Purchase and Advance Agreement (NPAA)



## Legislation Details (With Text)

**File #:** 16-2204

**Type:** Regular Item

**Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 7/8/2019

**Final action:**

**Title:** Appoint a Voting Delegate for the 2019 Annual Conference of the North Carolina Association of County Commissioners

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Item Summary - 2019 NCACC Voting Delegate.pdf](#)  
[NCACC Voting delegate form 2019.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

Appoint a Voting Delegate for the 2019 Annual Conference of the North Carolina Association of County Commissioners

**That the Board of Commissioners appoint a Voting Delegate for the business session at the 2019 Annual Conference of the North Carolina Association of County Commissioners.**

**Item Title:** Appoint a Voting Delegate for the 2019 Annual Conference of the North Carolina Association of County Commissioners

**Specific Action Requested:**

**That the Board of Commissioners appoints a Voting Delegate for the business session at the 2019 Annual Conference of the North Carolina Association of County Commissioners.**

**Item Summary:**

The 2019 Annual Conference of the North Carolina Association of County Commissioners will be held August 22-24 in Guilford County, North Carolina. A business session will be held during the conference and each county appoints a voting delegate to vote in election of officers and other business matters.

The Wake County Board of Commissioners are asked to appoint a Commissioner as Wake County's voting delegate at the annual conference.

**Attachments:**

1. Voting Delegate Form



## Designation of Voting Delegate to NCACC Annual Conference

I, \_\_\_\_\_, hereby certify that I am the duly designated voting delegate for \_\_\_\_\_ County at the 112<sup>th</sup> Annual Conference of the North Carolina Association of County Commissioners to be held in Guilford County, N.C., on August 22-24, 2019.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

### Article VI, Section 2 of our Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Alisa Cobb by: **12 Noon on Friday, August 16, 2019:**

NCACC  
323 W. Jones Street, Suite 500  
Raleigh, NC 27603  
Fax: (919) 733-1065  
Email: [alisa.cobb@ncacc.org](mailto:alisa.cobb@ncacc.org)  
Phone: (919) 715-2685



## Legislation Details (With Text)

**File #:** 16-2253  
**Type:** Regular Item  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 7/8/2019  
**Final action:**  
**Title:** Wake County Hospitality Tax Update and Recommendations  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Item Summary for 7-8-19 Managers Report.pdf](#)  
[Hospitality Tax Presentation 7-8-19.pdf](#)  
[Hospitality Tax Recommendations Summary Page.pdf](#)  
[Financial Model 6-19-2019.pdf](#)  
[Wake County Room Occupancy and Prepared Food and Beverage Operating Principles.pdf](#)

Date	Ver.	Action By	Action	Result
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Wake County Hospitality Tax Update and Recommendations  
**That the Board of Commissioners receives information on the recent review of Wake County hospitality taxes and recommendations from the City and County Managers.**

**Item Title:** Wake County Hospitality Tax Update and Recommendations

**Specific Action Requested:**

**That the Board of Commissioners receives information on the recent review of Wake County hospitality taxes and recommendations from the City and County Managers.**

**Item Summary:**

In 1991, Wake County was authorized to levy a countywide 6% Room Occupancy Tax and a countywide 1% Prepared Food and Beverage Tax, collectively called “hospitality taxes”. These taxes were authorized for the purposes of supporting a convention center, arena and other cultural, sports and arts activities. In FY18, the overall tax generated was \$55.7 million and for FY19 the revenue projection is approximately \$60.3 million. Wake County and the City are responsible for the oversight and approval of the tax revenue via an interlocal agreement that governs the use of the hospitality taxes.

The 20th Amendment to the interlocal agreement identified that the County and the City should conduct a review through a public process including all appropriate parties by January 1, 2020. This review is called the “2019 Interlocal Review.”

As shared with Raleigh City Council and the Wake County Commissioners in September 2018, Wake County conducted a Request for Information (RFI) process to collect information on planned or potential projects that may request use of interlocal funds, should funding be available. In addition to the RFI process, a total of six (6) stakeholder meetings were held throughout the county over the last several months. These meetings provided history, review of the financial models, and provided an opportunity for parties to present the RFI submissions to the stakeholders. This work effort resulted in recommendations from both the Raleigh City Manager and Wake County Manager for the future uses of hospitality taxes, a process specified by the interlocal agreement.

During the meeting, staff will review a brief history of the tax, recap the process and provide the funding recommendations. This presentation is for information only; approval of the funding recommendations will take place on a future agenda.

**Attachments:**

1. Presentation
2. Summary of Recommendations
3. Financial Models demonstrating impact of recommendations
4. Wake County Hospitality Taxes Operating Principles

**Hospitality Tax City/County Manager Recommendations**  
**June 19, 2019**

**I. Revenues:**

Occupancy Tax – 4% 2020 – 2022; 3% thereafter

Prepared Food and Beverage Tax – 5% 2020 – 2022; 4% thereafter

**II. Expenses:**

<b>Section 1 Recommendations</b>			
	Funding Level	Timing	Other
<b>PNC Arena Enhancement</b>	\$8M annually (leverages \$115 debt)	Start FY21 (assumes 25-year debt)	Can support capital/operating
<b>Indoor Sports Facility</b>	\$2.36M annually (leverage \$35M debt)	Start FY21 (assumes 25 year debt)	Conduct competitive process
<b>Medium Projects</b>	\$3.14M annually (\$15.7M cash)	FY20 – FY25	Combine with funds from Sec 2 and Sec 3 – conduct competitive process
<b>Section 2 Recommendations</b>			
	Funding Level	Timing	Other
<b>Business Development Fund</b>	\$.6M annually (continue current amount)	FY20 – FY34	Extends current commitment through model
<b>Raleigh Performing Arts Center Maintenance</b>	\$1M annually (increase of \$500k)	FY20 – FY34	Approx. 50% CapEx
<b>Raleigh Convention Center Maintenance</b>	\$3M/\$3.2M annually (increase of ~\$300k)	FY20 – FY34	Approx. 95% CapEx
<b>Medium Projects Transfer</b>	\$4.4M annually (total transfer = \$22M)	FY20 – FY24	Funds transfer to Sec 3 – conduct competitive process
<b>Raleigh Convention Center (RCC) Optimization</b>	\$5M	FY21	Use cash
<b>Raleigh Land Acquisition for RCC Complex</b>	\$15M	FY20	Use cash
<b>Raleigh Parking/ Infrastructure for RCC Complex</b>	Est. \$2.2M annually (leverages \$30M debt)	Est. start FY23 (assumes 25-year debt)	Not to exceed estimate
<b>Raleigh Music Venue Relocation</b>	Est. \$2.575M annually (leverages \$33.5M debt)	Est. start FY25 (assumes 20-year debt)	Planned not committed
<b>RCC Expansion</b>	Est. \$15M annually (leverages \$230M debt)	Est. start FY28 (assumes 30-year debt)	Planned not committed
<b>Section 3 Recommendations</b>			
	Funding Level	Timing	Other
<b>Town of Cary Sports Facilities Capital Maintenance</b>	\$3M annually	FY20 – FY34	Approx. 75% CapEx
<b>Medium Projects</b>	\$4.4M annually (All sections total \$42.1M)	FY20 – FY25	Conduct competitive process Fall 2019/Winter 2020
<b>Small Projects</b>	\$2M annually (no change)	FY20 – FY34	Conduct competitive process Fall 2019/Winter 2020

**III. Next review: Complete by July 1, 2022**



Major Facilities Cash Flow Model: FY 2019 Distributions Through April

	2018	2019	2019	2019	2020	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
	Actuals	Adopted Budget	Proj as of Budget	Proj as of April	Adopted Budget	21st ILA Manager Rec	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj
<b>Economic Growth Assumptions</b>																				
Occupancy Tax	6.34%	4.00%	10.00%	11.92%	4.00%	4.00%	4.00%	4.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Prepared Food and Beverage Tax	5.80%	5.00%	5.00%	5.74%	5.00%	5.00%	5.00%	5.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Occupancy Taxes	26,240	26,810	28,864	29,368	30,019	30,019	31,220	32,468	33,442	34,446	35,479	36,543	37,640	38,769	39,932	41,130	42,364	43,635	44,944	46,292
Food and Beverage Taxes	29,244	30,505	30,706	30,923	32,241	32,241	33,853	35,546	36,968	38,446	39,984	41,584	43,247	44,977	46,776	48,647	50,593	52,617	54,721	56,910
Total Sources	55,734	57,315	59,570	60,291	62,260	62,260	65,073	68,014	70,410	72,892	75,463	78,127	80,887	83,746	86,708	89,777	92,957	96,251	99,665	103,202
<b>Section 1 - Admininstration , Holdbacks, and Debt Service</b>																				
Occupancy Taxes Administration and Collection	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650	650
Food and Beverage Taxes Administration and Collection	750	750	750	750	750	750	750	750	750	750	750	750	750	750	750	750	750	750	750	750
City of Raleigh Holdback	680	680	680	680	680	680	680	680	680	680	680	680	680	680	680	680	680	680	680	680
Greater Raleigh Convention & Visitors Bureau	6,584	6,787	7,301	7,427	7,589	7,589	7,890	8,202	8,445	8,696	8,955	9,221	9,495	9,777	10,068	10,367	10,676	10,993	11,321	11,658
Town of Cary Hold Harmless	1,267	1,308	1,411	1,436	1,468	1,468	1,528	1,591	1,640	1,690	1,741	1,795	1,849	1,906	1,964	2,024	2,086	2,149	2,215	2,282
Wake Technical Community College	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Centennial Authority	3,212	3,347	3,462	3,502	3,626	3,626	3,798	3,978	4,125	4,277	4,436	4,600	4,770	4,946	5,129	5,319	5,516	5,720	5,931	6,150
Performing Arts Center	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PNC (formerly RBC) Debt Service	5,209	5,208	5,208	5,208	868	868	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PNC Maintenance	2,500	2,000	2,000	2,000	5,000	5,000	2,000	-	-	-	-	-	-	-	-	-	-	-	-	-
City of Raleigh	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
Wake County	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
PNC Debt Service							8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
Indoor Sports							2,360	2,360	2,360	2,360	2,360	2,360	2,360	2,360	2,360	2,360	2,360	2,360	2,360	2,360
Medium Competitive Projects Cash Funding							3,140	3,140	3,140	3,140	3,140									
Planned Future Capacity												3,140	3,140	3,140	3,140	3,140	3,140	3,140	3,140	3,140
Subtotal: Admin, Holdbacks, and Debt Service	22,852	22,731	23,462	23,653	22,632	22,632	32,796	31,350	31,790	32,243	32,712	33,195	33,694	34,209	34,741	35,290	35,857	36,442	37,046	37,670
<b>Section 2 - 85% Projects: Raleigh Convention Center Complex</b>																				
Amount for Distribution	32,780	34,584	36,108	36,638	39,628	39,628	32,277	36,664	38,620	40,649	42,752	44,932	47,193	49,536	51,967	54,487	57,100	59,809	62,619	65,532
Percent Allocated to Raleigh Convention Center	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%	85%
Gross Allocation	27,863	29,396	30,692	31,142	33,684	33,684	27,435	31,164	32,827	34,551	36,339	38,192	40,114	42,106	44,172	46,314	48,535	50,838	53,226	55,702
City of Raleigh Contribution for Medium Projects						(4,400)	(4,400)	(4,400)	(4,400)	(4,400)										
Subtotal: Payments to Raleigh Convention Center	27,863	29,396	30,692	31,142	33,684	29,284	23,035	26,764	28,427	30,151	36,339	38,192	40,114	42,106	44,172	46,314	48,535	50,838	53,226	55,702



Major Facilities Cash Flow Model: FY 2019 Distributions Through April

	2018	2019	2019	2019	2020	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
	Actuals	Adopted Budget	Proj as of Budget	Proj as of April	Adopted Budget	21st ILA Manager Rec	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj	Proj
<b>Section 3 - 15% Projects: Other Joint Projects and Agreements</b>																				
Cary Sports Facilities	2,600	2,000	2,000	2,000		3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
Competitive Projects - Small	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Competitive Projects - Medium																				
Medium Competitive Projects Cash Funding (Section 1)							3,140	3,140	3,140	3,140	3,140									
Medium Competitive Projects (Section 3)						4,400	4,400	4,400	4,400	4,400	4,400									
Subtotal Medium Competitive Projects							7,540	7,540	7,540	7,540	7,540									
Subtotal: 15% Projects / Other Agreements	4,600	4,000	4,000	4,000	2,000	9,400	9,400	9,400	9,400	9,400	9,400	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
					-															
Total Uses	55,315	56,127	58,154	58,795	58,316	61,316	65,231	67,515	69,617	71,795	78,451	76,387	78,808	81,315	83,913	86,604	89,392	92,280	95,272	98,372
Total Uses Over (or Under) Total Sources	419	1,188	1,416	1,496	3,944	944	(158)	500	793	1,097	(2,987)	1,740	2,079	2,430	2,795	3,173	3,565	3,971	4,393	4,830
<b>Section4: Fund Balance</b>																				
Beginning Fund Balance	2,455	2,717	2,873	2,873	4,290	4,290	5,234	5,075	5,575	6,368	7,465	4,478	6,218	8,297	10,727	13,522	16,695	20,260	24,232	28,624
Increase In Uncommitted Funds	419	1,188	1,416	1,496	3,944	944	-	500	793	1,097	-	1,740	2,079	2,430	2,795	3,173	3,565	3,971	4,393	4,830
Use of Uncommitted Funds	-	-	-	-	-	-	(158)	-	-	-	(2,987)	-	-	-	-	-	-	-	-	-
Ending Fund Balance	2,873	3,905	4,290	4,369	8,234	5,234	5,075	5,575	6,368	7,465	4,478	6,218	8,297	10,727	13,522	16,695	20,260	24,232	28,624	33,454
Minimum Fund Balance Guideline	2,000	1,000	1,000	1,000	1,000	4,700	4,700	4,700	4,700	4,700	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Excess Fund Balance (Capacity)	873	2,905	3,290	3,369	7,234	534	375	875	1,668	2,765	1,978	3,718	5,797	8,227	11,022	14,195	17,760	21,732	26,124	30,954



City of Raleigh, North Carolina  
Convention Center Complex Financing Plan  
Projected Financing Plan thru 06/30/19 (Projections as of April 2019)  
Interlocal Agreement (ILA) 21

Fiscal Year	85% of Uncommitted Funds/Annual Revenues	Current Debt Service Raleigh Convention Center (RCC)	Planned Future Capacity Music Venue Debt Service	Planned Future Capacity Convention Center Expansion Debt Service	Planned Future Capacity Parking / Infrastructure Debt Service	Total Debt Service	RCC Operating Subsidy	Business Development Fund	RCC Capital Maintenance Plan	PAC Capital Maintenance Plan	RCC Optimization & Land Acquisition	Contribution to Medium Projects	Interest Income @ 3%	Revenues Over (Under) Expenditures	Ending Fund Balance	Minimum Fund Balance - 1x Debt Service	Fund Balance Over (Under) Minimum
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
6/30/2019	30,692	18,475				18,475	3,393	600	2,709	500			1,380	6,396	52,388	18,475	33,914
6/30/2020	33,684	18,476				18,476	3,562	600	3,000	1,000	15,000	4,400	1,572	(10,783)	41,605	18,476	23,130
6/30/2021	27,435	18,473				18,473	3,741	600	3,000	1,000	5,000	4,400	1,248	(7,530)	34,076	18,473	15,603
6/30/2022	31,164	18,472				18,472	3,928	600	3,200	1,000		4,400	1,022	587	34,662	18,472	16,190
6/30/2023	32,827	18,475			2,200	20,675	4,124	600	3,200	1,000		4,400	1,040	(132)	34,530	20,675	13,855
6/30/2024	34,551	18,475			2,200	20,675	4,330	600	3,200	1,000		4,400	1,036	1,382	35,912	20,675	15,237
6/30/2025	36,339	18,471	2,575		2,200	23,246	4,547	600	3,200	1,000			1,077	4,824	40,736	23,246	17,490
6/30/2026	38,192	18,475	2,575		2,200	23,250	4,774	600	3,200	1,000			1,222	6,591	47,327	23,250	24,077
6/30/2027	40,114	18,473	2,575		2,200	23,248	5,013	600	3,200	1,000			1,420	8,472	55,799	23,248	32,551
6/30/2028	42,106	18,473	2,575	15,000	2,200	38,248	5,263	600	3,200	1,000			1,674	(4,531)	51,268	38,248	13,020
6/30/2029	44,172	18,475	2,575	15,000	2,200	38,250	5,527	600	3,200	1,000			1,538	(2,867)	48,402	38,250	10,151
6/30/2030	46,314	18,478	2,575	15,000	2,200	38,253	5,803	600	3,200	1,000			1,452	(1,090)	47,312	38,253	9,059
6/30/2031	48,535	20,875	2,575	15,000	2,200	40,650	6,093	600	3,200	1,000			1,419	(1,589)	45,723	40,650	5,072
6/30/2032	50,838	20,860	2,575	15,000	2,200	40,635	6,398	600	3,200	1,000			1,372	377	46,099	40,635	5,464
6/30/2033	53,226	20,846	2,575	15,000	2,200	40,621	6,718	600	3,200	1,000			1,383	2,471	48,570	40,621	7,949
6/30/2034	55,702	20,824	2,575	15,000	2,200	40,599	7,053	600	3,200	1,000			1,457	4,706	53,276	40,599	12,677

## **Wake County Room Occupancy and Prepared Food and Beverage Operating Principles**

*Purpose of Principles: The Operating Principles are established to articulate the values of the community and stakeholders related to use of Wake County Room Occupancy and Prepared Food and Beverage Revenues. These Principles were developed by community stakeholders in March 2017. The stakeholders identified all of the listed Principles as important and therefore, the Principles are not listed in any rank or order.*

- A. Prioritize use of funds for projects that drive measurable, regular overnight visitation or positive return on investment (ROI)
- B. Support and promote the on-going capital expenditure program and expansion of existing investments in major facilities to keep them current, relevant and competitive in market
- C. Comply with all requirements of the existing enabling legislation
- D. Ensure project investments are secured by solid long-term plans, both operational and financial, that demonstrate viability and sustainability
- E. Utilize high standards of fiscal accountability in planning and managing the use of tax revenues:
  - a. Fulfill existing obligations before entering into significant new financial commitments
  - b. Maintain long-term, conservative financial forecasting
- F. Support investments that complement economic development efforts and enhance quality of life experiences for visitors, newcomers and long-time residents
- G. Create sports, arts and cultural opportunities, through leveraging community investments and partnerships, that benefit residents and enhance tourism offerings
- H. Support a project investment mix that considers location and types of uses (sports, cultural, arts, convention, etc.)
- I. Engage stakeholders representing varying entities, jurisdictions and uses
- J. Ensure that investments support the long-term vision of Wake County and its cities and towns as a tourism destination
- K. Provide a regular funding source for eligible projects that require a smaller scale investment
- L. Support investments that consider emerging arts, sports and cultural experiences and unmet needs



## Legislation Details (With Text)

**File #:** 16-2220

**Type:** Appointment      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:**

**Title:** Alcohol and Beverage Control Board

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [ABC Item Summary 6-17.pdf](#)  
[ABC Member List 2019.pdf](#)  
[ABC Bd Applicant Roster .pdf](#)  
[ABC BD BD Choices .pdf](#)  
[ABC Attendance List.pdf](#)

Date	Ver.	Action By	Action	Result
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Alcohol and Beverage Control Board  
Enter Recommended Action Here

**Item Title:** Wake County Alcoholic Beverage Control Board

**Function** Manages the ABC stores in Wake County under State guidance and statute

**Meeting Schedule:** 4<sup>th</sup> Wednesday, 10:00 a.m. – 1212 Wicker Drive, Raleigh

**Number of members total on Committee:** 5

**Number of appointments made by County Commissioners:** 5

**TWO VACANT POSITIONS AND CHAIR**

**Individuals Interested in Reappointment:**

1. Mr. James Hicks
2. Mr. Willie Rowe, Chair
3. \_\_\_\_\_ Chair

**Attachments: 6**

1. Item Summary
2. Membership List
3. Applicant Roster
4. Applicant Packet
5. Board Choices
6. Attendance



## Legislation Details (With Text)

**File #:** 16-2154

**Type:** Appointment      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:**

**Title:** Durham and Wake Counties Research and Production Service District Advisory Committee

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Durham and Wake Counties Research and Production Item Summary.pdf](#)  
[Durham and Wake Research Member List.pdf](#)  
[Durham and Wake Counties Research Production Recommendation Letter 2019.pdf](#)  
[Durham and Wake Counties Research Applicant Roster.pdf](#)  
[Durham and wake Research Applicants.pdf](#)  
[Durham and Wake Board Choices .pdf](#)  
[Durham and Wake Counties Research Attendance.pdf](#)

Date	Ver.	Action By	Action	Result
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Durham and Wake Counties Research and Production Service District Advisory Committee  
Enter Recommended Action Here

**Item Title: Durham and Wake Counties Research and Production Service District Advisory Committee**

**Function** To make recommendations to the County Commissioners concerning the budget and tax rate to be set for the Special District/RTP area.

**Meeting Schedule:** Called as needed

**Number of members total on Committee:** 10

**Number of appointments made by County Commissioners:** 10

**FOUR VACANT POSITIONS**

**Individuals Interested in Appointment recommended by Durham Wake Service District:**

Mr. Bruce Sargent	IBM
Mr. Stephen Martin	Cisco
Ms. Jean Davis	MCNC
Mr. Daniel Tomso	AgBiome

**Attachments: 7**

1. Item Summary
2. Member List
3. Recommendation Letter
4. Applicant Roster
5. Applicant Packet
6. Board Choices
7. Attendance



## Legislation Details (With Text)

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**File #:** 16-2221

**Type:** Appointment      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:**

**Title:** Greater Raleigh Convention and Visitors Bureau

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [GRVCB Item Summary.pdf](#)  
[GRVCB Members List 6-19.pdf](#)  
[GRVCB App Roster .pdf](#)  
[GRVCB Board Choices .pdf](#)  
[Recommendation Letter for Hillings for GRVCB 2019.pdf](#)

Date	Ver.	Action By	Action	Result
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Greater Raleigh Convention and Visitors Bureau  
Enter Recommended Action Here

**Item Title: Greater Raleigh Convention and Visitors Bureau**

**Function** The Bureau is to promote travel and tourism in Raleigh and Wake County. To fulfill its duties the Bureau may contract with any person, firm, or agency to advise and assist it in the promotion of travel, tourism and conventions. The Bureau may only spend funds for visitor promotion and convention promotion

**Meeting Schedule:** Varied locations/meeting times

**Number of members total on Board:** 12

**Number of appointments made by County Commissioners:** 6

**ONE VACANT POSITION**

**Individual Recommended by the Greater Raleigh Convention and Visitors Bureau:**

1. Ms. Valerie Hillings, Director and CEO, North Carolina Museum of Art

**Attachments: 7**

1. Item Summary
2. Member List
3. Letter of recommendation
4. Applicants
5. Applicant Roster
6. Board Choices
7. Attendance



## Legislation Details (With Text)

**File #:** 16-2249  
**Type:** Appointment  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 7/8/2019  
**Final action:**  
**Title:** Town of Zebulon Planning Board  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Zebulon Item Summary.pdf](#)  
[Town of Zebulon Recomm Letter - Jenkins Reappt 6-19.pdf](#)

Date	Ver.	Action By	Action	Result
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Town of Zebulon Planning Board  
Enter Recommended Action Here

Item Title: Town of Zebulon Planning Board

Function: To advise the Town of Zebulon on planning and zoning matters

Meeting Schedule: Second Monday of each month at 7 pm

Number of members total on Board: 4

Number of appointments made by County Commissioners: 4

ONE VACANT POSITION

Individual Interested Reappointment/Recommended by the Town of Zebulon:

1. Ms. Stephanie Jenkins

**Attachments: 2**

1. Item Summary
2. Town recommendation



## Legislation Details (With Text)

**File #:** 16-2098

**Type:** Appointment      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 8/19/2019      **Final action:**

**Title:** Wake County Board of Adjustment

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Board of Adjustment Item Summary 2.pdf](#)  
[Board of Adjustment Member List.pdf](#)  
[Board of Adjustment Applicant Roster .pdf](#)  
[Board of Adjustment Applicants.pdf](#)  
[BOA Bd Choices .pdf](#)  
[BOA FY2019\\_2020 attendance.pdf](#)

Date	Ver.	Action By	Action	Result
8/19/2019	1	Board of Commissioners		

Wake County Board of Adjustment  
Enter Recommended Action Here

**Item Title:** Wake County Board of Adjustment

**Function** To hear and act on appeals in Wake County zoning cases

**Meeting Schedule:** 2<sup>nd</sup> Tuesday of each month, 9:00 a.m., Room 2800, Courthouse

**Number of members total on Board:** 9 - (5 Regular, 4 Alternate)

**Number of appointments made by County Commissioners:** 9

**TWO VACANT POSITIONS:**

<b>Resignations: Ms. Lisa Humphreys - Alternate</b> <b>Mr. Brian Foxx – Primary</b>
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**Individual Interested in Appointment:**

1. \_\_\_\_\_ Alternate
2. \_\_\_\_\_ Primary

**Attachments: 6**

1. Item Summary
2. Members
3. Applicant Packet
4. Applicant Roster
5. Applicant Board Choices
6. Attendance



## Legislation Details (With Text)

**File #:** 16-2222

**Type:** Appointment      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 7/8/2019      **Final action:**

**Title:** Wake County Water Partnership

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Water Partnership Item Summary.pdf](#)  
[Water Partnership Member List 6-19.pdf](#)  
[Water Partnership App Roster 6-20-19.pdf](#)  
[Water Partnership Board Choices .pdf](#)  
[Water Partnership Attendance.pdf](#)

Date	Ver.	Action By	Action	Result
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Wake County Water Partnership  
Enter Recommended Action Here

**Item Title: Wake County Water Partnership**

**Function:** Evaluates the types of activities, initiatives, and projects that may affect water resource management within Wake County and make recommendations to the Wake County Board of Commissioners about the most urgent, important, or efficient actions that could be taken to improve long term management and stewardship of water.

**Meeting Schedule:** As needed

**Number of members total on Committee:** 26

**Number of appointments made by County Commissioners:** 26

**ONE VACANT POSITION**

<b>Resignation:</b> Mr. Michael Melton, Private Water Sector
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Individual Interested/Recommended by Wake County Water Partnership

1. Mr. Rob Krueger (Aqua of North Carolina)

**Attachments: 6**

1. Item Summary
2. Membership List
3. Applicant Roster
4. Applicant Packet
5. Board Choices
6. Attendance



## Legislation Details (With Text)

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**File #:** 16-2254

**Type:** Appointment      **Status:** Agenda Ready

**On agenda:** 7/8/2019      **In control:** Board of Commissioners

**Title:** August Appointments      **Final action:**

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [August Vacancies 2019.pdf](#)

Date	Ver.	Action By	Action	Result
7/8/2019	1	Board of Commissioners	accepted	Pass

August Appointments  
Enter Recommended Action Here

**August Vacancies (all new applications are due by August 1, 2019)**

**Jury Commission**

1 vacancy

\_\_\_\_\_ Ms. Melissa Ross Matton interested in reappointment

**City of Raleigh Board of Adjustment**

2 vacancies

\_\_\_\_\_ Alternate

\_\_\_\_\_ Mr. Don Mial - Interested in reappointment (Primary)

**City of Raleigh Planning Commission**

1 vacancy

\_\_\_\_\_ Mr. Marvin Butler interested in appointment

**Town of Garner Board of Adjustment**

1 vacancy

\_\_\_\_\_ recommending Ms. Judith Radcliffe (need application) to replace  
Mr. Craig Lewis (Primary)

**Town of Garner Planning Commission**

1 vacancy

\_\_\_\_\_ Mr. Vang Moua interested in reappointment