



Wake County

301 South McDowell Street
Raleigh, NC

Meeting Minutes Board of Commissioners

Monday, November 18, 2019

2:00 PM

Wake County Justice Center

Regular Meeting

Meeting Called to Order: Chair Jessica Holmes

Rollcall

Present: 6 - Chair Jessica Holmes, Vice-Chair Greg Ford, Commissioner Matt Calabria, Commissioner Susan Evans, Commissioner Sig Hutchinson, and Commissioner James West

Absent: 1 - Commissioner Vickie Adamson

Others Present: David Ellis, County Manager; Scott Warren, County Attorney; Denise Hogan, Clerk to the Board; Yvonne Gilyard, Deputy Clerk to the Board; Johnna Rogers, Chief Operating Officer; Derwick Paige, Chief Community Development Officer; Ben Canada, Assistant to the County Manager

Pledge of Allegiance

Invocation: Commissioner Greg Ford

Chair Holmes thanked Vice-Chair Ford for his wise words as Thanksgiving approaches. She said the season brings about acknowledgement and reminders of those that are hungry and not sheltered. Chair Holmes said she appreciated Vice-Chair Ford highlighting those less fortunate even though Wake County is a county of great growth and prosperity, it is important to note that not everyone has had the opportunity to benefit and that is something the Board is very committed to changing.

Items of Business

1. [Approval of Agenda](#)

Vice-Chair Ford moved, seconded by Commissioner Calabria, to approve the agenda. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

2. [Approval of the Minutes of the Regular Meeting of November 4, 2019](#)

Commissioner Evans moved, seconded by Vice-Chair Ford to approve the minutes of the regular meeting of November 4, 2019. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

3. [Retiree Recognition](#)

Attachments: [Item Summary 11.18.2019.docx](#)

[Mike Dean Bio.docx](#)

[Janet Lockhart Bio.docx](#)

[Danny Bradley Bio.docx](#)

[Darius Morris Bio.docx](#)

[Alene Watson Bio.docx](#)

[Dale Threatt-Taylor Bio.docx](#)

Mr. David Ellis, County Manager, recognized the following employees for their service to Wake County:

Mr. Michael Dean, 30 years of service, Emergency Medical Services

Ms. Janet Lockhart, 27 years of service, Community Service

Mr. Danny Bradley, 26 years of service, General Services Administration

Mr. Darius Morris, 37 years of service, Capital Area Workforce Development

Ms. Alene Watson, 41 years of service, Human Services

Ms. Dale Threatt-Taylor, 26 years of service, Soil and Water Conservation

He presented them with plaques in honor of their service to Wake County.

Mr. Ellis read aloud comments to the board from Ms. Watson.

Mr. Ellis shared a story of a tour that he had the opportunity to participate in with Ms. Threatt-Taylor early on in her career.

Chair Holmes said the retirees are part of the fabric of Wake County. She congratulated them on their future endeavors.

4. [Future Farmers of America Presentation Honoring Commissioner James West](#)

Attachments: [FFA Item Summary.docx](#)

Dr. Jason Davis, Future Farmers of America (FFA) Coordinator, Agriculture and Human Service, North Carolina State University, shared the criteria for the agriculture award. Dr. Davis said that Commissioner West has served as an advocate for youth education in agriculture his entire career. A former member himself, Commissioner West has welcomed the State FFA Convention in Raleigh for over a decade as a council member and as a county commissioner. He stated that his leadership has helped to bring this convention and approximately \$1.5 million to the city over the past twelve years. He presented Commissioner West with an honorary degree from North Carolina State University.

Commissioner West recalled his past experiences and teaching in agriculture and said it had been quite a journey. He said he was honored to be accepting the plaque and award. His memories of being in the FFA taught him valuable life skills. Commissioner West said that agriculture is truly the backbone of society and that the ethics you learn being involved are so very important to building character, and the sea of young people in blue coming to Raleigh are an impressive group. He said he is proud of their behavior and the life and leadership skills they are developing. He noted that he is seeing a trend of more young people becoming involved. He said farmers are valued by the Board of Commissioners. He said being a part of the FFA has certainly helped him in terms of his journey and seeking to achieve excellence.

Commissioner West quoted John W. Gardner who said "Society is bettered by not only those who achieve excellence but by those who are trying." He said that he has learned so much from his relationships with FFA and thanked Dr. Davis again for the honor.

Chair Holmes said "recognition is respect made visible" and thanked Commissioner West for his service.

Consent Agenda

Vice-Chair Ford moved, seconded by Commissioner Evans, to approve the consent agenda. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

5. [Resolution Approving a Distribution Schedule of Wake County ABC Funds](#)

Attachments: [ABC Distribution Schedule Agenda Item.docx](#)
[ABC Resolution 11.18.19.docx](#)
[GS 18B-805.pdf](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners adopt a resolution to receive revenues classified as other distributions under NCGS 18B-805(e) from the Wake County ABC Board annually. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

6. [Third Addendum to the Sales Tax Interlocal Agreement between the Wake County Board of Commissioners and the Wake County Board of Education](#)

Attachments: [Item Summary - Third Addendum to Sales Tax ILA - 20191118 BOC mtg.docx](#)
[Attachment 1 - 2007 Sales Tax ILA.pdf](#)
[Attachment 2 - Third Addendum to Sales Tax ILA.DOCX](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners authorize the Third Addendum to the Sales Tax Interlocal Agreement. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

7. [Approval and Resolution of the Wake County Multi-Jurisdictional Hazard Mitigation Plan](#)

Attachments: [2020 Hazard Mitigation Plan Board Item.docx](#)
[Wake County BOC Adoption of 2020 Hazard Mitigation Plan.docx](#)
[1 Wake County MJ NC APA Letter_2019 1016.pdf](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners approve the Wake County Multi-Jurisdictional Hazard Mitigation Plan and adopt Resolution stating approval. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

8. [Approval of an Encroachment Agreement for EMS Station #3 at 5305 Six Forks Road, Raleigh, NC](#)

Attachments: [EMS #3 Encroachment Agreement Item Summary.docx](#)
[Draft Encroachment Agreement.pdf](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners authorize the Chair to execute an Encroachment Agreement with Fountain Investments LLC, for the property located along Six Forks Road, Raleigh, NC, subject to the terms and conditions acceptable to the County Attorney. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

9. [Adopt Resolution Supporting Wake County's Participation in the Healthy Opportunities Pilot Application](#)

Attachments: [HOP Resolution Item Summary.docx](#)
[Wake BOC HOP Resolution Draft.docx](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners adopt a resolution supporting Wake County's participation in the Healthy Opportunities Pilot Application. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

10. [One-Time Funds from NC Department of Health and Human Services for Ryan White Part B Primary Medical Services](#)

Attachments: [Agenda Item.docx](#)
[Award Letter.pdf](#)
[Budget Memo - FY 2020 Human Services.xlsx](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners accept and appropriate \$100,000 in one-time funds from the NC Department of Health and Human Services (DHHS) for Ryan White Part B Primary Medical Services. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

11. [One-Time Funding from the North Carolina Department of Health and Human Services for Family Planning Services](#)

Attachments: [Agenda Item.docx](#)
[Agreement Addendum.pdf](#)
[Budget Memo - FY 2020 Human Services.xlsx](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners accept and appropriate an additional \$92,904 in one-time funds from the NC Department of Health and Human Services for family planning services. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

12. [Award Construction Contract for Olivia Raney Local History Library Renovation](#)

Attachments: [Board Item Summary.docx](#)
[Bid Tab.pdf](#)
[Project Cost Summary.pdf](#)
[Floor Plan.pdf](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners award a construction contract in the amount

of \$676,000 to H.M. Kern Corporation of Greensboro and authorize the County Manager to execute this contract for the Olivia Raney Local History Library Renovation project subject to conditions acceptable to the County Attorney. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

13. [Authorize the Establishment of 2.00 Full-Time Positions in the Human Resources Department](#)

Attachments: [Authorize the Establishment of 2 FTEs.docx](#)
[Budget Memo - FY 2020 HR .xlsx](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners authorize the establishment of 2.00 Full-time Equivalent (FTE) positions in the Human Resources Department within the General Fund to serve as an HR service center. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

14. [Amend Chapter 31 of the Wake County Ordinance and FY 2020 Personnel Classification and Compensation Ordinance](#)

Attachments: [Agenda Item to Implement Compensation Plan and Amend Personnel Ordinances - 11-18-2019.docx](#)
[01 - Presentation.pptx](#)
[02- Resolution Amending Wake County Code of Ordinances.docx](#)
[03- Amended Personnel Authorization Classification and Compensation Ordinance.docx](#)

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

1. Adopt proposed revisions to Wake County Code of Ordinances Personnel Policy chapter 31.05, Positions and the Position Classification Plan; and

2. Amend the FY 2020 Personnel Authorization, Classification, and

Compensation Ordinance; and

3. Approve the compensation plan with an effective date of January 1, 2020 consent agenda. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

15. [Designation of Map and Plat Review Officers for the Town of Rolesville](#)

Attachments: [Item Summary.docx](#)
[Resolution from the Town of Rolesville.pdf](#)
[Board of Commissioners Resolution.docx](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners adopt a Resolution designating staff from the Town of Rolesville as Map and Plat Review Officers. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

16. [Cancellation of December 9, 2019 Board of Commissioner's Work Session Meeting](#)

Attachments: [Cancellation of December 9, 2019 Work Session.docx](#)

Vice-Chair Ford moved, seconded by Commissioner Evans, that the Board of Commissioners approve the cancellation of the regularly scheduled Board of Commissioners Work Session meeting of December 9, 2019. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

Public Comments

No one came forward for public comments.

Regular Agenda

17. [Consider Capital Support Funding for the Healing Transitions Women's Campus](#)

Attachments: [Healing Transitions Item Summary 11.18.docx](#)
[Healing Transitions Agenda Item PPT.pdf](#)
[2019-10-07 Capital Funding Request.pdf](#)

Mr. Ellis said the request before the board is from Healing Transitions. He said there would be an expansion for the men and women's shelter. He shared the funding request;

- Healing Transitions \$11.75 million capital campaign aims to expand the men's and women's shelters.
- The organization submitted a request, dated October 7, 2019, requesting a grant of \$6,000,000 from the county towards the capital campaign.

Men's Campus Partial Expansion = \$7 million

- Adding capacity for 110 additional beds for a total capacity of 290 beds
- Enlarge kitchen and dining
- New vocational skills and training building to replace current sheds
- New classroom as use of Dix Chapel was eliminated

Full expansion includes administrative space, enlarged community room and beds for individuals in transitional stage of program. Estimated at \$6 - 9 million.

Women's Campus Expansion = \$4.75 million

- Adding capacity for 90 additional beds for a total capacity of 210 beds
- Renovate and expand bathing and laundry services
- Enlarge kitchen and dining
- New administrative and community building allowing for greater separation and privacy between program participants, staff, and community visitors

Mr. Ellis shared the funding recommendation

- Provide \$1 million of ABC fund balance for the Women's Campus Expansion project of \$4.75 million estimated project cost.
- Recommendation based on Community Capital program

guidelines:

- No more than 35% of project cost
 - No more than \$1 million
- Note: Healing Transitions was awarded \$500,000 towards the Men's Campus in 2019 and continues to plan to apply for funding to reach the expansion cost.

Commissioner Hutchinson said Healing Transitions is an amazing place and an organization that does more with less. He commended the staff present for their work and their mission and expressed appreciation for the difference they make for the people they serve.

Commissioner West said Healing Transitions reflects the support from the commissioners and community. He said that he supports the program.

Commissioner Calabria said the proposal reflects the commitment from the organization and addressing the critical needs in the county and also commented on the tremendous track record the organization has. He expressed his support for the program and emphasized the need for services for women.

Mr. Chris Bundick, Executive Director, Healing Transitions, said the support of the county commissioners dates back to 1993 helping to direct the formation of the group to address the problems of addiction and homelessness, and assisted with the development of the programs. He said that the population in Wake County has increased by 66 percent since they opened and that has created greater stresses. He thanked the board for their continued support which allows them to say "yes" every time someone shows up.

Mr. Bundick thanked the greater community and introduced those individuals with him, Ms. Carol Bilbro and Mr. Bob Bilbro who serve as co-chairs for the Capital Campaign, Mr. Richard Gaylord, Chair, Board of Directors, Mr. David Meeker, Steering Committee Capital Campaign, and Ms. Jasmine Kamel, a graduate of the women's campus, who is now working as the Capital Campaign Coordinator. He again thanked everyone for the support.

Chair Holmes said there are very few issues that transcend partisanship, income, and race and substance abuse. She said the opioid crisis are some of those issues. She said If someone has not been touched by this they are the exception, many of us have friends or family members impacted by this issue. When she first became a commissioner she took a

tour of Healing Transitions and is proud of the services they offer. She challenged the Raleigh City Council to match the funding for the services. She said she is aware what this organization means not only to the people who benefit directly, but to their families and the community as a whole. Chair Holmes added that until recently there were homeless women living behind the woman's shelter and Healing Transitions responded to the request for help and assisted. Chair Holmes said she was excited to see what Healing Transitions will do in the future.

Chair Holmes moved, seconded by Commissioner Hutchinson, that the Board of Commissioners consider capital support funding for the Healing Transitions Women's Campus. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

Other Business

18. [Informational Items for the Board of Commissioners](#)

Attachments: [Informational Items Item Summary 11-18-19.docx](#)
[September 2019 Financials.pdf](#)

Closed Session

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

Adjourn

Commissioner Calabria moved, seconded by Vice-Chair Ford, to adjourn the meeting. The motion carried by the following vote:

Aye: 6 - Chair Holmes, Vice-Chair Ford, Commissioner Calabria, Commissioner Evans, Commissioner Hutchinson, and Commissioner West

Absent: 1 - Commissioner Adamson

Respectfully submitted,

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



Legislation Details (With Text)

File #: 16-2485

Type: Items of Business **Status:** Agenda Ready

On agenda: 11/18/2019 **In control:** Board of Commissioners

Title: Approval of Agenda

Final action:

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Approval of Agenda



Legislation Details (With Text)

File #: 16-2486

Type: Items of Business **Status:** Agenda Ready

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:**

Title: Approval of the Minutes of the Regular Meeting of November 4, 2019

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Approval of the Minutes of the Regular Meeting of November 4, 2019



Legislation Details (With Text)

File #: 16-2469

Type: Items of Business **Status:** Agenda Ready

In control: Human Resources

On agenda: 11/18/2019 **Final action:**

Title: Retiree Recognition

Sponsors:

Indexes:

Code sections:

Attachments: [Item Summary 11.18.2019.pdf](#)
[Mike Dean Bio.pdf](#)
[Janet Lockhart Bio.pdf](#)
[Danny Bradley Bio.pdf](#)
[Darius Morris Bio.pdf](#)
[Alene Watson Bio.pdf](#)
[Dale Threatt-Taylor Bio.pdf](#)

Date	Ver.	Action By	Action	Result
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Retiree Recognition

That the Board of Commissioners recognizes retirees for their years of service to the County.

Item Title: Retiree Recognition

Specific Action Requested:

That the Board of Commissioners recognizes retirees for their years of service to the County.

Item Summary:

The following employees will retire on December 1:

- Michael Dean, 30 years of service, EMS
- Janet Lockhart, 27 years of service, Community Services

The following employees will retire on January 1:

- Danny Bradley, 26 years of service, GSA
- Darius Morris, 37 years of service, Capital Area Workforce Development
- Alene Watson, 41 years of service, Human Services
- Dale Threatt-Taylor, 26 years of service, Soil & Water Conservation

Attachments:

1. Michael Dean Bio
2. Janet Lockhart Bio
3. Danny Bradley Bio
4. Darius Morris Bio
5. Alene Watson Bio
6. Dale Threatt-Taylor Bio



Legislation Details (With Text)

File #: 16-2453
Type: Items of Business
Status: Agenda Ready
In control: Board of Commissioners
On agenda: 11/18/2019
Final action:
Title: Future Farmers of America Presentation Honoring Commissioner James West
Sponsors:
Indexes:
Code sections:
Attachments: [FFA Item Summary.pdf](#)

Date	Ver.	Action By	Action	Result
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Future Farmers of America Presentation Honoring Commissioner James West
That the Board of Commissioners receives a presentation from the Future Farmers of America (FFA) presenting Commissioner James West with an Honorary State FFA Degree.

Item Title: Future Farmers of America Presentation Honoring Commissioner James West

Specific Action Requested:

That the Board of Commissioners receives a presentation from the Future Farmers of America (FFA) presenting Commissioner James West with an Honorary State FFA Degree.

Item Summary:

North Carolina FFA relies on the support of exceptional leaders, individuals, and companies to provide life changing experiences for its members. Individuals who have provided exceptional service on the state level to agriculture, agricultural education, or FFA are eligible for the Honorary State FFA Degree. Each year, those individuals who have made outstanding contributions to the state association are honored with the Honorary State FFA Degree by the membership and the state FFA board of Directors. Commissioner James West will be presented with an Honorary State FFA Degree for his accomplishments.

Attachments:

None.



Legislation Details (With Text)

File #: 16-2474

Type: Consent Item **Status:** Passed

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: Resolution Approving a Distribution Schedule of Wake County ABC Funds

Sponsors:

Indexes:

Code sections:

Attachments: [ABC Distribution Schedule Agenda Item.pdf](#)
[ABC Resolution 11.18.19.pdf](#)
[GS_18B-805.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Resolution Approving a Distribution Schedule of Wake County ABC Funds

That the Board of Commissioners adopts a resolution to receive revenues classified as other distributions under NCGS 18B-805(e) from the Wake County ABC Board annually.

Item Title: Resolution Approving a Distribution Schedule of Wake County ABC Funds

Specific Action Requested:

That the Board of Commissioners adopts a resolution to receive revenues classified as other distributions under NCGS 18B-805(e) from the Wake County ABC Board annually.

Item Summary:

Purpose: North Carolina General Statutes (NCGS) 18B-805 outlines the calculation and timing of distribution of ABC revenues. NCGS 18B-805(e) requires that the distribution of “other” ABC revenues (revenues remaining after distributions made in accordance with subsections (a) through (d)), be made quarterly, unless another distribution schedule is approved by the local board.

Background: For many years, the Wake County ABC Board has distributed its net distributions and profits to the County annually. This process is efficient and reduces the administrative work load for both parties. In order to continue this process, the ABC Board has asked the County to officially adopt this process, per NCGS. Staff has researched and could not locate any prior resolution by the Board of Commissioners or local act under NCGS officially adopting this distribution schedule.

Board Goal: This action supports routine County business.

Fiscal Impact: This action has no fiscal impact.

Additional Information:

None.

Attachments:

1. Resolution
2. North Carolina General Statutes 18B-805

**WAKE COUNTY BOARD OF COMMISSIONERS
RESOLUTION
Establishing a Distribution Schedule of ABC
Revenues**

WHEREAS, North Carolina General Statutes 18B-805, Distribution of revenue, outlines how gross receipts from a local ABC board shall be distributed; and,

WHEREAS, North Carolina General Statutes 18B-805(e) states that the “local board shall pay each quarter the remaining gross receipts to the general fund of the city or county for which the board is established, unless some other distribution or some other schedule is provided by law;” and,

WHEREAS, the Board of Commissioners desires to utilize an alternate distribution schedule of receiving distributions and profits annually; and,

WHEREAS, North Carolina General Statutes 18B-805(e) further states that “governing bodies may alter at any time the distribution to be made under this subsection or under any local act.” and,

NOW THEREFORE BE IT RESOLVED THAT, that the Wake County Board of Commissioners hereby authorizes the Wake County ABC Board to make distributions under this section annually. Distributions shall be made within 30 days of the end of the fiscal year.

This resolution shall take effect upon its passage and remain in effect until amended by the Wake County Board of Commissioners.

ADOPTED this the 18th day of November 2019.

Jessica N. Holmes, Chair
Wake County Board of Commissioners

§ 18B-805. Distribution of revenue.

(a) Gross Receipts. – As used in this section, "gross receipts" means all revenue of a local board, including proceeds from the sale of alcoholic beverages, investments, interest on deposits, and any other source.

(b) Primary Distribution. – Before making any other distribution, a local board shall first pay the following from its gross receipts:

- (1) The board shall pay the expenses, including salaries, of operating the local ABC system.
- (2) Each month the local board shall pay to the Department of Revenue the taxes due the Department. In addition to the taxes levied under Chapter 105 of the General Statutes, the local board shall pay to the Department one-half of both the mixed beverages surcharge required by G.S. 18B-804(b)(8) and the guest room cabinet surcharge required by G.S. 18B-804(b)(9).
- (3) Each month the local board shall pay to the Department of Health and Human Services five percent (5%) of both the mixed beverages surcharge required by G.S. 18B-804(b)(8) and the guest room cabinet surcharge required by G.S. 18B-804(b)(9). The Department of Health and Human Services shall spend those funds for the treatment of alcoholism or substance abuse, or for research or education on alcohol or substance abuse.
- (4) Each month the local board shall pay to the county commissioners of the county where the charge is collected the proceeds from the bottle charge required by G.S. 18B-804(b)(6), to be spent by the county commissioners for the purposes stated in subsection (h) of this section.

(c) Other Statutory Distributions. – After making the distributions required by subsection (b), a local board shall make the following quarterly distributions from the remaining gross receipts:

- (1) Before making any other distribution under this subsection, the local board shall set aside the clear proceeds of the three and one-half percent (3 1/2%) markup provided for in G.S. 18B-804(b)(5) and the bottle charge provided for in G.S. 18B-804(b)(6b), to be distributed as part of the remaining gross receipts under subsection (e) of this section.
- (2) The local board shall spend for law enforcement an amount set by the board which shall be at least five percent (5%) of the gross receipts remaining after the distribution required by subdivision (1). The local board may contract with the ALE Branch to provide the law enforcement required by this subdivision. Notwithstanding the provisions of any local act, this provision shall apply to all local boards.
- (3) The local board shall spend, or pay to the county commissioners to spend, for the purposes stated in subsection (h), an amount set by the board which shall be at least seven percent (7%) of the gross receipts remaining after the distribution required by subdivision (1). This provision shall not be applicable to a local board which is subject to a local act setting a different distribution.

(d) Working Capital. – After making the distributions provided for in subsections (b) and (c), the local board may set aside a portion of the remaining gross receipts, within the limits set by the rules of the Commission, as cash to operate the ABC system. With the approval of the appointing authority for the board, the local board may also set aside a portion of the remaining gross receipts as a fund for specific capital improvements.

(e) Other Distributions. – After making the distributions provided in subsections (b), (c), and (d), the local board shall pay each quarter the remaining gross receipts to the general fund of the city or county for which the board is established, unless some other distribution or some other schedule is provided for by law. If the governing body of each city and county receiving revenue from an ABC system agrees, those governing bodies may alter at any time the distribution to be made under this subsection or under any local act. Copies of the governing body resolutions agreeing to a new distribution formula and a copy of the approved new distribution formula shall be submitted to the Commission for review and audit purposes. If any one of the governing bodies later withdraws its consent to the change in distribution, profits shall be distributed according to the original formula, beginning with the next quarter.

(f) Surcharge Profit Shared. – When, pursuant to G.S. 18B-603(d1), spirituous liquor is bought at a city ABC store by a mixed beverages permittee for premises located outside the city, the local board operating the store at which the sale is made shall retain seventy-five percent (75%) of the local share of both the mixed beverages surcharge required by G.S. 18B-804(b)(8) and the guest room cabinet surcharge required by G.S. 18B-804(b)(9) and the remaining twenty-five percent (25%) shall be divided equally among the local ABC boards for all other cities in the county that have authorized the sale of mixed beverages.

When, pursuant to G.S. 18B-603(e), spirituous liquor is bought at a city ABC store by a mixed beverages permittee for premises located at an airport outside the city, the local share of both the mixed beverages surcharge required by G.S. 18B-804(b)(8) and the guest room cabinet surcharge required by G.S. 18B-804(b)(9) shall be divided equally among the local ABC boards for all cities in the county that have authorized the sale of mixed beverages.

(g) Quarterly Distributions. – When this section requires a distribution to be made quarterly, at least ninety percent (90%) of the estimated distribution shall be paid to the recipient by the local board within 30 days of the end of that quarter. Adjustments in the amount to be distributed resulting from the closing of the books and from audit shall be made with the next quarterly payment.

(h) Expenditure of Alcoholism Funds. – Funds distributed under subdivisions (b)(4) and (c)(3) of this section shall be spent for the treatment of alcoholism or substance abuse, or for research or education on alcohol or substance abuse. The minutes of the board of county commissioners or local board spending funds allocated under this subsection shall describe the activity for which the funds are to be spent. Any agency or person receiving funds from the county commissioners or local board under this subsection shall submit an annual report to the board of county commissioners or local board from which funds were received, describing how the funds were spent.

(i) Calculation of Statutory Distributions When Liquor Sold at Less Than Uniform Price. – If a local board sells liquor at less than the uniform State price, distributions required by subsections (b) and (c) shall be calculated as though the liquor was sold at the uniform price. (1981, c. 412, s. 2; c. 747, s. 52; 1983, c. 713, ss. 102-104; 1985 (Reg. Sess., 1986), c. 1014, s. 116; 1991, c. 459, s. 3; c. 689, s. 306; 1991 (Reg. Sess., 1992), c. 920, s. 4; 1993, c. 415, s. 27; 1997-443, s. 11A.118(a); 1999-462, s. 8; 2011-145, s. 19.1(q); 2014-100, s. 17.1(xxx).)

Item Title: Third Addendum to the Sales Tax Interlocal Agreement between the Wake County Board of Commissioners and the Wake County Board of Education

Specific Action Requested:

That the Board of Commissioners approves and authorizes the Chair to execute a Third Addendum to the Sales Tax Interlocal Agreement dated March 20, 2007.

Item Summary:

Purpose: To allow the Board of Commissioners to recoup additional sales tax expended on construction and renovation projects performed by the Wake County Board of Education.

Background: On March 20, 2007, the Wake County Board of Commissioners and Board of Education entered into a Sales Tax Interlocal Agreement (ILA) that allows Wake County to recoup sales tax expended on school system construction and renovation projects, as amended in 2008 and 2009. Wake County Public School System staff would like to expand the existing agreement to include school system guaranteed energy savings contracts and contracts for mechanical, electrical and plumbing systems, roof, and other life cycle projects. The expansion will increase the sales tax recouped on school system projects.

Board Goal: This action supports routine County operations.

Fiscal Impact: The approval of this item will not result in the expenditure of any additional Wake County funds.

Additional Information:

Currently public schools in North Carolina, unlike County governments, are not eligible for a rebate of sales taxes paid by or on behalf of the entity. On March 12, 2007, the Board of Commissioners approved an agreement that provided the ability for the Board of Education to construct new schools and undertake major renovations of existing facilities in collaboration with the Board of Commissioners, and that the sales tax saved thereby will be used for school capital purposes. Since Fiscal Year 2017, Wake County has saved \$29,923,833 in sales tax rebates.

The original Agreement required the Board of Education to convey ownership of the site to be constructed or renovated to Wake County. The Board of Education would then enter into a contract or contracts on behalf of the County for the construction or repair work. Pursuant to this agreement, the Board of Education is appointed by the County to be the County's agent for purposes of administering the construction and repair contracts.

In administering the contracts, the Board of Education is authorized to approve any change orders or project changes that are within the project budget approved by the Board of Commissioners. In February 2008, the Board of Commissioners and Board of Education entered into a First Addendum to the Sales Tax Interlocal Agreement in which the Board of Commissioners authorized the Superintendent of the Wake County Public School System to approve and execute contracts and change orders entered into under the interlocal agreement in amounts up to \$100,000, provided the Superintendent complied with relevant Board of Education policies regarding the execution of contracts.

In June 2009, the Boards of Education and Commissioners entered into a Second Addendum to the Sales Tax Interlocal Agreement to modify the method by which the real property interests are transferred by the Board of Education to the County for the duration of the construction projects. The second addendum changed the method of title transfer to lease rather than by deed. The lease method of transfer was approved in a letter from NC Department of Revenue (NCDOR) staff after the original interlocal agreement was executed by both Boards.

The purpose of this Third Addendum to the Sales Tax Interlocal Agreement is to clarify that the Board of Education, as agent for the Board of Commissioners, may enter into guaranteed energy savings contracts and contracts for mechanical, electrical and plumbing systems, roof, and other life cycle projects and recoup sales tax for the same. The original Sales Tax Interlocal Agreement and all amendments thereto as reflected in the prior addenda remain in full force and effect.

Attachments:

1. 2007 Sales Tax Interlocal Agreement
2. Proposed Third Addendum to the Sales Tax ILA



Legislation Details (With Text)

File #: 16-2468

Type: Consent Item

Status: Passed

In control: Board of Commissioners

On agenda: 11/18/2019

Final action: 11/18/2019

Title: Approval and Resolution of the Wake County Multi-Jurisdictional Hazard Mitigation Plan

Sponsors:

Indexes:

Code sections:

Attachments: [2020 Hazard Mitigation Plan Board Item.pdf](#)
[Wake County BOC Adoption of 2020 Hazard Mitigation Plan.pdf](#)
[1 Wake County MJ NC APA Letter_2019 1016.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Approval and Resolution of the Wake County Multi-Jurisdictional Hazard Mitigation Plan
That the Board of Commissioners approves the Wake County Multi-Jurisdictional Hazard Mitigation Plan and adopts Resolution stating approval.

Item Title: Approval and Resolution of the Wake County Multi-Jurisdictional Hazard Mitigation Plan

Specific Action Requested:

That the Board of Commissioners approves the Wake County Multi-Jurisdictional Hazard Mitigation Plan and adopts a Resolution stating approval.

Item Summary:

Purpose: Federal legislation requires local governments to approve a Hazard Mitigation Plan to reduce disaster losses and maintain eligibility for federal disaster relief.

Background: The Stafford Act is the federal legislation that outlines federal emergency preparedness, response and mitigation approaches. The Act requires local jurisdictions to provide a Hazard Mitigation Plan to help reduce disaster losses. The plan is required for jurisdictions to receive federal disaster aid.

Prior to 2015, each governing body in Wake County maintained separate Hazard Mitigation Plans. In 2015, all Wake County jurisdictions collaborated to create a single Plan. The Stafford Act requires that the Plan be updated every five (5) years and this plan represents the update. This action would approve an updated 2020 plan. The Hazard Mitigation plan is available to the public at <http://www.wakecountyhmp.com>.

Board Goal: This Board action supports routine County operations.

Fiscal Impact: This action makes no new financial commitments. Inclusion of existing and future mitigation projects in the Hazard Mitigation Plan makes all projects eligible for Federal Hazard Mitigation Funding.

Additional Information:

None.

Attachments:

1. Hazard Mitigation Plan Adoption Resolution
2. FEMA Approval Letter

Wake County Resolution Adopting the 2020 Wake County Multi-Jurisdictional Hazard Mitigation Plan

WHEREAS, the County of Wake is vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and

WHEREAS, the County of Wake desires to seek ways to mitigate situations that may aggravate such circumstances; and

WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from natural hazards; and

WHEREAS, it is the intent of the Board of Commissioners to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and

WHEREAS, it is also the intent of the Board of Commissioners to fulfill its obligation under North Carolina General Statutes, Chapter 166A: North Carolina Emergency Management Act and Section 322: Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the County of Wake; and

WHEREAS, the County of Wake, in coordination with Wake County, Apex, Cary, Fuquay-Varina, Garner, Holly Springs, Knightdale, Morrisville, Raleigh, Rolesville, Wake Forest, Wendell and Zebulon has prepared a multi-jurisdictional hazard mitigation plan with input from the appropriate local and state officials;

WHEREAS, the North Carolina Division of Emergency Management and the Federal Emergency Management Agency have reviewed the Wake County Multi-Jurisdictional Hazard Mitigation Plan for legislative compliance and has approved the plan pending the completion of local adoption procedures;

NOW, THEREFORE, BE IT RESOLVED that the County of Wake hereby:

1. Adopts the Wake County Multi-Jurisdictional Hazard Mitigation Plan; and
2. Agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.

ADOPTED this the 18th day of November 2019.

Jessica N. Holmes, Chair
Wake County Board of Commissioners



Legislation Details (With Text)

File #: 16-2484

Type: Consent Item **Status:** Passed

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: Approval of an Encroachment Agreement for EMS Station #3 at 5305 Six Forks Road, Raleigh, NC

Sponsors:

Indexes:

Code sections:

Attachments: [EMS #3 Encroachment Agreement Item Summary.pdf](#)
[Draft Encroachment Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Approval of an Encroachment Agreement for EMS Station #3 at 5305 Six Forks Road, Raleigh, NC
That the Board of Commissioners authorizes the Chair to execute an Encroachment Agreement with Fountain Investments LLC, for the property located along Six Forks Road, Raleigh, NC, subject to the terms and conditions acceptable to the County Attorney.

Item Title: Approval of an Encroachment Agreement for EMS Station #3 at 5305 Six Forks Road, Raleigh, NC

Specific Action Requested:

That the Board of Commissioners authorizes the Chair to execute an Encroachment Agreement with Fountain Investments LLC, for the property located along Six Forks Road, Raleigh, NC, subject to the terms and conditions acceptable to the County Attorney.

Item Summary:

Purpose: The Board of Commissioners approves all real estate transactions of more than three years duration.

Background: Since 1977, Wake County has rented a building in front of Green Elementary School from the Wake County School Board (School Board) for an EMS Station at 5305 Six Forks Road. A recent survey indicated a small part of the EMS driveway encroaches onto the adjacent property owned by Fountain Investments, LLC (Fountain). Staff request that the Board of Commissioners approves an encroachment agreement that allows the County to continue using the encroachment area.

Board Goal: This action supports routine County operations.

Fiscal Impact: This action has no financial impact.

Additional Information:

In 1977, Wake County placed an EMS station in a building formerly known as the Six Forks Volunteer Fire Department. The building is located on the southeast corner of a Wake County School property (Green Elementary School). In January 1977, the County entered an automatically renewing year-to-year lease with the Wake County Board of Education for this building.

Wake County Tax Records indicate the EMS #3 building was built in 1960. A review of all aerial photographs available for this location indicate a continuous encroachment of some type hard surface driveway onto the southern neighbor's property since 1974. Since the County did not lease the building until 1977, it is unlikely the County caused the initial encroachment. Based on the different shading noticed in the aerial photographs over the years, it seems the driveway surface material has changed from time to time. Wake staff has concluded that while Wake may not have created the situation, driveway renovations and improvements by the County over the years have likely perpetuated the encroachment.

Wake EMS operations staff prefers the driveway to remain as is. Any modifications could require EMS drivers to enter the bays by backing in from a very busy Six Forks Road,



Legislation Details (With Text)

File #: 16-2487

Type: Consent Item **Status:** Passed

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: Adopt Resolution Supporting Wake County's Participation in the Healthy Opportunities Pilot Application

Sponsors:

Indexes:

Code sections:

Attachments: [HOP Resolution Item Summary.pdf](#)
[Wake BOC HOP Resolution Draft.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Adopt Resolution Supporting Wake County's Participation in the Healthy Opportunities Pilot Application

That the Board of Commissioners adopts a resolution supporting Wake County's participation in the Healthy Opportunities Pilot Application.

Item Title: Adopt Resolution Supporting Wake County's Participation in the Healthy Opportunities Pilot Application

Specific Action Requested:

That the Board of Commissioners adopts a resolution supporting Wake County's participation in the Healthy Opportunities Pilot application.

Item Summary:

Purpose: Board approval of a resolution of support is required for county participation in the Healthy Opportunities Pilot application process.

Background: The North Carolina Department of Health and Human Services is launching a pilot program to use Medicaid dollars to fund non-medical drivers of health such as housing stability, transportation insecurity, interpersonal violence and toxic stress and food insecurity for qualifying Medicaid beneficiaries. Wake County, through the leadership of Duke University, is proposing to partner with at least Durham, Franklin, Granville, Vance, and Warren counties to submit an application to be a pilot community.

Board Goal: This action supports the Board of Commissioners Community Health goal to promote an effective behavioral and physical health system of care and practices that benefit all residents.

Fiscal Impact: This item has no fiscal impact.

Additional Information:

The North Carolina Department of Health and Human Services (NC DHHS) has established a vision to transform Medicaid to improve the health of North Carolinians through an innovative, whole-person centered, and well-coordinated system of care which addresses both medical and non-medical drivers of health. With this in mind, as part of Medicaid Transformation, NC DHHS has designed a Healthy Opportunities Pilot program and will select geographic areas of the state to serve as pilots to test evidence-based interventions designed to reduce costs and improve health by more intensely addressing housing stability, transportation insecurity, interpersonal violence and toxic stress, and food insecurity for qualifying Medicaid beneficiaries; and The Healthy Opportunities Pilot initiative can enhance the capacity of Wake County human service organizations serving the most vulnerable populations as well as improve the infrastructure and value chain of each of the four major social determinant of health categories.

Duke University and Duke's Medicaid Clinically Integrated Network (CIN) is leading an effort to submit a response to the Healthy Opportunities Pilot RFP on behalf of a multi-county region that will include at least Wake, Durham, Franklin, Granville, Vance, and Warren counties. All participating counties are requested to approve a resolution of support demonstrating their commitment to the effort.

The Board of Commissioners Human Services Committee was briefed on this effort at their October 28, 2019 meeting.

Attachments:

1. Resolution



Resolution

WAKE COUNTY BOARD OF COMMISSIONERS

RESOLUTION TO SUPPORT THE ACTIONS TO BECOME A MEDICAID HEALTHY OPPORTUNITIES COMMUNITY AND THE DEVELOPMENT OF A SOCIAL DETERMINANT'S OF HEALTH PROPOSAL TO NCDHHS

WHEREAS, the North Carolina Department of Health and Human Services (NC DHHS) has established a vision to transform Medicaid to improve the health of North Carolinians through an innovative, whole-person centered, and well-coordinated system of care which addresses both medical and non-medical drivers of health; and

WHEREAS, while access to high quality medical care is critical, research shows that up to 80 percent of a person's health is determined by social and environmental factors and the behaviors that emerge as a result; and

WHEREAS, non-medical drivers of health or social determinants of health, are the conditions in which people are born, grow, live, work and age that affect a wide range of health, functioning, and quality-of-life outcomes and risks; and

WHEREAS, with this in mind, as part of Medicaid Transformation, NC DHHS has designed a Healthy Opportunities Pilot program and will select geographic areas of the state to serve as pilots to test evidence-based interventions designed to reduce costs and improve health by more intensely addressing housing stability, transportation insecurity, interpersonal violence and toxic stress, and food insecurity for qualifying Medicaid beneficiaries; and

WHEREAS, the Healthy Opportunities Pilot initiative can enhance the capacity of Wake County human service organizations serving the most vulnerable populations as well as improve the infrastructure and value chain of each of the four major social determinant of health categories; and,

WHEREAS, Duke University and Duke's Medicaid Clinically Integrated Network (CIN) is leading an effort to submit a response to the Healthy Opportunities Pilot RFP on behalf of a multi-county region to include at least; Wake, Durham, Franklin, Granville, Vance, and Warren, currently collectively called WD4C; and

NOW, THEREFORE BE IT RESOLVED, the Wake County Board of County Commissioners, do hereby support the efforts of WD4C to be awarded a Healthy Opportunities Pilot designation to be supportive of strategies that strengthen individual, family, community and provider agencies to improve health outcomes across our region.

ADOPTED this the 18th of November 2019.

Jessica N. Holmes, Chair

Wake County Board of Commissioners



Legislation Details (With Text)

File #: 16-2488

Type: Consent Item **Status:** Passed

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: One-Time Funds from NC Department of Health and Human Services for Ryan White Part B Primary Medical Services

Sponsors:

Indexes:

Code sections:

Attachments: [Agenda Item.pdf](#)
[Award Letter.pdf](#)
[Budget Memo - FY 2020 Human Services.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

One-Time Funds from NC Department of Health and Human Services for Ryan White Part B Primary Medical Services

That the Board of Commissioners accepts and appropriates \$100,000 in one-time funds from the NC Department of Health and Human Services (DHHS) for Ryan White Part B Primary Medical Services.

Item Title: One-Time Funds from NC Department of Health and Human Services for Ryan White Part B Primary Medical Services

Specific Action Requested:

That the Board of Commissioners accepts and appropriates \$100,000 in one-time funds from the NC Department of Health and Human Services (DHHS) for Ryan White Part B Primary Medical Services.

Item Summary:

Purpose: The Board of Commissioners must approve all additional revenues added to the FY 2020 Adopted Ordinance.

Background: Wake County receives Ryan White Modernization Act funds annually from the NC Department of Health and Human Services to improve the quality of life of people living with an HIV infection by increasing their access to primary health, dental care and laboratory services. The primary goal is to link individuals to healthcare services, provide support and help them achieve HIV viral suppression (the point at which HIV is considered non-detectable in a blood sample). Achieving viral suppression optimizes all health outcomes for the client, greatly extends life expectancy for HIV-positive individuals, and has a tremendous impact on reducing HIV transmission. The impact of our current viral suppression rate (85.4%) has played a significant role in the overall reduction of the HIV positivity rate for Wake County (19.7% per 100,000 people in 2016 to 12.6% per 100,000 persons in 2018).

With the initial FY20 Ryan White funding, Wake County can serve 240 laboratory patients and 93 patients with dental services. The additional \$100,000 that the County will receive will fund 125 additional dental visits, 590 vaccinations, and laboratory services for 154 clients.

Board Goal: This Board action supports routine County operations.

Fiscal Impact: This agreement provides an additional \$100,000 in the General Fund for project participation. There is no County match required.

Additional Information:

The North Carolina Department of Health and Human Services, Communicable Disease Branch, AIDS Care Unit under the Division of Public Health funds “networks of care.” These networks are envisioned as a group of core medical and support service providers

in a geographic region that work together to develop a matrix of services that address designated goals. Wake County is part of a 11-county region which consists of Chatham, Durham, Franklin, Granville, Johnston, Lee, Orange, Person, Vance, Wake and Warren counties. The goal of this network is to improve and maintain the health status of persons living with HIV infection in North Carolina.

Science has shown that achieving viral suppression greatly reduces the ability of HIV to be transmitted from one person to another. According to the 2018 North Carolina DHHS HIV Fact Sheet, within North Carolina, the viral suppression rate is 62.0%. Within Wake County, the viral suppression rate is 85.4%.

One of the primary barriers to achieving viral suppression is access to dental care. Dental care is the largest health service disparity within the regional HIV community. Of the 4,000 consumers that Wake County serves annually, only about 125 receive annual dental care services. Additionally, maintaining and monitoring viral suppression and disease progression requires systematic vaccinations and laboratory testing. The additional funds will also allow us to provide influenza vaccines, pneumococcal vaccines and routine laboratory services.

The additional \$100,000 in one-time funds from NC DHHS will go towards dental services, vaccinations and laboratory tests.

Budget Category	One-Time Funds
Dental Services	\$45,000
Vaccinations	\$43,130
Laboratory Tests	\$11,870
Total	\$100,000

The following table displays how the allocation for Ryan White Care Program Consolidated Agreement is revised by the additional funding.

Revenue Source	FY 2020 Allocation	FY 2020 Increase	FY 2020 Revised
NCDHHS	\$2,307,064	\$100,000	\$2,407,064

The following table displays Ryan White Care Program Consolidated Agreement allocation levels for Wake County over the past 5 fiscal years. These allocations reflect a June-May contract period as distributed by the State.

Revenue Source	FY 2016 Allocation	FY 2017 Allocation	FY 2018 Allocation	FY 2019 Allocation	FY 2020 Revised
NC DHHS	\$2,354,655	\$2,385,531	\$2,524,555	\$2,296,554	\$2,407,064

Attachments:

1. Award Letter

2. 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 Operating Budget Ordinance, Section 2 and 3, and Fiscal Year 2020 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the fiscal year 2020 adopted budget for the department and 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: General Fund			Department: Human Services	
REVENUE CATEGORY (SOURCE OF FUNDS)				
Date	Description of Revision or Adjustment	Type	Amount	Balance
July 1, 2018	Adopted Budget	All	\$75,860,715	\$75,860,715
June 17,2019	Increase Medicaid/Health Choice revenue and WakeMed reimbursement revenue to conduct eligibility determination for Medicaid benefits at WakeMed	State and Charges for Services	\$110,010	\$75,970,725
November 18, 2019	<i>Increase Consolidated Agreement Women's Preventive Health revenue to provide additional family planning services</i>	Federal	\$92,904	\$76,063,629
November 18, 2019	<i>Increase Consolidated Agreement Ryan White Care Program revenue to provide additional Ryan White Part B Primary Medical services</i>	Federal	\$100,000	\$76,163,629
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
July 1, 2018	Adopted Budget	All	\$160,893,785	\$160,893,785
	Encumbrances Carried Forward	All	\$278,974	\$161,172,759
August 19, 2019	Increase salary/benefits and operating budget to conduct eligibility determination for Medicaid benefits at WakeMed	Economic Self-Sufficiency	\$110,010	\$161,282,769
November 18, 2019	<i>Increase vaccine/drugs to provide additional family planning services</i>	Health Clinics	\$92,904	\$161,375,673
November 18, 2019	<i>Increase contracted services operating budget to to provide additional Ryan White Part B Primary Medical services</i>	Health Clinics	\$100,000	\$161,475,673
STAFFING				
Date	Description of Revision or Adjustment	Division	FTE	Balance
July 1, 2018	Adopted Budget	All	1,621.997	1,621.997
August 19, 2019	Establish 2.00 FTE to conduct eligibility determination for Medicaid benefits at WakeMed	Economic Self-Sufficiency	2.000	1,623.997



Legislation Details (With Text)

File #: 16-2493

Type: Consent Item **Status:** Passed

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: One-Time Funding from the North Carolina Department of Health and Human Services for Family Planning Services

Sponsors:

Indexes:

Code sections:

Attachments: [Agenda Item.pdf](#)
[Agreement Addendum.pdf](#)
[Budget Memo - FY 2020 Human Services.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

One-Time Funding from the North Carolina Department of Health and Human Services for Family Planning Services

That the Board of Commissioners accepts and appropriates an additional \$92,904 in one-time funds from the NC Department of Health and Human Services for family planning services.

Item Title: One-Time Funding from the North Carolina Department of Health and Human Services for Family Planning Services

Specific Action Requested:

That the Board of Commissioners accepts and appropriates an additional \$92,904 in one-time funds from the NC Department of Health and Human Services for family planning services.

Item Summary:

Purpose: The Board of Commissioners must approve all additional revenue added to the FY 2020 Adopted Ordinance.

Background: Wake County receives family planning program funding from the NC Department of Health and Human Services (NC DHHS). These are pass through funds from the US Department of Health and Human Services Family Planning Services. The funds are used to reduce unintended pregnancies and improve health practices among low income families.

These services help reduce infant mortality and morbidity by decreasing the number of unplanned pregnancies and the poor health outcomes associated with them. These services also improve women's health by providing access to preventive care. They lower health care costs by reducing the need for abortions and preventing costly, high risk pregnancies and there after effects. The County will receive an additional \$92,904 from NC DHHS. This funding will be used to purchase about 300 long-acting reversible contraceptive devices.

Board Goal: This Board action supports routine County operations.

Fiscal Impact: This agreement provides an additional \$92,904 one-time funds in the General Fund from NC DHHS for family planning services. There is no County match required.

Additional Information:

There are multiple resources for primary care for uninsured and Medicaid-insured men and women in Wake County. However, very few of them provide for long-acting reversible contraceptive devices or postpartum care. In FY 2019, Wake County Public Health provided for 4,269 contraceptive devices at a cost of \$348,052. The additional \$92,904 in one-time funds from NC DHHS will allow Wake County to provide more of these devices as part of quality contraceptive care.

The following table displays how the allocation from NC DHHS for Family Planning Consolidated Agreement is revised by the additional funding.

Revenue Source	FY 2020 Allocation	FY 2020 Increase	FY 2020 Revised
NC DHHS	\$447,030	\$92,904	\$539,934

The following table displays Family Planning Consolidated Agreement allocation levels from NC DHHS to Wake County over the past 5 fiscal years. These allocations reflect a June-May contract period as distributed by the State.

Revenue Source	FY 2016 Allocation	FY 2017 Allocation	FY 2018 Allocation	FY 2019 Allocation	FY 2020 Revised
NC DHHS	\$ 239,235	\$ 242,688	\$ 384,349	\$ 432,522	\$539,934

There is a limited supply of health care providers in Wake County who place LARC devices for uninsured and Medicaid patients. We are the only resource for the uninsured, and Planned Parenthood is the major resource for the Medicaid population.

Wake County is fortunate not to be limited by the supply of IUDs and contraceptive implants. The North Carolina Women's Health Branch (DHHS) currently provides adequate funding for the devices we need, so we have not applied for any other grants. A current patient can be seen for a LARC device placement within 7 to 10 days, and a new patient can be seen for evaluation within 4 weeks.

Wake County has been a state leader in the placement of long acting contraceptive devices. We have seven providers trained to insert IUDs, and 11 providers trained to insert and remove contraceptive implants. We place LARC devices on the date of both postpartum and new teen visits, and on the day of new patient consultation visits when possible. In FY 2019, we placed 918 LARC devices and provided 3,351 doses of Depo-Provera.

Attachments:

1. Award Letter
2. 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 Operating Budget Ordinance, Section 2 and 3, and Fiscal Year 2020 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the fiscal year 2020 adopted budget for the department and 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: General Fund			Department: Human Services	
REVENUE CATEGORY (SOURCE OF FUNDS)				
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EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
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	Encumbrances Carried Forward	All	\$278,974	\$161,172,759
August 19, 2019	Increase salary/benefits and operating budget to conduct eligibility determination for Medicaid benefits at WakeMed	Economic Self-Sufficiency	\$110,010	\$161,282,769
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STAFFING				
Date	Description of Revision or Adjustment	Division	FTE	Balance
July 1, 2018	Adopted Budget	All	1,621.997	1,621.997
August 19, 2019	Establish 2.00 FTE to conduct eligibility determination for Medicaid benefits at WakeMed	Economic Self-Sufficiency	2.000	1,623.997



Legislation Details (With Text)

File #: 16-2495

Type: Consent Item **Status:** Passed

In control: Facilities Design & Construction

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: Award Construction Contract for Olivia Raney Local History Library Renovation

Sponsors:

Indexes:

Code sections:

Attachments: [Board Item Summary.pdf](#)
[Bid Tab.pdf](#)
[Project Cost Summary.pdf](#)
[Floor Plan.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Award Construction Contract for Olivia Raney Local History Library Renovation

That the Board of Commissioners awards a construction contract in the amount of \$676,000 to H.M. Kern Corporation of Greensboro and authorizes the County Manager to execute this contract for the Olivia Raney Local History Library Renovation project subject to conditions acceptable to the County Attorney.

Item Title: Award Construction Contract for Olivia Raney Local History Library Renovation

Specific Action Requested:

That the Board of Commissioners awards a construction contract in the amount of \$676,000 to H.M. Kern Corporation of Greensboro and authorizes the County Manager to execute this contract for the Olivia Raney Local History Library Renovation project subject to conditions acceptable to the County Attorney.

Item Summary:

Purpose: State statute requires the Board of Commissioners to approve construction contracts greater than \$500,000.

Background: In 2007, Wake County voters approved a referendum to sell bonds for construction of six major library projects, and upgrades to seven existing library facilities. Six upgrade projects have previously been completed for existing libraries with these approved bond funds. The Olivia Raney Local History Library is the seventh facility designated for renovations.

The Olivia Raney Local History Library is located in the Wake County Office Park at 4016 Carya Drive in Raleigh. The building was first constructed in 1995. Local history and family genealogy are the current focus of this library.

Due to the age of the facility, several upgrades are planned within this project. An assessment identified numerous systems needing replacement including architectural finishes, HVAC system, lighting, and exterior building sealants. The project also includes extending a sidewalk between the library and the Historic Oak View County Park pecan grove loop to improve access for partnered Park and Library children's programs. This contract will address these needed improvements.

Board Goal: This Board action supports routine County business.

Fiscal Impact: This project was previously funded in the FY 2018 Capital Improvement Plan. \$300,000 is appropriated in the County Building Element of the CIP for the HVAC component, while the rest of the project costs are appropriated in the Library Element of the CIP. The low bid is within the allocated budgets. No additional appropriation is required.



Additional Information:

The Olivia Raney Local History Library is a one-story building containing 7,845 square feet of floor area. It is 1 of 22 local libraries in the Wake County Library system. The library holds a unique collection for local history and resources for genealogy research.

On October 24, 2019, bids for this project were received from seven licensed contractors in accordance with NC General Statutes. A tabulation of bids received is attached for review. The contract award amount consists of a base bid of \$662,500 and one alternate bid valued at \$13,500 additional cost for the sidewalk extension.

Staff recommends that a construction contract be awarded to the lowest responsive, responsible bidder, H.M. Kern Corporation of Greensboro, NC for \$676,000. It is anticipated that a Notice to Proceed will be issued in January 2020 and that construction will be substantially complete by the end of July 2020.

Attachments:

1. Bid Tab
2. Project Cost Summary
3. Renovation Floor Plan



Legislation Details (With Text)

File #: 16-2494

Type: Items of Business **Status:** Passed

In control: Human Resources

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: Authorize the Establishment of 2.00 Full-Time Positions in the Human Resources Department

Sponsors:

Indexes:

Code sections:

Attachments: [Authorize the Establishment of 2 FTEs.pdf](#)
[Budget Memo - FY 2020 HR .pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Authorize the Establishment of 2.00 Full-Time Positions in the Human Resources Department
That the Board of Commissioners authorizes the establishment of 2.00 Full-time Equivalent (FTE) positions in the Human Resources Department within the General Fund to serve as an HR service center.

Item Title: Authorize the Establishment of 2.00 Full-Time Positions in the Human Resources Department

Specific Action Requested:

That the Board of Commissioners authorizes the establishment of 2.00 Full-Time Equivalent (FTE) positions in the Human Resources Department within the General Fund to serve as an HR Service Center.

Item Summary:

Purpose: The Board of Commissioners approves all authorized full-time positions.

Background: To better serve employees in an efficient manner, County staff wish to establish a new “HR Service Center.” This center will dedicate three customer service representatives to answer employee questions about benefits, payroll, recruitment, and other administrative questions. The service center will streamline daily operations and create efficiencies that allow subject matter experts to focus on more strategic planning.

These three positions will be offset by repurposing one existing Compliance Officer position. The Board approved the compliance position in the FY2019 budget. At the time, compliance was a concern as staffing shortages did not allow for the department to focus on compliance issues. Since then, the department has reviewed and taken measures to correct compliance deficiencies and created a plan to address potential compliance concerns. After repurposing the compliance position, there will be a net increase of two full-time positions.

Because of workload and staffing shortages, these positions were determined as a high-priority need and are requested outside of the budget development process.

Board Goal: These actions complement several initiatives in the Great Government goal area including innovation and improving the customer service experience.

Fiscal Impact: The FY 2020 costs for the new positions will be covered within the department’s current appropriation. No additional appropriation of funds is required this fiscal year. The positions will require an estimated \$75,000 increase in the department’s budget in FY 2021.

Additional Information:

The HR staff receive nearly 24,000 emails in the shared HR email boxes and send nearly the same. They also receive over 500 faxes and numerous requests for employment verifications each year. This does not include the calls and email questions that staff receive in their individual accounts. This volume of questions and routine services bogs down subject matter experts in routine questions and transactional services.

In organizations without service centers, HR professionals spend much of their time answering routine human resources questions. When qualified service center representatives take on these routine questions, HR professionals are able to focus on strategic and escalated issues.

The service center will help employees better understand their benefits, pay and other HR issues, increasing productivity of the HR Department while reducing costs. If an employee has questions about benefits, pay, a job transfer or other issues, the employee need not schedule an appointment with HR or send an email and wait for a response. Instead, the employee makes a quick phone call to the service center. Additionally, if a manager needs help posting a vacant position, the manager can call the HR service center for quick answers and guidance. The service center will provide one-stop service by assisting employees regarding multiple issues with one phone call. Service centers reduce employee frustration and improve productivity because employees do not need to spend time making multiple calls or traveling to meetings to get more information or resolve problems.

The direct effect of improved HR efficiency is better service delivery. Automated processes, consistent content, and faster service means that employee requests are addressed quicker with accurate and relevant information. This kind of high-level HR service delivery results in positive employee interactions with HR, reduced lag time, and efficiency for HR troubleshooting. Fostering positive interactions between employees and HR supports a better employee experience across the organization.

Attachments:

1. 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 Operating Budget Ordinance, Section 2 and 3, and Fiscal Year 2020 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the fiscal year 2020 adopted budget for the department and 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: General Fund			Department: Human Resources	
REVENUE CATEGORY (SOURCE OF FUNDS)				
Date	Description of Revision or Adjustment	Type	Amount	Balance
July 1, 2019	Adopted Budget	All	\$0	\$0
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
July 1, 2019	Adopted Budget		\$3,831,676	\$3,831,676
	Encumbrances Carried Forward	All	\$42,770	\$3,874,446
STAFFING				
Date	Description of Revision or Adjustment	Division	FTE	Balance
July 1, 2019	Adopted Budget	All	36.00	36.00
November 18, 2019	Establish 2.00 FTEs for a Human Resources Service Center	HR Administration	2.00	38.00



Legislation Details (With Text)

File #: 16-2492

Type: Consent Item **Status:** Passed

In control: Human Resources

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: Amend Chapter 31 of the Wake County Ordinance and FY 2020 Personnel Classification and Compensation Ordinance

Sponsors:

Indexes:

Code sections:

Attachments: [Agenda Item to Implement Compensation Plan and Amend Personnel Ordinances - 11-18-2019.pdf](#)
[01 - Presentation.pdf](#)
[02- Resolution Amending Wake County Code of Ordinances.pdf](#)
[03- Amended Personnel Authorization Classification and Compensation Ordinance.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Amend Chapter 31 of the Wake County Ordinance and FY 2020 Personnel Classification and Compensation Ordinance

That the Board of Commissioners:

- 1. Adopts proposed revisions to Wake County Code of Ordinances Personnel Policy chapter 31.05, Positions and the Position Classification Plan; and**
- 2. Amends the FY 2020 Personnel Authorization, Classification, and Compensation Ordinance; and**
- 3. Approves the compensation plan with an effective date of January 1, 2020**

Item Title: Amend Chapter 31 of the Wake County Ordinance and FY 2020 Personnel Authorization, Classification, and Compensation Ordinance

Specific Action Requested:
That the Board of Commissioners:

- 1. Adopts proposed revisions to Wake County Code of Ordinances Personnel Policy chapter 31.05, Positions and the Position Classification Plan; and**
- 2. Amends the FY 2020 Personnel Authorization, Classification, and Compensation Ordinance; and**
- 3. Approves the compensation plan with an effective date of January 1, 2020**

Item Summary:

Purpose: Per state statute G.S. 153A-92 and the Wake County Code of Ordinances, chapter 31.05, the Board of Commissioners is charged with establishing the plan of compensation for all Wake County positions. This specific Board action authorizes a new classification and market pay structure.

Background: Wake County partnered with Mercer (US) Inc. to modernize its classification, compensation, and employee performance management systems. The recommended classification and pay plans will better enable Wake County to attract and retain a highly qualified workforce.

Mercer and County HR staff conducted a market study to establish market median values for 300 benchmark jobs. Mercer proposed preliminary salary structures and slotted all proposed job titles based on market data and/or career level relationships. To better meet the County's diverse needs, the new classification plan includes 740 job titles, categorizing jobs according to their essential functions, and assigning jobs to market-aligned ranges within the new salary structure.

Board Goal: This action implements Great Government initiative GC2.1: Identify and pursue programs, practices, technologies and other opportunities that enhance the innovation and creativity within the organization.

Fiscal Impact: \$2 million in funding for the proposed changes to the County's pay structure was included in the Salary and Benefits Reserve in the FY

2020 Adopted Budget. Identified salary adjustments will total over \$600,000 in FY 2020. Staff is analyzing the need for additional adjustments to address compression and other issues. Final funding recommendations will be presented in Winter 2020.

Additional Information:

The Personnel Ordinance chapter 31.05, Positions and the Position Classification Plan, was adopted by the Board of Commissioners in 1985 and last amended on July 17, 2007. This section outlines the responsibilities of the County Manager to administer and maintain a position classification plan. The amended ordinance delegates to the Human Resource Director the administration and maintenance of the position classification plan.

The current Wake County classification and compensation system was put in place in 2004 and Performance Management in 1999. These are now cumbersome, outdated and out of step with modern best Human Resources practices. The County issued a Request for Proposal in April 2018 seeking consulting services to address this need and expanded the scope to include employee performance management. Six companies submitted proposals which were reviewed by a committee that selected three finalists. The three finalists made presentations to representatives from County management and the selection committee. The panel selected Mercer for offering the best combination of credentials, experience, and services to meet the County's needs.

Mercer, Department leadership, and County Human Resources staff went through a "job cleanup" process that involved reviewing existing subtitles to more specifically describe work being performed. Job structure elements were developed to organize jobs and define career progression throughout the County. The new classification plan will include:

- Job Family: group of jobs that use a similar body of knowledge
- Sub Family: subgroups within a job family that describe more specific skills within each discipline
- Career Stream: career types characterized by unique responsibilities, created to offer alternatives for career progression
- Career Level: "placement" within the structure that recognizes incremental changes in job scope, complexity and responsibilities
- Job: building blocks for the career framework that include industry, market, and organization relevant titles

The County Manager delegates the administration and maintenance of the classification plan to the Human Resources Director. The Human Resources Department will maintain and amend the position classification plan, which includes the job family, sub family, career stream, career levels, job titles as needed to ensure proper placement within the market.

Other Ordinance Changes: The Personnel Authorization, Classification and Compensation Ordinance establishes the authorized full-time equivalent positions by

department and fund and is adopted with the annual budget. The amended ordinance establishes in Section 4: Salary Structures the salary minimums, midpoints and maximums, effective January 1, 2020.

The amended ordinance reflects the Board-approved increases to the FY 2020 FTE authorization, as well as staff administrative transfers of positions.

Additionally, the FY 2020 Adopted Ordinance included an error in the section addressing compensation for elected officials. The amended ordinance corrects the error by replacing "Elections" with "Education".

Section 7: ELECTED OFFICIALS COMPENSATION. Funding is provided for a 3.00% compensation adjustment for the members of the Board of Commissioners, the members of the Wake County Board of ~~Elections~~ Education, the Register of Deeds, and the Sheriff effective July 1, 2019.

Attachments:

1. Presentation
2. Resolution Amending the Wake County Code of Ordinances
3. Amended FY 2020 Personnel Authorization, Classification, Compensation Ordinance

**RESOLUTION AMENDING WAKE COUNTY CODE OF ORDINANCE 31.05,
POSITIONS AND POSITION CLASSIFICATION PLAN**

WHEREAS, the Board of Commissioners maintains the right to modify its personnel ordinance and policy to affect a more desirable result for eligible employees; and

WHEREAS, such modifications are needed to clarify and codify the practices and guidelines regarding the administration of the classification plan under Section 31.05 Positions and the Position Classification Plan; and

WHEREAS, the County Manager shall be the County Personnel Officer and shall be responsible to the Commissioners for the administration and technical direction of the county's personnel program; and

WHEREAS, the County Manager has delegated the administration and technical direction of the county's personnel program to the Human Resources Director; and

WHEREAS, this ordinance should resolve all previous versions of Section 31.05 Position and Position Classification Plan;

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of Wake County that:

Effective January 1, 2020, Section 3, Chapter 31 of the Personnel Ordinance, subsections 31.05 (C) are hereby amended as set forth below:

Section 31.05 Positions and Position Classification Plan

(C) For purposes of administrative efficiency and proper personnel management, the county shall maintain a current position classification plan that standardizes position titles indicating the duties and responsibilities of each position. The County Manager has delegated the administration and maintenance of the classification plan to the Human Resources Director, who shall determine the duties of each position and shall promulgate procedures to establish, revise and maintain the classification plan so that it accurately reflects the duties performed by each employee in the classification system. The Human Resources Director shall make administrative amendments to the classification plan which includes amending the job family, sub family, title and level of positions as needed and based on labor market conditions.

Adopted this the 18th day of November of 2019.

Jessica N. Holmes, Chair
Wake County Board of Commissioners

**PERSONNEL AUTHORIZATION, CLASSIFICATION, AND COMPENSATION ORDINANCE FOR
FISCAL YEAR 2020**

BE IT ORDAINED by the Board of County Commissioners of Wake County, North Carolina, that the following budget ordinance for the Personnel Authorization is hereby adopted:

Section 1: AUTHORIZED POSITIONS. The following full-time equivalent positions are hereby authorized in the County government by organizational unit and fund for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Department, Division and Fund (All Positions are in the General Fund unless otherwise noted)	Adopted Authorized Full-time Equivalent Positions	Amended Authorized Full-time Equivalent Positions
Board of Commissioners	4.000	4.000
Communications	10.000	10.000
County Manager	11.000	11.000
County Attorney	20.000	20.000
Board of Elections	32.000	32.000
Budget and Management Services	10.000	10.000
Facilities, Design & Construction	16.000	16.000
Finance		
General Fund	31.000	31.000
Debt Service Fund	3.000	3.000
Finance Total	34.000	34.000
Human Resources	36.000	36.000
Information Services	115.750	115.750
Register of Deeds	41.000	41.000
Tax Administration	76.000	76.000
Quasi-Governmental	6.000	6.000
Community Services		
CS Management and Budget	7.000	7.000
Parks, Recreation and Open Space	36.000	36.000
Veteran Services	4.000	4.000
Geographic Information Services	19.000	19.000
Libraries	284.500	284.500
Planning and Development Services	58.000	58.000
Community Services Total	408.500	408.500
Environmental Services		
General Fund		
ES Administration	10.000	10.000
Environmental Health & Safety	43.000	43.000
Water Quality	47.000	47.000
Animal Care, Control and Adoption Center	46.000	46.000
Total General Fund	146.000	146.000
Solid Waste Fund	15.000	15.000
South Wake Landfill Fund	5.000	5.000
Environmental Services Total	166.000	166.000

Department, Division and Fund (All Positions are in the General Fund unless otherwise noted)	Adopted Authorized Full- time Equivalent Positions	Amended Authorized Full- time Equivalent Positions
General Services		
General Fund		
Administrative Support	19.000	19.000
Facility and Field Services	37.000	37.000
Physical Plant	69.000	69.000
Safety and Security	7.000	7.000
Total General Fund	132.000	132.000
Fleet Fund	18.000	18.000
General Services Total	150.000	150.000
Human Services		
General Fund		
Social Services	593.500	595.500
Child Welfare	316.800	316.800
Public Health	341.297	341.297
Health Clinics	175.400	175.400
Administration and Operations	195.000	195.000
Total General Fund	1,621.997	1,623.997
Grants & Donations Fund	17.000	21.000
Transportation Fund	4.000	4.000
Human Services Total	1,642.997	1,648.997
Housing		
General Fund	68.000	68.000
Housing & Community Revitalization Fund	8.000	8.000
Housing Total	76.000	76.000
Emergency Medical Services	341.000	341.000
Fire Services		
General Fund	22.000	22.000
Grants & Donations Fund	2.000	2.000
Fire Services Total	24.000	24.000
City-County Bureau of Identification	83.000	83.000
Sheriff		
General Fund		
Law Enforcement	461.000	461.000
Detention	571.000	571.000
Sheriff Total	1,032.000	1,032.000
Capital Area Workforce Development	18.000	18.000
TOTAL FTEs ALL FUNDS	4,353.247	4,359.247

Section 2: AUTHORIZATION TO TRANSFER POSITIONS. The County Manager, or his designee, is hereby authorized to transfer and/or reclassify full-time equivalent positions within the same fund.

Section 3: INCREASE IN AUTHORIZATION. With the exception of changes allowed through Section 2, any changes to the full-time equivalent (FTE) amounts authorized in Section 1 of this ordinance must be approved by the Board of Commissioners.

Section 4: SALARY SCHEDULE. The salary minimums, midpoints and maximums are hereby established for the salary schedule effective January 1, 2020.

MR	General							
	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$32,780	\$38,109	\$38,110	\$43,429	\$43,430	\$48,759	\$48,760	\$54,090
11	\$33,600	\$39,059	\$39,060	\$44,519	\$44,520	\$49,979	\$49,980	\$55,440
12	\$34,630	\$40,689	\$40,690	\$46,749	\$46,750	\$52,809	\$52,810	\$58,870
13	\$36,360	\$42,719	\$42,720	\$49,079	\$49,080	\$55,449	\$55,450	\$61,810
14	\$38,180	\$44,859	\$44,860	\$51,539	\$51,540	\$58,219	\$58,220	\$64,900
15	\$41,990	\$49,339	\$49,340	\$56,689	\$56,690	\$64,039	\$64,040	\$71,390
16	\$46,190	\$54,279	\$54,280	\$62,359	\$62,360	\$70,449	\$70,450	\$78,530
17	\$50,810	\$59,709	\$59,710	\$68,599	\$68,600	\$77,489	\$77,490	\$86,380
18	\$55,890	\$65,679	\$65,680	\$75,459	\$75,460	\$85,239	\$85,240	\$95,020
19	\$61,480	\$72,239	\$72,240	\$82,999	\$83,000	\$93,759	\$93,760	\$104,520
20	\$68,180	\$81,819	\$81,820	\$95,449	\$95,450	\$109,089	\$109,090	\$122,730
21	\$78,410	\$94,089	\$94,090	\$109,769	\$109,770	\$125,449	\$125,450	\$141,130
22	\$90,170	\$108,199	\$108,200	\$126,239	\$126,240	\$144,269	\$144,270	\$162,300
23	\$103,690	\$124,429	\$124,430	\$145,169	\$145,170	\$165,909	\$165,910	\$186,650
24	\$119,250	\$143,099	\$143,100	\$166,949	\$166,950	\$190,799	\$190,800	\$214,650
25	\$131,170	\$157,409	\$157,410	\$183,639	\$183,640	\$209,879	\$209,880	\$236,110
26	\$144,290	\$173,149	\$173,150	\$202,009	\$202,010	\$230,869	\$230,870	\$259,720
27	\$158,720	\$190,459	\$190,460	\$222,209	\$222,210	\$253,949	\$253,950	\$285,700

HS	Health Services							
	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$32,780	\$38,109	\$38,110	\$43,429	\$43,430	\$48,759	\$48,760	\$54,090
11	\$33,600	\$39,059	\$39,060	\$44,519	\$44,520	\$49,979	\$49,980	\$55,440
12	\$34,630	\$40,689	\$40,690	\$46,749	\$46,750	\$52,809	\$52,810	\$58,870
13	\$36,360	\$42,719	\$42,720	\$49,079	\$49,080	\$55,449	\$55,450	\$61,810
14	\$38,180	\$44,859	\$44,860	\$51,539	\$51,540	\$58,219	\$58,220	\$64,900
15	\$41,990	\$49,339	\$49,340	\$56,689	\$56,690	\$64,039	\$64,040	\$71,390
16	\$46,190	\$54,279	\$54,280	\$62,359	\$62,360	\$70,449	\$70,450	\$78,530
17	\$53,120	\$62,419	\$62,420	\$71,719	\$71,720	\$81,009	\$81,010	\$90,310
18	\$61,090	\$71,779	\$71,780	\$82,469	\$82,470	\$93,159	\$93,160	\$103,850
19	\$70,690	\$84,829	\$84,830	\$98,969	\$98,970	\$113,109	\$113,110	\$127,240
20	\$84,830	\$101,799	\$101,800	\$118,759	\$118,760	\$135,729	\$135,730	\$152,690
21	\$101,800	\$122,149	\$122,150	\$142,509	\$142,510	\$162,869	\$162,870	\$183,230
22	\$122,150	\$146,579	\$146,580	\$171,019	\$171,020	\$195,449	\$195,450	\$219,880
23	\$146,580	\$175,899	\$175,900	\$205,219	\$205,220	\$234,539	\$234,540	\$263,850
24	\$175,900	\$211,079	\$211,080	\$246,259	\$246,260	\$281,439	\$281,440	\$316,620
25	\$211,080	\$253,299	\$253,300	\$295,519	\$295,520	\$337,729	\$337,730	\$379,950

Information Technology								
IT	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$43,430	\$51,029	\$51,030	\$58,629	\$58,630	\$66,229	\$66,230	\$73,830
11	\$47,770	\$56,129	\$56,130	\$64,489	\$64,490	\$72,849	\$72,850	\$81,210
12	\$52,550	\$61,749	\$61,750	\$70,939	\$70,940	\$80,139	\$80,140	\$89,330
13	\$57,800	\$67,919	\$67,920	\$78,039	\$78,040	\$88,149	\$88,150	\$98,270
14	\$63,590	\$74,709	\$74,710	\$85,839	\$85,840	\$96,969	\$96,970	\$108,100
15	\$70,510	\$84,609	\$84,610	\$98,719	\$98,720	\$112,819	\$112,820	\$126,920
16	\$81,090	\$97,309	\$97,310	\$113,519	\$113,520	\$129,739	\$129,740	\$145,960
17	\$93,250	\$111,899	\$111,900	\$130,549	\$130,550	\$149,199	\$149,200	\$167,850
18	\$107,240	\$128,689	\$128,690	\$150,139	\$150,140	\$171,579	\$171,580	\$193,030

CCBI								
BI	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$32,980	\$38,749	\$38,750	\$44,519	\$44,520	\$50,289	\$50,290	\$56,060
11	\$36,280	\$42,619	\$42,620	\$48,969	\$48,970	\$55,319	\$55,320	\$61,670
12	\$39,900	\$46,889	\$46,890	\$53,869	\$53,870	\$60,849	\$60,850	\$67,840
13	\$43,890	\$51,569	\$51,570	\$59,259	\$59,260	\$66,939	\$66,940	\$74,620
14	\$48,280	\$56,729	\$56,730	\$65,179	\$65,180	\$73,629	\$73,630	\$82,080
15	\$53,110	\$62,409	\$62,410	\$71,699	\$71,700	\$80,989	\$80,990	\$90,290
16	\$58,420	\$68,649	\$68,650	\$78,869	\$78,870	\$89,089	\$89,090	\$99,320
17	\$64,260	\$75,509	\$75,510	\$86,759	\$86,760	\$97,999	\$98,000	\$109,250
18	\$71,260	\$85,519	\$85,520	\$99,769	\$99,770	\$114,019	\$114,020	\$128,280
19	\$81,950	\$98,349	\$98,350	\$114,739	\$114,740	\$131,129	\$131,130	\$147,520

Attorney								
AT	Minimum		Midpoint		Maximum			
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$35,880	\$42,159	\$42,160	\$48,439	\$48,440	\$54,719	\$54,720	\$61,000
11	\$73,850	\$88,619	\$88,620	\$103,389	\$103,390	\$118,159	\$118,160	\$132,930
12	\$81,230	\$97,479	\$97,480	\$113,729	\$113,730	\$129,969	\$129,970	\$146,220
13	\$98,290	\$117,949	\$117,950	\$137,609	\$137,610	\$157,269	\$157,270	\$176,930
14	\$108,120	\$129,749	\$129,750	\$151,369	\$151,370	\$172,999	\$173,000	\$194,620

Detention								
DT	Minimum		Midpoint				Maximum	
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$38,000	\$43,889	\$43,890	\$49,769	\$49,770	\$55,659	\$55,660	\$61,540
11	\$42,000	\$48,419	\$48,420	\$54,849	\$54,850	\$61,269	\$61,270	\$67,700
12	\$50,000	\$56,119	\$56,120	\$62,229	\$62,230	\$68,349	\$68,350	\$74,470
13	\$55,000	\$61,729	\$61,730	\$68,459	\$68,460	\$75,179	\$75,180	\$81,910
14	\$65,000	\$72,599	\$72,600	\$80,199	\$80,200	\$87,799	\$87,800	\$95,400
15	\$80,000	\$86,239	\$86,240	\$92,469	\$92,470	\$98,709	\$98,710	\$104,940
16	\$90,000	\$96,359	\$96,360	\$102,719	\$102,720	\$109,079	\$109,080	\$115,440
17	\$100,000	\$109,629	\$109,630	\$119,259	\$119,260	\$128,889	\$128,890	\$138,530

Sheriff's Office								
SO	Minimum		Midpoint				Maximum	
	1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	\$42,000	\$49,499	\$49,500	\$56,999	\$57,000	\$64,499	\$64,500	\$72,000
11	\$55,000	\$60,799	\$60,800	\$66,599	\$66,600	\$72,399	\$72,400	\$78,200
12	\$59,000	\$65,759	\$65,760	\$72,509	\$72,510	\$79,269	\$79,270	\$86,020
13	\$67,000	\$73,909	\$73,910	\$80,809	\$80,810	\$87,719	\$87,720	\$94,620
14	\$76,000	\$83,019	\$83,020	\$90,039	\$90,040	\$97,059	\$97,060	\$104,080
15	\$85,000	\$94,059	\$94,060	\$103,109	\$103,110	\$112,169	\$112,170	\$121,230
16	\$100,000	\$111,369	\$111,370	\$122,739	\$122,740	\$134,109	\$134,110	\$145,470
17	\$110,000	\$122,509	\$122,510	\$135,009	\$135,010	\$147,519	\$147,520	\$160,020

EMS*									
EM	Shift	Minimum		Midpoint				Maximum	
		1st Quartile		2nd Quartile		3rd Quartile		4th Quartile	
10	2190	\$15.76	\$18.51	\$18.52	\$21.27	\$21.28	\$24.02	\$24.03	\$26.79
11	2190	\$19.70	\$23.14	\$23.15	\$26.59	\$26.60	\$30.03	\$30.04	\$33.49
12	2190	\$22.66	\$26.61	\$26.62	\$30.57	\$30.58	\$34.54	\$34.55	\$38.51
13	2190	\$28.23	\$32.46	\$32.47	\$36.69	\$36.70	\$40.93	\$40.94	\$45.17
14	2190	\$31.05	\$35.70	\$35.71	\$40.36	\$40.37	\$45.02	\$45.03	\$49.69
15	2080	\$53,980	\$64,779	\$64,780	\$75,569	\$75,570	\$86,369	\$86,370	\$97,170
16	2080	\$64,780	\$77,729	\$77,730	\$90,689	\$90,690	\$103,649	\$103,650	\$116,600
17	2080	\$103,650	\$124,369	\$124,370	\$145,099	\$145,100	\$165,829	\$165,830	\$186,560

*Classes not subject to 7k exemption therefore hourly rates shown are based on built in overtime and shift type

Section 5: POSITION CLASSIFICATIONS. The County Manager is the Chief Personnel Officer and has delegated the authority to administer and maintain the position classification plan to the Human Resources Director.

Section 6: LIVING WAGE POLICY. It is the policy of Wake County that persons working for the County as regular employees whose scheduled hours exceed 1,040 annually be paid as further described in this Section.

a. Eligibility: The County shall pay all regular employees an amount equal to or greater than the Minimum Wage Rate as defined in Section 6(d). A regular employee is defined as being in a Board authorized position and having regularly scheduled straight-time hours in excess of 1,040 hours.

b. Wage Rate Calculation: The Universal Living Wage Formula Calculation used by the County is based on the average housing cost of a Studio / Efficiency and a One Bedroom according to Housing and Urban Development's (HUD) Fair Market Rents in the Raleigh MSA. As of April 1, 2019, the housing costs were \$16.27 for a Studio / Efficiency and \$18.25 for a One Bedroom. The average of these amounts is \$17.26, to which a \$1.50 an hour credit for health insurance is applied resulting in a Living Wage Formula Calculation of \$15.76. On an annual basis, the County current Living Wage Rate is compared to the April 1 calculated amount to determine if an adjustment is needed.

d. The Living Wage Rate for fiscal year 2020 shall be fifteen dollars and seventy-six cents (\$15.76) per hour (\$17.26 less \$1.50 credit for health insurance).

e. Annual Adjustment: The County Manager shall calculate or cause to be calculated the Minimum Wage Rate for employees on an annual basis and shall make such adjustments in the County's pay plan to ensure the Minimum Wage Rate as stated herein is paid to all eligible employees.

Section 7: ELECTED OFFICIALS COMPENSATION. Funding is provided for a 3.00% compensation adjustment for the members of the Board of Commissioners, the members of the Wake County Board of Education, the Register of Deeds, and the Sheriff effective July 1, 2019.

Adopted on the 3rd day of June 2019; Amended on this 18th day of November 2019.



Legislation Details (With Text)

File #: 16-2507

Type: Consent Item **Status:** Passed

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: Designation of Map and Plat Review Officers for the Town of Rolesville

Sponsors:

Indexes:

Code sections:

Attachments: [Item Summary.pdf](#)
[Resolution from the Town of Rolesville.pdf](#)
[Board of Commissioners Resolution.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Designation of Map and Plat Review Officers for the Town of Rolesville

That the Board of Commissioners adopts a Resolution designating staff from the Town of Rolesville as Map and Plat Review Officers.

Item Title: Designation of Map and Plat Review Officers for the Town of Rolesville

Specific Action Requested:

That the Board of Commissioners adopts a Resolution designating staff from the Town of Rolesville as Map and Plat Review Officers.

Item Summary:

Purpose: North Carolina General Statute 47-30.2 requires each county board of commissioners to designate county and/or municipal staff as map and plat review officers.

Background: Municipal and County planning staff are required to review subdivision plans and surveys (plats), within their respective jurisdiction, to insure they comply with all statutory requirements. North Carolina Law requires that the Board of Commissioners designates county and/or municipal staff as a Map and Plat Review Officers from jurisdictions throughout Wake County to certify plats presented to the Register of Deeds. The Town of Rolesville requests that the Wake County Board of Commissioners appoint the following Town staff as Map and Plat Review Officers for all lands within the municipal and extraterritorial jurisdiction of the Town of Rolesville.

<u>Staff</u>	<u>Title</u>
Caroline Richardson	Planner

Board Goal: This action is consistent with routine County operations.

Fiscal Impact: This item has no fiscal impact.

Additional Information:

None.

Attachments:

1. Resolution from Town of Rolesville
2. Board of Commissioners' Resolution



RESOLUTION NO. 2019-R-18
RESOLUTION OF THE ROLESVILLE TOWN BOARD OF COMMISSIONERS
RECOMMENDING THE APPOINTMENT OF LOCAL WAKE COUNTY REVIEW
OFFICERS

WHEREAS, Article 2 of Chapter 47 (§ 47-30.2 Review Officer) of the North Carolina General Statutes requires the Board of Commissioners of each county, by resolution, designate by name one or more persons experienced in mapping or land records management to be appointed as a Review Officer to certify the maps or plats presented to the Register of Deeds as complying with all statutory requirements for recording; and

WHEREAS, the review of statutory requirements is of a technical nature; and

WHEREAS, one of the services of the Town of Rolesville staff provides to the community is a similar technical process for subdivision plat review in order to verify compliance with the Town's development regulations; and

WHEREAS, it appears most efficient for the Town of Rolesville to avoid adding another layer of development review by providing for the certification of statutory compliance for all maps or plats to be presented to the register of deeds for recording within the context of subdivision review procedures;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Rolesville, North Carolina:


Section 1. The following person is recommended to be appointed by the Wake County Board of Commissioners to serve as Review Officers for all lands within the municipal and extraterritorial jurisdiction of the Town of Rolesville in order to certify each map and plat presented to the Wake County Register of Deeds for recording satisfies the statutory requirements for recording:

<u>Name</u>	<u>Position/Title</u>
Caroline Richardson	Planner

Adopted this 4th day of November, 2019 by the Town of Rolesville Board of Commissioners.




Frank Eagles
Mayor


Robin E. Peyton
Town Clerk

WAKE COUNTY BOARD OF COMMISSIONERS
November 18, 2019

RESOLUTION
APPOINTING STAFF FROM THE TOWN OF ROLESVILLE TO SERVE AS
MAP AND PLAT REVIEW OFFICERS

WHEREAS, Article 2 of Chapter 47 (§47-30.2) of the North Carolina General Statutes requires the Board of Commissioners of each County to designate one or more persons experienced in mapping or land records management to be appointed as a Review Officer to certify the maps or plats presented to the Register of Deeds as complying with all statutory requirements for recording; and

WHEREAS, the review of statutory requirements is of a technical nature; and

WHEREAS, Town of Rolesville staff is qualified to undertake this technical review and therefore are the logical people to implement this requirement; and

WHEREAS, one of the services the Town of Rolesville staff provides to the community is a similar technical process for subdivision plat review in order to verify compliance with the Town's development regulations; and

WHEREAS, it appears most efficient for the Town of Rolesville to avoid adding another layer of development review by providing for the certification of statutory compliance for all maps or plats to be presented to the Register of Deeds for recording within the context of subdivision review procedures:

NOW, THEREFORE, BE IT RESOLVED:

That the Wake County Board of Commissioners designates the following persons to serve as the Review Officer for all lands within the municipal and extraterritorial jurisdiction of the Town of Rolesville:

<u>Staff</u>	<u>Title</u>
Caroline Richardson	Planner

This motion was made by Commissioner _____ and seconded by Commissioner _____ and passed by _____ vote of the Wake County Board of Commissioners on this 18th day of November 2019.

This motion was made by Commissioner Hutchinson and seconded by Commissioner Ford and passed by unanimous vote of the Wake County Board of Commissioners on this 3rd day of June 2019.

Jessica N. Holmes, Chair
Wake County Board of Commissioners



Legislation Details (With Text)

File #: 16-2499

Type: Consent Item **Status:** Passed

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:** 11/18/2019

Title: Cancellation of December 9, 2019 Board of Commissioner's Work Session Meeting

Sponsors:

Indexes:

Code sections:

Attachments: [Cancellation of December 9, 2019 Work Session.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Cancellation of December 9, 2019 Board of Commissioner's Work Session Meeting

That the Board of Commissioners approves the cancellation of the regularly scheduled Board of Commissioners Work Session meeting of December 9, 2019.

Item Title: Cancellation of December 9, 2019 Board of Commissioner's Work Session Meeting

Specific Action Requested:

That the Board of Commissioners approves the cancellation of the regularly scheduled Board of Commissioners Work Session meeting of December 9, 2019.

Item Summary:

Due to various scheduling conflicts, the Board of Commissioners has discussed the idea of cancelling the December 9, 2019 regularly scheduled Board of Commissioner's Work Session meeting. After consulting with staff, it was determined that no items of business would be significantly impacted or delayed by the cancellation of the meeting.

Attachments:

None.



Legislation Details (With Text)

File #: 16-2506
Type: Regular Item
Status: Agenda Ready
In control: Board of Commissioners
On agenda: 11/18/2019
Final action:
Title: Consider Capital Support Funding for the Healing Transitions Women's Campus
Sponsors:
Indexes:
Code sections:
Attachments: [Healing Transitions Item Summary 11.18.pdf](#)
[Healing Transitions Agenda Item PPT.pdf](#)
[2019-10-07 Capital Funding Request.pdf](#)

Date	Ver.	Action By	Action	Result
11/18/2019	1	Board of Commissioners	accepted	Pass

Consider Capital Support Funding for the Healing Transitions Women's Campus
That the Board of Commissioners considers capital support funding for the Healing Transitions Women's Campus.

Item Title: Consider Capital Support Funding for the Healing Transitions Women's Campus

Specific Action Requested:

That the Board of Commissioners considers capital support funding for the Healing Transitions Women's Campus.

Item Summary:

Purpose: The Board of Commissioners approves new appropriations of funding.

Background: Healing Transitions is undertaking a \$11.75 million capital campaign to expand its men's and women's shelters. The organization submitted a request dated October 7, 2019, requesting a grant of \$6,000,000 from the County. Wake County has previously awarded \$500,000 towards the men's shelter expansion needs. Staff recommends an additional \$1 million allocation to support the women's shelter expansion.

Board Goal: This action supports Board Initiative CH 1.6 to enhance substance abuse treatment options.

Fiscal Impact: The recommended \$1 million will be funded with ABC uncommitted fund balance.

Additional Information:

Healing Transitions operates and provides critical services at their Men's Campus (180 beds) and Women's Campus (120 beds): Long term recovery, overnight shelter, non-medical detox and family services. The organization is confronted with overcrowding; either turning people away or stressing the staff and facility due to inadequate space.

Healing Transitions \$11.75 million capital campaign aims to expand the Men's and Women's shelters and the organization submitted a request, dated October 7, 2019, requesting a grant of \$6,000,000 from the County.

Men's Campus:

\$7 million project cost for partial expansion

- Adds capacity for 110 additional beds for a total capacity of 290 beds
- Enlarges kitchen and dining
- New vocational and training building to replace current sheds
- New classroom as use of Dix Chapel was eliminated

Full expansion needs include administrative space, enlarged community room and beds for individual in the transition stage of program. Estimated at \$6 - \$9 million.

Women's Campus:

\$4.75 million project cost estimate

- Adds capacity for 90 additional beds for a total of 210 beds
- Renovates and expands bathing and laundry services
- Enlarges kitchen and dining
- New administrative and community building allowing for greater separation and privacy between program participants, staff, and community visitors

The County recommends funding \$1,000,000 of the projected cost of \$4.75 million for the Women's Campus. The recommended amount is based on guidelines in our Community Capital program that funds similar requests. Guidelines include the County funding no more than 35% of the project cost and no more than \$1 million. In this case, 35% of the \$4.75 million estimate is \$1.6 million.

In recent conversations with the Healing Transitions Executive Director, the County gathered updates on some project status and funding status items:

- Healing Transitions was awarded \$500,000 in the last 2018 Community Capital process. The organization reflects this as a funding source toward the campaign and plans to apply that funding towards the initial purpose of expanding the Men's Campus.
- Lease extension is a November 19, 2019 Raleigh City Council agenda item.
- Healing Transitions began discussions with the Mayor-elect about the campaign request of the City of Raleigh; a funding commitment has not been made.
- Discussions also began at the state level and a degree of support was expressed.
- Healing Transitions' capital campaign has \$5,185,596 in total pledges of which \$1,564,858 is paid as of November 7, 2019.

Attachments:

1. Presentation
2. Healing Transitions Capital Campaign Request



Legislation Details (With Text)

File #: 16-2489

Type: Other Business **Status:** Agenda Ready

In control: Board of Commissioners

On agenda: 11/18/2019 **Final action:**

Title: Informational Items for the Board of Commissioners

Sponsors:

Indexes:

Code sections:

Attachments: [Informational Items Item Summary 11-18-19.pdf](#)
[September 2019 Financials.pdf](#)

Date	Ver.	Action By	Action	Result
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Informational Items for the Board of Commissioners

Item Title: Informational Items for the Board of Commissioners

Specific Action Requested:
None.

Item Summary:

The informational items for this agenda are listed below:

Attachments:

1. Interim Financial Statements for September 2019



Finance Department

TEL 919 856 6120
FAX 919 856 6880

301 S. McDowell Street • PO Box 550 • Raleigh, NC 27602-0550
www.wakegov.com

Memorandum

To: Board of County Commissioners
From: Emily Lucas, Chief Financial Officer
Date: October 31, 2019
Re: Interim Financial Statements

Attached to this memorandum are the interim financial statements for September 2019. These interim statements are published by Wake County Finance Department on a monthly basis, except for the months of June and July. Because of the year-end close, interim financial statements are usually not prepared for those months. After the Finance Department closes the month, the interim financial statements are prepared over the next two weeks. The Board of Commissioners, the County Manager, the Chief Operating Officer, and other key management personnel generally receive interim financial statements for the preceding month.

The financial information included with this memorandum is on the cash basis, they are “Non-GAAP” statements that are prepared directly from the County’s accounting system. No monthly adjustments or accruals are included on these interim statements; those types of adjusting entries are posted at the end of the fiscal year. Year-to-date financial information is included for the County’s General Fund, along with operating revenues for the Solid Waste Operating Fund, the South Wake Partnership Fund, the Fire Tax Operating Fund, and the Major Facilities Fund. In addition, monthly yield information concerning the County’s investment portfolio and the status of bond proceeds on hand at month-end is included.

Please let us know if you have any questions or comments about these statements. If you would like additional information, please contact me at 856-5447.

cc: Statement recipients

WAKE COUNTY

Monthly Financial Dashboard

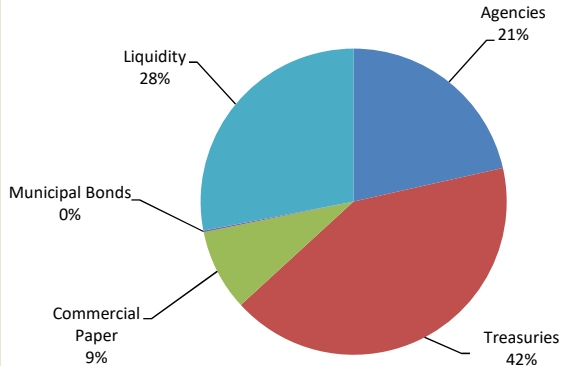
FISCAL YEAR ENDING June 30, 2020

Reporting Period: September 2019

OPERATING CASH AND INVESTMENTS

TOTAL INVESTMENTS (\$ millions)		WEIGHTED AVERAGE YIELD	
This Quarter	\$ 582.3	Portfolio (Operating)	1.87%
Last Quarter	654.6	One Year ago	1.61%
One Year Ago	596.1		

Investment Summary - Current Holdings



DEBT INFORMATION

Unexpended Bond Proceeds:

	Issued	Expended to Date	Project Balance
Open Space - 2013B	\$ 21,000,000	\$ 19,442,914	\$ 1,557,086
Libraries - 2014	11,000,000	10,332,934	667,066
Libraries - 2017	33,700,000	19,980,618	13,719,382
Schools - 2018A LOBs	60,109,978	49,100,268	11,009,710
Schools - 2019A	65,025,280	21,066,512	43,958,768
Wake Tech - 2019A	688,509	208,541	479,968
Schools - 2019A LOBs	70,221,350	13,961,046	56,260,304
Total	\$ 261,745,117	\$ 134,092,833	\$ 127,652,284

Bond Anticipation Notes Outstanding:

	Authorized	Issued to Date	Remaining Balance
Schools - Installment	\$ 350,013,000	\$ 240,893,481	\$ 109,119,519
Wake Tech - Installment	39,653,000	19,432,932	20,220,068
Schools - 2018 Installment	305,599,000	71,133,635	234,465,365
Wake Tech - 2018 Installment	74,919,000	3,554,906	71,364,094
Schools - 2019 Installment	548,000,000	51,000	547,949,000
Wake Tech - 2019 Installment	177,100,000	51,000	177,049,000
Total BANs	\$ 1,495,284,000	\$ 335,116,954	\$ 1,160,167,046

GENERAL FUND REVENUE COLLECTIONS

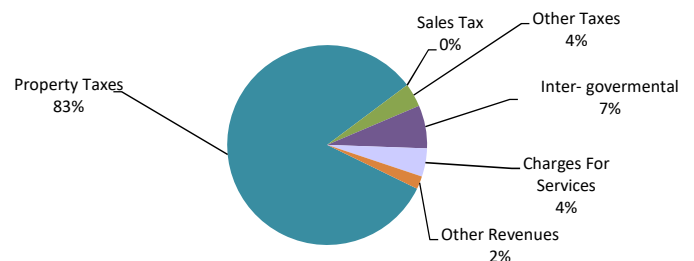
	Current Year	Prior Year	Difference
PROPERTY TAX			
Budget	\$ 1,096,777,300	\$ 964,988,120	\$ 131,789,180
Actual Year to Date	151,135,242	133,331,273	17,803,969
Percent Realized	13.8%	13.8%	0.0%
SALES TAX			
Budget	\$ 204,001,000	\$ 200,303,874	\$ 3,697,126
Actual Year to Date	-	-	-
Percent Realized	0.0%	0.0%	0.0%
OTHER TAXES			
Budget	\$ 17,032,003	\$ 16,772,003	\$ 260,000
Actual Year to Date	6,929,906	5,149,486	1,780,420
Percent Realized	40.7%	30.7%	10.0%
INTERGOVERNMENTAL REVENUES			
Budget	\$ 70,488,176	\$ 67,439,753	\$ 3,048,423
Actual Year to Date	12,793,512	11,359,465	1,434,047
Percent Realized	18.1%	16.8%	1.3%
CHARGES FOR SERVICES			
Budget	\$ 64,024,945	\$ 62,914,067	\$ 1,110,878
Actual Year to Date	8,290,984	12,141,187	(3,850,203)
Percent Realized	12.9%	19.3%	-6.4%
OTHER REVENUES (Including appropriated fund balance)			
Budget	\$ 23,909,998	\$ 22,852,695	\$ 1,057,303
Actual Year to Date	3,907,003	3,248,069	658,934
Percent Realized	16.3%	14.2%	2.1%
TOTAL REVENUES			
Budget	\$ 1,476,233,422	\$ 1,335,270,512	\$ 140,962,910
Actual Year to Date	183,056,647	165,229,480	17,827,167
Percent Realized	12.4%	12.4%	0.0%

OTHER OPERATING FUND REVENUES

	Current Year	Prior Year	Difference
Fire Tax District			
Budget	\$ 28,264,000	\$ 27,536,000	\$ 728,000
Actual Year to Date	4,536,486	4,482,966	53,520
Percent Realized	16.1%	16.3%	-0.2%
Major Facilities			
Budget	\$ 68,410,000	\$ 57,315,000	\$ 11,095,000
Actual Year to Date	10,834,154	9,503,587	1,330,567
Percent Realized	15.8%	16.6%	-0.8%
Solid Waste Operating			
Budget	\$ 19,146,000	\$ 15,487,000	\$ 3,659,000
Actual Year to Date	2,552,595	1,444,161	1,108,434
Percent Realized	13.3%	9.3%	4.0%
South Wake Landfill Partnership			
Budget	\$ 20,900,000	\$ 17,500,000	\$ 3,400,000
Actual Year to Date	2,487,859	2,091,878	395,982
Percent Realized	11.9%	12.0%	-0.1%

GENERAL FUND REVENUES BY TYPE

Actual Year to Date



^ Sales taxes are on a three month lag. Distributions received from the State in October will be posted to FY2020.

WAKE COUNTY

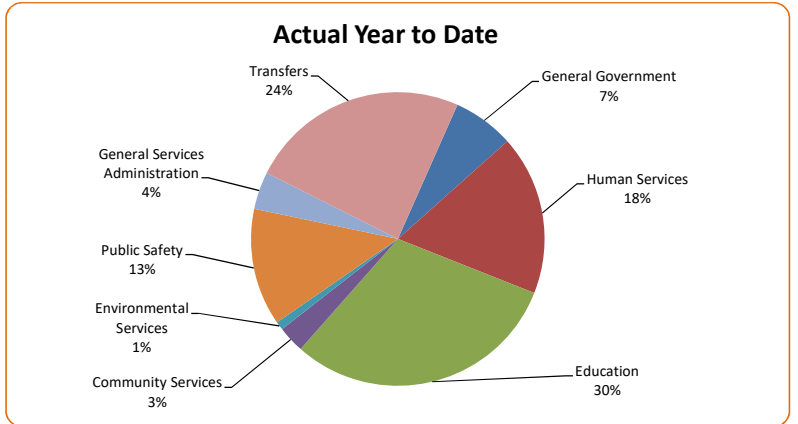
Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2020 Reporting Period: September 2019

GENERAL FUND EXPENDITURES AND ENCUMBRANCES BY TYPE

	Current Year	Prior Year	Difference
SALARIES & BENEFITS			
Budget	\$ 299,011,794	\$ 274,543,024	\$ 24,468,770
Actual Year to Date	70,749,340	65,137,360	5,611,980
Percent of Budget	23.7%	23.7%	0.0%
CONTRACTED SERVICES			
Budget	\$ 147,225,618	\$ 138,310,711	\$ 8,914,907
Actual Year to Date	83,005,832	62,536,494	20,469,338
Percent of Budget	56.4%	45.2%	11.2%
EDUCATION APPROPRIATIONS			
Budget	\$ 540,535,537	\$ 495,906,422	\$ 44,629,115
Actual Year to Date	135,133,884	123,476,605	11,657,279
Percent of Budget	25.0%	24.9%	0.1%
SUPPLIES & MATERIALS			
Budget	\$ 21,724,487	\$ 21,224,092	\$ 500,395
Actual Year to Date	11,516,724	11,952,962	(436,238)
Percent of Budget	53.0%	56.3%	-3.3%
PROPERTY RENTAL, MAINTENANCE & UTILITIES			
Budget	\$ 34,841,728	\$ 32,933,830	\$ 1,907,898
Actual Year to Date	16,903,478	13,699,611	3,203,867
Percent of Budget	48.5%	41.6%	6.9%
AID TO OTHER COMMUNITY AGENCIES			
Budget	\$ 15,298,424	\$ 14,607,655	\$ 690,769
Actual Year to Date	13,757,575	6,041,927	7,715,648
Percent of Budget	89.9%	41.4%	48.5%
OTHER EXPENDITURES			
Budget	\$ 12,693,021	\$ 17,948,440	\$ (5,255,419)
Actual Year to Date	3,992,462	3,668,963	323,499
Percent of Budget	31.5%	20.4%	11.1%
TRANSFERS TO OTHER FUNDS			
Budget	\$ 404,902,813	\$ 339,796,338	\$ 65,106,475
Actual Year to Date	107,273,813	55,027,235	52,246,578
Percent of Budget	26.5%	16.2%	10.3%
TOTAL			
Budget	\$ 1,476,233,422	\$ 1,335,270,512	\$ 140,962,910
Actual Year to Date	442,333,108	341,541,157	100,791,951
Percent of Budget	30.0%	25.6%	4.4%

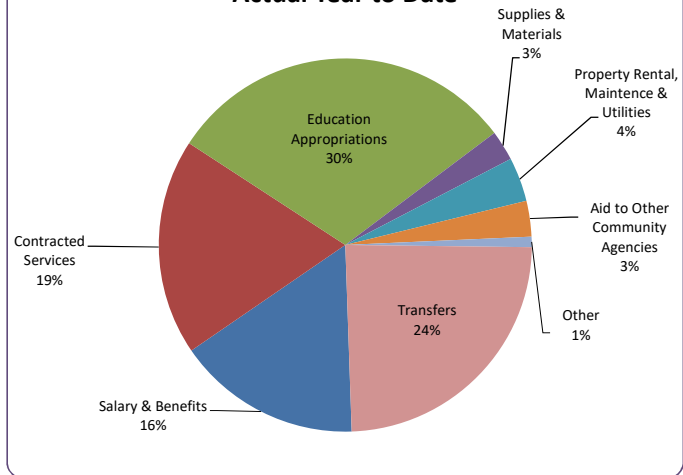
GENERAL FUND EXPENDITURES AND ENCUMBRANCES BY FUNCTION



GENERAL FUND EXPENDITURES AND ENCUMBRANCES BY DEPARTMENT

	Budget	Actual	Current %	Prior %
General Government:				
Board of Commissioners	\$ 730,290	\$ 188,330	26%	26%
County Manager	2,127,470	542,914	26%	21%
Communications Office	1,103,493	332,005	30%	26%
County Attorney	3,168,888	797,976	25%	25%
Board of Elections	8,347,873	4,134,098	50%	42%
Budget	1,205,556	286,273	24%	26%
FD&C	2,099,110	439,981	21%	25%
Finance	3,367,407	855,578	25%	22%
Human Resources	3,874,446	978,844	25%	21%
Information Services	20,714,418	5,735,477	28%	30%
Register of Deeds	3,618,677	1,123,055	31%	24%
Revenue	11,183,341	3,847,151	34%	36%
Quasi-Governmental	835,742	359,504	43%	41%
Non-Departmental	18,400,866	10,215,211	56%	40%
Total General Government	80,777,577	29,836,397	37%	33%
Human Services:				
Human Services	161,082,805	45,913,345	29%	29%
Housing & Community Revitalization	8,120,576	2,732,037	34%	31%
Behavioral Health-MCO	30,505,539	29,031,644	95%	35%
Total Human Services	199,708,920	77,677,026	39%	30%
Education:				
Wake County Schools	515,955,101	128,988,775	25%	25%
Wake Technical College	24,580,436	6,145,109	25%	25%
Total Education	540,535,537	135,133,884	25%	25%
Community Services	41,860,318	13,018,082	31%	34%
Environmental Services	14,452,029	4,105,011	28%	28%
Public Safety:				
CCBI	7,196,733	1,900,791	26%	23%
Sheriff	100,729,663	30,629,013	30%	30%
Fire Services	2,922,783	988,766	34%	34%
EMS	50,076,004	22,097,792	44%	29%
Public Safety Communications	1,361,692	1,463,135	107%	123%
Total Public Safety	162,286,875	57,079,497	35%	31%
General Services				
Administration	31,709,353	18,209,398	57%	55%
Transfers to Other Funds	404,902,813	107,273,813	26%	16%
Total	\$ 1,476,233,422	\$ 442,333,108	30%	26%

Actual Year to Date



¹ Public Safety Communications is currently overbudget due to timing of departmental chargebacks. Once the chargebacks are posted, the overexpenditure should be remedied.

² FY2020 decreased from the prior year due to a FY2019 reserve allocation of \$7.4 million to Wake County Public Schools.

³ Variance in current year expenditures is due to the timing of contractual commitments entered into early in the FY2020.

⁴ Transfers in FY2020 are higher than FY2019, primarily due to a transfer of \$44.6 million to County Capital CIP and \$13 million to Housing CIP.