



# Wake County

301 South McDowell Street  
Raleigh, NC

## Meeting Minutes Board of Commissioners

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Monday, November 16, 2020

2:00 PM

Wake County Justice Center

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### Regular Meeting - Meeting Held Remotely

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

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

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

#### Pledge of Allegiance

#### Invocation: Commissioner Susan Evans

#### Items of Business

1. Approval of Agenda

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

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

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

3. Recognition of Employee Awards

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

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

He shared the 2020 Digital Counties Survey.

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

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

He shared Kindergarten Readiness.

Kindergarten Readiness, Community Services, Wake County Public Libraries

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

He shared Child Welfare Community Outreach Sponsorship

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

- Toni Bush
- Paige Rosemond

He shared Feral Farm Friends

Feral Farm Friends - Environmental Services, Wake County Animal Center

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

- Dr. Sandra Strong
- Ashley Williams
- Mary Zielonka

He shared County Action on Contaminated Private Wells

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

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

He shared PET Pods Co-location Evacuation Shelters

PET PODS Co-Location Evacuation Shelters - Environmental Services

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

He recognized all of the staff for these achievements.

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

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

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

#### 4. Retiree Recognition

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

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

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

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

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

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

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

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



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

## Consent Agenda

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**..Recommended Action**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

14. Contract to Administer the Affordable Homeownership Program

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**The motion passed unanimously.**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

24. Amendments to the Wake County Public School System Appropriation

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

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



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

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

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

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

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

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

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

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

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

**27. Transfer of Surplus Computer Equipment**

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

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

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

28. Modification to the Former Recreation Land Area Contributions Ordinance

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

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

29. Cary Regional Library Room Naming

Attachments: [Cary Regional Library - Room Names - Agenda Item Final.docx](#)  
[Attachment 1 - Cary Regional Library Room Dedications Drawings.pdf](#)  
[Attachment 2 - Policy for Naming Property Belonging to Wake County.pdf](#)

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

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

Attachments: [Agenda Item - Business Officer.docx](#)  
[Budget Memo - FY 2021 Human Resources.pdf](#)

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

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

Attachments: [ABC Salary approval item summary.docx](#)  
[ABC letter salary range request.pdf](#)

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

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

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

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

General Public Comments

**33.**

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

Ms. Gilyard shared the public comments

**Regular Agenda**

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

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

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

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

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

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

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

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

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

- Community Transportation Program (CTP) Grant funds from the

State are integral to the program's operation

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

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

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

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

Vice-Chair Adamson asked how a citizen could apply.

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

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

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

Chairman Ford opened the public hearing.

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

Chairman Ford closed the public hearing.

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

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

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

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

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

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

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

Eligible expenses include:

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

Funding expires December 30, 2020

She shared the CFR Funding Plan Framework

**Framework**

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

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

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

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

She shared Public Health Emergency Response.

**Management**

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

**Testing**

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

**Planning**

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

She shared the Community Response and Resiliency

**Wake Helps**

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

**House Wake & Wake Prevents**

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

**Wake Supports**

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

**Food Security Efforts**

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

She shared Continuity of Operations and Economic Recovery

**Continuity of Operations**

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

**Economic Recovery**

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

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

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

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

Ms. Lucas shared the expiration of the CFR.

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

What this means:

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

County identified a solution that:

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

She shared the use of CFR for Public Safety Costs.

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

Of the remaining \$71.8 million in CRF:

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



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

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

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

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

She shared a chart showing the CRF Updated Funding Plan.

She shared Today's Requested Action.

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

Following today's action:

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

She shared the Summary.

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

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

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

are available to assist small businesses.

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

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

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

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

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

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

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

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

Commissioner Holmes asked if hazard pay could be extended.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

She shared the request for county funding.

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

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

She shared a review of the funding request.

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

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

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

She shared funding commitment recommendation.

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

She shared board action requested

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

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

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

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

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

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

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

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

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

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

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

Wake county attorney said the amended motion is recommend.

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

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

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

**37. Remarks by Retiring Commissioners**

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

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

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

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

Vice-Chair Adamson shared heartfelt comments to Commissioner Holmes.

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

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

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

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

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

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

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

## Appointments

### 38. Fire Commission

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

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

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

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

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

### 40. Human Services Board

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

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

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

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

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

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

**42. Upcoming Vacancies for December**

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

Vice-Chair Adamson read the upcoming appointments for December .

**Other Business**

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

**Closed Session**

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

The board approved the action during closed session.

Meeting went into recess.

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

**Adjourn**

Returned from closed session at 6:57 pm.

The meeting adjourned at 6:59 pm.

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



Respectfully Submitted,

Yvonne Gilyard, Deputy Clerk  
Wake County Board of Commissioners



## Legislation Details (With Text)

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**File #:** 16-3068

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:** 11/16/2020

**Title:** Approval of Agenda

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners	accepted	

Approval of Agenda





## Legislation Details (With Text)

**File #:** 16-3102  
**Type:** Items of Business  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 11/16/2020  
**Final action:**  
**Title:** Recognition of Employee Awards  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Recognition of Employee Awards.pdf](#)  
[NACO Awards 2020\\_FINAL.pdf](#)

Date	Ver.	Action By	Action	Result
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Recognition of Employee Awards

**That the Board of Commissioners receives information about recent awards to Wake County government.**

**Item Title:** Recognition of Employee Awards

**Specific Action Requested:**

**That the Board of Commissioners receives information about recent awards to Wake County government.**

**Item Summary:**

County Manager David Ellis will briefly review major recognitions awarded to Wake County, and the County staff who earned the awards.

**Attachments:**

1. Presentation



## Legislation Details (With Text)

**File #:** 16-3087  
**Type:** Items of Business  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 11/16/2020  
**Final action:**  
**Title:** Retiree Recognition  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Retiree Recognition Item Summary 11-16-20.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 January 1, 2021:

- Kerstin Nygard, Human Services
- Octavia Allen, Human Services
- Wanda Cox-Bailey, Community Services

**Attachments:**

None.



## Legislation Details (With Text)

<b>File #:</b>	16-3022	<b>Status:</b>	Agenda Ready
<b>Type:</b>	Consent Item	<b>In control:</b>	Board of Commissioners
<b>On agenda:</b>	11/16/2020	<b>Final action:</b>	
<b>Title:</b>	Purchase and Sale Agreements and Amendment to the MOA for Disposition and Development of Affordable Housing on County-Owned Property at 1317 N. Main St., Holly Springs		
<b>Sponsors:</b>			
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	<a href="#">DHIC-MyCC-HS 1317 N. Main St Disposition Purchase Agreements MOA Amendment Agenda Item - County Land Disposition MOA 1317 N. Main St Holly Springs EXECUTED.pdf</a> <a href="#">DRAFT Disposition Contract Town of Holly Springs - County.pdf</a> <a href="#">FINAL Draft Purchase Agrmt DHIC-WakeCounty 1317 N. Main. St. HS.pdf</a> <a href="#">DRAFT Amended County Land Disposition MOA 1317 N. Main St Holly Springs.pdf</a> <a href="#">DHIC &amp; MyCC - 1317 N Main Street Proposed Subdivision.pdf</a>		

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

### That the Board of Commissioners:

1. Authorizes the County Manager to approve an amended Memorandum of Agreement (MOA) between Wake County, the Town of Holly Springs, DHIC, Inc. and MyComputerCareer (MyCC), to coordinate the disposition and development of a 19.89 acre tract of real property ("the Property") located at 1317 N. Main St. in Holly Springs;
2. Authorizes staff to proceed with the subdivision of the Property to accommodate the proposed development of the Property in coordination with the Town of Holly Springs;
3. Directs the County Manager to execute an agreement for the conveyance of a 9+/- acre portion of the Property to DHIC, Inc. pursuant to N.C.G.S. 153A-378(3) for affordable housing development;
4. Directs the County Manager to execute an agreement for the donative conveyance of a 10+/- acre portion of the subject Property to the Town of Holly Springs, NC pursuant to N.C.G.S. 160A-274;
5. Authorizes the Chair to sign the deeds and any other documents necessary to convey the respective portions of the subject Property to DHIC and the Town of Holly Springs.



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

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

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

1. Authorizes the County Manager to approve an amended Memorandum of Agreement (MOA) between Wake County, the Town of Holly Springs, DHIC, Inc. and MyComputerCareer (MyCC), to coordinate the disposition and development of a 19.89 acre tract of real property ("the Property") located at 1317 N. Main St. in Holly Springs;
2. Authorizes staff to proceed with the subdivision of the Property to accommodate the proposed development of the Property in coordination with the Town of Holly Springs;
3. Directs the County Manager to execute an agreement for the conveyance of a 9+/- acre portion of the Property to DHIC, Inc. pursuant to N.C.G.S. 153A-378(3) for affordable housing development;
4. Directs the County Manager to execute an agreement for the donative conveyance of a 10+/- acre portion of the subject Property to the Town of Holly Springs, NC pursuant to N.C.G.S. 160A-274;
5. Authorizes the Chair to sign the deeds and any other documents necessary to convey the respective portions of the subject Property to DHIC and the Town of Holly Springs.

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

**Item Summary:**

**Purpose:** The Board of Commissioners approves all Wake County real estate transactions and related agreements.

**Background:** Effective September 1, 2019, the Wake County Evaluation and Disposition of County-owned Land for Affordable Housing Policy ("Land Disposition Policy") was approved. In accordance with this policy and in consultation with the Town of Holly Springs in its capacity as the local government having planning and development jurisdiction, a Request for Proposals (RFP #20-006) was released on January 1, 2020 for property located at 1317 N. Main St., Holly



## Legislation Details (With Text)

**File #:** 16-3076

**Type:** Consent Item

**Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020

**Final action:**

**Title:** Subordination and Amended Terms of an Affordable Housing Loan for The Sussex in Raleigh, NC

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Subordination and Amended Terms of an Affordable Housing Loan for The Sussex in Raleigh, NC  
**That the Board of Commissioners approves a subordination request and amendment to the loan terms from an amortizing to cash flow repayment schedule for The Sussex, an affordable rental development to be located in Raleigh, NC, subject to terms and conditions acceptable to the County Attorney.**

**Item Title:** Subordination and Amended Terms of an Affordable Housing Loan for The Sussex in Raleigh, NC

**Specific Action Requested:**

**That the Board of Commissioners approves a subordination request and amendment to the loan terms from an amortizing to cash flow repayment schedule for The Sussex, an affordable rental development to be located in Raleigh, NC, subject to terms and conditions acceptable to the County Attorney.**

**Item Summary:**

**Purpose:** The Board of Commissioners approves all Wake County real estate transactions.

**Background:** In May 2020, the Board of Commissioners approved a loan of \$2,800,000 to Volunteers of America to develop The Sussex, a 216-unit affordable family development in Raleigh, NC. The Board approved the County loan to be in second lien position behind a \$28,400,000 loan from Prudential, the amount of which is tied to the bond volume issued by the North Carolina Housing Finance Agency. Due to the ratio of requested bond volume to total development costs, NCHFA will only issue \$26,100,000, limiting the first mortgage amount. Prudential will use a second, \$2,300,000 loan to fill the gap. Prudential is requiring the County to subordinate its loan and take third lien position.

In addition, the mortgages from Prudential will be a Freddie Mac product which offers developers more favorable terms but requires subordinate debt to limit its repayment to 75% of proceeds remaining after first mortgage debt service. The use of this product will require the County to amend the approved amortizing repayment loan to a cash flow loan. Staff have reviewed the proposed proforma which demonstrates sufficient cash flow to offer County repayment similar to previously agreed upon terms.

**Board Goal:** This Board action directly supports the Board's desire to implement the Wake County Affordable Housing Plan in the Social and Economic Vitality goal area.

**Fiscal Impact:** The Board previously appropriated funds for these proposals in the Housing Affordability and Community Revitalization Special Revenue Fund and the Housing Affordability and Community Revitalization CIP Fund. This action has no additional fiscal impact.

**Additional Information:**

In May 2020, the Board of Commissioners approved a loan of \$2,800,000 to Volunteers of America (VOA) to develop The Sussex, a 216-unit affordable family development in Raleigh, NC. The Board approved the County loan to be amortizing at 1% interest and in second lien position behind a \$28,400,000 loan from Prudential, the amount of which is tied to the bond volume issued by the North Carolina Housing Finance Agency (NCHFA).

On October 27<sup>th</sup>, 2020, Housing staff were informed by Stuart Law Firm that due to the ratio of the requested bond cap volume to total development costs for The Sussex, NCHFA will only issue \$26,100,000 in bond volume. As a result, the Prudential loan in first position is capped at \$26,100,000. The volume of this loan cannot be increased. VOA determined that the \$2,300,000 gap could be filled with a “taxable tail” in that amount, in the form of a second loan from Prudential. Prudential is requiring that the County subordinate its loan to this second loan and take third lien position.

While the County would be taking a lower position, it will be in the same position financially as when the loan was originally approved. The first and second mortgages total \$28,400,000, equal to the original first mortgage amount. Should the property face foreclosure, the first two loans would be foreclosed upon together.

The first and second loans are being financed by Freddie Mac. Freddie Mac requires that subordinate debt service be limited to 75% of surplus cash, meaning cash left over after senior debt service. This requirement appears in the Subordination Agreement for the County’s loan. The current repayment schedule for the County’s loan adheres to this limit. However, should there be future cash flow problems, the County’s annual debt service may be lower than what appears in the repayment schedule.

**Attachments:**

1. Site Map
2. Commitment Letter
3. Subordination Agreement



## Legislation Details (With Text)

**File #:** 16-3051

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Facilities Design & Construction

**On agenda:** 11/16/2020      **Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners approves funding of this purchase price together with closing costs in an amount not to exceed \$2,928,231.00 pursuant to N.C.G.S 115C-426.**

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

**Specific Action Requested:**

**That the Board of Commissioners approves funding of this purchase price together with closing costs in an amount not to exceed \$2,928,231.00 pursuant to N.C.G.S 115C-426.**

**Item Summary:**

**Purpose:** The Board of Commissioners must approve funding for land acquisition by the Wake County Board of Education.

**Background:** The Board of Education approved the terms and conditions for an offer to purchase two tracts of land containing a total of 41.150 acres located in Southwestern Wake County/Holly Springs from (1) Gregory W. Hobby and spouse, Julie K. Hobby on March 24, 2020, and (2) Karen W. Cody and spouse, Christopher C. Cody on September 1, 2020, for a total price of \$2,362,181.94, subject to approval of funding by the Board of Commissioners. This site assemblage will accommodate a future elementary school.

**Board Goal:** Meets the Board of Commissioners Education goals by collaborating with education stakeholders.

**Fiscal Impact:** Funding is available from the Land Acquisition Component of the Board of Education's Capital Improvement Plan Funds for the purchase price together with closing costs in an amount not to exceed \$2,928,231.00.

**Additional Information:**

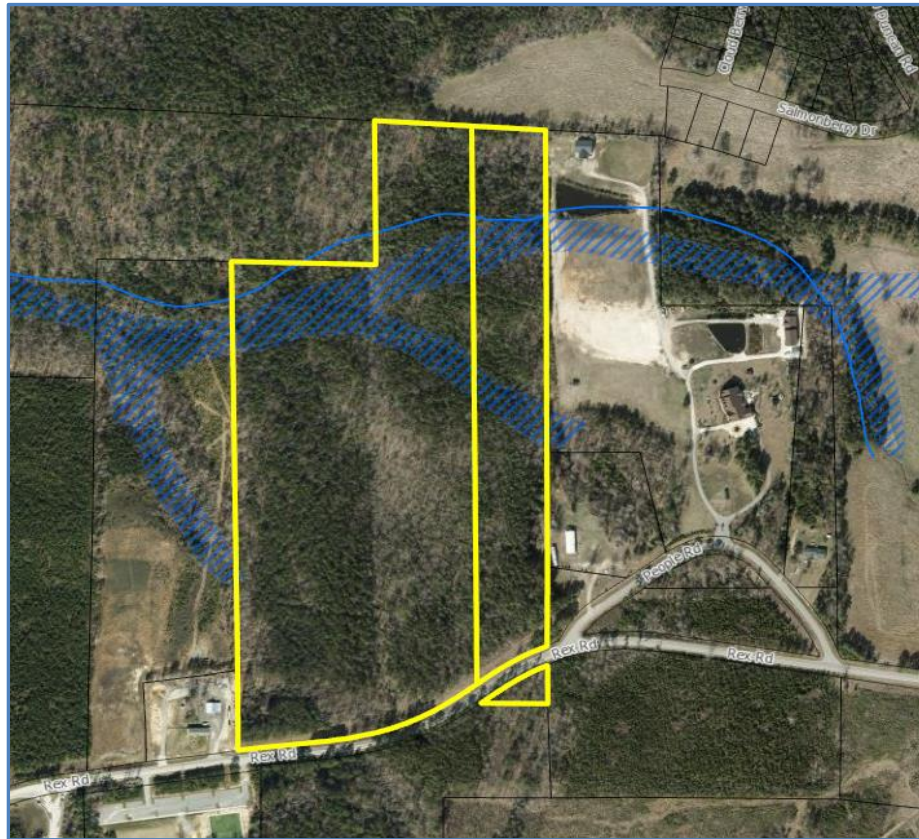
**Need for Acquisition:**

The Board of Education utilizes ongoing data-driven processes to identify school site locations needed to address growth and crowding in the Wake County Public School System. Acquisition needs were identified in the southwestern Wake County area for additional capacity. Given the growth and development in the area, current utilization levels in area schools, the distance to existing and planned schools, the need for an elementary school site in the area is well supported.

**Land Acquisition Criteria:**

The proposed acquisition consists of two parcels located on the northern side of Rex Road west of its intersection with Cass Holt Road, Holly Springs Township, in Holly Springs, Wake County, NC. They include: (1) a 31.281 acre parcel of land owned by Gregory W. Hobby and spouse, Julie K. Hobby, having PIN 0637-38-8616; and (2) a 9.869 acre parcel of land owned by Karen W. Cody and spouse, Christopher C. Cody,

having PIN 0637-48-3806. The parcels are located within the Town of Holly Springs Extra Territorial Jurisdiction and are currently zoned R-30. The subject property assemblage location is depicted below:



The subject property is bisected by a buffered jurisdictional stream features that cross the northern portion of the site assemblage in two places. The area south of the stream is planned for the elementary school site location. The  $\pm 3.0$  acre and  $\pm 4.0$  acre areas north of the streams may not be needed for the elementary school site and may be sufficient to accommodate an educational support program need in the area identified by the Space Needs Analysis & Prioritization program. Collaborative discussions have also begun with the Town of Holly Springs staff to explore potential school/park joint use opportunities. There is also a 0.343 acre area of the assemblage that is severed from the main assemblage and located south of Rex Road. Should any usable surplus acreage be identified after location of the identified educational and educational support needs, it will be evaluated by Board of Education and County staff to explore feasibility for potential affordable housing.

#### **Other Due Diligence and Site Assessment:**

Due diligence studies procured included a Phase 1 Environmental Site Assessment, Geotechnical subsurface exploration study, Streams and Wetlands jurisdictional delineation, Survey, Appraisals, Feasibility Study and Site Development Cost Estimate.

#### **Appraised Value Information:**

An appraisal for the subject properties was prepared by Timothy S. Allen of Seagle & Associates, LLC. Mr. Allen concludes that the market value of the assemblage is



\$2,215,000.00, which appraised value supports the purchase price. Despite rising prices, the southwestern Wake area still sees high demand for residential development. With more houses and less land available to build, school siting becomes more and more difficult. The subject location provides an opportunity to address area overcrowding and capping, while adding additional capacity. For comparison, the latest school site purchase data for sites in this area is summarized below:

Subject Property	Est. Date of Acquisition	Acreage	Blended Net Sales Price*	Appraised Value (Per Acre)	Blended Net Sales Price* (Per Acre)	Sales Price Over/(Under) Appraised Value Per Acre
<b>Exx2 ES Site – Rex Road</b>	11/2020	41.150	\$2,362,182	\$53,827	\$57,404	\$3,577

Recent Acquired Sites In The Area	Date of Acquisition	Acreage	Total Sales Price	Appraised Value (Per Acre)	Sales Price (Per Acre)	Sales Price Over/(Under) Appraised Value (Per Acre)
<b>E-45 Buckhorn Creek ES</b>	3/2016	22.05	\$1,333,904	\$60,000	\$64,431	\$4,431
<b>E-43 Oakview ES</b>	9/2014	23.55	\$1,228,050	\$64,431	\$52,146	(\$12,285)
<b>E-36 White Oak ES</b>	6/2014	22.38	\$2,461,800	\$100,000	\$110,000	\$10,000

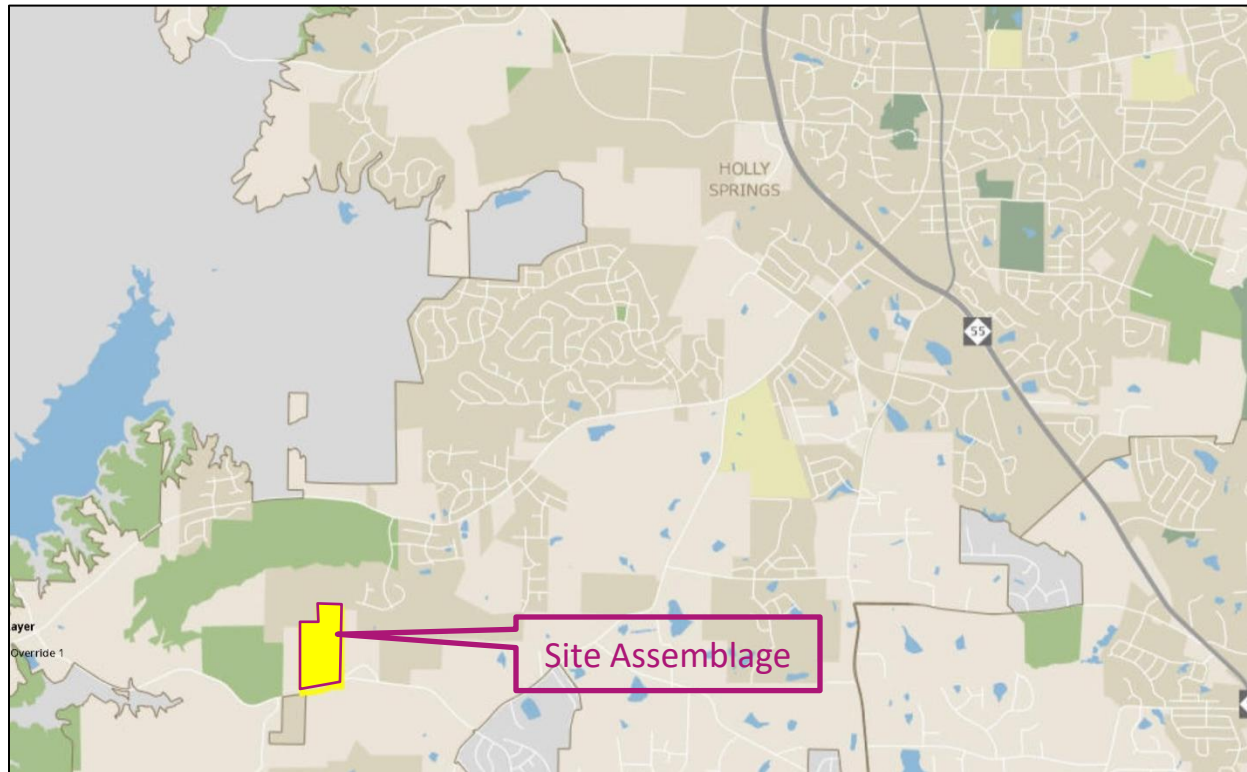
*\* Note: Total Sales price includes deduction for unusable area within easements and rights-of-way per contract terms.*

### Utilities and Transportation Infrastructure:

Water and sewer service is currently unavailable at the site, but is within close proximity as the infrastructure is currently being extended into the adjacent Bridgeberry residential development to the north. Infrastructure extensions therefrom as may be required will be included in offsite improvements as part of the future elementary school project. WCPSS staff anticipates that public infrastructure costs will be within typical ranges due to the proximity and availability of water and sewer services.

Preliminary concept plans indicate that typical on-site circulation driveways will be necessary due to the location and configuration of the site. Typical road improvements near the site frontage on Rex Road to accommodate turn lanes and safe vehicular and pedestrian access to the site from adjacent State maintained roads may be considered for requirement by the Town of Holly Springs, Wake County, and/or the North Carolina Department of Transportation at such time as a school construction project is undertaken and a site plan developed. The costs of such required off-site road improvements are expected to be reimbursable pursuant to N.C.G.S. 160A-307.1 and 136-18(29a). Site designs are expected to impact a delineated wetland area near the center of the site, although due to its small size (0.12 acres) and low environmental value, it is not a significant barrier to development. A preliminary feasibility study utilizing a generic building size, parking and circulation, and available due diligence information indicates that site development costs will likely be commensurate with typical elementary school site development costs.

### Site Map:



### Wake County Staff Comments:

County staff has been involved in certain aspects of the site selection process and has reviewed the findings. Based on the information presented, County staff supports acquisition of the subject property assemblage for a future school facility.

### Attachments:

1. Presentation



## Legislation Details (With Text)

**File #:** 16-3056

**Type:** Consent Item

**Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020

**Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
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Accept and Appropriate Funding Paid to Wake County under the Agreement with the NC Department of Transportation (NCDOT) for the Aquatic Species Propagation Facility Project at Historic Yates Mill County Park

**That the Board of Commissioners accepts and appropriates \$137,000 for payment of final design and engineering expenses related to the Aquatic Species Propagation Facility Project at Historic Yates Mill County Park.**

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

**Specific Action Requested:**

**That the Board of Commissioners accepts and appropriates \$137,000 for payment of final design and engineering expenses related to the Aquatic Species Propagation Facility Project at Historic Yates Mill County Park.**

**Item Summary:**

**Purpose:** In accordance with the North Carolina Local Government Budget and Fiscal Control Act, the Board of Commissioners must approve all budget adjustments that increase the budget for a fund.

**Background:** On November 6, 2017 the Board of Commissioners authorized the County Manager to enter into a Reimbursable Agreement with NCDOT providing for funding the Project, as well as a Memorandum of Understanding (MOU) with NCSU to define the roles and responsibilities of each party in the development and operation of the Project. The project includes the renovation and modest expansion of the research wing of the A. E. Finley Center at Yates Mill County Park. This renovation will house and support captive breeding of aquatic species such as the endangered Dwarf Wedgemussel. This project will help ensure these species, impacted by the I-540 expansion, will continue to thrive.

On February 18, 2020, the Board accepted and appropriated the original payment of \$250,000 from NCDOT. The additional \$137,000 will cover final design, permitting, bidding, construction administration and close out for the project.

**Board Goal:** This action is related to the Board Goal of Growth & Sustainability by supporting improvement of a Wake County Park.

**Fiscal Impact:** NCDOT is providing all funding for design and construction for the project. Wake County is managing all aspects of the project including design development, solicitation of bids, and the construction of the project. Once constructed, NCSU will maintain and cover any additional operational costs for the new research wing.

**Additional Information:**

The North Carolina Department of Transportation (NCDOT) has been planning for the extension and eventual final connection of the I-540 outer loop for several years. Areas that will be impacted by the construction of I-540 contain aquatic systems that are home

to many rare and endangered species. Captive breeding and propagation are practices that aid natural ecosystems in recovery and help to restore diversity of the species living in these areas.

In response to these environmental impacts, NCDOT has agreed to certain mitigation requirements associated with construction of this final connection of I-540. The US Fish and Wildlife Service (USFWS) approached Wake County and NCSU about establishing an aquatic species propagation facility at Yates Mill County Park.

With a grant provided by the US Fish and Wildlife Service (USFWS), Wake County completed a Fresh Water Mussel Propagation Feasibility Study in July 2016. The objective of the study was to confirm the feasibility of renovating the existing research wing at the AE Finley Education and Research Center at Yates Mill County Park, to house and support the captive breeding of aquatic species like the Dwarf Wedgemussel. The conclusion of the collaborative study indicated that the Yates Mill facility would be an appropriate location for a successful propagation facility. Yates Millpond and the AE Finley Center were selected for this work because of the ability of the pond to sustain aquatic species and the availability of space in the existing research wing for NCSU. The study recommended a renovation of this research wing with construction of a modest expansion space. The project scope will include an extensive amount of aquatic tank installation and associated piping, pumps, generator, a new pumphouse and other unique accommodations.

On November 6, 2017 the Board of Commissioners approved entering into a funding agreement with NCDOT and entering a Memorandum of Understanding (MOU) with NCSU. Through the funding agreement, NCDOT is providing funding for the project at the AE Finley Center including design, permitting and construction. Wake County will serve as the Project Manager/Construction Manager for the design and construction of the project. Wake County will not be a funding partner and will have no duty or obligation to expend or advance its own funding for any aspect of the project. The Reimbursable Agreement authorized the original payment for preconstruction and design costs up to \$250,000. The additional funding of \$137,000 will cover final design, permitting, bidding, construction administration and close out for the project.

On September 8, 2020 the Board of Commissioners approved the First Amendment to the Use Agreement with NCSU and the Second Amendment to the Ground Lease with the State of North Carolina.

It is anticipated that the project will be ready to bid in the first quarter of 2021, however, that milestone and the construction schedule will be dependent on construction funding approval by NCDOT. Staff will return to the Board of Commissioners seeking approval and appropriation of further funding at that time.

**Attachments:**

1. Reimbursable Agreement with NCDOT
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 2021 Capital Improvement Projects Funds Ordinance, Section 1(A) and 1(B)

The following chart summarizes all budget revisions to the fiscal year 2021 adopted budget for the Parks, Greenways, and Open Space Element of the County Capital Fund indicated below. The summary includes approved items, as well as items to be presented to the Board of Commissioners at the meeting date indicated. *Items for presentation are shown in bold italics.*

Fund: County Capital			Element: Open Space	
REVENUE CATEGORY (SOURCE OF FUNDS)				
Date	Description of Revision or Adjustment	Type	Amount	Balance
June 30, 2020	Prior Project Appropriation	Miscellaneous	34,904,052.73	34,904,052.73
July 1, 2020	FY 2021 Capital Ordinance Appropriation	Miscellaneous	1,300,000.00	36,204,052.73
October 9, 2020	Closing of completed projects (Knighdale Elementary School Park Amphitheater, Adams Property Hwy 42, and Bryan Road Elementary School Park)	Miscellaneous	(310,629.02)	35,893,423.71
November 16, 2020	Proposed: Accept and Appropriate NCDOT funding for the Aquatic Species Propagation Facility Project at Historic Yates Mill County Park	State	137,000.00	36,030,423.71
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
June 30, 2020	Prior Project Appropriation	PGROS	34,904,052.73	34,904,052.73
July 1, 2020	FY 2021 Capital Ordinance Appropriation	PGROS	1,300,000.00	36,204,052.73
October 9, 2020	Closing of completed projects (Knighdale Elementary School Park Amphitheater, Adams Property Hwy 42, and Bryan Road Elementary School Park)	Multiple	(310,629.02)	35,893,423.71
November 16, 2020	Proposed: Accept and Appropriate NCDOT funding for the Aquatic Species Propagation Facility Project at Historic Yates Mill County Park	County Parks	137,000.00	36,030,423.71



## Legislation Details (With Text)

**File #:** 16-3070

**Type:** Consent Item      **Status:** Agenda Ready  
**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners:**

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

**Item Title:** Conveyance of a Permanent Sewer Easement and a Temporary Construction Easement to be Conveyed to the City of Raleigh as requested by NASH Wendell Falls, LLC

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

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

**Item Summary:**

**Purpose:** The Board of Commissioners must approve all property and easement conveyances by the County. NC General Statute 160A-274 authorizes the Board of Commissioners to convey any interest in real property to other governmental agencies.

**Background:** NASH Wendell Falls, LLC has requested that Wake County convey a permanent sewer easement and a temporary construction easement to the City of Raleigh to provide sewer connectivity for the next phase of the Wendell Falls Development. The impacted Wake County parcel is located at 10505 Poole Road, Wendell, NC which contains a City of Raleigh pump station and is encumbered by a previously granted permanent sewer easement as well as a conservation easement of which the conservation easement holder has consented to the deed of easement.

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

**Fiscal Impact:** There is no fiscal impact as the County will not receive compensation for the conveyance of these easements.

**Additional Information:**

In December of 2019, NASH Wendell Falls, LLC, a housing developer, contacted the County regarding the project and proposed easement request. On February 7<sup>th</sup>, 2020 the County received a formal easement request for a permanent sewer easement and a temporary construction easement which was later determined to be for 5,313 square feet of sanitary sewer and 3,795 square feet of temporary construction easement in order to provide sewer connectivity for the new phase of Wendell Falls Development.



The map below displays the Wake County property and approximate location of the proposed easements. The scope of the project on County property will be grading, clearing and boring for the installation of the new sewer line. More detailed plans showing the proposed sewer improvements are attached, (Construction Plans).



The proposed project plans have been reviewed by County staff from Facilities Design & Construction and Parks Recreation & Open Space. Staff has concluded this conveyance will have no impact on the future use of this property. Staff recommends approval of the conveyance subject to terms and conditions acceptable to the County Attorney.

**Attachments:**

1. Property Map
2. Formal Request Letter
3. Signed & Sealed Exhibit
4. Construction Plan Sheet
5. Deed for Permanent Sewer Easement and Temporary Construction Easement



## Legislation Details (With Text)

**File #:** 16-3071

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Conveyance of a Permanent Drainage Easement and a Temporary Construction Easement to the Town of Zebulon for the Arendell Avenue Road Project

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners:**

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

**Item Title:** Conveyance of a Permanent Drainage Easement and a Temporary Construction Easement to the Town of Zebulon for the Arendell Avenue Road Project

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

- 1. Approves the conveyance of a permanent drainage easement and a temporary construction easement to the Town of Zebulon; and**
- 2. Accepts the amount of \$3,200 from the Town of Zebulon as just compensation for this conveyance into the Human Services East Wake Donations account; and**
- 3. Authorizes the Chairman to execute a Deed for a permanent drainage easement and a temporary construction easement to the Town of Zebulon (along with any other supporting documentation), subject to the terms and conditions acceptable to the County Attorney.**

**Item Summary:**

**Purpose:** The Board of Commissioners must approve all property and easement conveyances by the County. NC General Statute 160A-274 authorizes the Board of Commissioners to convey any interest in real property to other governmental agencies.

**Background:** The Town of Zebulon Public Works Department is preparing to perform road improvements along Arendell Avenue from North of Pearces Road to Dogwood Drive. Also included in this project is the extension of Jones Street to Dogwood Drive, which is located one block east of Arendell Avenue and runs alongside a Wake County parcel. The road improvements will consist of paving, drainage, pavement markings, traffic control, and grading. The Town of Zebulon has requested that Wake County convey a permanent drainage easement and a temporary construction easement for this project. The impacted Wake County parcel contains the Zebulon Public Library and the Eastern Regional Center. This project is a benefit to the County in that it will provide an additional ingress / egress to these County amenities with this extension of Jones Street to Dogwood Drive.

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

**Fiscal Impact:** This easement will provide \$3,200 to Human Services East Wake Gang Prevention in the Grants and Donations Fund.

### **Additional Information:**

In June of this year, Carolina Land, a real estate consultant firm hired by the Town of Zebulon to acquire easements for the Arendell Avenue Project contacted the County regarding the project and easement request. The existing right-of-way for the road project was previously dedicated and no further right-of-way was requested from the County for this project. On October 12<sup>th</sup>, 2020 the County received a formal offer in the amount of \$3,200 to purchase 799 square feet of permanent drainage easement and 2,341 square feet of temporary construction easement. The Town of Zebulon is receiving Federal funding through NCDOT for this project and the attached NCDOT "Summary Statement Offer" outlines the particulars of this offer. Wake County staff has reviewed the attached NCDOT valuation and recommends acceptance of \$3,200 as just compensation for the permanent drainage easement and temporary construction easement.

The map below displays the Wake County property and approximate location of the proposed easements. The scope of the project on County property will be installation of drainage, grading and use of temporary construction area as needed for the project. More detailed plans showing the proposed road improvements are attached, (Construction Plans).



The proposed project plans have been reviewed by County staff from Facilities Design & Construction, General Services Administration, Human Services and Community Services. Staff has concluded this conveyance will have no impact on the future use of this property. Staff recommends approval of the conveyance subject to terms and conditions acceptable to the County Attorney.

**Attachments:**

1. Property Map
2. Signed & Sealed Exhibit
3. Summary Statement-Offer
4. NCDOT Valuation
5. Construction Plan Sheet
6. Deed for Permanent Drainage Easement and Temporary Construction Easement
7. 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 2021 Grants and Donations Project Ordinance,  
Sections 1 and 2 and Fiscal Year 2020 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the Fiscal Year 2021 Adopted Budget for the fund indicated below. The summary includes approved items, as well as items to be considered by the Board of Commissioners at the meeting date indicated. ***Items for consideration are shown in bold italics .***

Fund: Grants and Donations Fund				
REVENUES				
Date	Description of Revision or Adjustment	Revenue Category	Amount	Balance
July 1, 2020	Adopted Budget	Multiple	\$ 4,427,000	\$ 4,427,000
July 6, 2020	Accept and Appropriate supplemental 2020 Emergency Management Performance Grant Supplemental - S funding for emergency preparedness.	State	\$ 12,695	\$ 4,439,695



July 6, 2020	Accept and appropriate an additional allocation from the State of North Carolina to prepare for and respond to Coronavirus Disease 2019 (COVID-19) for 2020 elections related matters.	Multiple	\$ 885,927	\$ 5,325,622
August 17, 2020	Accepts and appropriates one-time federal CARES Act funds from NC DHHS for services in the Human Services Department: Adult Protective Services and Child Protective Services	State	\$ 392,578	\$ 5,718,200
August 17, 2020	Accepts and appropriates one-time federal CARES Act funds from NC DHHS for services in the Human Services Department: Epidemiology, Laboratory, and Informatics	State	\$ 305,488	\$ 6,023,688
September 8, 2020	Accept and Appropriate One-Time Funds from the North Carolina Department of Health and Human Services for Public Health COVID-19 Epidemiology and Laboratory Capacity Enhancing Detection Activities	State	\$ 2,156,722	\$ 8,180,410
September 21, 2020	Accept and Appropriate 2020 Edward Byrne Memorial Justice Assistance Grant (JAG).	Federal	\$ 33,477	\$ 8,213,887
September 21, 2020	Accept and appropriate an additional allocation from the NC DHHS to support infection prevention during the COVID-19 pandemic.	State	\$ 1,187,939	\$ 9,401,826
September 21, 2020	Accept and appropriate Robert Wood Johnson Foundation Clinical Scholars Program grant.	Other	\$ 540,000	\$ 9,941,826
October 5, 2020	Accept and Appropriate Grant Funding from the National League of Cities Local Democracy Initiative	Other	\$ 10,000	\$ 9,951,826

October 5, 2020	Acceptance and Appropriation of Grant Funds to Support the November 2020 General Election	Other	\$ 1,000,000	\$ 10,951,826
October 6, 2020	Administratively increase Community Services donations to match actuals	Other	\$ 18,775	\$ 10,970,601
October 19, 2020	Accept and Appropriate Supplemental CARES funding for 2020 election	State	\$ 280,000	\$ 11,250,601
October 19, 2020	Accept and appropriate and additional allocation from NC DPS to provide intensive intervention services for gang involvement	State	\$ 151,320	\$ 11,401,921
<b>November 16, 2020</b>	<b>Accept and Appropriate One-Time Funds from Resolve to Save Lives for COVID testing equipment</b>	<b>Other</b>	<b>\$ 277,000</b>	<b>\$ 11,678,921</b>
<b>November 16, 2020</b>	<b>Accepts easment compensation fro the Town of Zebulon into the Human Services East Wake Donations</b>	<b>Other</b>	<b>\$ 3,200</b>	<b>\$ 11,682,121</b>
<b>EXPENDITURES</b>				
<b>Date</b>	<b>Description of Revision or Adjustment</b>	<b>Department</b>	<b>Amount</b>	<b>Balance</b>
July 1, 2020	Appropriation per Ordinance	Multiple	\$ 4,427,000	\$ 4,427,000
July 6, 2020	Accept and Appropriate supplemental 2020 Emergency Management Performance Grant Supplemental - S funding for emergency preparedness.	Fire & Emergency Services	\$ 12,695	\$ 4,439,695
July 6, 2020	Accept and appropriate an additional allocation from the State of North Carolina to prepare for and respond to Coronavirus Disease 2019 (COVID-19) for 2020 elections related matters.	Board of Elections	\$ 885,927	\$ 5,325,622
August 17, 2020	Increase overtime and temporary staffing costs due to COVID-19 for services in the Human Services Department: Adult Protective Services and Child Protective Services	Human Services	\$ 392,578	\$ 5,718,200



August 17, 2020	Increase salary and benefits, contractual services, and supplies and equipment costs due to COVID-19 for services in the Human Services Department: Epidemiology, Laboratory, and Informatics	Human Services	\$ 305,488	\$ 6,023,688
September 8, 2020	Accept and Appropriate One-Time Funds from the North Carolina Department of Health and Human Services for Public Health COVID-19 Epidemiology and Laboratory Capacity Enhancing Detection Activities	Human Services	\$ 2,156,722	\$ 8,180,410
September 21, 2020	Accept and Appropriate 2020 Edward Byrne Memorial Justice Assistance Grant (JAG).	Sheriff	\$ 33,477	\$ 8,213,887
September 21, 2020	Accept and appropriate an additional allocation from the NC DHHS to support infection prevention during the COVID-19 pandemic.	Human Services	\$ 1,187,939	\$ 9,401,826
September 21, 2020	Accept and appropriate Robert Woods Johnson Foundation Clinical Scholars Program grant.	Behavioral Health	\$ 540,000	\$ 9,941,826
October 5, 2020	Accept and Appropriate Grant Funding from the National League of Cities Local Democracy Initiative	Community Services	\$ 10,000	\$ 9,951,826
October 5, 2020	Acceptance and Appropriation of Grant Funds to Support the November 2020 General Election	Board of Elections	\$ 1,000,000	\$ 10,951,826
October 6, 2020	Administratively increase Community Services donations to match actuals	Community Services	\$ 18,775	\$ 10,970,601
October 19, 2020	Accept and Appropriate Supplemental CARES funding for 2020 election	Board of Elections	\$ 280,000	\$ 11,250,601
October 19, 2020	Accept and appropriate and additional allocation from NC DPS to provide intensive intervention services for gang involvement	Human Services	\$ 151,320	\$ 11,401,921

<i>November 16, 2020</i>	<i>Accept and Appropriate One-Time Funds from Resolve to Save Lives for COVID testing equipment</i>	<i>Other</i>	<i>\$ 277,000</i>	<i>\$ 11,678,921</i>
<i>November 16, 2020</i>	<i>Accepts easment compensation fro the Town of Zebulon into the Human Services East Wake Donations</i>	<i>Other</i>	<i>\$ 3,200</i>	<i>\$ 11,682,121</i>
<b>STAFFING</b>				
<b>Date</b>	<b>Description of Revision or Adjustment</b>	<b>Department</b>	<b>FTE</b>	<b>Balance</b>
July 1, 2020	Appropriation per Ordinance		20.000	20.000



## Legislation Details (With Text)

<b>File #:</b>	16-3079	<b>Status:</b>	Agenda Ready
<b>Type:</b>	Consent Item	<b>In control:</b>	Board of Commissioners
<b>On agenda:</b>	11/16/2020	<b>Final action:</b>	
<b>Title:</b>	Conveyance of an Easement Option Agreement to be Granted to Lennar Carolinas, LLC for Proposed Easements on Wake County Properties for the Carolina Springs Housing Development		
<b>Sponsors:</b>			
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	<a href="#">Agenda Item-Easement Option Agreement.pdf</a> <a href="#">Property Map 3705.pdf</a> <a href="#">Property Map 3921.pdf</a> <a href="#">Combined Easement Exhibit.pdf</a> <a href="#">Duke Energy Easement Exhibit.pdf</a> <a href="#">Roadway Construction Plans.pdf</a> <a href="#">Force Main Plans.pdf</a> <a href="#">Duke Energy Relocation Plans.pdf</a> <a href="#">Wake County Option Easement Option Agreement 11.5.20.pdf</a>		

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Conveyance of an Easement Option Agreement to be Granted to Lennar Carolinas, LLC for Proposed Easements on Wake County Properties for the Carolina Springs Housing Development  
**That the Board of Commissioners:**

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

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

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

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

**Item Summary:**

**Purpose:** The Board of Commissioners must approve all property and easement conveyances by the County. NC General Statute 160A-274 authorizes the Board of Commissioners to convey any interest in real property to other governmental agencies.

**Background:** Lennar Carolinas, LLC has requested that Wake County convey multiple permanent and temporary easements to the Town of Holly Springs, Duke Energy and NCDOT in order to provide sewer connectivity and the required roadway improvements for the Carolina Springs Planned Housing Development. The impacted Wake County parcels are located at 3705 & 3921 Old Holly Springs Apex Road, Holly Springs, NC and contain the South Wake Landfill and the Firearms Training Center. The purpose of this Easement Option Agreement is to allow the Town of Holly Springs to move forward with approving Lennar Carolinas, LLC's site plan while easement design details and conveyance documents are finalized between Wake County and Lennar Carolinas, LLC.

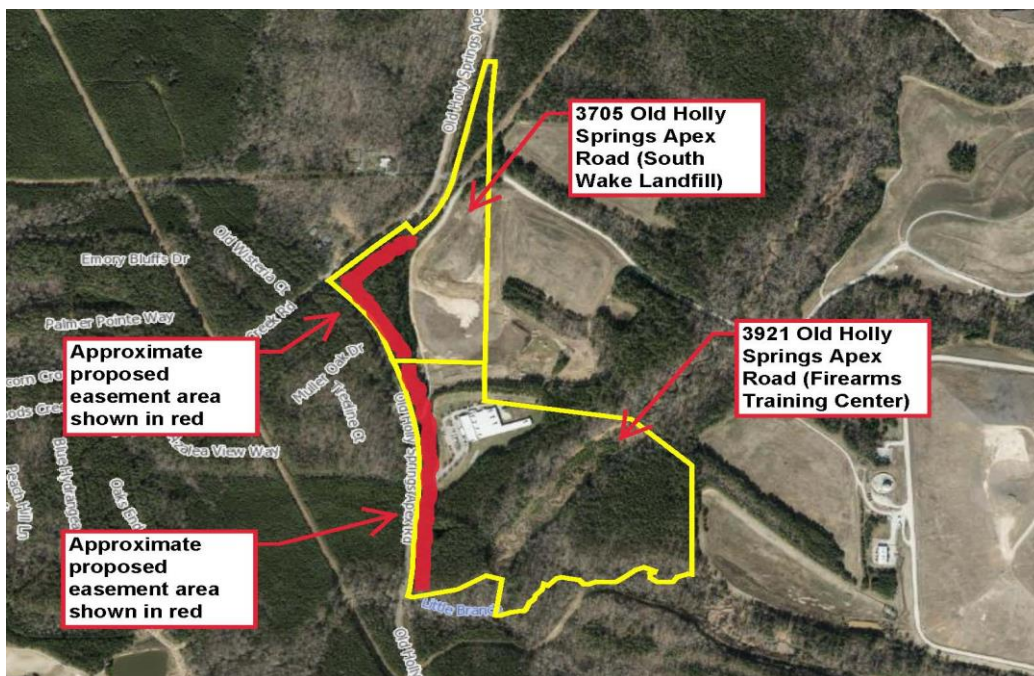
**Board Goal:** This action supports routine County operations.

**Fiscal Impact:** Under the option agreement, the County anticipates receiving \$143,600 once the easements are conveyed. The actual conveyance of easements will be brought back to the board for approval in a future item and the anticipated compensation would be appropriated at that time.

**Additional Information:**

In January of 2020, Lennar Carolinas, LLC, a housing developer, contacted the County regarding the upcoming project and potential easement request. In April of 2020 the County received a formal easement request for a permanent sewer easement and a temporary construction easement which was subsequently redesigned in August of 2020 to include right-of-way, electric utility easements and a permanent drainage easement. Design of the project on the County properties is nearing completion and the County is continuing to work with all entities involved to finalize analysis of impacts to County property as well as the easement conveyance documents. However, in order for Lennar Carolinas, LLC stay on their projected schedule and obtain site plan approval from the Town of Holly Springs prior to the conveyance of the requested County easements an Easement Option Agreement is required to be in place between the County and Lennar Carolinas, LLC. This Easement Option Agreement is not a conveyance of property or property rights and does not bind the County to convey the proposed easements.

The map below displays the Wake County properties and approximate location of the proposed easements in red. The scope of the project on County property will be grading, clearing and boring for the installation of the new sewer line as well as the relocation of existing power poles and construction of a new turn lane in the right-of-way being obtained from the County along with the installation of a new drainage inlet. More detailed plans showing the proposed sewer improvements are attached, (Construction Plans).



The proposed project plans are currently under review by County staff from Facilities Design & Construction, General Services Administration and Solid Waste. At this time, Staff expects that this conveyance will have no impact to the future use of this property.

Staff recommends approval of the Easement Option Agreement conveyance subject to terms and conditions acceptable to the County Attorney.

**Attachments:**

1. Property Maps
2. Combined Easement Exhibit
3. Duke Energy Easement Exhibit
4. Roadway Construction Plans
5. Force Main Plans
6. Duke Energy Relocation Plans
7. Easement Option Agreement



## Legislation Details (With Text)

**File #:** 16-3084

**Type:** Regular Item      **Status:** Agenda Ready  
**In control:** Community Services

**On agenda:** 11/16/2020      **Final action:**

**Title:** Request for Adoption of a Resolution of Support for the Abandonment of a Portion of Olive Dairy Road from the State Road Maintenance System

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners adopts the attached resolution supporting the abandonment of a portion of Olive Dairy Road from the state road maintenance system.**

**Item Title:** Request for Adoption of a Resolution of Support for the Abandonment of a Portion of Olive Dairy Road from the State Road Maintenance System

**Specific Action Requested:**

**That the Board of Commissioners adopts the attached resolution supporting the abandonment of a portion of Olive Dairy Road from the state road maintenance system.**

**Item Summary:**

**Purpose:** The North Carolina Department of Transportation requires that the Wake County Board of Commissioners adopt a resolution supporting a request from property owners to abandon a road, or portion thereof, from the state road maintenance system.

**Background:** The North Carolina Department of Transportation (NCDOT) has tweaked their process for a right-of-way closure to now require two separate and distinct steps. The first step is to abandon the road from the state road maintenance system via the North Carolina Board of Transportation. The second step is to close the right-of-way that the road lies within so that that land area can be recombined with the adjoining lots.

NCDOT now requires that the county commissioners must first adopt a resolution supporting an abandonment request from property owners along the subject roadway. Then the property owner/petitioner will submit the county commissioners' resolution, along with the ownership petition and supporting maps, documents, etc... to NCDOT for processing to the State Board of Transportation to remove the subject road, or portion thereof, from the state road maintenance system.

If the abandonment petition is approved by the State Board of Transportation, then the Wake County Board of Commissioners will hold a public hearing to formally close the right-of-way and allow its recombination with the adjacent property via the recordation of an exempt recombination plat.

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

**Fiscal Impact:** There is no fiscal impact related to this agenda item.



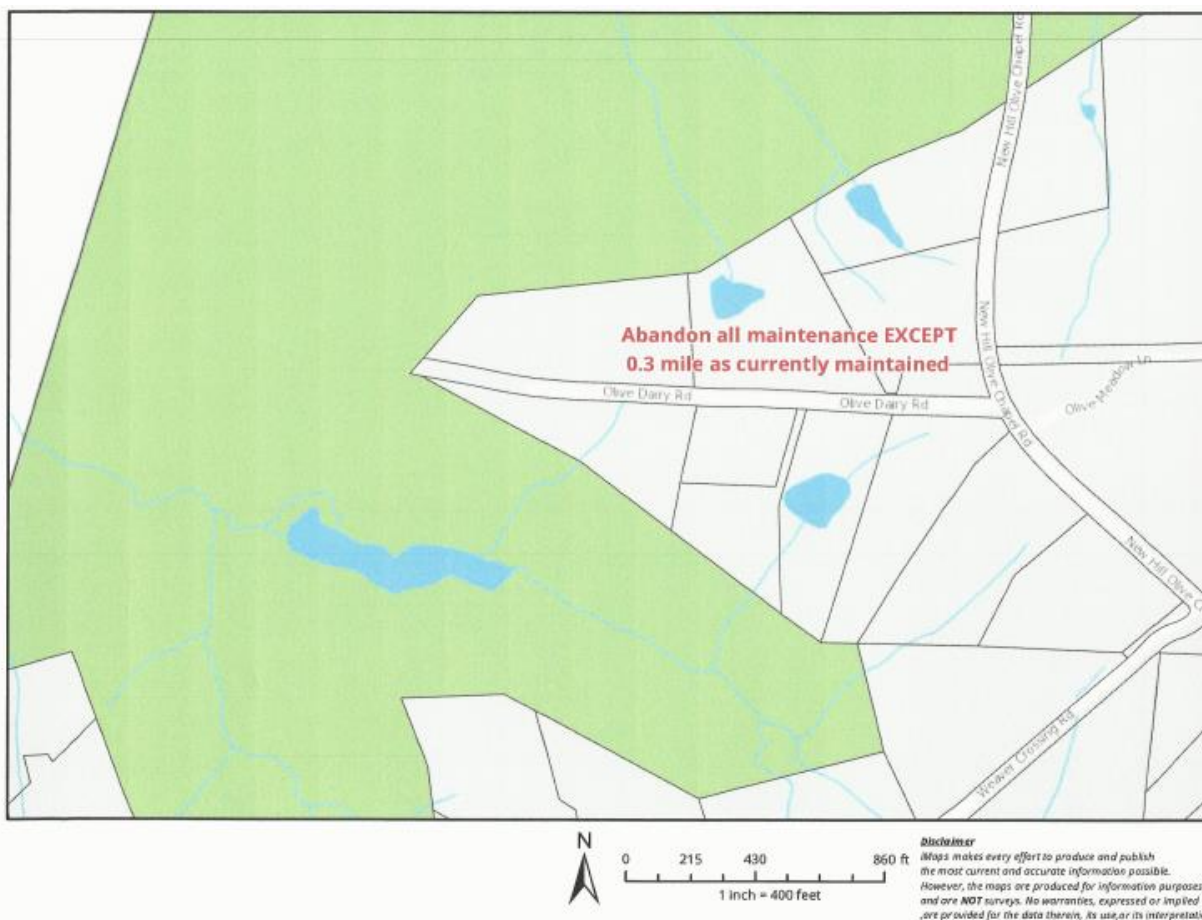
### **Additional Information:**

Olive Dairy Road (SR 1143) is a small rural road that serves nine (9) residential lots (some vacant) off of New Hill Olive Chapel Road west of Apex close to the Chatham County line. All nine of those property owners are party to this abandonment petition.

A public secondary two-lane road is typically 20 to 24 feet wide and is centered within the associated public right-of-way that is typically 50 or 60 feet wide. Public roads are maintained by the North Carolina Department of Transportation. In this case, Olive Dairy Road's right-of-way is 60 feet wide and the gravel roadway varies from 14 to 16 feet in width.

The right-of-way for Olive Dairy Road was listed in the original 1950 document that accepted it into the state road maintenance system as 0.5-mile long. Olive Dairy Road does not connect through to any other road and terminates at land associated with Jordan Lake that is owned by the federal government.

Only the easternmost 0.3-mile of the road has been actively maintained by NCDOT. Everything west of that point is overgrown in trees, vines and under brush and has not been maintained by NCDOT for more than 21 years according to the petitioner, Donovan Olive, who owns the land on either side of that portion of the Olive Dairy Road right-of-way. There is an "End of State Maintenance" sign at this 0.3-mile point, which is located where the roadway makes a slight bend to the north in the map below.



Mr. Olive and the other eight property owners along the full length of Olive Dairy Road are petitioning the State Board of Transportation to abandon maintenance of the road from the state system for the portion west of the 0.3-mile mark that has been--and will continue to be--actively maintained by NCDOT. In other words, the property owners are requesting abandonment of the westernmost 0.2-mile of the roadway.

**Staff Findings:**

1. The adoption of this resolution by the Board of Commissioners is required for the Olive Dairy Road property owners to proceed with abandonment of the road by the State Board of Transportation from the state road maintenance system, and subsequently for closure of the western portion of the public right-of-way by the Board of Commissioners as described above.
2. NCDOT will continue to maintain the eastern most 0.3-mile of Olive Dairy Road connecting out to New Hill Olive Chapel Road.
3. The owners of all nine properties having frontage on Olive Dairy Road have signed the petition for the abandonment of the last 0.2-mile of the road, with the front 0.3-mile closest to New Hill Olive Chapel Road remaining in the state road maintenance system.

**Attachments:**

1. County Resolution Requesting Abandonment from the State Maintained Secondary Road System
2. NCDOT Property Owner Road Abandonment Petition



## Legislation Details (With Text)

**File #:** 16-3088

**Type:** Regular Item      **Status:** Agenda Ready  
**In control:** Community Services

**On agenda:** 11/16/2020      **Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners adopts the attached resolution supporting the abandonment of the noted portions of Tech Road and Daffodil Drive from the state road maintenance system.**

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

**Specific Action Requested:**

**That the Board of Commissioners adopts the attached resolution supporting the abandonment of the noted portions of Tech Road and Daffodil Drive from the state road maintenance system.**

**Item Summary:**

**Purpose:** The North Carolina Department of Transportation requires that the Wake County Board of Commissioners adopt a resolution supporting a request from property owners to abandon a road, or portion thereof, from the state road maintenance system.

**Background:** The North Carolina Department of Transportation (NCDOT) has tweaked their process for a right-of-way closure to now require two separate and distinct steps. The first step is to abandon the road from the state road maintenance system via the North Carolina Board of Transportation. The second step is to close the right-of-way that the road lies within so that that land area can be recombined with the adjoining lots.

NCDOT now requires that the county commissioners must first adopt a resolution supporting an abandonment request from property owners along the subject roadway. Then the property owner/petitioner will submit the county commissioners' resolution, along with the ownership petition and supporting maps, documents, etc. to NCDOT for processing to the State Board of Transportation to remove the subject road, or portion thereof, from the state road maintenance system. If the abandonment petition is approved by the State Board of Transportation, then the Wake County Board of Commissioners will hold a public hearing to formally close the right-of-way.

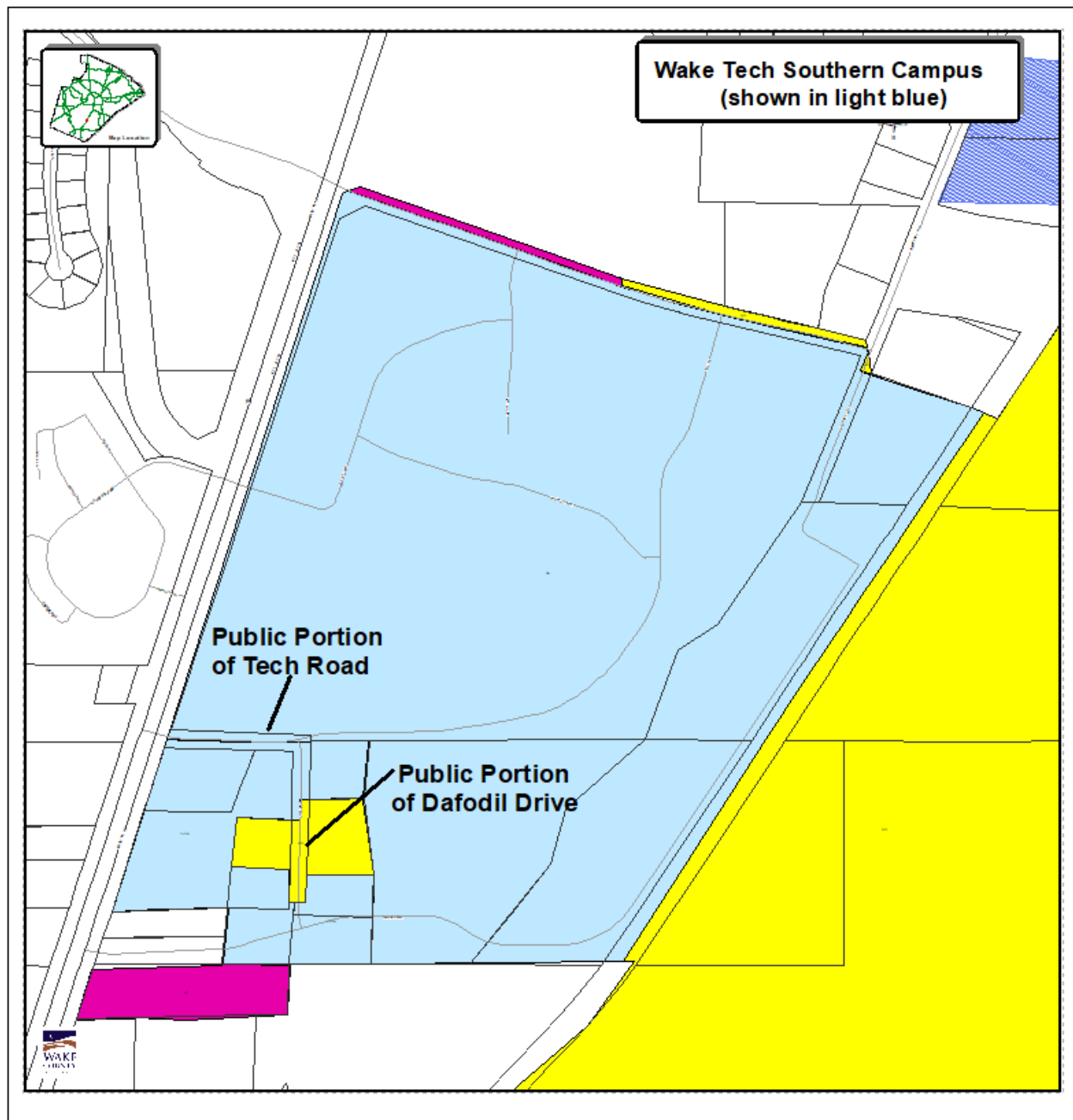
In this instance, property owners have requested abandonment of short portions of Tech Road and Daffodil Drive near Wake Tech's Main Campus.

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

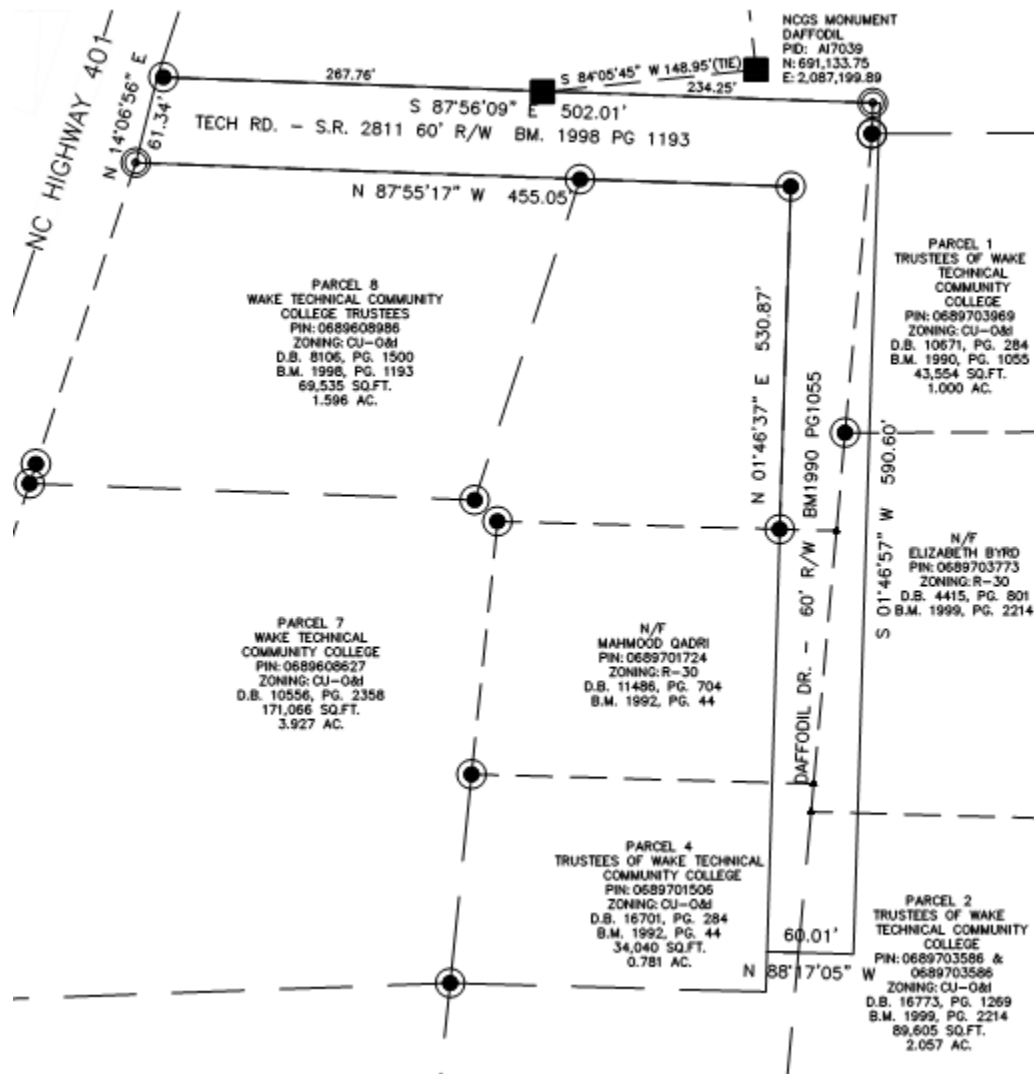
**Fiscal Impact:** There is no fiscal impact related to this agenda item.

### **Additional Information:**

Tech Road is the primary circulation road through Wake Technical Community College's Southern Wake Campus off of US 401/Fayetteville Road. The vast majority of this road is private, as are the other roads within the campus. However, the first 502 feet of Tech Road had to be public to link the public US 401/Fayetteville Road to the public residential street, Daffodil Drive, that is adjacent to the campus. The location of the subject road segments within the overall campus are shown on the map below.



The requested road abandonment petition to the State Board of Transportation is to abandon the public portions of Tech Road and Daffodil Drive as shown on the plat excerpt below.



A public secondary two-lane road is typically 20 to 24 feet wide and is centered within the associated public right-of-way that is typically 50 or 60 feet wide. Public roads are maintained by the North Carolina Department of Transportation.

NCDOT is proposing to construct the NC 540 outer loop in the next few years. NC 540 will run directly adjacent to the main campus to the north and as a result of that construction the campus' access to Old McCullers Road will be closed. To compensate for the loss of that road connection, Wake Tech has already constructed a southern loop road, Learning Way, and has constructed a private road extension of Daffodil Drive to connect to Learning Way to improve traffic circulation and to provide access to a newly constructed Go Triangle bus stop with an associated park and ride lot.

Even with the new Learning Way roadway there is an anticipated significant increase in the traffic using Tech Road, which will create congestion and safety concerns along Tech Road. To ensure efficient traffic flow and to improve safety, Wake Tech is proposing to construct a traffic circle at the intersection of Tech Road and Daffodil Drive at their own expense.

Wake Tech has determined that the best way to construct the traffic circle, while maintaining the utility of the adjacent portions of the campus, is to convert these roads to private roads so that will not be required to comply with the more restrictive NCDOT standards.

Wake Tech has coordinated this abandonment petition with the two remaining residential property owners on Daffodil Drive, who are supportive of this effort (as shown on the attached petition form). Wake Tech will provide a permanent access easement to allow those two residents convenient ingress and egress to their properties. Go Triangle has an existing licensing agreement providing it with the right to access and use its bus stop and associated park and ride lot at the corner of Daffodil Drive and Learning Way.

**Staff Findings:**

1. The adoption of this resolution by the Board of Commissioners is required for Wake Tech to proceed with abandonment of the road by the State Board of Transportation from the state road maintenance system, and subsequently for closure of the public right-of-way by the Board of Commissioners.
2. Wake Tech's Board of Trustees has indicated that these steps are necessary because the construction of NC 540, adjacent to their main campus, will result in the loss of a major access point to the campus (i.e.- Old McCullers Road).
3. The loss of that access point will result in a significant increase in traffic on Tech Road that circulates through the campus - primarily as a private road.
4. Wake Tech proposes to construct a traffic circle at the Tech Road and Daffodil Drive intersection to address the increased traffic flow and resultant safety concerns.
5. Wake Tech needs to close those two public rights-of-way and convert these to private roads in order to construct the proposed traffic circle.
6. An access easement will be provided to the two remaining residential property owners on Daffodil Drive to preserve their ingress/egress to their properties.
7. An existing licensing agreement provides Go Triangle with the right to access and use its bus stop and associated park and ride lot at the corner of Daffodil Drive and Learning Way.

**Attachments:**

1. County Resolution Requesting Abandonment from the State Maintained Secondary Road System
2. NCDOT Property Owner Road Abandonment Petition
3. Survey of Tech Road and Daffodil Drive



## Legislation Details (With Text)

**File #:** 16-3064  
**Type:** Consent Item  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 11/16/2020  
**Final action:**  
**Title:** Contract to Administer the Affordable Homeownership Program  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [AHP Administration Summary](#)  
[Attachment 1 - Program Administration Guidelines.pdf](#)

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Contract to Administer the Affordable Homeownership Program

**That the Board of Commissioners authorizes the County Manager to enter into a multi-year contract between Wake County and DHIC, Inc. to administer the Affordable Homeownership Program, subject to terms and conditions acceptable to the County Attorney, including the authority to process real estate loan transactions and enforce affordability restrictions.**



**Item Title:** Contract to Administer the Affordable Homeownership Program

**Specific Action Requested:**

**That the Board of Commissioners authorizes the County Manager to enter into a multi-year contract between Wake County and DHIC, Inc. to administer the Affordable Homeownership Program, subject to terms and conditions acceptable to the County Attorney, including the authority to process real estate loan transactions and enforce affordability restrictions.**

**Item Summary:**

**Purpose:** The Board of Commissioners approves all Wake County multi-year agreements.

**Background:** An affordable mortgage program was one of the top ten high-priority tools recommended in the Wake County Affordable Housing Plan. This program would provide deferred, zero percent interest second mortgages to households earning 80 percent of the area median income (AMI) or less for home purchase assistance and foreclosure prevention. The Housing Affordability & Community Revitalization (Housing) Department released RFP #20-066 seeking a qualified Affordable Homeownership Program Administrator on July 24, 2020. Of the two responses submitted, DHIC, Inc. was selected as the most responsive and responsible applicant. Wake County will enter a multi-year services contract with DHIC to allow for the program's operations.

**Board Goal:** This Board action directly supports the Board's desire to implement the Wake County Affordable Housing Plan in the Social and Economic Vitality goal area.

**Fiscal Impact:** The County allocated \$250,000 in County funds in the Housing CIP Fund and \$250,000 in Community Development Block Grant (CDBG) funds in the Housing Special Revenue Fund annually to support the Affordable Homeownership Program, including the administrative contract costs. \$500,000 is currently planned in the Housing CIP Fund for future years.

The total loan pool for the first year of the program will be \$500,000. The fee will be \$25,000, leaving \$475,000 for loans to serve at least 23 borrowers."

**Additional Information:**

The 2017 Wake County Affordable Housing Plan identified creating an affordable mortgage program and providing housing counseling as recommended tools to support homeownership among low- and moderate-income households in Wake County. Housing staff developed a program to provide deferred, zero-percent interest second mortgages

of up to \$20,000 for home purchase assistance and foreclosure prevention to households earning 80% of the area median income (AMI) or below, with a counseling requirement for all borrowers. The program will be eligible for use in Wake County's HUD entitlement area which is outside of the Raleigh and Cary municipal limits. The City of Raleigh and Town of Cary directly receive CDBG funding therefore the County is unable to assist homeowners in their jurisdiction. The City of Raleigh has a complementary affordable mortgage program. Program administrative guidelines were reviewed by the Finance Department and Attorney's Office. Housing determined that the program would be best administered by an experienced, third-party partner.

Wake County Housing released RFP #20-066 seeking a qualified Affordable Homeownership Program Administrator on July 24, 2020. A review committee comprised of Housing staff and City of Raleigh Housing and Neighborhoods staff, reviewed the proposals to determine the lead applicant. Evaluation focused on the applicants' prior experience promoting homeownership for the target population, their financial health and capacity to originate loans, and proposed administrative and affirmative marketing plans. The review panel determined that DHIC, Inc. was the lead applicant.

Wake County will enter into a multi-year services contract with DHIC, Inc. to allow them to administer the Affordable Homeownership Program, including originating and servicing loans, monitoring borrowers, providing or certifying the completion of housing counseling, and reporting all data to Wake County Housing. DHIC, as the Administrator, will provide recommendations to improve program performance where appropriate. Program guidelines allow the Administrator to receive a fee of five (5) percent of the loan pool to cover administrative costs, including counseling fees, deducted from the overall pool. The total loan pool for the first year of the program will be \$500,000. The fee will be \$25,000, leaving \$475,000 for loans to serve at least 23 borrowers.

The total loan pool may increase in future years or as demonstrated by community need and availability of funding. The administration fee will remain constant on a percentage basis. The contract will have an option for renewal, up to a total of five (5) years. Should DHIC not satisfactorily administer the program, a new administrator RFP will be released. The Administrator will submit reports on program performance and funding to Wake County Housing quarterly. Housing staff will monitor contract performance annually.

**Attachments:**

1. Program Administrator Guidelines

## ATTACHMENT 1 – AFFORDABLE HOMEOWNERSHIP PROGRAM ADMINISTRATION GUIDELINES

### LOAN AMOUNTS, REPAYMENT SCHEDULES, AND FORGIVENESS

Loans of up to \$20,000 per household can be issued through the Affordable Homeownership Program. Loans are issued as zero-interest, deferred, forgivable second mortgages with 20-year terms. Borrowers are not required to make payments during the loan term. Assuming a borrower is in good standing and the loan is not in default, the loan will be forgiven at twenty-five (25) percent every five (5) years until the end of the term. Borrowers will only repay the loan if they sell their home within the 20-year term or are no longer using the home as their primary residence.

**The Affordable Homeownership Program may only be used for principal reduction (home purchase assistance or foreclosure prevention) or to clear outstanding debt and fee balances. Down payment assistance and home rehabilitation are not eligible uses of funds.**

### HOME ELIGIBILITY

The Wake County Affordable Homeownership Program may be used to purchase homes with a purchase price of \$275,000 or less, in any part of Wake County outside of the Raleigh and Cary municipal limits. Homes may be new construction or existing homes. Single-family homes, townhouses, and condominiums are all eligible for the program. Homes must be the borrower's primary residence and cannot be rented.

### BORROWER ELIGIBILITY

#### BORROWER ELIGIBILITY

The Affordable Homeownership Program is intended to serve low- and moderate-income households in accordance with 24 CFR 570 part 200.

First-time homebuyers, defined as households who have not previously owned a home within or outside of Wake County earning less than eighty percent (80%) of the AMI are eligible to use the Affordable Homeownership Program for home purchase assistance. Homeowners earning less than 80% of the AMI facing foreclosure for reasons outside of their control, such as employment loss, reduction in hours, disability, or illness are eligible to use the Affordable Homeownership Program for foreclosure prevention assistance. The following table illustrates 80 percent AMI income limits by household size as of FY 2020:

**WAKE COUNTY 80% AMI BY HOUSEHOLD SIZE**

Household Size	1	2	3	4	5	6	7	8
80% AMI	\$52,750	\$60,250	\$67,800	\$75,300	\$81,350	\$87,350	\$93,400	\$99,400

Source: HUD

The administrator will be expected to update underwriting guidelines annually as HUD releases new income limits.

Borrowers must have a credit score of at least 640 to be eligible for the program for home purchase assistance. Lower credit scores will be accepted for foreclosure prevention on a case-by-case basis.

### UNDERWRITING CRITERIA

The following criteria must be met in order for a borrower to qualify for a principal reduction loan for home purchase assistance:

- A. Borrowers must be able to support a front-end debt ratio of thirty-three percent (33%) or less and a back-end ratio of forty-five percent (45%) or less, **including property taxes, insurance, and HOA fees as applicable.**
- B. Borrowers must provide documentation of liquid assets (savings accounts other than retirement savings accounts). Borrowers may not have more than \$20,000 in liquid assets.
- C. The combined first and second mortgages may not exceed 100% LTV.
- D. Borrowers must have three months of mortgage payment reserves.
- E. Applicants must be approved for a fully-amortizing first mortgage. The term of the first mortgage may range from fifteen (15) to thirty (30) years, but must have a fixed interest rate. Adjustable rate mortgages are not eligible for use in conjunction with the Affordable Homeownership Program.
- F. The home must appraise for at least the purchase price.
- G. Home buyer education must be completed before loan closing.

The following criteria must be met in order for a borrower to qualify for a principal reduction loan for foreclosure prevention:

- A. Borrowers must either be current on their mortgage payments and ad valorem taxes or have a good payment history on all mortgages prior to recent income loss or financial hardship.
- B. Borrowers must have the ability to make monthly payments after loan modification and reduction.
- C. Borrowers must have experienced financial hardship that can be demonstrated through bank statements and other financial documents. Examples of financial hardship include:
  - a. Loss of employment
  - b. Reduction in hours
  - c. Pay reduction
  - d. Temporary financial hardships such as divorce, serious illness, or the death of a co-signor

The following criteria must be met in order for a borrower to qualify for an accrued debt and fee clearance loan for foreclosure prevention:

- A. Borrowers must demonstrate that they are experiencing financial hardship that prevents them from paying off any accrued payments, fees, or taxes, such as:
  - a. No-fault job loss (ex. Layoff due to downsizing, not performance-related firing)
  - b. Reduction in hours
  - c. Healthcare expenses

## RESALE AND ASSUMPTION

Borrowers who remain in their home for the duration of the loan term may sell their home without restrictions.

Borrowers who elect to maintain ownership but no longer use the home as their primary residence at any time during the loan term will be considered in default and obligated to repay the entirety of the loan.

Affordable Homeownership Program loans will be assumable upon sale or transfer via estate. If a home is sold or transferred within the 20-year affordability period to a household that earns 80% of the AMI or less, the outstanding balance of the original loan may remain with the home to reduce the purchase price to the new buyer. The term of the original loan will not extend. If the new homeowner is given a new Affordable Homeownership Program loan to further reduce the

purchase price, the term of the new loan will be for 20 years. The total of assumed second mortgage debt and new second mortgage debt may not exceed \$20,000.

If the home is sold or transferred to a buyer earning more than 80% of the AMI, the outstanding loan balance will be due.

These provisions apply to both home purchase assistance and foreclosure prevention borrowers. **It is the Administrator's responsibility to ensure that borrowers are aware of the resale and assumption provisions of the Program.**

## HOMEOWNERSHIP AND FORECLOSURE PREVENTION COUNSELING

All borrowers in the Wake County Affordable Homeownership Program must complete eight (8) hours of homebuyer education for home purchase assistance, or a foreclosure prevention counseling session for foreclosure prevention assistance. Counseling must be completed before the loan is closed. Housing counseling must adhere to the definitions found in 24 CFR part 5.100. Counseling completed with providers other than the Administrator may be accepted only if the counseling provider is an organization certified by the HUD Secretary in accordance with 24 CFR part 214.

## MARKETING AND OUTREACH

Wake County HACR will advertise the availability of mortgage financing via its website. However, the administrator will be primarily responsible for marketing the program to prospective borrowers as well as to partners – lenders, housing inspectors, appraisers, etc. Marketing should include a blend of in-person outreach, webinars, print, and web-based media. The marketing plan must demonstrate that it will reach low-income and minority households county-wide, including households where English is not the primary language. Marketing and outreach should comply with, and enforce, the regulatory provisions laid out in section VIII of the Agreement.

## MONITORING AND REPORTING

Per 24 CFR 570.501(b), the grantee (Wake County) must ensure that CDBG funding is used in accordance with all program requirements. The funding recipient (the Administrator) is also responsible for its own performance and operating the program in accordance with CDBG guidelines. Per 24 CFR part 85, subpart J, grantees are required to monitor organizations to which they award funds to ensure federal requirements. The Administrator is required to submit to the monitoring and reporting requirements detailed below.

### a. Monitoring - Compliance

1. The Administrator will be required to monitor borrowers to ensure compliance with CDBG and program regulations. Monitoring may be conducted in-person or via mail annually. Monitoring must confirm that the borrower is residing in the home as their primary residence. Applicants must include monitoring procedures, including escalation procedures for borrowers found to be not in compliance.
  - a. When a borrower is found not to be in compliance, the Administrator should pursue remediation actions where possible.
  - b. If remediation is not possible, the County, as the note holder, will pursue legal action.
2. Upon sale or transfer to an income-qualified household, the Administrator will confirm the new owner's income qualification.

b. Reporting

The Administrator will be required to provide monthly and quarterly reports, as well as an annual report at the end of the program year, to Wake County HACR. Timing of the reports will be determined in the contract between Wake County and the Administrator. These reports must contain the following information:

1. Marketing activity

- a. Marketing events
  - i. Number held, locations, number of attendees
- b. Advertising activity
  - i. Print ads placed with name of publication and estimated circulation
  - ii. Radio or television ads with radio/television station and airing frequency

2. Individual loans

- a. Transaction information
  - i. Initial loan amount
  - ii. Loan type (home purchase or foreclosure prevention – principal reduction/debt clearance)
  - iii. Loan status (current, in foreclosure, in repayment, repaid)
  - iv. Remaining loan amount for loans that have been partially forgiven
  - v. Home address
- b. Borrower information
  - i. Household size
  - ii. Household income level
  - iii. Borrower credit score
  - iv. Borrower occupation
  - v. Race and ethnicity

3. Lending volume for the quarter

- a. Number of loans, with change from previous quarter
- b. Dollar amount per loan with average
- c. Total dollar amount, with change from previous quarter
- d. Percentage of total applications approved

4. Portfolio status

- a. Number of loans in compliance
- b. Indicate loans that are in non-compliance, with the reason for non-compliance and status of remediation
- c. Indicate loans that are in repayment
- d. Average age of loan

c. Auditing Requirements

In addition to the reporting outlined above, the Administrator will be required to provide annual financial audits of the organization to Wake County. The County will review audits for the organization, and will also check Affordable Homeownership Program performance against established policies and procedures. These audits will occur annually. The cost of obtaining financial audits may not be included in program fees.

An Administrator who expends more than \$500,000 in federal funding in a year, regardless of grant type and source, will need to submit to an external IPA audit and

comply with general audit requirements outlined in 24 CFR 84.26 and 85.26. In these cases, Wake County will monitor to ensure that a formal audit has been completed and will track the resolution status of any findings. The cost of obtaining an audit may not be included in program fees.

The Administrator may be asked to supply additional supporting documentation to satisfy the audit requirements imposed by the Single Audit Act and Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements of Federal Awards, and the State Single Audit Implementation Act.



## Legislation Details (With Text)

**File #:** 16-3066

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Approval of Multi-Year Contract with iLOOKABOUT to Capture New Digital Images of Real Estate Improvements

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners authorizes the County Manager to execute a three-year contract, with an optional one-year extension, with iLOOKABOUT for new street-level digiting images of real estate improvements subject to terms and conditions acceptable to the County Attorney.**



**Item Title:** Approval of Multi-Year Contract with iLOOKABOUT to Capture New Digital Images of Real Estate Improvements

**Specific Action Requested:**

**That the Board of Commissioners authorizes the County Manager to execute a three-year contract, with an optional one-year extension, with iLOOKABOUT for new street-level digitizing images of real estate improvements subject to terms and conditions acceptable to the County Attorney.**

**Item Summary:**

**Purpose:** Multi-year contracts require approval by the Board of Commissioners.

**Background:** The Department of Tax Administration utilizes street level photographs and digital imaging services as part of its Computer Assisted Mass Appraisal (CAMA) software to assess real estate for property tax purposes. Depending on the type of structures on a parcel, photographs include building front elevations or public right-of-way. There are approximately 350,000 improved parcels in Wake County, of which nearly 30 percent have a photo on file that is at least 10 years old. In preparation for the next County-wide revaluation for tax year 2024, Tax Administration plans to capture a new street-level photo of all improved properties over a three-year time-period (FY21, FY22, FY23). The Department also anticipates capturing images of approximately 50,000 unimproved parcels over the same time period. These images would also be available to the public via the County's Real Estate Property Search.

**Board Goal:** Digital Imaging Services and Street-Level Photo services supports Board Goal GG2: Improve effectiveness, efficiency, transparency, and responsiveness through innovation and technology.

**Fiscal Impact:** The three-year contract cost is not to exceed \$900,000 and will be funded from the annual appropriation to the County's Revaluation Sub-Fund. The FY 2021 costs are \$270,000 and included in the current year budget. Years two and three of the contract will be included in the FY 2022 and 2023 budgets.

**Additional Information:**

In March 2016, the Board of Commissioners approved transitioning from an 8-year reappraisal cycle to a 4-year reappraisal cycle. The most recent reappraisal was completed as of January 1, 2020 with the next scheduled for January 1, 2024. Wake

County has approximately 400,000 parcels; 350,000 of them are improved with 105,000 parcels having a photo that is at least 10 years old. Street-level photos integrated within the CAMA system are a key component needed for the review and accurate mass-appraisal of each property. Wake County has an extremely dynamic real estate market where properties are modified, renovated and sold regularly. Stale photos can erode the accuracy of property assessments and lead to increased appeals.

An RFP for street-level imaging services was published in September of 2020. Wake County received proposals from three vendors. iLOOKABOUT was selected by the review team based on the most efficient method of capturing the images during a short local window of “leaf off” conditions and the lowest overall price of \$2.08 per image.

**Attachments:**

None.



## Legislation Details (With Text)

**File #:** 16-3078

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Approve a Five-Year External Financial Advisory Services Contract with First Tryon Advisors

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Approve a Five-Year External Financial Advisory Services Contract with First Tryon Advisors  
**That the Board of Commissioners authorizes the County Manager to execute a five-year contract, with up to three additional one-year extensions, with First Tryon Advisors to provide necessary financial advisory services to County.**

**Item Title:** Approve a Five-Year External Financial Advisory Services Contract with First Tryon Advisors

**Specific Action Requested:**

**That the Board of Commissioners authorizes the County Manager to execute a five-year contract, with up to three additional one-year extensions, with First Tryon Advisors to provide necessary financial advisory services to County.**

**Item Summary:**

**Purpose:** The Board of Commissioners must approve multi-year contracts.

**Background:** The County recently posted RFP# 20-082 in search of a qualified firm to continue providing necessary advisory services for County capital planning, debt planning, debt issuance, regulatory compliance, and other financial matters.

Five firms responded to the RFP: Davenport & Company, LLC; First Tryon Advisors; Hilltop Securities; PFM Financial Advisors, LLC; and Waters and Company, LLC (incumbent). A Selection Committee convened to evaluate and score each proposal based on weighted criteria. The Selection Committee recommends the County contract with First Tryon Advisors based on scoring of several criteria including, but not limited to, demonstrated ability in representing clients similar to County; demonstrated ability to meet County's ongoing financial modeling and capital planning needs; and proposed cost. The proposed contract with First Tryon Advisors will provide County necessary financial advisory services for five years, with a County option for three additional one-year extensions.

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

**Fiscal Impact:** The County's current FY 2021 contract cost for Financial Advisory Services is included in the adopted FY 2021 Debt Service Fund budget. Future cost of proposed contract is \$250,000 (\$50,000 per year x 5 years) and will continue to be budgeted in and paid from available revenues of the Debt Service Fund.

**Additional Information:**

None.

**Attachments:**

1. Final Proposal Rankings for RFP# 20-082

**RFP# 20-082 Financial Advisory Services**  
**Final Ranking of Proposals**

<b><u>Proposing Firm</u></b>	<b><u>Final Evaluation Score</u></b>
First Tryon Advisors	181
Davenport & Company, LLC	174
Waters and Company, LLC	170
PFM Financial Advisors, LLC	159
Hilltop Securities	135



## Legislation Details (With Text)

**File #:** 16-3090

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners:**

- Awards a construction contract to Lomax Construction, Inc. of Greensboro, North Carolina in the amount of \$669,900 for the Wake County Courthouse Family Court and Clerk of Court Renovation; and**
- Authorizes the County Manager to execute a construction contract with Lomax Construction, Inc. for the Wake County Courthouse Family Court and Clerk of Court Renovation subject to conditions acceptable to the County Attorney.**

**Item Title:** Award a Construction Contract in the Amount of \$669,900 for the Wake County Courthouse Family Court and Clerk of Court Renovation

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

- 1. Awards a construction contract to Lomax Construction, Inc. of Greensboro, North Carolina in the amount of \$669,900 for the Wake County Courthouse Family Court and Clerk of Court Renovation; and**
- 2. Authorizes the County Manager to execute a construction contract with Lomax Construction, Inc. for the Wake County Courthouse Family Court and Clerk of Court Renovation subject to conditions acceptable to the County Attorney.**

**Item Summary:**

**Purpose:** State statute requires the Board of Commissioners to approve all publicly bid construction projects exceeding than \$500,000.

**Background:** The Wake County Courthouse is a 12-story building containing approximately 331,150 square feet and supports the Tenth Judicial District. On July 1, 2013, the Justice Center opened, and all criminal courts and traffic court moved to that facility. The Courthouse building maintains civil and family courts in its 30 courtrooms and continues to see significant traffic. This project consists of a new suite, which will expand the waiting area and incorporate space for “self-help” materials and resources and provide more offices to handle the growth in staff and case filings. This project also improves systematic efficiencies, customer service, access to justice and safety and security.

**Board Goal:** This supports County’s requirement to provide court facilities in accordance with NC General Statue § 7A-302.

**Fiscal Impact:** This project is funded in the approved FY 21 Criminal Justice Element of the CIP. No additional appropriation is required.

**Additional Information:**

Family court facilitates timely, consistent, and thoughtful outcomes to a family's legal issues. District court judges designated as family court judges hear cases involving:

- Juvenile delinquency
- Abuse, neglect and dependency allegations
- Termination of parental rights

- Domestic violence
- Child custody and visitation rights
- Divorce and related financial issues like child support, alimony, and equitable distribution of property

A major goal of family court is to consolidate and assign a family's legal issues before a single district court judge or team of judges.

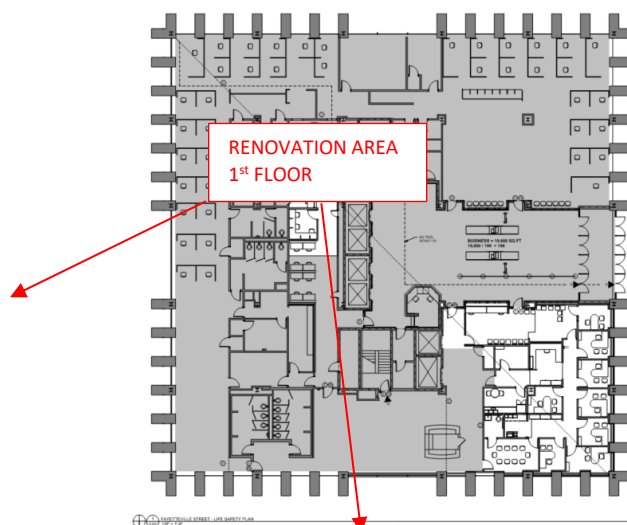
This project accomplishes the following goals:

(1) Systemic efficiency –This project improves key adjacencies among court personnel, functions and operations who are critical in delivering services to families involved in serious and sensitive legal matters. Currently these services are located on multiple floors within the Courthouse. The project will also include infrastructure to accommodate the Administrative Office of the Courts plans for electronic filing.

(2) Customer Service - Navigating the court system can be extremely challenging and overwhelming for self-represented litigants. Often the citizen is traversing multiple floors to handle their case causing undue burden. This project provides the citizen with a more user-friendly experience to address their domestic action and streamlines the process.

(3) Access to Justice - There is a statewide as well as nationwide focus on the need to improve access to justice for those who cannot afford legal representation. The current Family Court Office was designed during a period when there was less staff and a lower number of case filings. The new suite will expand the waiting area and incorporate space for “self-help” materials and resources and provide more offices to handle the growth in staff and case filings.

(4) Safety & Security- Domestic matters can involve highly emotional issues and litigants. This project location on the first floor provides direct access to law enforcement and security officers to respond to emergencies. The separation of public and staff is a county standard and this project adds this critical safety element to the project, to include interview rooms.





On October 14th, 2020, bid proposals were received from nine qualified general contractors, in accordance with NC General Statutes, for the construction of The Wake County Courthouse Family Court and Clerk of Court Renovation.

The total contract award recommended is \$669,900. A tabulation of bids received is attached for review. The contract award incorporates only the Base Bid. Staff recommends award of a construction contract to the lowest responsible, responsive bidder, Lomax Construction Inc. of Greensboro, North Carolina. With award of this contract, construction is scheduled to begin in January and is expected to be completed in Fall 2021.

**Attachments:**

1. Bid Tabulation
2. Project Cost Summary



## Legislation Details (With Text)

**File #:** 16-3077

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Award Construction Contract in the Amount of \$661,600 for Electrical Switchgear Replacements in the Wake County Courthouse

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners:**

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

**Item Title:** Award Construction Contract in the Amount of \$661,600 for Electrical Switchgear Replacements in the Wake County Courthouse

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

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

**Item Summary:**

**Purpose:** State statute requires the Board of Commissioners to approve all public bid construction projects of more than \$500,000.

**Background:** Wake County has responsibility for over 185 buildings totaling 5 million square feet of building space. In order to protect the County's investment in its facilities, various building components and systems are replaced in County buildings when these systems reach the end of their useful lives.

The Wake County Courthouse was built in 1968 and is located at 335 Salisbury Street in downtown Raleigh. The Courthouse houses 28 courtrooms along with various support functions of the Tenth Judicial District. Facility condition assessments show a need to replace the electrical switchgear and the associated electrical distribution system in the facility. This Board action approves a contract to replace the electrical switchgear and associated electrical distribution systems.

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

**Fiscal Impact:** This project was previously funded in the FY2021 Capital Improvement Plan. The contract award recommendation is within the allocated budget. No additional funds are required.

**Additional Information:**

The Wake County Courthouse is a twelve-story building containing approximately 331,150 square feet with a mechanical penthouse and two additional lower parking levels. The building was constructed 1960's to serve Wake County primarily as a Courthouse and Office Building. Based on the results of ongoing periodic assessments, the existing

electrical switchgear systems have reached their lifecycles, and no longer are fully compatible with modern electrical systems. The scope of work involves removal and replacement of the electrical switchgear system components including the main electrical service entrance panel, main electrical distribution panels, and the interconnecting electrical distribution feeders. The project design and construction sequences have been coordinated so that occupied areas of the facility will see limited impact to operations from this project as most of the work primarily occurs after hours and on weekends.

On October 20, 2020, bid proposals were received from three qualified licensed contractors in accordance with NC General Statutes. A tabulation of bids received is attached for review.

Staff therefore recommends award of a construction contract to the lowest responsible, responsive bidder, Nationwide Electrical Services, Inc. of Goldsboro, NC for \$661,600. With award of this contract it is anticipated that a Notice to Proceed will be issued in December 2020 and that construction will be substantially complete by the end of November 2021.

**Attachments:**

1. Bid Tab
2. Project Cost Summary



## Legislation Details (With Text)

**File #:** 16-3075

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Approval to Proceed with Construction Management at Risk Delivery Method for Wake County Public Health Center Project

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners approves the Construction Manager at Risk delivery method for eventual construction of the Wake County Public Health Center based on concluding that this delivery method is in the best interest of the project, in accordance with NC General Statutes.**

**Item Title:** Approval to Proceed with Construction Management at Risk Delivery Method for Wake County Public Health Center Project

**Specific Action Requested:**

**That the Board of Commissioners approves the Construction Manager at Risk delivery method for eventual construction of the Wake County Public Health Center based on concluding that this delivery method is in the best interest of the project, in accordance with NC General Statutes.**

**Item Summary:**

**Purpose:** NC State Statutes require public bodies to evaluate and conclude that the Construction Manager at Risk delivery method is in the best interest of the public body for a particular project, after documenting the advantages and disadvantages of this construction delivery method over conventional methods.

**Background:** The 20-Year Human Services Master Plan identifies the need for a new Public Health Facility. Given the size and complexity of this project, the Construction Management at Risk (CMAR) delivery method is recommended for construction. Typically, this project team member is selected during the early design phase of the project to assist in the development of the design. This action requested is not for approval of a construction contract.

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

**Fiscal Impact:** This specific action to approve the construction management at risk delivery method does not have an associated cost. Funding for the Public Health Center project is planned in the County Buildings Element of the FY 2021-2027 Capital Improvement Program.

**Additional Information:**

At its October 8, 2018 Work Session, the Board of Commissioners endorsed the Human Services Long Term Service & Facilities Plan. The 20-Year Human Services Master Plan identified improvements to the service delivery process and outlined occupancy scenarios that align with the community's long-term service delivery needs. The selected scenario identifies the need for a new Public Health Facility adjacent to the existing Swinburne Human Service Building thus creating a Wake County Social Services and Public Health Campus.

An Advanced Planning & Programming study has been undertaken this year and is nearly complete. Wake County and the design team will utilize this information to move forward into the next phases of the project; Schematic Design, followed by Design Development and Construction Document preparation. Public Art will also be included in this project as it meets the requirements identified in the Public Art Ordinance.

Due to the complexity and size of this project, and the need to maintain an efficient construction schedule and budget, staff proposes utilizing the Construction Manager at Risk (CMAR) delivery method. This delivery method allows the owner to select a construction management firm that will act as a consultant to the owner during the design and bidding phases (preconstruction), and then act as the general contractor during the construction phase.

In the 2014 Session of the North Carolina General Assembly, House Bill 1043 was ratified to require public entities to compare advantages and disadvantages and conclude that the construction management at risk delivery method is in the best interest of the project, prior to using this delivery method in lieu of the conventional delivery methods of multi-prime, single prime or dual prime bidding. A report providing the above analysis is attached to this agenda item to satisfy the requirements of the state statute.

Generally speaking, there are numerous advantages to utilizing the CMAR delivery method on this project. CMAR is a very collaborative process, which introduces construction expertise into the design project to compliment the design expertise from the design team. The CMAR firm provides constructability advice and cost analysis services during the design phase, preparation and coordination of bid packages, scheduling control, cost control and value engineering. This early expertise and advice is crucial for a complex project during this continuing period of cost escalation.

By being introduced into the project in the early design phase, the CMAR becomes vested in the project before it is bid and can guide the project team with appropriate cost-based advice. The CMAR also becomes an advocate of the Owner throughout the project rather than an adversary, which can be a frequent occurrence in a hard-bid environment. The CMAR delivery method is thus an excellent resource for information as well as a very collaborative process between Owner, Design Team and CMAR.

The CMAR method has successfully been implemented by the County for the Justice Center, Hammond Road Jail Expansion, WakeBrook Campus, Vernon Malone College & Career Academy, Davie Street Parking Deck, Cary Regional Library and Parking Deck, Oak City Center and Renovations to the Public Safety Center.

During the next 60 days, County staff will complete a process to select a Construction Manager at Risk for this project. The process for selecting a CMAR must comply with other various NC General Statutes. The Board's long standing "Policy for Selection of Consultants" complies with these requirements and will be followed for this selection process. Consistent with this Policy, a selection committee will be established to solicit and evaluate proposals, interview finalists, and rank CMAR firms culminating in a final selection of a CMAR for this project. The selected CMAR will participate in the design phase of the project. It is anticipated that award of the first of several construction contracts will occur in approximately 12-15 months.

**Attachments:**

1. Report on Recommendation for Use of Construction Management at Risk Delivery Method for Wake County Public Health Center & Parking Deck Project



## Legislation Details (With Text)

**File #:** 16-3072

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Accept and Appropriate One-Time Funds from Resolve to Save Lives

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [BOC Resolve to Save Lives 11-20.pdf](#)  
[Award Letter 10 30 RTSL Wake.pdf](#)  
[Supplemental for RTSL Award Letter.pdf](#)  
[Budget Memo - FY 2021 Grants and Donations Fund.pdf](#)

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners accepts and appropriates an additional allocation of \$277,000 of revenues and expenditures into the Grants and Donations Fund to support infection prevention during the COVID-19 pandemic.**



**Item Title:** Accept and Appropriate One-Time Funds from Resolve to Save Lives

**Specific Action Requested:**

**That the Board of Commissioners accepts and appropriates an additional allocation of \$277,000 of revenues and expenditures into the Grants and Donations Fund to support infection prevention during the COVID-19 pandemic.**

**Item Summary:**

**Purpose:** In accordance with the North Carolina Local Government Budget and Fiscal Control Act, the Board of Commissioners must approve all amendments that increase the budget for a fund.

**Background:** Resolve to Save Lives (RTSL) is a non-profit initiative that works with global, state and local governments to help implement population level, evidence-based and best practice strategies to prevent and mitigate effects of COVID-19 infection. RTSL has executed an agreement with Wake County to assist with COVID-19 efforts. As part of this agreement, they provide technical assistance, technology solutions, grants, staff with public health expertise, and access to testing solutions. These funds would be used to augment local testing efforts through purchase of up to four rapid antigen testing machines and 8,500 sample kits.

**Board Goal:** This action supports the County's ongoing COVID-19 response and mitigation efforts.

**Fiscal Impact:** This agreement provides an additional \$277,000 in the Grants and Donations Fund for purchase of COVID-19 testing equipment and supplies. There is no matching funds requirement.

**Additional Information:**

Funds from RTSL may be used by the Local Health Department (LHD) to purchase equipment through an existing contract it has with Becton Dickinson, a company that produces an antigen testing machine called a Veritor. This machine can give test results in 15 minutes. Funds will also be used to purchase 8,500 test kits. Tests will be administered free of charge at strategic locations within the community based on current COVID-19 transmission activity.

Wake County Human Services, Division of Public Health intends to allocate these funds as follows:

<b>Budget Category</b>	<b>Amount</b>
Medical Equipment and Supplies	\$277,000
<b>Total</b>	<b>\$277,000</b>

**Attachments:**

1. Award Letter and Supplemental
2. Budget Memo



## Legislation Details (With Text)

**File #:** 16-3081

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Accept and Appropriate Insurance Proceeds for the Purchase of a Replacement Tanker Apparatus for Northern Wake Fire Department

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners accepts and appropriates insurance proceeds in the amount of \$380,000 into the Fire Tax District Capital Fund for the immediate purchase of a Tanker Apparatus for Northern Wake Fire Department to replace the Tanker Apparatus lost in an accident on October 19, 2020.**

**Item Title:** Accept and Appropriate Insurance Proceeds for the Purchase of a Replacement Tanker Apparatus for Northern Wake Fire Department

**Specific Action Requested:**

**That the Board of Commissioners accepts and appropriates insurance proceeds in the amount of \$380,000 into the Fire Tax District Capital Fund for the immediate purchase of a Tanker Apparatus for Northern Wake Fire Department to replace the Tanker Apparatus lost in an accident on October 19, 2020.**

**Item Summary:**

**Purpose:** The Wake County Board of Commissioners approve all new appropriations in the County's Capital Budget Ordinances.

**Background:** Wake County Government uses funds from the County's Fire Tax Service District to purchase apparatus for nonprofit departments which are 100% County funded. Departments use these vehicles by way of language included in Use Agreements and in the annual Fire Protection Agreements with the departments. Departments are required to insure these vehicles at replacement cost with Wake County listed as the additional insured.

On October 19, 2020, Northern Wake Fire Department's Tanker apparatus was involved in an accident that resulted in the total loss of the apparatus. Northern Wake Fire Department's fire vehicle & apparatus insurer, VFIS, will issue funds for the full replacement cost of the Tanker to the department in the amount of \$380,000. This funding will be remitted from Northern Wake Fire Department to Wake County Government.

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

**Fiscal Impact:** The insurance proceeds received in the amount of \$380,000 as a result of the accident will provide for the full replacement cost of the new Tanker Apparatus.

**Additional Information:**

None.

**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 2021 Capital Improvement Projects Funds Ordinance, Section 2(A) and 2(B)

The following chart summarizes all budget revisions to the fiscal year 2021 adopted budget for the Fire Tax District Capital Fund indicated below. The summary includes approved items, as well as items to be presented to the Board of Commissioners at the meeting date indicated. *Items for presentation are shown in bold italics.*

Fund: Fire Tax District Capital Fund				Element: Fire Tax
REVENUE CATEGORY				
Date	Description of Revision or Adjustment	Revenue Category	Amount	New Appropriation Total
June 30, 2020	Appropriations from Prior Years	Multiple	15,748,965.88	15,748,965.88
July 1, 2020	Original Appropriation	Multiple	3,081,000.00	18,829,965.88
November 16, 2020	Closed Completed Projects	Transfer From Fire Tax District Fund	(357,593.19)	18,472,372.69
<b><i>November 16, 2020</i></b>	<b><i>Proposed: Accept and Appropriate Insurance Proceeds for the Purchase of a Replacement Tanker Apparatus for Northern Wake Fire Department</i></b>	<b><i>Insurance Settlements</i></b>	<b><i>380,000.00</i></b>	<b><i>18,852,372.69</i></b>
EXPENDITURE CATEGORY				
Date	Description of Revision or Adjustment	Program	Amount	New Appropriation Total
June 30, 2020	Appropriations from Prior Years	Multiple	15,748,965.88	15,748,965.88
July 1, 2020	Original Appropriation	Multiple	3,081,000.00	18,829,965.88
November 16, 2020	Closed Completed Projects	Transfer From Fire Tax District Fund	(357,593.19)	18,472,372.69
<b><i>November 16, 2020</i></b>	<b><i>Proposed: Accept and Appropriate Insurance Proceeds for the Purchase of a Replacement Tanker Apparatus for Northern Wake Fire Department</i></b>	<b><i>Fire Apparatus</i></b>	<b><i>380,000.00</i></b>	<b><i>18,852,372.69</i></b>



## Legislation Details (With Text)

**File #:** 16-3082

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners	Accept and Appropriate \$237,279.00 of Coverdell Grant Funds for the Purchase of Seven State Automated Fingerprint Identification Systems (SAFIS) by the Raleigh-Wake City/County Bureau of Identification (CCBI)	
<b>That the Board of Commissioners accepts and appropriates \$237,279.00 of 2020 Paul Coverdell National Forensic Sciences Improvement Grant funding into the CCBI budget of the Grants and Donations Fund for the purchase of seven State Automated Fingerprint Identification Systems (SAFIS).</b>				

**Item Title:** Accept and Appropriate \$237,279 of Coverdell Grant Funds for the Purchase of Seven State Automated Fingerprint Identification Systems (SAFIS) by the Raleigh-Wake City/County Bureau of Identification (CCBI)

**Specific Action Requested:**

**That the Board of Commissioners accepts and appropriates \$237,279 of 2020 Paul Coverdell National Forensic Sciences Improvement Grant funding into the CCBI budget of the Grants and Donations Fund for the purchase of seven State Automated Fingerprint Identification Systems (SAFIS).**

**Item Summary:**

**Purpose:** The Board of Commissioners approves all grant revenue and expenditures.

**Background:** The Raleigh-Wake City/County Bureau of Identification (CCBI) has been awarded \$237,279 of 2020 Paul Coverdell National Forensic Sciences Improvement Grant funding administered by the Bureau of Justice Assistance (BJA) of the US Department of Justice (USDOJ). CCBI will use these funds to purchase seven State Automated Fingerprint Identification Systems (SAFIS) units. These units give field staff the capability to search latent fingerprints collected from crime scenes against a database of fingerprint records collected from persons arrested in North Carolina.

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

**Fiscal Impact:** CCBI will receive \$237,279 in grant funding. There are no County matching funds required.

**Additional Information:**

CCBI has applied for and been awarded a 2020 Paul Coverdell National Forensic Sciences Improvement Grant that will be used to purchase seven (7) State Automated Fingerprint Identification Systems (SAFIS). The grant funding will cover 100% of the cost of purchasing the SAFIS equipment with no County matching funds required.

SAFIS is a computerized Automated Fingerprint Identifications System maintained by the North Carolina Department of Justice / Department of Public Safety. SAFIS provides North Carolina city and county agencies the capability to search latent fingerprints collected from crime scenes against a database of fingerprint records collected from persons arrested in North Carolina. SAFIS is also the nexus for local agencies to access the federal arrestee fingerprint database maintained by the FBI.

**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 2021 Grants and Donations Project Ordinance,  
Sections 1 and 2 and Fiscal Year 2020 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the Fiscal Year 2021 Adopted Budget for the fund indicated below. The summary includes approved items, as well as items to be considered by the Board of Commissioners at the meeting date indicated. ***Items for consideration are shown in bold italics.***

<b>Fund: Grants and Donations Fund</b>				
<b>REVENUES</b>				
<b>Date</b>	<b>Description of Revision or Adjustment</b>	<b>Revenue Category</b>	<b>Amount</b>	<b>Balance</b>
July 1, 2020	Adopted Budget	Multiple	\$ 4,427,000	\$ 4,427,000
July 6, 2020	Accept and appropriate supplemental 2020 Emergency Management Performance Grant Supplemental - S funding for emergency preparedness.	State	\$ 12,695	\$ 4,439,695
July 6, 2020	Accept and appropriate an additional allocation from the State of North Carolina to prepare for and respond to Coronavirus Disease 2019 (COVID-19) for 2020 elections related matters.	Multiple	\$ 885,927	\$ 5,325,622
August 17, 2020	Accepts and appropriates one-time federal CARES Act funds from NC DHHS for services in the Human Services Department: Adult Protective Services and Child Protective Services	State	\$ 392,578	\$ 5,718,200
August 17, 2020	Accepts and appropriates one-time federal CARES Act funds from NC DHHS for services in the Human Services Department: Epidemiology, Laboratory, and Informatics	State	\$ 305,488	\$ 6,023,688
September 8, 2020	Accept and Appropriate One-Time Funds from the North Carolina Department of Health and Human Services for Public Health COVID-19 Epidemiology and Laboratory Capacity Enhancing Detection Activities	State	\$ 2,156,722	\$ 8,180,410
September 21, 2020	Accept and Appropriate 2020 Edward Byrne Memorial Justice Assistance Grant (JAG).	Federal	\$ 33,477	\$ 8,213,887



September 21, 2020	Accept and appropriate an additional allocation from the NC DHHS to support infection prevention during the COVID-19 pandemic.	State	\$ 1,187,939	\$ 9,401,826
September 21, 2020	Accept and appropriate Robert Woods Johnson Foundation Clinical Scholars Program grant.	Other	\$ 540,000	\$ 9,941,826
October 5, 2020	Accept and Appropriate Grant Funding from the National League of Cities Local Democracy Initiative	Other	\$ 10,000	\$ 9,951,826
October 5, 2020	Acceptance and Appropriation of Grant Funds to Support the November 2020 General Election	Other	\$ 1,000,000	\$ 10,951,826
October 6, 2020	Administratively increase Community Services donations to match actuals	Other	\$ 18,775	\$ 10,970,601
October 19, 2020	Accept and Appropriate Supplemental CARES funding for 2020 election	State	\$ 280,000	\$ 11,250,601
October 19, 2020	Accept and appropriate and additional allocation from NC DPS to provide intensive intervention services for gang involvement	State	\$ 151,320	\$ 11,401,921
<b>November 16, 2020</b>	<b><i>Proposed: Accept and Appropriate One-Time Funds from Resolve to Save Lives for COVID testing equipment</i></b>	<b><i>Other</i></b>	<b><i>\$ 277,000</i></b>	<b><i>\$ 11,678,921</i></b>
<b>November 16, 2020</b>	<b><i>Proposed: Accepts easement compensation for the Town of Zebulon into the Human Services East Wake Donations</i></b>	<b><i>Other</i></b>	<b><i>\$ 3,200</i></b>	<b><i>\$ 11,682,121</i></b>
<b>November 16, 2020</b>	<b><i>Proposed: Accept and Appropriate \$237,279 of Covedell Grant funds for the purchase of Seven State Automated Fingerprint Identification Systems</i></b>	<b><i>Federal</i></b>	<b><i>\$ 237,279</i></b>	<b><i>\$ 11,919,400</i></b>

#### EXPENDITURES

Date	Description of Revision or Adjustment	Department	Amount	Balance
July 1, 2020	Appropriation per Ordinance	Multiple	\$ 4,427,000	\$ 4,427,000
July 6, 2020	Accept and Appropriate supplemental 2020 Emergency Management Performance Grant Supplemental - S funding for emergency preparedness.	Fire & Emergency Services	\$ 12,695	\$ 4,439,695
July 6, 2020	Accept and appropriate an additional allocation from the State of North Carolina to prepare for and respond to Coronavirus Disease 2019 (COVID-19) for 2020 elections related matters.	Board of Elections	\$ 885,927	\$ 5,325,622
August 17, 2020	Increase overtime and temporary staffing costs due to COVID-19 for services in the Human Services Department: Adult Protective Services and Child Protective Services	Human Services	\$ 392,578	\$ 5,718,200
August 17, 2020	Increase salary and benefits, contractual services, and supplies and equipment costs due to COVID-19 for services in the Human Services Department: Epidemiology, Laboratory, and Informatics	Human Services	\$ 305,488	\$ 6,023,688

September 8, 2020	Accept and Appropriate One-Time Funds from the North Carolina Department of Health and Human Services for Public Health COVID-19 Epidemiology and Laboratory Capacity Enhancing Detection Activities	Human Services	\$ 2,156,722	\$ 8,180,410
September 21, 2020	Accept and Appropriate 2020 Edward Byrne Memorial Justice Assistance Grant (JAG).	Sheriff	\$ 33,477	\$ 8,213,887
September 21, 2020	Accept and appropriate an additional allocation from the NC DHHS to support infection prevention during the COVID-19 pandemic.	Human Services	\$ 1,187,939	\$ 9,401,826
September 21, 2020	Accept and appropriate Robert Woods Johnson Foundation Clinical Scholars Program grant.	Behavioral Health	\$ 540,000	\$ 9,941,826
October 5, 2020	Accept and Appropriate Grant Funding from the National League of Cities Local Democracy Initiative	Community Services	\$ 10,000	\$ 9,951,826
October 5, 2020	Acceptance and Appropriation of Grant Funds to Support the November 2020 General Election	Board of Elections	\$ 1,000,000	\$ 10,951,826
October 6, 2020	Administratively increase Community Services donations to match actuals	Community Services	\$ 18,775	\$ 10,970,601
October 19, 2020	Accept and Appropriate Supplemental CARES funding for 2020 election	Board of Elections	\$ 280,000	\$ 11,250,601
October 19, 2020	Accept and appropriate and additional allocation from NC DPS to provide intensive intervention services for gang involvement	Human Services	\$ 151,320	\$ 11,401,921
<b>November 16, 2020</b>	<b><i>Proposed: Accept and Appropriate One-Time Funds from Resolve to Save Lives for COVID testing equipment</i></b>	<b><i>Other</i></b>	<b><i>\$ 277,000</i></b>	<b><i>\$ 11,678,921</i></b>
<b>November 16, 2020</b>	<b><i>Proposed: Accepts easement compensation for the Town of Zebulon into the Human Services East Wake Donations</i></b>	<b><i>Other</i></b>	<b><i>\$ 3,200</i></b>	<b><i>\$ 11,682,121</i></b>
<b>November 16, 2020</b>	<b><i>Proposed: Accept and Appropriate \$237,279 of Covedell Grant funds for the purchase of Seven State Automated Fingerprint Identification Systems</i></b>	<b><i>CCBI</i></b>	<b><i>\$ 237,279</i></b>	<b><i>\$ 11,919,400</i></b>
<b>STAFFING</b>				
<b>Date</b>	<b>Description of Revision or Adjustment</b>	<b>Department</b>	<b>FTE</b>	<b>Balance</b>
July 1, 2020	Appropriation per Ordinance		20.000	20.000



## Legislation Details (With Text)

**File #:** 16-3086

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners accepts and appropriates an additional \$590,447 of revenues and expenditures into the Human Services Transportation Fund from the NC Department of Transportation to continue operating services in rural communities.**

**Item Title:** Accept and Appropriate 2nd Distribution CARES Act Grant Funds from the North Carolina Department of Transportation to Human Services GoWake Access

**Specific Action Requested:**

**That the Board of Commissioners accepts and appropriates an additional \$590,447 of revenues and expenditures into the Human Services Transportation Fund from the NC Department of Transportation to continue operating services in rural communities.**

**Item Summary:**

**Purpose:** In accordance with the North Carolina Local Government Budget and Fiscal Control Act, the Board of Commissioners must approve all amendments that increase the budget for a fund.

**Background:** The CARES Act provides emergency assistance and health care response for individuals, families and businesses affected by the COVID-19 pandemic and provides emergency appropriations to support Executive Branch agency operations during the COVID-19 pandemic.

The State of North Carolina received funding under the CARES Act and is making an automatic second distribution of grants to rural and small urban public transportation systems, to assist with operating expenses, capital support, and other expenses to prevent, prepare for, and respond to COVID-19. The first distribution of \$283,306 was made on October 5, 2020. The second distribution makes up for a State reduction of \$670,000 on July 6, 2020 to the ROAP program (trips for Elderly/Disabled, Rural, Employment).

These funds will allow GoWake Access to enforce the Center for Disease Control recommendations for COVID-19 safety protocols as outlined by the Community Transportation Association of America. GoWake Access will make purchases outlined under eligible activities for reimbursement, such as personal protective equipment supplies (for passengers and drivers), driver compartment barriers, vehicle/transit facility cleaning and disinfecting, and other eligible operating costs.

**Board Goal:** Social and Economic Vitality Objective 4: Promote efforts to support seniors aging in place; and Growth and Sustainability Objective 5: Guide the implementation of the Wake County Transit Plan to reduce congestion and promote multi-modal options.

Fiscal Impact: The allocation will provide an additional \$590,447 of revenues in the Human Services Transportation Fund to offset increased expenses as a result of COVID-19. There is no matching funds requirement.

**Additional Information:**

GoWake Access intends to allocate the CARES Act grant funds as follows, to ensure continued operating services in rural communities and prevent, prepare, and respond due to the COVID-19 public health emergency:

<b>Budget Category</b>	<b>Amount</b>
Salaries and Wages-Temp	\$50,000
Protective Equipment / Cleaning Supplies	\$130,000
Associated Capital Maintenance	\$100,000
Vehicle Cleaning Supplies	\$50,000
Other eligible reimbursable operating costs	\$260,447
<b>Total</b>	<b>\$590,447</b>

CARES Act funding is an automatic second distribution from NCDOT. It will be provided at a 100% federal share with no local match required. There is no limit on the percentage of funding that can be used for operating purposes. Expenses are eligible retroactively to January 20, 2020 through June 30, 2021. After the first CARES allocation and the \$670,000 reduction of the ROAP Funds for FY21, GoWake and other transit systems across the state determined that they did not have enough funds to adequately operate their transportation programs. As a result, NCDOT approved this second distribution based on the total of federal and state funding for operations typically awarded to each system. NCDOT will use the data collected on reported operational costs and revenue losses from this 2<sup>nd</sup> distribution to help inform the third needs-based distribution of funding. Transit systems are encouraged to spend funds expeditiously to respond to local needs.

<b>BOC Meeting</b>	<b>Funding Source</b>	<b>Funding Purpose</b>	<b>Award</b>
7/6/2020 Approved	FTA City of Raleigh CARES Actares (5307)	COVID-19 funds for transportation of elderly and disabled citizens	\$3,347,971
7/6/2020-Approved	NCDOT ROAP	State reduction to trips for Elderly/Disabled, Rural, Employment	-\$670,000
10/5/2020 Approved	NCDOT CARES Act (5311) Distribution 1	COVID-19 funds for transportation of citizens in rural areas	\$283,306
11/16/2020 Proposed	NCDOT CARES Act (5311) Distribution 2	COVID-10 funds for transportation of citizens in rural areas	\$590,447

**Attachments:**

1. FY 2021 CARES Act NCDOT Notice of Award
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 2021 Human Services Transportation Annual Fund Ordinance, Section 1 and Fiscal Year 2021 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the Fiscal Year 2021 Adopted Budget for the fund indicated below. The summary includes approved items, as well as items to be considered by the Board of Commissioners at the meeting date indicated. ***Items for consideration are shown in bold italics.***

<b>Fund: Human Services Transportation</b>				
<b>REVENUES</b>				
<b>Date</b>	<b>Description of Revision or Adjustment</b>	<b>Revenue Category</b>	<b>Amount</b>	<b>Balance</b>
July 1, 2020	Original Appropriation		\$9,434,000	\$9,434,000
	Encumbrances Carried Forward (8/28 correction due to rolloves)		\$674,300	\$10,108,300
July 6, 2020	Accepts and appropriates the County portion of Raleigh Urbanized Area's COVID-19 pandemic emergency CARES Act funding from US DOT	Federal	\$3,347,971	\$13,456,271
July 6, 2020	Reduce budget for ROAP funding due to State reduction from the state public transportation program budget for FY21	State	(\$670,000)	\$12,786,271
October 5, 2020	Accept and appropriate one-time federal CARES Act funds from NC DOT to continue services in rural communities in a safe manner.	State	\$283,306	\$13,069,577
<b><i>November 16, 2020</i></b>	<b><i>Accept and appropriate one-time federal CARES Act funds from NC DOT to continue services in rural communities in a safe manner.</i></b>	<b><i>State</i></b>	<b><i>\$590,447</i></b>	<b><i>\$13,660,024</i></b>
<b>EXPENDITURES</b>				
<b>Date</b>	<b>Description of Revision or Adjustment</b>	<b>Division</b>	<b>Amount</b>	<b>Balance</b>
July 1, 2020	Original Appropriation		\$9,434,000	\$9,434,000
	Encumbrances Carried Forward (8/28 correction due to rolloves)		\$674,300	\$10,108,300
July 6, 2020	Increase contracted services to provide critical transportation services to elderly and disabled citizens of Wake County.	Human Services Transportation	\$3,347,971	\$13,456,271
July 6, 2020	Reduce budget for ROAP funding due to State reduction from the state public transportation program budget for FY21	Human Services Transportation	(\$670,000)	\$12,786,271
October 5, 2020	Increase protective equipment, cleaning supplies, contractual services, temporary services, and other operating costs due to COVID-19. This ensures continued services in rural communities.	Human Services Transportation	\$283,306	\$13,069,577
<b><i>November 16, 2020</i></b>	<b><i>Increase protective equipment, capital maintenance, cleaning supplies, temporary services, and other operating costs due to COVID-19. This ensures continued services in rural communities.</i></b>	<b><i>Human Services Transportation</i></b>	<b><i>\$590,447</i></b>	<b><i>\$13,660,024</i></b>
<b>STAFFING</b>				

Date	Description of Revision or Adjustment	Division	FTEs	Balance
July 1, 2020	Original Appropriation	Human Services Transportation	4.000	4.000
				4.000



## Legislation Details (With Text)

**File #:** 16-3074

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Amendments to the Wake County Public School System Appropriation

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Amendments to the Wake County Public School System Appropriation

**That the Board of Commissioners amends the FY 2021 General Fund Budget Ordinance to reflect realignment of WCPSS's allocation by purpose and function based on the Board of Education's revised budget.**



**Item Title:** Amendments to the Wake County Public School System Appropriation

**Specific Action Requested:**

**That the Board of Commissioners amends the FY 2021 General Fund Budget Ordinance to reflect realignment of WCPSS's allocation by purpose and function based on the Board of Education's revised budget.**

**Item Summary:**

**Purpose:** The Board of Commissioners must approve all changes to the adopted budget.

**Background:** The County's FY 2021 adopted General Fund budget ordinance also appropriated funding to WCPSS by purpose and function, per NC General Statutes (NCGS) 115C-426 and 115C-429(b). Per NCGS 115C-433 and Section 4(B) of the adopted budget ordinance, when increases or decreases to WCPSS's budget for county appropriations allocated by purpose and function exceed 15%, those changes are required to be reported to the Board of Commissioners. The budget amendments align the County's appropriation to WCPSS with the State budget, which was adopted after the County's budget was adopted.

**Board Goal:** This item supports routine county operations.

**Fiscal Impact:** There is no fiscal impact related to these previously appropriated funds.

**Additional Information:**

At the time the County's FY 2021 budget was adopted in June 2020, the State had not yet adopted its budget and its impact to the WCPSS budget was unknown. WCPSS provided an estimate of the adopted County appropriation of \$527,904,101 by purpose and function for inclusion in the County's budget ordinance. WCPSS adopted its revised budget on October 20, 2020.

This item amends the County's ordinance to align with the Final WCPSS 2020-2021 Budget Resolution. A summary of the realignments by purpose and function code is provided below:



## Legislation Details (With Text)

**File #:** 16-3080  
**Type:** Consent Item  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 11/16/2020  
**Final action:**  
**Title:** Wake County Public School System Capital Improvement Program Reallocations  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [11.16.20 WCPSS CIP FY21 Appropriation and Reallocation Item Summary.pdf](#)  
[BOC Resolution.pdf](#)  
[BOE Reallocation - CIP 2013 Continuous CIP.pdf](#)  
[CIP 2013 Appropriation as of 11.16.20.pdf](#)

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Wake County Public School System Capital Improvement Program Reallocations  
**That the Board of Commissioners:**

- 1. Approves the request to reallocate \$4,634,867 of project savings from the 2013 Building Program to the Seven Year Capital Improvement Program to support the additional project scope of Apex Friendship Elementary School (E-41);**
- 2. Reduces the 2013 Building Program plan of record to \$996,823,154; and**
- 3. Approves the request to reallocate \$6,139,190 of project savings within the Seven Year Capital Improvement Program to support the additional project scope of Apex Friendship Elementary School (E-41).**

**Item Title:** Wake County Public School System Capital Improvement Program  
Reallocations

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

- 1. Approves the request to reallocate \$4,634,867 of project savings from the 2013 Building Program to the Seven Year Capital Improvement Program to support the additional project scope of Apex Friendship Elementary School (E-41);**
- 2. Reduces the 2013 Building Program plan of record to \$996,823,154; and**
- 3. Approves the request to reallocate \$6,139,190 of project savings within the Seven Year Capital Improvement Program to support the additional project scope of Apex Friendship Elementary School (E-41).**

**Item Summary:**

**Purpose:** The Board of Commissioners is statutorily responsible to fund the school system's capital projects and approves all appropriations and reallocations of funds for WCPSS projects.

**Background:** On May 19, 2020, the Board of Education passed a resolution requesting funding for their FY 2021-2027 Capital Improvement Program from the Board of Commissioners. On June 15, 2020, the Board of Commissioners adopted the FY 2021 Budget, which included a total of \$322,762,199 million in planned funding for WCPSS capital projects in FY 2021. This item reallocates \$10,774,057 of unused major renovation and new construction from the CIP 2013 plan and the current continuous plan. The reallocation supports the additional project scope of Apex Friendship Elementary School (E-41) due to the availability and acquisition of adjacent property. The Board of Education approved the request on November 10, 2020.

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

**Fiscal Impact:** The resolution reallocates a total of \$10,774,057 of project savings of completed new construction and major renovation projects.

**Additional Information:**

The Board of Education is requesting that funds be reallocated from the 2013 CIP and the Seven Year CIP to the Apex Friendship Elementary School (E-41) within the Seven Year CIP as follows:



## Legislation Details (With Text)

**File #:** 16-3096

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners approves Wake County's participation in a Joint Compliance Approach to Falls Lake Nutrient Management requirements.**

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

**Specific Action Requested:**

**That the Board of Commissioners approves Wake County's participation in a Joint Compliance Approach to Falls Lake Nutrient Management requirements.**

**Item Summary:**

**Purpose:** Staff request the Board's endorsement of a specific approach to water quality regulation. Board approval is not required by statute, but is requested due to the policy and budget impacts.

**Background:** Falls Lake is a valuable, regional resource, providing drinking water for 550,000 customers, recreation, and habitat to aquatic and terrestrial wildlife. The State strategy to reduce nutrients in Falls Lake, consists of two separate stages and assigns load reduction targets for individual sectors. The strategy targets the highest nutrient reductions ever passed in North Carolina. Over the long term, it is expected to cost more than \$1.5 billion for local communities to implement and it is uncertain as to whether it will succeed in the intended goals.

Local governments, including six municipalities and six counties, have come together to have a common voice in communicating with NCDEQ. They now propose an alternate strategy for achieving Stage 1 compliance and are coordinating with NCDEQ on the implementation process. With this action, the Board of Commissioners approves the joint compliance approach to regulation in the Upper Neuse River Basin.

**Board Goal:** The proposed action supports Board Goal GS3: Address water quality and water quantity issues associated with water resources.

**Fiscal Impact:** This item anticipates directing \$100,000 in existing CIP funds towards Stage 1 rule compliance in FY22. New County CIP funds totaling \$360,000 would be required to cover stage 1 compliance through FY 2026.

**Additional Information:**

Wake County is a member of the Upper Neuse River Basin Association (UNRBA), a collaboration of local governments promoting innovative approaches to water quality

planning and management. In 2011, due to concerns with technical feasibility and cost of meeting state mandated nutrient reductions to address impaired water quality, the UNRBA began a re-examination process of the Falls Lake Nutrient Management Rules. This presentation will provide an overview of the progress to date as well as latest developments and proposed strategies to comply with Falls Lake Rules.

**Attachments:**

1. Presentation



## Legislation Details (With Text)

**File #:** 16-3073

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Transfer of Surplus Computer Equipment

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Transfer of Surplus Computer Equipment

**That the Board of Commissioners adopts a resolution allowing staff to transfer secured, surplus computer equipment to an approved nonprofit organization on a recurring basis.**

**Item Title:** Transfer of Surplus Computer Equipment

**Specific Action Requested:**

**That the Board of Commissioners adopts a resolution allowing staff to transfer secured, surplus computer equipment to an approved nonprofit organization on a recurring basis.**

**Item Summary:**

**Purpose:** To approve the adoption of a resolution permitting Wake County Government's Information Services to transfer surplus computers.

**Background:** Currently Wake County maximizes the use of all computer equipment it acquires. However, we estimate that the County surpluses approximately 80 to 100 devices annually.

N.C. General Statute § 153A-176 and N.C. General Statute § 160A-281 provides that a county may donate to a nonprofit organization incorporated by the United States or any other state and personal property, including supplies, materials and equipment that the governing board deems to be surplus, obsolete or unused. These statutes provide that the governing board must post a public notice at least five (5) days prior to the adoption of a resolution approving any such donations.

Wake County Information Services has identified the Kramden Institute as an appropriate recipient of Wake County surplus computer equipment for re-use in our community. The Kramden Institute is a nonprofit company originally formed in 2003 to refurbish and fix older computers to donate to middle school students who could not afford home computers. The company has grown and expanded its operations and since its inception has awarded more than 40,000 computers to deserving students across 83 of North Carolina's 100 counties. The Kramden Institute has partnered with the Raleigh Housing Authority and worked extensively with Wake County schools and Wake County Human Services to provide digital literacy classes to over 500 public housing residents. Kramden Institute has also worked extensively with Wake County Public Schools to provide students and parents digital literacy training as well as computers.

**Board Goal:** This item supports routine County business.



Fiscal Impact: This action would allow the County to donate surplus computer equipment. It would not impact routine equipment replacement schedules or costs.

**Additional Information:**

None of the surplus computer equipment transferred under this resolution would pose a data breach or other security risk to the county or its data.

**Attachments:**

1. N.C.Gen. Stat. § 153A-176
2. N.C.Gen. Stat. § 160A-281
3. Resolution Allowing Transfer of Surplus Computer Equipment



## Legislation Details (With Text)

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**File #:** 16-3083

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Modification to the Former Recreation Land Area Contributions Ordinance

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Modification to the Former Recreation Land Area Contributions Ordinance

**That the Board of Commissioners eliminates the 3-mile restriction requirement in the former Recreation Land Area Contributions Ordinance, thus allowing the funds to be spent County-wide.**

**Item Title:** Modification to the Former Recreation Land Area Contributions Ordinance

**Specific Action Requested:**

**That the Board of Commissioners eliminates the 3-mile restriction requirement in the former Recreation Land Area Contributions Ordinance, thus allowing the funds to be spent County-wide.**

**Item Summary:**

**Purpose:** The Board of Commissioners are responsible for financial policy and adopting ordinances.

**Background:** Wake County established the Recreation Land Area Contributions Ordinance in 2002 to provide a tool to meet the demand for recreational space generated by residential development. The ordinance required that new residential subdivisions contribute an area equivalent to 1/35 acre per platted lot or pay a fee in lieu of equal value.

The ordinance, which was ended in 2011, led to the collection of \$1,767,779 through the payment option. However, of the total collected, only about \$400,000 was spent by the County to acquire land. This leaves a current balance of \$1,360,820. This lack of spending is due to the restriction in which expenditure of the money must be spent only on land acquisition generally within a three-mile radius from where the money was collected.

At this time, staff recommends eliminating the 3-mile restriction thus allowing the funds to be used County-wide to acquire park and open space land acquisition. Staff will apply the balance of fees to acquire recreation and open space land as intended.

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

**Fiscal Impact:** This action would loosen the geographic restriction on existing funds in the County CIP. No new funds would be generated and the existing would still be used to acquire recreation and open space land as intended.

**Additional Information:**

Wake County established the Recreation Land Area Contributions ordinance in 2002 to provide a tool to meet demand for recreation space and facilities generated by residential

development. The ordinance required new residential subdivisions contribute an area equivalent to 1/35 acre per platted lot or pay a fee in lieu equal to the land value. Staff were authorized to specify on a case by case basis which method of contribution was acceptable, land dedication or payment of fee. Since the inception of the ordinance in 2002, 154 acres has been dedicated and \$1,767,779 has been collected through the payment option.

The County eliminated the Recreation Land Area Contributions Ordinance in 2011, citing the following reasons:

- The ordinance is not serving its original intent of acquiring park land and open space.
- The Open Space program, in comparison to the Recreation Land Area Contributions ordinance, is a much more effective approach for protecting open space.
- The County has been committed to funding park land acquisition and facility upgrades through general fund appropriations.
- The County has been committed to partnering with municipalities through the Community Use of Schools Program.
- Elimination of the ordinance will provide immediate financial relief to the residential development community. The ordinance was eliminated as the 2008/2009 economic downturn continued.
- Elimination of the ordinance does not compromise the County's policies, goals, or objectives.

With the ordinance elimination, no new funds were generated, and staff were directed to utilize the existing funds as the ordinance directed – to acquire recreation and open space land within 3-miles of where the funds were collected.

However, of the \$1,767,779 in total fees collected, only slightly more than \$400,000 have been spent by the County to acquire land (current fund balance of \$1,360,819.99). This lack of spending is due most notably to the restriction in which expenditure of the money must be spent within a three-mile radius from where the money was collected.

At this time, staff recommends eliminating the 3-mile restriction thus allowing the funds to be used County-wide to acquire park and open space land thus continuing our goal of providing large natural resource based park facilities and recreation opportunities, preserving open space, generating an interconnected system of green spaces, supporting a clean water supply, and promoting biologically diverse landscapes.

**Attachments:**

None.



## Legislation Details (With Text)

**File #:** 16-3089  
**Type:** Consent Item  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 11/16/2020  
**Final action:**  
**Title:** Cary Regional Library Room Naming  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Cary Regional Library - Room Names - Agenda Item Final.pdf](#)  
[Attachment 1 - Cary Regional Library Room Dedications Drawings.pdf](#)  
[Attachment 2 - Policy for Naming Property Belonging to Wake County.pdf](#)

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

Cary Regional Library Room Naming

**That the Board of Commissioners agrees to name three rooms in the Cary Regional Library to honor three individuals important to the history of the Town of Cary.**

**Item Title:** Cary Regional Library Room Naming

**Specific Action Requested:**

**That the Board of Commissioners agrees to name three rooms in the Cary Regional Library to honor three individuals important to the history of the Town of Cary.**

**Item Summary:**

**Purpose:** Naming or renaming of property owned by Wake County requires Board of Commissioners approval. This naming request is consistent with the board's "Policy for Naming Property Belonging to the County of Wake".

**Background:** Wake County has a policy and process for considering naming facilities after individuals. The Town of Cary wishes to respect and honor three individuals important to the Town of Cary's history. The individuals are:

- Walter Hines Page – Adult Programming Room
- John Williams Meadows – Quiet Study Room
- Ruth Cathey Fox – Children's Programming Room

After a due diligence review, consistent with the County's policy, staff recommend naming rooms at the Cary Regional Library after these three individuals.

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

**Fiscal Impact:** Cost of room naming will be funded by the Town of Cary.

**Additional Information:**

The Town of Cary's Community Engagement and Historical Preservation staff approached Wake County staff (Community Services Libraries, Facilities Design and Construction and General Services Administration) to name specific rooms at the Cary Regional Library to honor three historical Cary citizens. The names were generated through a sub-committee of the local historic preservation non-profit, the Friends of Page Walker with support from the Town of Cary Community Engagement and Historical Preservation Staff. The Town Council is supportive of the room naming initiative to include funding for the project.

Each name was researched independently by Wake County Library staff for appropriateness of proposed individuals. Library staff supports recognizing these historical Cary figures and believe it is a compelling way for the library to connect to the Cary Community and library patrons.

Wake County staff (Community Services Libraries, Facilities Design and Construction and General Services Administration) have reviewed the proposed signage in consultation with HH Architecture. The designs and interpretive signage will be natural, complementary, and integral to the architecture of the building. The renderings of the proposed naming graphics are provided in Attachment A.

Naming rooms or book collections is not a new concept for Wake County Libraries. Eva H. Perry Library Regional Library has a room named 'Ruth W. Holleman Quiet Reading Room'. Richard B. Harrison Community Library has a book collection named 'Mollie Lee Collection area'. This naming request is consistent with the board's "Policy for Naming Property Belonging to the County of Wake" as shown in Attachment B).

The Town of Cary and Wake County staffs will draft an MOU to address the administration and maintenance of the room naming signage upon Board approval.

**Attachments:**

1. Renderings of Room Naming Graphics for Cary Regional Library
2. Policy for Naming Property Belonging to Wake County



## Legislation Details (With Text)

**File #:** 16-3034

**Type:** Consent Item      **Status:** Agenda Ready

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Authorize the Establishment of 1.00 Full-Time Position in Human Resources

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Agenda Item - Business Officer.pdf](#)  
[Budget Memo - FY 2021 Human Resources.pdf](#)

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners authorizes the establishment of a 1.00 Full-Time Equivalent (FTE) position in Human Resources to serve as a Department Business Officer**



**Item Title:** Authorize the Establishment of One Full-Time Position in Human Resources

**Specific Action Requested:**

**That the Board of Commissioners authorizes the establishment of a 1.0 Full-Time Equivalent (FTE) position in Human Resources to serve as the Department Business Officer.**

**Item Summary:**

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

**Background:** A Business Officer position for Human Resources was added in FY 2020 to manage an increasingly complex countywide benefits and wellness program budget and to assist the Human Resources department with contract management, budget preparation, accounts payable, billing, financial forecasting, and performance monitoring. Due to financial impacts associated with the COVID virus, the position was eliminated during the FY 2021 budget process.

The position is needed to continue successfully managing the department's contracts and budgets associated with employee benefits, the County's single third largest budget item. This will allow subject matter experts to focus on other human resource initiatives and strategic planning. Because of workload, this position is determined as a high priority need and is requested outside of the budget development process.

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

**Fiscal Impact:** The FY 2021 costs for this position will be covered through the reallocation of personnel savings within the existing budget. The annualized position costs estimated at \$105,000 will be added to the Human Resources Department in the FY 2022 Recommended Budget.

**Additional Information:**

Currently, several Human Resources staff manage day-to-day business operations and contract management instead of consulting with employees and leadership on human resource initiatives. The Benefits and Wellness Director and Budget and Management Services staff manage the \$53 million benefits budget. Additionally, HR staff manage over

\$2.5M in receivables, monitor expenditures, and oversee contract management including drafting RFPs, reviewing submissions, and interviewing vendors for nearly 20 vendor partnerships (mainly focused on employee benefits). This is a considerable time commitment placed on staff whose expertise is not in financial or business operations.

Some of the contracts and vendor partnerships that a Business Officer would monitor include Cigna – Health and Pharmacy Insurance, Marsh McClellan Agency – Insurance Brokerage, Julian Erickson – Psychological Services, and Optum – FSA Administration.

When a qualified Business Officer takes on these responsibilities, HR professionals will be able to focus on strategic HR issues and initiatives for the County. Additionally, the Business Officer will ensure that contract coordination, budget management and financial operations are handled according to the county's policies and procedures.

**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 2021 Operating Budget Ordinance, Section 2 and 3, and Fiscal Year 2021 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the fiscal year 2021 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, 2020	Adopted Budget	All	\$0	\$0
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
July 1, 2020	Adopted Budget		\$3,731,458	\$3,731,458.00
	Encumbrances Carried Forward	All	\$6,932	\$3,738,389.99
STAFFING				
Date	Description of Revision or Adjustment	Division	FTE	Balance
July 1, 2020	Adopted Budget	All	36.00	36.00
November 16, 2020	Proposed: Authorize Business Officer Position	Human Resources Administration	1.00	37.00



## Legislation Details (With Text)

**File #:** 16-3100

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

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

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [ABC Salary approval item summary.pdf](#)  
[ABC letter salary range request.pdf](#)

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

**That the Board of Commissioners approves the request of Wake ABC to set the salary range for the General Manager of the Wake ABC Board to \$121,463 to \$194,463.**

**Item Title:** Request from the Wake County Board of Alcohol Beverage Control (Wake ABC) to Change the Salary Range for the General Manager

**Specific Action Requested:**

That the Board of Commissioners approves the request of Wake ABC to set the salary range for the General Manager of the Wake ABC Board to \$121,463 to \$194,463.

**Item Summary:**

Purpose: Under state statute, the Board of Commissioners sets the salary schedule for General Managers of the County boards of alcohol beverage control.

Background: Periodically, Wake ABC requests approval from the Board of Commissioners to raise the salary range for Wake ABC staff. In this request, Wake ABC requests a change to the salary range for the General Manager position. Wake ABC cites a desire to match the salary range for the General Manager for Mecklenburg County Alcohol Beverage Control, and a desire to set a salary that is competitive with local government employers. The requested salary range for the General Manager is \$121,463 to \$194,463.

Board Goal: This action supports routine County operations.

Fiscal Impact: This action has no financial impact on Wake County government.

**Additional Information:**

None.

**Attachments:**

1. Request Letter from Wake ABC



## Legislation Details (With Text)

<b>File #:</b>	16-3048	<b>Status:</b>	Agenda Ready
<b>Type:</b>	Consent Item	<b>In control:</b>	Board of Commissioners
<b>On agenda:</b>	11/16/2020	<b>Final action:</b>	
<b>Title:</b>	Tax Committee Recommendations for Value Adjustments, Penalty Waivers, Tax Relief Applications, Refund Requests and Various Reports		
<b>Sponsors:</b>			
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	<a href="#">Tax Collections Item Summary.pdf</a> <a href="#">Tax Committee Agenda Process.pdf</a> <a href="#">Executive Summary 1.pdf</a> <a href="#">Executive Summary 2.pdf</a> <a href="#">November 2020 Refunds Under 500.pdf</a> <a href="#">November 2020 Refunds Over 500.pdf</a> <a href="#">Daily Updates For Exemptions.pdf</a> <a href="#">Daily Updates For Penalties.pdf</a> <a href="#">Daily Updates For Tax Relief.pdf</a> <a href="#">Daily Updates For Special Situations.pdf</a> <a href="#">Daily Updates For Tax Deferments.pdf</a> <a href="#">Municipal Collection Report</a> <a href="#">Wake County Collection Report</a> <a href="#">Monthly In-nRem Foreclosure Report.pdf</a> <a href="#">PFB Summary Report.pdf</a> <a href="#">Register of Deeds Excise Tax Report.pdf</a>		

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners		

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

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

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

**Specific Action Requested:**

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

**Item Summary:**

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

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

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

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

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

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

**Additional Information:**

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

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

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

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

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

**Attachments:**

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



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

Consideration of relief of late list penalties:

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

Consideration of late-filed applications for exemption or exclusion:

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

Consideration of requests for relief of interest:

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

**EXECUTIVE SUMMARY OF RECOMMENDATIONS FROM TAX COMMITTEE**

Board Meeting Date November 16, 2020

<u>NUMBER</u>	<u><b>PROPERTY TAX REFUNDS REQUESTED</b></u>		
	AMOUNT OF TAX <u>REQUESTED</u>	AMOUNT OF TAX <u>APPROVED</u>	AMOUNT OF TAX <u>DENIED</u>
32	\$101,905.70	\$101,905.70	0.00

## Executive Summary of Recommendations From Tax Committee 10/15/2020

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### Exemptions Requested

Number of Requests	Value of Exemptions Requested	Value of Property Exempted
9	\$17,506,908	\$15,167,115

### Tax Relief Exclusion Requested

Number of Requests	Value of Exclusion Requested	Value of Property Exempted
29	\$5,947,179	\$5,880,000

### Tax Deferment Requested

Number of Requests	Value of Deferment Requested	Value of Property Deferred
2	\$1,200,370	\$212,361

### Requests For Relief of Late List Penalties

Number of Requests	Granted-FR	Granted-PR	Granted-GC	Denied
29	27	0	0	1

### Special Situations/Value Adjustment

Relief Requested	Total	Granted	Denied
Value Only	9	9	0

**Board Report****Return**

Date : 11/16/2020

Approved By : \_\_\_\_\_

**TO : WAKE COUNTY BOARD OF COMMISSIONERS****RE: CONSIDERATION OF REFUND FOR TAXES, INTEREST AND PENALTIES FOR ALL MUNICIPALITIES**

No.	Name of Tax Payer	Account Number	Tax and Penalties	Total Rebate	Total Refund	Request Status
1	CAPARATTA, PAUL CAPARATTA, DENISE 505 QUAKER DELL LN CARY NC, 27519 - 7020	0000411321- 2020- 2020- 000000	City 46.90 County 80.41	127.31	127.31	Refund
2	COHEN, KAREN 1313 RIGGINS MILL RD CARY NC, 27519 - 8121	0000368611- 2020- 2020- 000000	City 126.22 County 216.38	342.60	342.60	Refund
3	COMMONWEALTH LAND TITLE COMPANY LLC 1410 COMMONWEALTH DR STE 204 WILMINGTON NC, 28403	0000469067- 2020- 2020- 000000	City 166.35 County 281.00	447.35	447.35	Refund
4	EQUITY NATIONAL TITLE 317 IRON HORSE WAY STE 301 PROVIDENCE RI, 02908	0000428744- 2020- 2020- 000000	City 161.12 County 229.29	390.41	390.41	Refund
5	HARVEST CHURCH CARY 505 REEDY CREEK RD CARY NC, 27513 - 4117	0000103108- 2020- 2020- 000000	City 63.70 County 109.20	172.90	172.90	Refund
6	JACOB, SAM MATTHEW JACOB, SUJA MARY 833 MIDDLE GROUND AVE ROLESVILLE NC, 27571 - 9342	0000349040- 2020- 2020- 000000	City 59.30 County 77.34	136.64	136.64	Refund
7	LAW OFFICE OF FIONA WANG PLLC 1750 NW MAYNARD RD STE 100-16 CARY NC, 27513	0000227417- 2020- 2020- 000000	City 57.20 County 98.06	155.26	155.26	Refund
8	LUO, JI LOU, XIA 3180 FERSIDE SQ SAN JOSE CA, 95132 - 3525	0000218603- 2020- 2020- 000000	City 67.43 County 115.60	183.03	183.03	Refund
9	MOLLNOW, ELIZABETH 105 GORGE CT CARY NC, 27518 - 8957	0000186467- 2020- 2020- 000000	City 164.37 County 281.77	446.14	446.14	Refund
10	MORIAH REALTY CORP 3 ARROW DR WOBURN MA, 01801 - 2039	0000401376- 2020- 2020- 000000	City 103.56 County 172.59	276.15	276.15	Refund
11	RAMAKRISHNAN, SUBASH P 533 PARLIER DR APEX NC, 27523 - 8511	0000442808- 2020- 2020- 000000	City 39.15 County 61.82	100.97	100.97	Refund
12	SANDBERG, MARC E SANDBERG, BARBARA A 2517 COTESWORTH DR WAKE FOREST NC, 27587 - 5409	0000290986- 2020- 2020- 000000	City 0.00 County 109.18	109.18	109.18	Refund

13	SHOAF LAW FIRM PA 8414 FALLS OF NEUSE RD STE 104 RALEIGH NC, 27615	0000355783- 2020- 2020- 000000	City	105.24			
			County	177.76	283.00	283.00	Refund
14	TIAGO TITLE LLC 2521 RAEFORD RD STE C FAYETTEVILLE NC, 28305	0000350714- 2020- 2020- 000000	City	0.00			
			County	272.50	272.50	272.50	Refund
15	TIPPENS, MARK A TIPPENS, SANDRA COLE 104 FAWLEY CT CARY NC, 27519 - 6657	0000196863- 2020- 2020- 000000	City	148.99			
			County	255.42	404.41	404.41	Refund
16	YUN, YOUNOK L OR KIRBY, SUYONG YUN 1127 SEATTLE SLEW LN CARY NC, 27519 - 5404	0000370745- 2020- 2020- 000000	City	126.15			
			County	216.25	342.40	342.40	Refund
Marcus D. Kinrade			Total City Rebated	1,435.68			
Wake County Tax Administrator			Total County Rebated	2,754.57			
			Total Rebate/Refund		4,190.25	4,190.25	

CC:

**\*Refund amount may differ from rebated total due to released interest or application of payment to any balance due on the account.**

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**Board Report****Return**

Date : 11/16/2020

Approved By : \_\_\_\_\_

**TO : WAKE COUNTY BOARD OF COMMISSIONERS****RE: CONSIDERATION OF REFUND FOR TAXES, INTEREST AND PENALTIES FOR ALL MUNICIPALITIES**

No.	Name of Tax Payer	Account Number	Tax and Penalties	Total Rebate	Total Refund	Request Status
1	ALBERICI, F G MIKKI KAISER, REGINA ALBERICI 103 RAMA CT MORRISVILLE NC, 27560 - 7720	0000257693- 2020- 2020- 000000	City 541.30 County 902.18	1,443.48	1,443.48	Refund
2	BELLA CASA HOMEOWNERS ASSOCIATION INC 160 NE MAYNARD RD STE 210 CARY NC, 27513 - 9676	0000126657- 2018- 2018- 000000	City 0.00 County 1,837.23	1,837.23	1,915.19	Refund
3	BRIGHT HORIZONS CHILDRENS CNTR INC PO BOX 9177 WATERTOWN MA, 02471 - 9177	0000224631- 2020- 2020- 000000	City 2,578.17 County 4,355.01	6,933.18	6,933.18	Refund
4	CHRISTS SANCTIFIED HOLY CHURCH FOUNDATIO 8409 HARBISON WAY RALEIGH NC, 27615	0000060733- 2020- 2020- 000000	City 0.00 County 1,504.99	1,504.99	1,504.99	Refund
5	CSR CAROLINA LTD 275 CLYDE MORRIS BLVD ORMOND BEACH FL, 32174	0000200632- 2020- 2020- 000000	City 3,921.99 County 6,624.99	10,546.98	10,546.98	Refund
6	GOLD LAW PA C/O TRUST ACCOUNT 140 MINE LAKE COURT STE 100 RALEIGH NC, 27615	0000364146- 2020- 2020- 000000	City 269.27 County 383.21	652.48	652.48	Refund
7	JI, FANG YANG, CHIU-HSIANG 1104 COUNTRY RIDGE DR RALEIGH NC, 27609 - 5423	0000004676- 2020- 2020- 000000	City 790.59 County 1,335.47	2,126.06	2,126.06	Refund
8	LEDOUX, EUNICE I 5404 PHILLIPSBURG DR RALEIGH NC, 27613 - 8202	0000230096- 2020- 2020- 000000	City 561.32 County 948.18	1,509.50	1,509.50	Refund
9	LIU, SHAOYUN CHEN, WAI 187 GOLFCART LN ROCKINGHAM NC, 28379 - 9498	0000181833- 2020- 2020- 000000	City 0.00 County 541.37	541.37	541.37	Refund
10	MARCHIONNA, JEANNETTE T 7625 CHANNERY WAY RALEIGH NC, 27616 - 9097	0000417777- 2020- 2020- 000000	City 586.41 County 990.56	1,576.97	1,576.97	Refund
11	MOREHEAD TITLE COMPANY 1805 EAST BLVD CHARLOTTE NC, 28203	0000179905- 2020- 2020- 000000	City 8,469.12 County 14,305.94	22,775.06	22,775.06	Refund
12	PEAK FALL PROTECTION LLC PO BOX 965 APEX NC, 27502	0006903490- 2020- 2020- 000000	City 575.66 County 908.94	1,484.60	1,484.60	Refund

13	PINNACLE 150 3RD AVE SOUTH NASHVILLE TN, 37201	0000051531- 2020- 2020- 000000	City	10,495.61				
			County	17,729.08	28,224.69	28,224.69	Refund	
14	RAY, GEORGE V 13205 BISQUE CT WAKE FOREST NC, 27587 - 7863	0000058782- 2020- 2020- 000000	City	0.00				
			County	1,074.85	1,074.85	1,074.85	Refund	
15	TAP PROPERTIES LLC 273D BLUE POND RD CLAYTON NC, 27520 - 7493	0000112833- 2020- 2020- 000000	City	587.09				
			County	991.70	1,578.79	1,578.79	Refund	
16	THE WIDEWATERS GROUP INC PO BOX 3 DE WITT NY, 13214 - 0003	0000348296- 2020- 2020- 000000	City	5,361.59				
			County	8,465.67	13,827.26	13,827.26	Refund	
Marcus D. Kinrade			Total City Rebated	34,738.12				
Wake County Tax Administrator			Total County Rebated	62,899.37				
			Total Rebate/Refund		97,637.49	97,715.45		

CC:

**\*Refund amount may differ from rebated total due to released interest or application of payment to any balance due on the account.**

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**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Angier**

**FOR: Consideration of Requests for Exemptions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17009	RM CAROLINA NC LLC RM CHARTER HOLDING LLC 810 7TH AVE FL 27 NEW YORK NY 10019-5818	8517 S. NC 55 HWY ANGIER	0000458743 2020 Not Paid	\$8,669,002	Exemption Educational Purpose 105-278.4	Granted - For Good Cause

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**



**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Cary**

**FOR: Consideration of Requests for Exemptions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17011	CARY IVYBROOK, LLC 2501 ASHCRAFT AVE MONROE NC 28110-3861	201 WELLESLEY TRADE LN CARY	0000240623 2020 Not Paid	\$2,339,793	Exemption Charitable Purpose 105-278.6	Denied

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Garner**

**FOR: Consideration of Requests for Exemptions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17007	ALMUSTAFA CENTER 2608 CHRISTINE CT RALEIGH NC 27604	1613 MIRIAM AVE GARNER	0000006201 2020 Not Paid	\$273,486	Exemption Religious Purpose 105-278.3	Granted - For Good Cause

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Raleigh City Council**

**FOR: Consideration of Requests for Exemptions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17023	DAVIE STREET PRESBYTERIAN CHURCH, U 300 E DAVIE ST RALEIGH NC 27601-1810	409 S. PERSON ST RALEIGH	0000446493 2020 Not Paid	\$100,000	Exemption Religious Purpose 105-278.3	Granted - For Good Cause
17025	DAVIE STREET PRESBYTERIAN CHURCH, U 300 E DAVIE ST RALEIGH NC 27601-1810	300 E. DAVIE ST RALEIGH	0000090118 2020 Not Paid	\$2,857,555	Exemption Religious Purpose 105-278.3	Granted - For Good Cause
17021	DAVIE STREET UNITED PRESBYTERIAN CH 300 E DAVIE ST RALEIGH NC 27601-1810	310 E. DAVIE ST RALEIGH	0000446492 2020 Not Paid	\$100,000	Exemption Religious Purpose 105-278.3	Granted - For Good Cause
17017	SUSSEX VOA AFFORDABLE HOUSING LLC 1660 DUKE ST ALEXANDRIA VA 22314-3473	290 N. ROGERS LN RALEIGH	0000081102 2020 Not Paid	\$143,072	Exemption Charitable Purpose 105-278.6	Granted - For Good Cause
17015	SUSSEX VOA AFFORDABLE HOUSING, LLC 1660 DUKE ST ALEXANDRIA VA 22314-3473	300 N. ROGERS LN RALEIGH	0000324215 2020 Not Paid	\$672,000	Exemption Charitable Purpose 105-278.6	Granted - For Good Cause

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Raleigh City Council**

**FOR: Consideration of Requests for Exemptions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17019	SUSSEX VOA AFFORDABLE HOUSING, LLC 1660 DUKE ST ALEXANDRIA VA 22314-3473	115 N. ROGERS LN RALEIGH	0000423402 2020 Not Paid	\$2,352,000	Exemption Charitable Purpose 105-278.6	Granted - For Good Cause

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Cary**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

**Approved by:** \_\_\_\_\_

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16911	BENCHMARK NETWORK SOLUTIONS INC 1931 EVANS RD CARY NC 27513-2041	BUSINESS PERSONAL PROPERTY CARY	0006106620 2020 Not Billed	\$20.03	Late List Penalty	Granted	
16903	CARIBOU COFFEE OPERATING CO INC JOHN BUTCHER 3900 LAKEBREEZE AVE N BROOKLYN CENTER MN 55429	BUSINESS PERSONAL PROPERTY CARY	0006904027 2020 Not Paid	\$125.00	Late List Penalty	Granted	
16889	MMK GROUP LLC 1005 DRESDEN MEADOW CT CARY NC 27519-8689	BUSINESS PERSONAL PROPERTY CARY	0006520484 2020 Not Billed	\$2.14	Late List Penalty	Granted	
16905	Q2 SOFTWARE INC PO BOX 671287 DALLAS, TX 75367	BUSINESS PERSONAL PROPERTY CARY	0006910879 2020 Not Paid	\$460.07	Late List Penalty	Granted	
16917	VERIZON CORPORATE RESOURCES GROUP L PO BOX 2749 ADDISON TX 75001	BUSINESS PERSONAL PROPERTY CARY	0006805196 2020 Not Paid	\$2.50	Late List Penalty	Granted	6

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Cary**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16919	VERIZON DATA SERVICES LLC PO BOX 2749 ADDISON TX 75001	BUSINESS PERSONAL PROPERTY CARY	0006500366 2020 Not Paid	\$741.22	Late List Penalty	Granted	6
16921	VERIZON DATA SERVICES LLC PO BOX 2749 ADDISON TX 75001	BUSINESS PERSONAL PROPERTY CARY	0006500368 2020 Not Paid	\$423.67	Late List Penalty	Granted	6
16915	VERIZON SERVICES CORP DUFF & PHELPS PO BOX 2749 ADDISON TX 75001-2749	BUSINESS PERSONAL PROPERTY CARY	0006852667 2020 Not Paid	\$308.05	Late List Penalty	Granted	6

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Fuquay Varina**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

**Approved by:** \_\_\_\_\_

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16907	L & W SUPPLY MARVIN F. POER & COMPANY PO BOX 52427 ATLANTA, GA 30355	BUSINESS PERSONAL PROPERTY FUQUAY VARINA	0006901616 2020 Not Paid	\$47.68	Late List Penalty	Granted	2

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Garner**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

**Approved by:** \_\_\_\_\_

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16929	E N W LLC 200 BELLAROSE LAKE WY GARNER, NC 27529	BUSINESS PERSONAL PROPERTY GARNER	0006869937 2018 Not Paid	\$3,004.29	Late List Penalty	Granted	2
16931	E N W LLC 200 BELLAROSE LAKE WY GARNER, NC 27529	BUSINESS PERSONAL PROPERTY GARNER	0006869937 2019 Not Paid	\$1,431.64	Late List Penalty	Granted	2

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**



**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Raleigh City Council**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

**Approved by:** \_\_\_\_\_

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16887	BANDWIDTH.COM MICHELLE GLENN- INDIRECT 900 MAIN CAMPUS DR #100 RALEIGH NC 27606-5214	BUSINESS PERSONAL PROPERTY RALEIGH	0006454012 2020 Not Paid	\$5,404.66	Late List Penalty	Granted	6
16885	BANDWIDTH.COM CLEC LLC MICHELLE GLENN 900 MAIN CAMPUS DR STE 500 RALEIGH NC 27606-5216	BUSINESS PERSONAL PROPERTY RALEIGH	0006497842 2020 Not Paid	\$6,736.98	Late List Penalty	Granted	6
16927	BOOKER PARK NORTH, LLC PO BOX 25168 WINSTON SALEM, NC 27114	BUSINESS PERSONAL PROPERTY RALEIGH	0006906758 2020 Not Paid	\$157.82	Late List Penalty	Granted	6
16899	CARIBOU COFFEE OPERATING CO INC JOHN BUTCHER 3900 LAKE BREEZE AVE N BROOKLYN CENTER MN 55429	BUSINESS PERSONAL PROPERTY RALEIGH	0006904028 2020 Not Paid	\$118.33	Late List Penalty	Granted	
16901	CARIBOU COFFEE OPERATING CO INC JOHN BUTCHER 3900 LAKEBREEZE AVE N BROOKLYN CENTER MN 55429	BUSINESS PERSONAL PROPERTY RALEIGH	0006904024 2020 Not Paid	\$69.19	Late List Penalty	Granted	

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Raleigh City Council**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16883	FCX PERFORMANCE INC BARDEN TAX MANAGEMENT 6920 POINTE INVERNESS WY STE 301 FORT WAYNE IN 46804	BUSINESS PERSONAL PROPERTY RALEIGH	0006844934 2020 Not Paid	\$844.03	Late List Penalty	Granted	6
16939	HAJOCA CORPORATION #32 2001 JOSHUA RD LAFAYETTE HILL PA 19444-2431	BUSINESS PERSONAL PROPERTY RALEIGH	0006520565 2020 Not Paid	\$49.83	Late List Penalty	Granted	6
16935	HAJOCA CORPORATION #570 2001 JOSHUA RD LAFAYETTE HILL, PA 19444	BUSINESS PERSONAL PROPERTY RALEIGH	0006555606 2020 Not Paid	\$32.13	Late List Penalty	Granted	6
16923	MEZEH-NC STATE LLC MEZEH-NC STATE LLC PO BOX 221278 CHANTILLY VA 20153	BUSINESS PERSONAL PROPERTY RALEIGH	0006904021 2020 Not Paid	\$107.27	Late List Penalty	Granted	2
16925	MEZEH-SPRING FOREST LLC MEZEH-SPRING FOREST LLC PO BOX 221278 CHANTILLY VA 20153	BUSINESS PERSONAL PROPERTY RALEIGH	0006906310 2020 Not Paid	\$90.33	Late List Penalty	Granted	2

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Raleigh City Council**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16893	NEUTRON HOLDINGS INC 200 W RIVER DR SAINT CHARLES IL 60194	BUSINESS PERSONAL PROPERTY RALEIGH	0006884409 2020 Not Billed	\$262.36	Late List Penalty	Relief - 50% of Penalty	
16891	RUPPERT LANDSCAPE, INC. 23601 LAYTONSVILLE RD LAYTONSVILLE MD 20882-2525	BUSINESS PERSONAL PROPERTY RALEIGH	0006628904 2020 Not Billed	\$686.61	Late List Penalty	Granted	6
16913	VERIZON CONNECT TELO INC DUFF & PHELPS PO BOX 2749 ADDISON TX 75001	BUSINESS PERSONAL PROPERTY RALEIGH	0006823376 2020 Not Paid	\$4.20	Late List Penalty	Granted	6
16933	WOLFPACK VENTURES INC 224 S BLOUNT ST RALEIGH NC 27601-1408	BUSINESS PERSONAL PROPERTY RALEIGH	0006134178 2020 Not Paid	\$109.90	Late List Penalty	Granted	

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

**Approved by:** \_\_\_\_\_

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
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Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16897	BLYTHE CONSTRUCTION INC 1936 LEE RD STE 300 WINTER PARK FL 32789	BUSINESS PERSONAL PROPERTY WAKE COUNTY	0006872444 2020 Not Paid	\$1,612.56	Late List Penalty	Granted	6

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Wake Forest**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

**Approved by:** \_\_\_\_\_

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16909	L & W SUPPLY MARVIN F. POER & COMPANY PO BOX 52427 ATLANTA, GA 30355	BUSINESS PERSONAL PROPERTY WAKE FOREST	0006903467 2020 Not Paid	\$75.51	Late List Penalty	Granted	

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Zebulon**

**FOR: Consideration of Requests for Adjustments, Rebates, and/or Refunds of Penalties**

**Approved by:** \_\_\_\_\_

The Wake County Tax Committee has approved the following policy to recommend relief of the late listing and/or vehicle penalties when at least one of the following conditions apply:

Relief Codes:

1. New to North Carolina
2. First time listing
3. Previous year listing on time
4. Omitted item(s) from listing - Current/previous listing on time
5. Military Deployment
6. Provided proof of timely listing

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Late List Appealed	Appeal/Request Type	Recommendation	Relief Code
16937	HAJOCA CORPORATION #593 2001 JOSHUA RD LAFAYETTE HILL PA 19444-2431	BUSINESS PERSONAL PROPERTY ZEBULON	0006560405 2020 Not Paid	\$10.70	Late List Penalty	Granted	6
16895	US FOODS INC TAX DEPT #440 PO BOX 29291 PHOENIX AZ 85038-9291	BUSINESS PERSONAL PROPERTY ZEBULON	0005198526 2020 Not Billed	\$7,697.29	Late List Penalty	Denied	

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners**

**FOR: Consideration of Requests for Tax Relief Exclusions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
16941	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7232 BARN OWL LN WAKE COUNTY	0000466731 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16945	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7228 BARN OWL LN WAKE COUNTY	0000466732 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16947	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7224 BARN OWL LN WAKE COUNTY	0000466733 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16949	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7220 BARN OWL LN WAKE COUNTY	0000466734 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16951	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7216 BARN OWL LN WAKE COUNTY	0000466735 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16953	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7200 BARN OWL LN WAKE COUNTY	0000466736 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause

**Tax Committee Meeting: 10/15/2020****Board of Commissioners Meeting: 11/16/2020****TO: Wake County Board of Commissioners****FOR: Consideration of Requests for Tax Relief Exclusions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
16955	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	1005 YELLOW WARBLER LN WAKE COUNTY	0000466737 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16957	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7120 BARN OWL LN WAKE COUNTY	0000466738 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16959	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7116 BARN OWL LN WAKE COUNTY	0000466739 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16961	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7108 BARN OWL LN WAKE COUNTY	0000466740 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16963	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7104 BARN OWL LN WAKE COUNTY	0000466741 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16965	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7100 BARN OWL LN WAKE COUNTY	0000466742 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause



**Tax Committee Meeting: 10/15/2020****Board of Commissioners Meeting: 11/16/2020****TO: Wake County Board of Commissioners****FOR: Consideration of Requests for Tax Relief Exclusions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
16967	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7101 BARN OWL LN WAKE COUNTY	0000466743 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16969	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7105 BARN OWL LN WAKE COUNTY	0000466744 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16971	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7109 BARN OWL LN WAKE COUNTY	0000466745 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16973	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7113 BARN OWL LN WAKE COUNTY	0000466746 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16975	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7117 BARN OWL LN WAKE COUNTY	0000466747 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16977	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7121 BARN OWL LN WAKE COUNTY	0000466748 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause

**Tax Committee Meeting: 10/15/2020****Board of Commissioners Meeting: 11/16/2020****TO: Wake County Board of Commissioners****FOR: Consideration of Requests for Tax Relief Exclusions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
16979	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7125 BARN OWL LN WAKE COUNTY	0000466749 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16981	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7129 BARN OWL LN WAKE COUNTY	0000466750 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16983	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7201 BARN OWL LN WAKE COUNTY	0000466751 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16985	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7209 BARN OWL LN WAKE COUNTY	0000466753 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16987	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7213 BARN OWL LN WAKE COUNTY	0000466754 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16989	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7217 BARN OWL LN WAKE COUNTY	0000466759 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause

**Tax Committee Meeting: 10/15/2020****Board of Commissioners Meeting: 11/16/2020****TO: Wake County Board of Commissioners****FOR: Consideration of Requests for Tax Relief Exclusions**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
16991	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7221 BARN OWL LN WAKE COUNTY	0000466760 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16993	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7225 BARN OWL LN WAKE COUNTY	0000466761 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16995	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7229 BARN OWL LN WAKE COUNTY	0000466762 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16997	FALLS LAKE DEVELOPERS, LLC 7101 CREEDMOOR RD STE 142 RALEIGH NC 27613-1682	7231 BARN OWL LN WAKE COUNTY	0000466763 2020 Not Paid	\$210,000	Exclusion Builder's Inventory 105-277.1D	Granted - For Good Cause
16881	JORDAN, CHARLENE 9943 BONSALE CROSSING RD NEW HILL NC 27562-9016	9943 BONSALE CROSSING RD WAKE COUNTY	0000135877 2020 Not Paid	\$67,179	Exclusion Elderly Exclusion 105-277.1	Denied

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Cary**

**FOR: Consideration of Requests for Value/Special Situations**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17029	GOOGLE FIBER NORTH CAROLINA LLC AMY HASTE 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY CARY	0006803929 2020 Not Paid	\$29,527,470	Value Only	Granted - Partial

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Durham City Council**

**FOR: Consideration of Requests for Value/Special Situations**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17031	GOOGLE FIBER NORTH CAROLINA LLC AMY HASTE 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY DURHAM	0006803929 2020 Not Paid	\$64,337	Value Only	Granted - Partial

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Garner**

**FOR: Consideration of Requests for Value/Special Situations**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17033	GOOGLE FIBER NORTH CAROLINA LLC AMY HASTE 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY GARNER	0006803929 2020 Not Paid	\$109,719	Value Only	Granted - Partial

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Town Board of Morrisville**

**FOR: Consideration of Requests for Value/Special Situations**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17035	GOOGLE FIBER NORTH CAROLINA LLC AMY HASTE 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY MORRISVILLE	0006803929 2020 Not Paid	\$32,503,229	Value Only	Granted - Partial

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Raleigh City Council**

**FOR: Consideration of Requests for Value/Special Situations**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17027	GOOGLE FIBER NORTH CAROLINA LLC AMY HASTE 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY RALEIGH	0006803929 2020 Not Paid	\$53,864,198	Value Only	Granted - Partial
17043	GOOGLE FIBER NORTH CAROLINA LLC 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY RALEIGH	0006803928 2020 Not Paid	\$570,620	Value Only	Granted - Partial

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**



**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners**

**FOR: Consideration of Requests for Value/Special Situations**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed	Appeal/Request Type	Recommendation
17037	GOOGLE FIBER NORTH CAROLINA LLC AMY HASTE 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY WAKE COUNTY	0006803929 2020 Not Paid	\$248,877	Value Only	Granted - Partial
17039	GOOGLE FIBER NORTH CAROLINA LLC AMY HASTE 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY WAKE COUNTY	0006803929 2020 Not Paid	\$118,996	Value Only	Granted - Partial
17041	GOOGLE FIBER NORTH CAROLINA LLC 1600 AMPHITHEATRE PKWY MOUNTAIN VIEW CA 94043-1351	BUSINESS PERSONAL PROPERTY WAKE COUNTY	0006823016 2020 Not Paid	\$61,211	Value Only	Granted - Partial

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners and Raleigh City Council**

**FOR: Consideration of Requests for Tax Deferment**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed Tax Deferred	Appeal/Request Type	Recommendation
17005	TRAN, PHUC PO BOX 12994 RALEIGH NC 27605-2994	501 S. PERSON ST RALEIGH	0000090450 2020 Not Paid	\$212,361	Tax Deferment Historic Property 105-278	Granted - For Good Cause

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

**Tax Committee Meeting: 10/15/2020**

**Approved by:** \_\_\_\_\_

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners**

**FOR: Consideration of Requests for Tax Deferment**

Item #	Taxpayer(s)	Description Jurisdiction	Account # / Year For Payment Status	Value Appealed Tax Deferred	Appeal/Request Type	Recommendation
17013	HONEYCUTT, LIN HONEYCUTT, CYNTHIA 8008 OLD STAGE RD RALEIGH NC 27603-5518	8008 OLD STAGE RD WAKE COUNTY	0000071440 2020 Not Paid	\$988,009	Tax Deferment Agricultural Use 105-277.4	Denied

**This List Requires Board Action**

Tax Committee Members: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**

# MUNICIPAL MONTHLY COMPARISON REPORT SEPTEMBER 2020

## ANGIER

	Last Year	This Year
Billed	\$318,894.96	\$522,086.82
Collected	\$48,645.23	\$83,695.88
Percentage	15.25%	16.03%

## DURHAM

	Last Year	This Year
Billed	\$613,397.19	\$714,278.82
Collected	\$28,969.58	\$31,157.96
Percentage	4.72%	4.36%

## KNIGHTDALE

	Last Year	This Year
Billed	\$7,563,177.67	\$9,773,547.94
Collected	\$1,162,251.48	\$1,302,489.10
Percentage	15.37%	13.33%

## WAKE FOREST

	Last Year	This Year
Billed	\$27,110,830.37	\$31,460,184.94
Collected	\$4,339,388.40	\$5,155,132.30
Percentage	16.01%	16.39%

## APEX

	Last Year	This Year
Billed	\$30,730,520.23	\$37,853,047.46
Collected	\$4,884,279.01	\$7,130,586.44
Percentage	15.89%	18.84%

## FUQUAY -VARINA

	Last Year	This Year
Billed	\$14,828,695.67	\$17,892,126.67
Collected	\$2,475,928.70	\$2,930,841.95
Percentage	16.70%	16.38%

## MORRISVILLE

	Last Year	This Year
Billed	\$18,775,603.27	\$21,685,560.32
Collected	\$3,283,711.93	\$3,627,926.47
Percentage	17.49%	16.73%

## WENDELL

	Last Year	This Year
Billed	\$3,480,974.88	\$4,887,251.36
Collected	\$476,614.44	\$747,412.63
Percentage	13.69%	15.29%

## CARY

	Last Year	This Year
Billed	\$89,793,762.35	\$110,184,332.30
Collected	\$15,038,709.74	\$19,511,623.24
Percentage	16.75%	17.71%

## GARNER

	Last Year	This Year
Billed	\$18,878,157.59	\$22,457,696.35
Collected	\$3,164,480.49	\$3,546,999.45
Percentage	16.76%	15.79%

## RALEIGH

	Last Year	This Year
Billed	\$254,475,330.14	\$266,656,174.27
Collected	\$39,638,308.93	\$42,658,646.44
Percentage	15.58%	16.00%

## ZEBULON

	Last Year	This Year
Billed	\$6,603,734.20	\$7,306,781.84
Collected	\$602,543.49	\$726,662.30
Percentage	9.12%	9.95%

## CLAYTON

	Last Year	This Year
Billed	\$19.11	\$517.71
Collected	\$0.00	\$0.00
Percentage	0.00%	0.00%

## HOLLY SPRINGS

	Last Year	This Year
Billed	\$22,804,969.26	\$25,490,540.70
Collected	\$3,272,161.42	\$3,823,210.34
Percentage	14.35%	15.00%

## ROLESVILLE

	Last Year	This Year
Billed	\$4,730,421.61	\$5,533,121.40
Collected	\$676,377.91	\$873,735.93
Percentage	14.30%	15.79%

**REPORT OF COLLECTIONS - WAKE COUNTY ONLY  
SEPTEMBER 2020**

	September 2019	September 2020
<b>MONTHLY COLLECTIONS</b>	<b>Last Year</b>	<b>This Year</b>
Current Taxes	\$40,922,344.62	\$44,446,452.74
Current Special Districts	\$1,165,347.90	\$1,335,866.95
Current Deferred Taxes	\$836.27	\$109,681.66
Back Taxes	\$209,402.14	\$177,477.00
Back Deferred Taxes	\$29,799.25	\$443,707.25
Beer & Wine	\$3,427.50	\$9,680.00
Recycle Fee	\$304,802.74	\$371,485.51
<b>TOTAL</b>	<b>\$42,635,960.42</b>	<b>\$46,894,351.11</b>

	September 2019	September 2020
<b>CUMULATIVE</b>	<b>Last Year</b>	<b>This Year</b>
Current Taxes	\$136,634,165.07	\$149,903,352.41
Current Special Districts	\$4,463,727.54	\$5,756,757.25
Current Deferred Taxes	\$96,248.35	\$167,959.92
Back Taxes	\$636,553.64	\$858,951.63
Back Deferred Taxes	\$414,520.62	\$774,659.11
Beer & Wine	\$13,340.75	\$15,327.75
Recycle Fee	\$1,106,785.64	\$1,259,866.40
<b>TOTAL</b>	<b>\$143,365,341.61</b>	<b>\$158,736,874.47</b>

	September 2019		
	Levy Billed	Levy Coll	% Coll
Real & Personal Property	\$1,001,329,124.47	\$137,828,053.19	13.76%
Special District Real & Personal	24,951,691.29	\$4,473,539.34	17.93%
Vehicle Property	\$5,634,249.02	\$5,610,119.11	99.57%
Special District Vehicle	\$169,436.70	\$168,571.61	99.49%
<b>TOTAL</b>	<b>\$1,032,084,501.48</b>	<b>\$148,080,283.25</b>	<b>14.35%</b>

	September 2020		
	Levy Billed	Levy Coll	% Coll
	\$1,062,016,162.30	\$153,366,816.25	14.44%
	28,827,159.17	\$5,749,668.86	19.95%
	\$7,684,027.02	\$7,644,876.98	99.49%
	\$232,360.16	\$230,529.88	99.21%
	\$1,098,759,708.65	\$166,991,891.97	15.20%

						DEFERRED TAXES		UNCOLLECTED DEFERRED TAXES	
						(Subject to Current and 3 Year Rollback)			
YEAR	LEVY BILLED	LEVY COLLECTED	PERCENTAGE COLLECTED	LEVY UNCOLLECTED	(%)	Year	Amount	Year	Amount
2020	\$1,098,759,708.65	\$166,991,891.97	15.20%	\$931,767,816.68	84.80%	2020	\$19,710,420.06	2020	\$12,757.56
2019	\$1,065,192,010.16	\$1,061,912,157.37	99.69%	\$3,279,852.79	0.31%	2019	\$18,902,836.19	2019	\$17,228.17
2018	\$940,029,132.82	\$939,190,513.97	99.91%	\$838,618.85	0.09%	2018	\$17,608,197.67	2018	\$15,245.45
2017	\$861,555,503.91	\$861,186,997.54	99.96%	\$368,506.37	0.04%	2017	\$16,618,561.46	2017	\$1,559.00
2016	\$826,223,042.55	\$825,963,905.63	99.97%	\$259,136.92	0.03%	2016	\$16,739,431.25	2016	\$0.00
2015	\$785,332,691.13	\$785,063,309.62	99.97%	\$269,381.51	0.03%	2015	\$17,972,880.81	2015	\$0.00
2014	\$766,414,338.89	\$766,225,898.22	99.98%	\$188,440.67	0.02%	2014	\$17,066,435.03	2014	\$0.00
2013	\$675,877,933.56	\$675,263,655.59	99.91%	\$614,277.97	0.09%	2013	\$17,677,576.16	2013	\$0.00
2012	\$683,563,809.38	\$682,790,916.27	99.89%	\$772,893.11	0.11%	2012	\$17,968,878.26	2012	\$0.00
TOTAL	\$7,702,948,171.05	\$6,764,589,246.18		\$938,358,924.87		TOTAL	\$160,265,216.89	TOTAL	\$46,790.18

<b>S/Distr</b>					
Current	\$29,059,519.33	\$5,980,198.74	20.58%	\$23,079,320.59	79.42%

**WAKE COUNTY BOARD OF COMMISSIONERS**  
**WAKE COUNTY IN-REM FORECLOSURE PROGRESS REPORT**  
**September 2020**

**Totals for SEPTEMBER**

Parcels Notified by Certified Letter	6
Number of Parcels - Judgments Docketed	0
Parcels Paid in Full	2
Parcels Sold at Public Auction	2
Principal Tax (Notified by Certified Letter)	\$ 45,762
Principal Tax Collected for Month	\$ 24,924

**Cumulative Totals for 2020/2021 Fiscal Year**

Parcels Notified by Certified Letter	6
Number of Parcels - Judgments Docketed	2
Parcels Paid in Full	4
Parcels Sold at Public Auction	4
Principal Tax (Notified by Certified Letter)	\$ 45,762
Principal Tax Collected for Year	\$ 28,404

**Cumulative Total to Date**

Parcels Notified by Certified Letter	9,926
Number of Parcels - Judgments Docketed	2,017
Parcels Paid in Full	9,031
Parcels Sold at Public Auction	551
Principal Tax (Notified by Certified Letter)	\$ 16,574,563
Principal Tax Collected to Date	\$ 19,998,616

**\*Totals Include Any Municipal Taxes that Wake County is Under Contract to Collect.**

\*\*\*\*\*

This report is to be filed for the record.

Marcus D. Kinrade  
Tax Administrator

**Tax Committee Meeting: 10/15/2020**

**Board of Commissioners Meeting: 11/16/2020**

**TO: Wake County Board of Commissioners**

**FOR: Consideration of Requests for Release of Gross Receipts Tax Penalties**

**Approved by:** \_\_\_\_\_

**Account Types:**

PFB - Prepared Food and Beverage Tax

RVT - Rental Vehicle Tax

ROT - Room Occupancy Tax

BW - Beer and Wine Licensing

HVY - Heavy Equipment

Item #	Business Name Business Location	Owner Name	Account # Payment Status	Account Type	Penalty Appealed	Recommendation
5350	ISAAC HUNTERS TAVERN 414 FAYETTEVILLE ST RALEIGH NC 27601	COMMON 414 INC	0000019996 Paid in Full	PFB	\$271.27	Full Relief

**This List Requires Board Action**

Tax Committee Member: Natasha Baldwin, City Of Raleigh  
Kim Lorbacher, Wake County Finance  
Jessica Murphy-Rhem, Town Of Cary

**Marcus Kinrade, Tax Administrator**



## Legislation Details (With Text)

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**File #:** 16-3112

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

**On agenda:** 11/16/2020      **In control:** Board of Commissioners

**Title:** General Public Comments

**Sponsors:**

**Indexes:**

**Code sections:**

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

**Final action:**

Date	Ver.	Action By	Action	Result
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General Public Comments





## Legislation Details (With Text)

**File #:** 16-3091

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:** 11/16/2020

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

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners	accepted	

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

**That the Board of Commissioners:**

1. Holds the required public hearing on the FY 2022 Community Transportation Program grant; and
2. Approves the grant application to be submitted to North Carolina Department of Transportation, Public Transportation Division in the amount of \$752,376; and
3. Authorizes the Chair to sign the Resolutions to Apply, Certifications and Assurances, and affix the signatures of local officials as required; and
4. Instructs County staff to continue receiving public comments on this topic until November 17 at 2:00pm, and to place this item on the Consent agenda of the next Board meeting.

**Item Title:** Public Hearing and Approval of the FY 2022 Community Transportation Program Administrative and Capital Grant Application

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

- 1. Holds the required public hearing on the FY 2022 Community Transportation Program grant; and**
- 2. Approves the grant application to be submitted to North Carolina Department of Transportation, Public Transportation Division in the amount of \$752,376; and**
- 3. Authorizes the Chair to sign the Resolutions to Apply, Certifications and Assurances, and affix the signatures of local officials as required; and**
- 4. Instructs County staff to continue receiving public comments on this topic until November 17 at 2:00pm, and to place this item on the Consent agenda of the next Board meeting.**

**Item Summary:**

**Purpose:** Some grant programs require the Board of Commissioners to hold public hearings to allow citizen input on services and approve funding plans. To receive Community Transportation Program grant funds from the State, a public hearing must be held to allow members of the community the opportunity to comment on transportation needs and the grant application. A signed Resolution to apply for the funds along with Certifications and Assurances are also grant requirements.

**Background:** GoWake Access Transportation is the only Medicaid transportation and demand response, para-transit program providing mandated and non-mandated services to vulnerable populations across Wake County. GoWake Access provides a subsidized, door to door transportation service throughout Wake County at a maximum customer cost of \$4.00 per trip. This shared-ride service provides more than 180,000 trips annually. It allows residents with limited or no transportation options to be able to access basic accommodations such as medical services, employment, and groceries.

The Community Transportation Program is an ongoing grant program through the North Carolina Department of Transportation,

that is used to support services provided by GoWake Access. The FY 2022 grant will fund a portion of administrative costs and capital replacements in support of GoWake Access operations.

The Wake County Transportation Advisory Board reviewed and recommended this application for the Board of Commissioners approval and submission to NCDOT on October 7<sup>th</sup>, 2020.

**Board Goal:** This action supports numerous Board Goals, but specifically supports GS5.3: "Expand opportunities and implement strategies to address affordability of transit services and the needs in vulnerable communities and rural areas" and SEV2.3: "Increase mobility equity by ensuring residents have access to affordable transportation options."

**Fiscal Impact:** This grant application requests \$752,376, inclusive of a local match. The funds will be budgeted as part of the FY 2022 budget process if awarded. The grant requires a \$150,475 cash match from County dollars. The County will satisfy the match requirement by budgeting sponsor agency funds in Human Services Transportation Fund as part of the FY 2022 budget process. Sponsor Agency Revenue comes from Medicaid, WorkFirst, Child Welfare, Arc of Triangle and Resources for Seniors. This revenue is separate from Town contributions and fare box revenue.

### **Additional Information:**

#### **Financial Details**

The administrative portion of this grant assists in funding salaries, supplies and professional services. Wake County/GoWake Access is requesting continuation funding for the three program positions and other administrative costs such as marketing, supplies, vehicle insurance, employee development, and training. The breakdown of costs is as follows:

<u>State 80%</u>	<u>Local 20%</u>
\$226,645	\$56,662

The capital portion of this grant provides funding for life-cycle vehicle replacements. There are 52 State funded vans in the County fleet. The capital grant application requests the replacement of sixteen eligible, lift-equipped vans that have exceeded useful life. The breakdown of costs is as follows:

<u>State 80%</u>	<u>Local 20%</u>
\$375,256	\$93,814

The following table summarizes Community Transportation Program funds allocated to Wake County for the last four fiscal years and includes the FY 2022 grant request.

Administrative Funding remains the same, however capital funding fluctuates depending on the number of vehicles that are eligible for replacement (based on the useful life) during that grant year.

CTP Category	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022**
Administrative	\$283,307	\$283,307	\$283,307	\$283,307	\$283,307
Capital	\$614,000	\$503,200	\$812,500	\$620,064	\$469,070
<b>Total</b>	<b>\$897,307</b>	<b>\$786,507</b>	<b>\$1,095,807</b>	<b>\$903,371</b>	<b>\$752,376</b>

**\*\*requested funds**

The attached table displays ridership trends for the past three years:

<b>Trip Categories</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
Medicaid	145,175	157,849	137,116
Non-Medicaid	35,148	38,192	43,021
<b>Total Trips</b>	<b>180,323</b>	<b>196,041</b>	<b>180,137</b>

Program Details:

The Coordinated Human Services Transportation Plan (CHSTP), a subset of the Wake Bus Plan, provided additional recommendations for Human Services and Rural transportation services. As there is significant trip demand over available funds, this plan includes creating a 5-year strategic plan to identify Wake County's non-Medicaid human service and rural transportation needs; identifying transportation options; and developing strategies and recommendations that are coordinated and complimentary to the Wake Transit Bus Plan. NCDOT Community Transportation Program Grant funding is a piece of this funding to leverage Wake Transit funds to provide trips to meet this unmet demand.

Attachments:

1. Presentation
2. CTP Public Transportation Program Resolution
3. DBE Certification
4. Local Share Certification
5. Anticipated DBE
6. Title VI Wake County
7. Public Hearing Notice
8. Delegation of Authority



## Legislation Details (With Text)

**File #:** 16-3067

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:** 11/16/2020

**Title:** Appropriation of Federal Relief Funds Associated with COVID-19

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners	accepted	

Appropriation of Federal Relief Funds Associated with COVID-19

**That the Board of Commissioners amends the fiscal year 2021 budget to appropriate \$71,813,121 of Coronavirus Relief Funds for the costs associated with Wake County's COVID-19 response.**

**Item Title:** Appropriation of Federal Relief Funds Associated with COVID-19

**Specific Action Requested:**

**That the Board of Commissioners amends the fiscal year 2021 budget to appropriate \$71,813,121 of Coronavirus Relief Funds for the costs associated with Wake County's COVID-19 response.**

**Item Summary:**

**Purpose:** Provide funds to cover the costs of salaries and overtime, necessary equipment and supplies, contract services, and other expenses associated with the County's response to COVID-19.

**Background:** The County is responsible for several functions during emergency events, including but not limited to public health and safety, emergency response, communications, and community recovery. Normal operating budgets may not support the expenses for these functions. This budget appropriation recognizes funding provided by the US Treasury to respond to the current public health emergency and its secondary effects on Wake County services and residents.

**Board Goal:** Supports County operations for emergency response efforts.

**Fiscal Impact:** This item appropriates the remaining \$71,813,121 of the County's \$194 million in Coronavirus Relief Funds (CRF). The appropriation assumes all expenses associated with response efforts to the COVID-19 emergency through December 30, 2020.

**Additional Information:**

In March, Congress and the President approved a \$2 trillion stimulus package, known as the Coronavirus Aid, Relief and Economic Security (CARES) Act. This federal aid package included aid local governments in funding response efforts. In late April, the County received approximately \$194 million from the US Treasury, called the Coronavirus Relief Funds (CRF). Generally, these funds can be used toward direct response efforts (payroll expenses, supplies, communications, public health, emergency housing and food security needs, distance learning/teleworking, public safety) as well as "second order effects" for individuals and businesses impacted by COVID-19 related restrictions.

In May 2020, staff presented a funding plan for the total \$194 million relief package, to include the categories of: (1) Public Health Emergency Response, (2) Community Response & Resiliency, (3) Continuity of Operations, (4) Economic Recovery, and (5) Miscellaneous. Also, at the May meeting, the Board appropriated approximately \$62.7 million of the CRF, anticipated to be used through June 30.

In August, staff presented an update of expenditures through June 30, progress on each of the funding plan areas, and anticipated/planned expenditures through December 30.

In August, the Board appropriated an additional \$59.5 million of the CRF, bringing the total appropriation to \$122.2 million and leaving \$71.8 million unappropriated.

Since August, programs such as Wake Supports (the childcare assistance program) and the House Wake eviction prevention program have launched; therefore, some of the funding plan by program has shifted to accommodate these initiatives.

The following chart reflects the updated funding plan by category/program, expenditures through September 30, and anticipated expenditures (in millions) through December 30.

Category / Program	Amended Budget	Actual Costs (through 9/30)	Anticipated Total Costs (through 12/30)	Remaining Budget
Public Health Emergency Response	\$32.0	\$14.3	\$24.0	\$8.0
Community Response & Resiliency	\$32.2	\$6.1	\$40.0	-\$7.8
Continuity of Operations	\$48.7	\$21.3	\$44.7	\$4.0
Economic Recovery	\$9.3	\$.1	\$9.3	\$0.0
<b>Total</b>	<b>\$122.2</b>	<b>\$41.8</b>	<b>\$118.0</b>	<b>\$4.2</b>

The County continues to work diligently and aggressively to spend down the CRF dollars already budgeted by the December 30 deadline.

With approximately seven weeks until the current deadline of December 30 on the CRF and no pending federal legislation extending the deadline, County staff has developed a plan to appropriate the remaining \$71.8 million and allocate certain eligible General Fund expenses to the CRF. This plan then recommends that the “freed up” General Fund budget capacity be used through the remainder of FY 2021 and reserved for future fiscal years’ expenses associated with the COVID-19 response.

#### ***Use of CRF for County Public Safety Personnel Costs***

To date, the County only has recorded certain personnel costs, including payroll costs of employees assigned to EOC (or COVID specific) operations and COVID premium pay provided to front-line employees, to the CRF budget. The intent of this budgeting and accounting practice was to keep the use of federal dollars as closely aligned with their original eligible purposes and keep all COVID-related expenses within a single fund in the County’s budget.

Under federal CRF guidance, all payroll costs for public safety employees are considered “substantially dedicated” to mitigating or responding to the COVID-19 public health emergency and are considered eligible expenses.

To utilize as much of the CRF prior to the December 30 deadline, staff proposes allocating all payroll costs from the Wake County Sheriff’s Office and Emergency Medical Services from July 1 through December 30, 2020 to the CRF. The estimated payroll costs total approximately \$54 million.

This accounting change would free up \$54 million of the FY 2021 General Fund budget, which staff proposes be dedicated to the County's continued COVID-19 response beyond December 30. The eligible uses of this \$54 million would be prioritized as follows: (1) to support the County's public health COVID-19 operations through the remainder of FY 2021 and FY 2022, (2) continuity of operations, and (3) continued community response programs. This accounting and budgetary change has zero net effect on WCSO and EMS operations.

### ***Use of CRF for Municipal Public Safety Personnel Costs***

Since the receipt of the CRF, the County has been providing partial reimbursements to Wake municipalities for eligible expenses incurred, including PPE, facility modifications, improvements to telework capabilities, and COVID pay. As had been discussed in prior updates, the County had hoped that additional federal legislation would allow for the flexibility to use CRF dollars for revenue replacement, in which case the County would have developed a distribution allocation between the County and the municipalities.

Since the above scenario for revenue replacement is unlikely, the County proposes allocating up to \$17 million of the remaining CRF to municipalities to cover certain eligible public safety payroll costs incurred in FY 2021.

Based on the above change in approach with respect to public safety costs, the proposed budget for the County's \$194 million of Coronavirus Relief Funds would be the following:

Category / Program	Amended Budget	Proposed Budget	Increase (Decrease)
Public Health Emergency Response	\$32.0	\$24.0	(\$8.0)
Community Response & Resiliency	\$32.2	\$40.0	\$7.8
Continuity of Operations	\$48.7	\$49.7	\$1.0
Economic Recovery	\$9.3	\$9.3	\$0.0
Public Safety (County & municipal)		\$71.0	\$71.0
<b>Total</b>	<b>\$122.2</b>	<b>\$194.0</b>	<b>\$71.8</b>

### ***Summary***

The County's approach to the use of the Coronavirus Relief Funds has been conservative, understanding that the response to the COVID-19 pandemic would be long-term and multi-faceted. The goal had been to keep the most directly related expenses aligned with the federal dollars through and beyond December 30. Although the proposed scenario doesn't achieve this goal, it does provide the means necessary to continue supporting the County's COVID-19 operations for some time.

The reallocation of General Fund expenses will take place administratively after the all actual payroll expenses for EMS and WCSO through December 30 are recorded in the financial system. The resulting budget capacity will be prioritized to support the County's ongoing public health response to COVID-19 in Human Services, continuity of operations, and then community needs. Any portion of the estimated \$54 million not spent at June



30, 2021 would be committed in the County's fund balance to support future budget year expenses associated with continued COVID-19 response.

County staff continue to ensure the maximum benefit is achieved with any remaining CRF dollars. Given the volatile national political climate, staff may bring back to the December Board of Commissioners meeting any final adjustments needed for this plan in response to federal legislative changes.

**Attachments:**

1. Presentation
2. Budget Memo



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

**TO:** David Ellis, County Manager

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

**SUBJECT:** Coronavirus Relief Fund

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

Fund: Coronavirus Relief Fund				
REVENUES				
Date	Description of Revision or Adjustment	Revenue Category	Amount	Balance
June 15, 2020	Appropriation of \$62,371,100 in CARES Act funding for COVID-19 response and recovery	Federal	\$ 62,371,100	\$ 62,371,100
August 17, 2020	Appropriation of \$59,448,900 in CARES Act funding for COVID-19 response and recovery	Federal	\$ 59,448,900	\$ 121,820,000
September 21, 2020	Technical Correction - Appropriate \$360,000 in CARES act funding for COVID-19 response and recovery that was intended to be appropriated on June 15, 2020	Federal	\$ 360,000	\$ 122,180,000
<b>November 16, 2020</b>	<b>Appropriate CARES Act funding for COVID-19 response and recovery</b>	<b>Federal</b>	<b>\$ 71,813,121</b>	<b>\$ 193,993,121</b>
EXPENDITURES				
Date	Description of Revision or Adjustment	Department	Amount	Balance
June 15, 2020	Appropriation of \$62,371,100 in CARES Act funding for COVID-19 response and recovery	Coronavirus Relief	\$ 62,371,100	\$ 62,371,100
August 17, 2020	Appropriation of \$59,448,900 in CARES Act funding for COVID-19 response and recovery	Coronavirus Relief	\$ 59,448,900	\$ 121,820,000
September 21, 2020	Technical Correction - Appropriate \$360,000 in CARES act funding for COVID-19 response and recovery that was intended to be appropriated on June 15, 2020	Coronavirus Relief	\$ 360,000	\$ 122,180,000
<b>November 16, 2020</b>	<b>Appropriate CARES Act funding for COVID-19 response and recovery</b>	<b>Coronavirus Relief</b>	<b>71,813,121</b>	<b>\$ 193,993,121</b>



## Legislation Details (With Text)

**File #:** 16-3092

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:** 11/16/2020

**Title:** Consider Additional Funding Commitment and Appropriation for the Healing Transitions Men's and Women's Campus Expansion and Renovation

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners	accepted	

Consider Additional Funding Commitment and Appropriation for the Healing Transitions Men's and Women's Campus Expansion and Renovation

**That the Board of Commissioners:**

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

**Item Title:** Consider Additional Funding Commitment and Appropriation for the Healing Transitions Men's and Women's Campus Expansion and Renovation

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

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

**Item Summary:**

**Purpose:** In accordance with the North Carolina Local Government Budget and Fiscal Control Act, the Board of Commissioners must approve all amendments that increase the budget for a fund, including the new appropriation of fund balance.

**Background:** Healing Transitions is undertaking a \$16.9 million capital campaign to expand its men's and women's shelters, a \$5.15 million increase from their initial estimates in 2018. The organization submitted an updated request to the County requesting a grant of \$6,000,000 from the County. Wake County has previously awarded \$500,000 towards the men's campus expansion needs and \$1,500,000 towards the women's campus expansion needs. Staff recommends an additional \$3.5 million allocation to support the men's and women's campus renovation and expansion. The Board is also asked to appropriate the funding from this commitment and the commitment made by the Board on November 18, 2019.

**Board Goal:** This action supports Board Initiative CH 1.6 to enhance substance abuse treatment options and SEV1 to reduce or end homelessness.

**Fiscal Impact:** A total of \$4.5 million of ABC committed fund balance will be directed toward the Healing Transitions Capital Project budgeted in the Community Capital Element of the County Capital Fund. The remaining ABC committed fund balance will be available to support the next proposed Community Capital competitive process.

### **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.

This project has been in development for several years. The County initially committed \$500,000 to the Men's Campus during the 2018 Community Capital process and an additional \$1,000,000 for the Women's Campus resulting from a 2019 request for funding.

Healing Transitions \$16.9 million capital campaign aims to expand the Men's and Women's shelters. Healing Transitions presented a project update and funding request to the Board of Commissioners at the September 29, 2020 Work Session.

#### **Men's Campus:**

\$9.7 million project cost includes:

- Adds capacity for 110 additional beds for a total capacity of 290 beds
- Renovates and expands bathing and laundry services
- Enlarges kitchen and dining
- New vocational and training building to replace current sheds
- New classroom as use of Dix Chapel was eliminated
- Full expansion needs include administrative space, enlarged community room and beds for individual in the transition stage of program.

#### **Women's Campus:**

\$6 million project cost includes:

- 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 providing an additional funding commitment of \$3,500,000. This amount, in addition to the current commitment of \$1,500,000 represents 32% of the total project cost. The recommended amount is based on guidelines in our Community Capital program that funds similar requests capping contributions at 35% of the capital cost. Funds would be provided from the County's ABC committed fund balance.

This funding commitment preserves the ability to allocate approximately \$2.5M of the County's remaining ABC committed fund balance to support the next proposed Community Capital competitive process to be held no sooner than Fall of 2022.

The Board is requested to approve an appropriation for both the \$3,500,000 requested today and the \$1,000,000 approved by the Board on November 18, 2019 to document the commitments in the County's financial records. A funding agreement between Wake County and Healing Transitions will be negotiated specifying the terms and requirements

for release of the funds. The original commitment of \$500,000 was appropriated through the Community Capital process so no further action is required from the Board.

**Attachments:**

1. Presentation
2. Healing Transitions Capital Campaign Request
3. Budget Memo – FY 2021 Non-Departmental
4. Budget Memo – FY 2021 County Capital Fund – Community Capital



**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 2021 Capital Improvement Projects Funds Ordinance, Section 1(A) and 1(B)

The following chart summarizes all budget revisions to the fiscal year 2021 adopted budget for the Community Capital Element of the County Capital Fund indicated below. The summary includes approved items, as well as items to be presented to the Board of Commissioners at the meeting date indicated. *Items for presentation are shown in bold italics.*

Fund: County Capital			Element: Community Capital	
REVENUE CATEGORY				
Date	Description of Revision or Adjustment	Revenue Category	Amount	Balance
June 30, 2020	Appropriations from Prior Years	Multiple	400,000.00	400,000.00
July 1, 2020	FY 2020 Appropriation	Transfer from General Fund	500,000.00	900,000.00
November 16, 2020	Accept and appropriate ABC committed fund balance for renovations and expansions at Healing Transitions Women's and Men's Campus	Transfer from General Fund	4,500,000.00	5,400,000.00
EXPENDITURE CATEGORY				
Date	Description of Revision or Adjustment	Program	Amount	Balance
June 30, 2020	Appropriations from Prior Years	Community Capital	400,000.00	400,000.00
July 1, 2020	FY 2020 Appropriation	Community Capital	500,000.00	900,000.00
November 16, 2020	Accept and appropriate ABC committed fund balance for renovations and expansions at Healing Transitions Women's and Men's Campus	Community Capital	4,500,000.00	5,400,000.00



**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 2021 Operating Budget Ordinance, Section 2 and 3, and Fiscal Year 2021 Personnel Authorization Ordinance.

The following chart summarizes all budget revisions to the Fiscal Year 2021 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: Non-Departmental	
REVENUE CATEGORY (SOURCE OF FUNDS)				
Date	Description of Revision or Adjustment	Type	Amount	Balance
July 1, 2020	Adopted Budget		\$ 1,315,352,083	\$ 1,315,352,083
July 6, 2020	Appropriation of Committed Alcohol Beverage Control Board Revenue	Other Financing Sources	\$ 262,000	\$ 1,315,614,083.00
	Encumbrances Carried Forward (9/15 correction for rollovers)	All	\$ 3,369,259	\$ 1,318,983,342.31
November 16, 2020	Appropriation of Committed Alcohol Beverage Control Board Revenue for the Healing Transitions capital project	Other Financing Sources	\$ 4,500,000	\$ 1,323,483,342.31
EXPENDITURES (USE OF FUNDS)				
Date	Description of Revision or Adjustment	Division	Amount	Balance
July 1, 2020	Adopted Budget		\$ 24,201,683	\$ 24,201,683.00
	Encumbrances Carried Forward (9/15 correction for rollovers)	All	\$ 150,161	\$ 24,351,843.66
July 6, 2020	Funding for Triangle Family Services, Dorcas Ministries, The Green Chair project, and StepUp Ministry	Community Organizations	\$ 262,000	\$ 24,613,843.66
August 17, 2020	Reallocating \$144,700 of Salary and Benefits reserve to establish \$11/hr minimum wage for election workers during FY2020 election cycle	Salary and Benefits Reserve	\$ (144,700)	\$ 24,469,143.66
November 16, 2020	Transfer to support renovation and expansion of the Healing Transitions Men's and Women's Campus	Non-Departmental	\$ 4,500,000	\$ 28,969,143.66
STAFFING				
Date	Description of Revision or Adjustment	Division	FTE	Balance
July 1, 2020	Adopted Budget		0.00	-





## Legislation Details (With Text)

**File #:** 16-3093  
**Type:** Regular Item  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 11/16/2020  
**Final action:**  
**Title:** Remarks by Retiring Commissioners  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Remarks by Retiring Commissioners.pdf](#)

Date	Ver.	Action By	Action	Result
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Remarks by Retiring Commissioners

**That the Board of Commissioners congratulates retiring Commissioners Ford and Holmes and hears their remarks to the Board.**

**Item Title:** Remarks by Retiring Commissioners

**Specific Action Requested:**

**That the Board of Commissioners congratulates retiring Commissioners Ford and Holmes and hears their remarks to the Board.**

**Item Summary:**

Chairman Greg Ford joined the Board of Commissioners in December 2016.

Commissioner Jessica Holmes joined the Board of Commissioners in December 2014.

Both Commissioners will retire from the Wake County Board of Commissioners in December 2020. November 16 will be their final regular Board meeting.

**Attachments:**

None.



## Legislation Details (With Text)

**File #:** 16-3040

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Fire Commission

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
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Fire Commission  
Enter Recommended Action Here

**Item Title: Wake County Fire Commission**

**Function:** Advise the Board of Commissioners regarding fire protection service delivery issues.

**Meeting Schedule:** 3<sup>rd</sup> Thursday of every other month (beginning in January), 7:00 p.m. EMS Training Room, Wake Commons

**Number of members total on Committee:** 12, plus participating municipality reps

**Number of appointments made by County Commissioners:** 12

**ONE VACANT POSITION**

1. The Firefighters Association filed for Articles of Dissolution (Mr. Kenan Price) causing Mr. Price's term to be completed.
2. The Fire Commission re-established the make-up of the Firefighters Association and reassigned the President's seat of the Firefighters Association to be a Fire Chiefs Association position (this item was approved by the BOC on Oct. 19, 2020)

**Individual interested in appointment:**

1. Mr. Todd Wright - Fire Chiefs Association Position

**Attachments: 6**

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



## Legislation Details (With Text)

**File #:** 16-3061

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Housing Authority of the County of Wake

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
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Housing Authority of the County of Wake  
Enter Recommended Action Here

**Item Title:** Housing Authority County of Wake

**Function:** Operates housing units in Wake County for low income citizens

**Meeting Schedule:** 2<sup>nd</sup> Wednesday of the month, 12:30 p.m., Wake County Commons

**Number of members total on Authority:** 9

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

**ONE VACANT POSITION**

<b><u>Resignation:</u></b> Mr. Brian Clark
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**Individual Interested in Appointment:**

1. Ms. Tisha Buelto (Recommended by Housing Authority Board)

**Attachments:** 6

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



## Legislation Details (With Text)

**File #:** 16-3060

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

**In control:** Board of Commissioners

**On agenda:** 11/16/2020      **Final action:**

**Title:** Human Services Board

**Sponsors:**

**Indexes:**

**Code sections:**

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

Date	Ver.	Action By	Action	Result
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Human Services Board  
Enter Recommended Action Here

**Item Title: Wake County Board of Human Services**

**Function:** Serves the community by providing policy guidance in the prevention of disease, the promotion of public health and social services programs.

**Meeting Schedule:** 4<sup>th</sup> Thursday of each month at 7:30 a.m., Swinburne Bldg. Board Room

**Number of members total on Commission:** 19

**Number of appointments made by County Commissioners:** Psychologist, Pharmacist, Engineer, Dentist, Optometrist, Veterinarian, Social Worker, Registered Nurse, Two (2) Physicians (one must be a psychiatrist), One (1) County Commissioner, Four (4) Consumers of Human Services, Four (4) General Public.

- **2 Resignations comprised of:**
  - Randy Marsh - Psychologist
  - Margaret Raynor – Registered Nurse
- **4 Terms expiring and not eligible for reappointment:**
  - John Myhre – Pharmacist (1 term - will roll off 11/14/2020)
  - Betsy K Van Benthuysen – Dentist (1 term - relocated)
  - Stephanie Treadway- Consumer of Human Services (4 terms – will roll off 11/14/2020)
  - Angie Welsh – General Public (2 terms – will roll off 11/14/2020)
- **10 vacancies comprised of:**
  - \_\_\_\_\_ 3 Consumer of Human Services
  - \_\_\_\_\_ 1 Psychiatrist
  - \_\_\_\_\_ 1 Optometrist
  - \_\_\_\_\_ 1 Registered Nurse
  - \_\_\_\_\_ 1 Dentist
  - \_\_\_\_\_ 1 Psychologist
  - \_\_\_\_\_ 1 General Public Representative
  - \_\_\_\_\_ 1 Pharmacist

**Attachments: 6**

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





## Legislation Details (With Text)

**File #:** 16-3042  
**Type:** Appointment  
**Status:** Passed  
**In control:** Board of Commissioners  
**On agenda:** 11/16/2020  
**Final action:** 11/16/2020  
**Title:** Town of Cary Planning and Zoning Board  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Item Summary\\_Cary Planning and Zoning 11.16.20.pdf](#)  
[Cary Resolution re Plng and Zoning Board.pdf](#)  
[Member List\\_Town of Cary\\_10.30.20.pdf](#)  
[App. Packet\\_Town of Cary\\_10.30.20.pdf](#)  
[App. Roster\\_Town of Cary\\_10.30.20.csv](#)  
[Board Choices\\_Town of Cary\\_10.30.20.csv](#)

Date	Ver.	Action By	Action	Result
11/16/2020	1	Board of Commissioners	accepted	

Town of Cary Planning and Zoning Board  
Enter Recommended Action Here

**Item Title:** Cary Planning and Zoning Board

**Function:** To advise the Town of Cary in planning and zoning matters

**Meeting Schedule:** 3rd Monday – 7:30 p.m. – Cary Town Hall

**Number of members total on Board:** 9

**Number of appointments made by County Commissioners:** 1

**ONE VACANT POSITION**

**Individual recommended for appointment by the Town of Cary:**

1. Ms. Jessica McClure - Zoning Board of Adjustment ETJ

**Attachments: 6**

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

**RESOLUTION OF THE CARY TOWN COUNCIL REGARDING APPOINTMENT  
TO THE PLANNING AND ZONING BOARD**

**WHEREAS**, the Town by ordinance has established a Planning and Zoning Board (“Board”) with eight regular members and one member from the Town’s extraterritorial jurisdiction (“ETJ”), as required by N.C.G.S. § 160A-362; and

**WHEREAS**, Board members serve three-year terms; and

**WHEREAS**, the most recent ETJ Board member resigned from her position in February 2020 when she moved from the ETJ and into the Town’s corporate limits; and

**WHEREAS**, the Town opened the recruitment period for new Board members on June 1, 2020 and informed the public, through social media, news release, Bud newsletter, and the Town of Cary website of their ability to apply for the Board and participate as the ETJ member; and

**WHEREAS**, 47 applications were received for the Board, but none of the applicants live in the Town’s ETJ; and

**WHEREAS**, an additional 106 citizens applied for positions on other Town boards and commissions, but none live in the Town’s ETJ; and

**WHEREAS**, Cary has approximately 927 single family homes in the Town’s ETJ; and

**WHEREAS**, one resident of the ETJ serves on the Town’s Zoning Board of Adjustment (“ZBOA”); and

**WHEREAS**, for several years, the Town has had difficulty recruiting and retaining Board and ZBOA members who live in the ETJ; and

**WHEREAS**, there are an insufficient number of qualified and interested ETJ residents to meet Board membership requirements; and

**WHEREAS**, N.C.G.S. § 160A-362 permits the Wake County Board of Commissioners to appoint another resident of Wake County to fill the ETJ seat when there are an insufficient number of qualified ETJ residents; and

**WHEREAS**, Jessica McClure, a resident of the corporate limits of Cary, has applied for membership on the Board and the Town Council desires to appoint her to fill the ETJ seat on the Board.

**NOW, THEREFORE**, be it resolved by the Town Council of the Town of Cary, North Carolina that:

The Town Council requests the Wake County Board of Commissioners to appoint Jessica McClure to the Town of Cary Planning and Zoning Board as the ETJ member, for a term starting on October 1, 2020 and expiring on September 30, 2023.

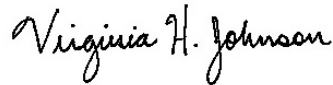
Adopted this the 24<sup>th</sup> day of September, 2020.



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Harold Weinbrecht, Jr. Mayor

ATTEST:



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Virginia H. Johnson,  
Town Clerk





## Legislation Details (With Text)

**File #:** 16-3069  
**Type:** Appointment  
**Status:** Agenda Ready  
**In control:** Board of Commissioners  
**On agenda:** 11/16/2020  
**Final action:**  
**Title:** Upcoming Vacancies for December  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Upcoming Vacancies for December 2020 List.pdf](#)

Date	Ver.	Action By	Action	Result
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Upcoming Vacancies for December  
Enter Recommended Action Here

## **Upcoming Vacancies for December 2020**

**(All applications are due by November 18, 2020 by COB)**

### **Juvenile Crime Prevention Council = 5 Vacancies**

- 3 resignations comprised of:
  - Rashaun Holley – Under 18 Representative
  - De'Nasia Daniels – Under 18 Representative
  - Antwon Williams – Transferred to another state
- 13 Reappointments comprised of:
  - Ruth Sutherland
  - Donald Pinchback
  - Utica Cason
  - Sharif Deveaux
  - Paul Walker
  - Jonathan Glenn
  - Christal Carmichael
  - Katherine Edmiston
  - Michael A. McDuffie
  - Eric A. DeSimone
  - Tamra Sanchez
  - Mala Ross
  - Darryl Blevins

### **Raleigh-Durham Airport Authority = 2 Vacancies**

- 2 Reappointments comprised of:
  - John M. Kane
  - David Kushner

### **United Arts Grants Panels = 1 Vacancy**

- 1 Reappointment comprised of:
  - Gayle S. Blackerby

### **Wake County Water Partnership = 4 Vacancies**

- 4 Reappointments comprised of:
  - Kendra D. Parrish
  - George Matthis
  - Jay Meyers
  - Suzanne Harris

### **Yates Mill Advisory Board = 1 Vacancy**

- 3 Reappointments comprised of:
  - Jan M. Weems
  - Gene Brothers
  - Garrett B. Hunter

May add:

**Human Services from November**

11/3/2020 TW, 11/9/20