



Wake County

301 South McDowell Street
Raleigh, NC

Meeting Minutes Board of Commissioners

Monday, October 2, 2017

4:00 PM

Wake County Justice Center

Meeting Called to Order: Chairman Sig Hutchinson

Present: 7 - Chairman Sig Hutchinson, Vice-Chair Matt Calabria, Commissioner John D. Burns, Commissioner Greg Ford, Commissioner Jessica Holmes, Commissioner Erv Portman, and Commissioner James West

Others Present: Jim Hartmann, County Manager; Scott Warren, County Attorney; Denise Hogan, Clerk to the Board; David Ellis, Deputy County Manager; Johnna Rogers, Deputy County Manager; Denise Foreman, Assistant County Manager; Chris Dillon, Assistant County Manager

Pledge of Allegiance

Invocation: Commissioner Erv Portman

Chairman Hutchinson said that the country has been devastated by recent hurricanes in Texas, Puerto Rico, Florida and the deaths in Las Vegas. He said that five living presidents have developed a website for citizens that would like to help donate to hurricane victims. He said citizens can donate at oneamericaappeal.org.

Items of Business

1. [Approval of Agenda](#)

Vice-Chair Calabria moved, seconded by Commissioner Burns, to approve the agenda. The motion passed unanimously.

2. [Approval of the Minutes of the Regular Meeting of September 18, 2017 and Work Session of September 11, 2017](#)

Commissioner Ford moved, seconded by Commissioner Holmes, to

approve the Minutes of the Regular Meeting of September 18, 2017, and Work Session of September 11, 2017. The motion passed unanimously.

3. [Proclamation Recognizing the Month of October as Arts and Humanities Month](#)

Attachments: [Arts and Humanities Month Proclamation.docx](#)
 [Proclamation for Arts and Humanities Month.doc](#)

Ms. Eleanor Oakley, President/CEO, United Arts Council of Raleigh and Wake County, thanked the Board of Commissioners for supporting arts and humanities across Wake County.

Vice-Chair Calabria commended Ms. Oakley and United Arts for being a partner for the arts. He said the arts are important in Wake County in its meaning, self expression and contributes to the economy. He said the one percent for arts ordinance will assist with promotion of the arts in Wake County.

Vice-Chair Calabria read aloud the Proclamation for Arts and Humanities Month.

Commissioner Burns noted that United Arts Council assists with sending musicians to elementary schools to perform, teach children skills, and promote the bluegrass festival.

Commissioner West said that the African American Cultural Festival is supported by the United Arts Council. He said that this past year was the most successful.

Commissioner Ford said the United Arts Council represents a crucial role for the arts in Wake County. He said that he's a liaison for the United Arts Council and is proud to see the work of the council and its support of arts through the community. He said the Artists and Schools program ensures that the arts reach the children in the schools.

Vice-Chair Calabria moved, seconded by Commissioner Burns, that the Board of Commissioners recognize the month of October as Arts and Humanities Month and adopt the Proclamation. The motion passed unanimously.

4. [Resolution Recognizing "Imagine a Day Without Water" in Wake County](#)

Attachments: [Agenda Item Imagine A Day Without Water.docx](#)
 [Imagine.pptx](#)
 [Imagine A Day Without Water Resolution \(G\).docx](#)

Mr. Michael Orbon, Wake County Water Director, said on August 29, 2017, the Water Partnership Committee discussed highlighting the "Imagine a Day without Water."

He shared a brief video provided by the Communications Office about the water efforts to be highlighted.

He shared the efforts of the campaign.

- Partner with municipalities to hold tours and ribbon cuttings
- News media outreach
- Proclamations and resolutions
- Social media campaign
- Video stories

Commissioner Burns thanked staff and the members of the Water Partnership for their work.

Commissioner Burns read aloud the Proclamation.

Chairman Hutchinson thanked staff and the Water Partnership for making citizens aware of the importance of water in Wake County.

Commissioner Burns acknowledged Senator John M. Alexander, Jr. for supporting water efforts in Wake County.

Commissioner Burns moved, seconded by Commissioner Portman, that the Board of Commissioners approve the attached resolution recognizing the "Imagine a Day Without Water" Campaign to share a vision of the worth of clean, available water with the residents of Wake County. The motion passed unanimously.

5. [Proclamation Recognizing October 2017 as Breast Cancer Awareness Month in Wake County](#)

Attachments: [Agenda Item](#)
 [Proclamation Breast Cancer Awareness 9.1.2017](#)
 [Pink Ribbon Events 2017](#)

Ms. Sonya Reid, Wake County Health Promotion Program Manager, shared the breast cancer statistics in Wake County. She recognized Ms. April Davis, Sales and Marketing Manager, Raleigh Radiology; Ms. Caroline Sullivan, former commissioner; the Pink Ribbon Campaign Committee, and Ms. Regina Petteway, Human Services Director.

Ms. Davis shared that Raleigh Radiology will provide a free screening on October 20, 2017 for awareness and participation in National

Mammography Day. She said on the third Friday of every October since 2004 Raleigh Radiology has held free screening for mamograms to uninsured women. She explained the programs that are supported through Wake County Human Services. She thanked the board for the support of breast cancer and cervical cancer program.

Ms. Sullivan shared her family history with cancer and her own treatment for breast cancer. She encouraged women to not delay annual screenings or potential issues and be tested for breast cancer.

Commissioner Jessica Holmes read aloud the Proclamation and asked all the survivors and fighters of cancer to stand and be recognized.

Commissioner Holmes moved, seconded by Commissioner Portman, that the Board of Commissioners proclaim October 2017 as Breast Cancer Awareness Month in Wake County. The motion passed unanimously.

6. [Proclamation Recognizing October as Bullying Prevention Month](#)

Attachments: [BOC Item Summary_Bullying Prevention_10.2.17.docx](#)
[2017 Bullying Proclamation.docx](#)

Ms. Katherine Williams, Wake County Cooperative Extension Director, said that she has worked toward the development of YouthThrive and in the work it performs in the community.

She asked that the guests from the YouthThrive Board be recognized by the Board of Commissioners. She said that Ms. Regina Petteway, Human Services Director, and Deputy Juan Collado, Deputy Sheriff Investigator, both serve on the YouthThrive Board.

Ms. Sheila Reich, Executive Director, YouthThrive, shared information about the program and thanked the board for the recognition of Bullying Prevention in Wake County. She said all twelve municipalities have indicated they are willing to adopt a proclamation for the recognition of Bullying Prevention.

Commissioner Ford said that being a former administrator and school teacher brings the bullying issue to the forefront. He said that bullying is a community issue.

Commissioner Ford read the proclamation aloud.

Commissioner Ford moved, seconded by Commissioner Holmes, that

the Board of Commissioners proclaim October, 2017 as Bullying Prevention Month and encourages stakeholders across the community to educate our children, parents and the broader community to stand up, speak out. The motion passed unanimously.

7. [Resolution Recognizing Dr. Shawn J. Singleton as Pastor of Martin Street Baptist Church](#)

Attachments: [Agenda Item Summary recognizing Reverend Singleton.docx](#)
 [Pastor Shawn Jerome Singleton Resolution.docx](#)

Commissioner West said "recognition is respect made visible." He introduced Reverend Shawn J. Singleton, incoming pastor of Martin Street Baptist Church. He said on October 22, 2017 Reverend Singleton will be installed as pastor of Martin Street Baptist Church.

Commissioner West read aloud the Proclamation.

Pastor Singleton thanked the board for their leadership and said that he is a humble servant of the Lord and looks forward to serving the community and the citizens of Wake County.

Vice-Chair Calabria said that Reverend Singleton will be the pastor of a leading church in the community.

Commissioner Ford welcomed Reverend Singleton to the community.

Commissioner West moved, seconded by Commissioner Portman, that the Board of Commissioners recognize Dr. Shawn J. Singleton and approves a resolution for his installation as pastor of Martin Street Baptist Church. The motion passed unanimously.

Public Comments

Ms. Dale Threatt-Taylor, District Director, Wake County Soil and Water Conservation, asked the board to recognize two employees that were hired with the Urban Agriculture Grant. She complimented the two new employees, Lindsay Carver and Tonya Taylor. She asked that they be recognized by the Board of Commissioners.

Mr. Jason Joyner, Wendell Town Commissioner, commended the Board of Commissioners for their work. He said that a few Wendell Commissioners met with Wake County Public Schools about item #14. He said that the town officials are unanimously opposed to the school expansion onto four lots. He said that he and the elected officials desire additional meetings with Wake County Public Schools' staff about the proposal.

Dr. Jean Spooner spoke about the Lake Crabtree County Park, representing the Umstead Coalition. She said she is in support of item #19 on the agenda. She commended the programs available for hiking, biking, and trails.

Ms. Natalie Lou thanked the board for preserving Wake County Crabtree Park. She said that she coaches a mountain bike team and will begin a girls program for mountain biking. She said programs are positive for children that are not into main stream sports. She thanked the board for supporting Umstead State Park and RDU properties.

Mr. Joel Sugarman, 4700 Tee Box Court, Fuquay-Varina, spoke of the health benefits of walking. He supports the Crooked Creek Property being a park for walking abilities.

Ms. Beth Greene, 5424 Willow Bridge Ln, Fuquay-Varina, resident of Crooked Creek, said that she supports a park at Crooked Creek. She asked the Board of Commissioners to support a park on the property.

A youth from Fuquay-Varina spoke in support of a park.

Mr. Hank Dickson, 504 Sandy Point Way, Holly Springs, spoke of the leachate resolution. He serves on Holly Springs Town Council and said it was a concern for residents. He complimented the county Solid Waste staff and asked the Board to support an odor management system.

A youth from Fuquay-Varina shared reasons why he would like a park.

Mr. Steve Burke, 104 Laurie Lane, Cary, said his comments are related to item #19. He said the Odd Fellows tract will assist with his business and retain employees. He said preserving the land is important.

Ms. Nancy Ferrell Unwin, 4705 Linaria Lane, Fuquay-Varina, spoke of a study on green spaces encourages activity, reduces stress, and improves health. She supports the SouthWake Park project.

Mr. Ron Nawojczyk, 4347 Halliwell Drive, Raleigh said that education about the Crooked Creek property is important to the decisions that are made.

Ms. Patti Goodwin, Brighton Bluff Drive, Apex, supports the SouthWake Park project and the legacy that it would bring to Wake County.

Mr. Bob Barker, 401 N. Woodrow St., Fuquay-Varina, NC, spoke of his company and its success. He said that growth attracts amenities and that southern Wake County needs a park.

Mr. Chad Moose, 4804 Dembrook Court, Fuquay-Varina, said he owns and operates a lawn care business and spoke of the turf at the Crooked Creek property.

Mr. Jay Pontier, 201 Accolade Drive, Cary spoke about disc golf in Wake County. He supports the SouthWake Park and the addition of disk golf on the property.

Mr. David Anderson, 1209 Anora Drive Apex, thanked the board for their leadership. He supports the RDU partnership. He expressed his appreciation for the bike trails in Wake County.

Mr. Frank Eagles, Mayor of Rolesville, said that the town just purchased 110 acres of farm land that will be developed into a sports complex and a park. He said Rolesville expects the same share of support for their park as other municipalities receive.

Commissioner Holmes requested that item #12 (approval of funding agreement for the Town of Fuquay-Varina Fleming Loop Park) be removed from the consent agenda and considered separately.

Consent Agenda

Commissioner West moved, seconded by Commissioner Ford, to approve the Consent Agenda and consider item # 12 separately. The motion passed unanimously.

8. [Land Acquisition for a Parcel of Land Containing 0.60 Acres Located Adjacent to Fuquay-Varina High School \(Second Reading\)](#)

Attachments: [Land Acquisition Fuquay-Varina High School - 2nd Reading Item Summary 10-2-17.docx](#)
[Presentation FVHS BOC 1st Reading 9-18-2017.pdf](#)
[Appraisal 127 Broad Street, Fuquay Varina, NC 27526.pdf](#)
[2017-08-10 signed-sealed Boundary McDONALD LOT.pdf](#)

Commissioner West moved, seconded by Commissioner Ford, that the Board of Commissioners approve funding for the purchase price, together with closing costs, in an amount not to exceed \$121,426.00 pursuant to NCGS 115C-426. The motion passed unanimously.

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

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

Commissioner West moved, seconded by Commissioner Ford, that the Board of Commissioners adopts a Resolution appointing staff from the Town of Rolesville as Map and Plat Review Officers. The motion passed unanimously.

10. [Approval of Memorandum of Understanding with Town of Morrisville for a Joint Use Master Plan and Feasibility Study Associated with Wake County Convenience Center #3 and Morrisville Public Works Facility.](#)

Attachments: [Agenda Item.docx](#)
[Aerial Map.pdf](#)
[MOU.pdf](#)

Commissioner West moved, seconded by Commissioner Ford, that the Board of Commissioners:

- 1. Authorize the County Manager to execute a Memorandum of Understanding with the Town of Morrisville for a Joint Use Master Plan and Feasibility Study associated with Convenience Center #3 and Morrisville Public Works Facility subject to conditions acceptable to the County Attorney;**
- 2. Accept the amount of \$20,000.00 from the Town of Morrisville for their share of the Joint Use Master Plan and Feasibility Study; and**
- 3. Appropriate the \$20,000.00 received from the Town of Morrisville into the Solid Waste Enterprise Capital Projects fund to be used for the**

Joint Use Master Plan and Feasibility Study. The motion passed unanimously.

11. [2017 Edward Byrne Memorial Justice Assistance Grant \(JAG\) Application](#)

Attachments: [Item Summary 2018 JAG Application](#)
[2017 JAG MOU](#)

Commissioner West moved, seconded by Commissioner Ford, that the Board of Commissioners authorizes the Wake County Sheriff's Office, in partnership with the City of Raleigh, to apply for the 2017 Edward Byrne Memorial Justice Assistance Grant (JAG). The motion passed unanimously.

12. [Approval of Funding Agreement for Town of Fuquay-Varina Fleming Loop Park](#)

Attachments: [Fuquay Varina Item Summary Fleming Loop Park.docx](#)
[Wake Co Funding Agreement - Fleming Loop Park 2017 for approval.pdf](#)
[Budget Memo - FY 2018 Major Facilities Capital.xlsx](#)

Commissioner Holmes asked for a brief summary of this project.

Ms. Denise Foreman, Assistant County Manager, said this project is funded by the hospitality tax funds. These funds are collected throughout the county and can only be used for projects related to sports, arts, culture, or convention related activities. Ms. Foreman said the Town of Fuquay-Varina submitted a proposal for their Fleming Loop park athletic complex and received approval from the Board of Commissioners. These funds will be used along with County and grant fund to develop seven multi-purpose fields, parking, greenways and a playground at Fleming Loop Park. Ms. Foreman stated the Town of Fuquay-Varina approved the funding agreement two weeks ago. Ms. Foreman said fourteen projects submitted requests for funding and seven received commitments from the county.

Vice-Chair Calabria moved, seconded by Commissioner Holmes, that the Board of Commissioners approve a funding agreement in the amount of \$500,000 with the Town of Fuquay-Varina subject to the terms and conditions acceptable to the County Attorney. The motion passed unanimously.

13. [Tax Committee Recommendations for Value Adjustments, Late Filed Applications, Collections Refunds and Tax Collections](#)

Attachments: [Tax Collections Item Summary](#)
 [Tax Committee Agenda Process](#)
 [Executive Summary 1](#)
 [Executive Summary 2](#)
 [October 2017 Refunds Over 500](#)
 [October 2017 Refunds Under 500](#)
 [Daily Updates For Penalties](#)
 [Daily Updates For Tax Relief](#)
 [Daily Updates For Tax Deferments](#)
 [Municipal Collection Report](#)
 [Wake County Collection Report](#)
 [Monthly In-Rem Foreclosure Report](#)
 [PFB Summary Report](#)
 [Register of Deeds Excise Tax Report 1](#)

Commissioner West moved, seconded by Commissioner Ford, that the Board of Commissioners approve the attached recommendations by the Tax Committee. The motion was approved unanimously.

Regular Agenda

14. [Land Acquisition for a Parcel of Land Containing 1.080 Acres Located Across from Wendell Elementary School \(Second Reading\)](#)

Attachments: [Land Acquisition for Wendell Elementary - 2nd Reading Item Summary 10-2-17.docx](#)
 [Wendell Offer to Purchase.pdf](#)

 [2017-10-3 BOE Land Acquisition Presentation Gerardi at Wendell ES BOC 10-16-2017.ppt](#)
 [Wendell Appraisal.pdf](#)
 [Wendell Survey.pdf](#)

Ms. Betty Parker, Senior Director, Real Estate Services, WCPSS, shared a map and aerial view of the site.

Ms. Parker said the school is currently at 109 percent capacity. It is in consideration for renovation but is not currently on their seven year plan.

She shared the contract terms and information.

- Seller: Anthony M. Gerardi and Stephanie S. Gerardi, who acquired the property in 2014.
- Location: 226 West Academy Street, Wendell, NC, adjacent to Wendell ES.

- Asset Description: ±1.083 acre residential tract from which a single family residential structure and appurtenances were removed in 2015.
- Negotiated Purchase Price: \$74,800.
- Valuation: Appraised value is \$68,000. Current Wake County Tax value is \$35,100.
- Proposed Utilization: Direct access from Wendell ES to Thompson Field, aids design flexibility for the future Wendell ES major renovation, provides opportunities to expand parking.

Commissioner Portman asked if conversations have taken place with the Town of Wendell regarding this acquisition. Ms. Parker said she was aware of the town's concerns and staff has had meetings with them.

Commissioner Burns stated he received a letter expressing lack of coordination with the Town of Wendell for Academy Street. He asked that she address those issues when she returns for the second reading. Ms. Parker said she was prepared to address this issue now.

She said Wendell Elementary was considered for renovation due to its age. She said immediate needs were examined for appropriateness for renovation. Staff discovered that other schools needed renovation sooner, but decided to pursue this property for future use. She said a feasibility study was completed and was favorable. She said the feasibility study affected adjacent homeowners and that was discussed with them. She said that the renovation of Wendell Elementary is not currently on their seven year plan. Ms. Parker said that prior to approaching WCPSS about purchasing the property, the homeowner offered it to the Town of Wendell, but they were not interested, therefore; WCPSS pursued the purchase to provide design flexibility in the future.

Commissioner Ford asked how the staff currently accesses Thompson Field. Ms. Parker said there may not be current access, but she is uncertain. She said there is no safe pedestrian access from the school to the field.

Commissioner Ford asked the impacts on homeowners if WCPSS would pursue the renovation plans. Ms. Parker explained all the options that were discussed. She said options would be related to feasibility. She said staff would need to ensure storm water and parking were addressed appropriately.

Chairman Hutchinson asked why the elected officials of Wendell were opposed to expanding the school onto those four lots. Ms. Parker said that one home has a historic component to it and the properties are near the

historic part of the town.

No action was taken by the board since the item is a first reading.

15. [Public Hearing and Approval of the Community Transportation Program 2018-2019 Grant Request](#)

Attachments: [Agenda Item](#)
[CPT-A Grant Application.pdf](#)
[FY2019 CTP-C Grant Application.docx](#)
[CTP-A Resolution.doc](#)
[CTP-C Resolution.doc](#)
[DBE-A Certification Wake County.docx](#)
[DBE-C Certification Wake County.docx](#)
[Local Share Certification-A Wake County.doc](#)
[Local Share Certification-C Wake County.doc](#)
[Anticipated DBE-A Wake County.doc](#)
[Anticipated DBE-C Wake County.doc](#)
[Title VI Wake County-A.doc](#)
[Title VI Wake County-C.doc](#)
[Project Funding Request Form-A 2019.xlsx](#)
[Project Funding Request Form-C 2019.xlsx](#)
[Transportation Advisory Board.xls](#)
[Public Hearing Notice-English.docx](#)
[Public Hearing Notice-Spanish.docx](#)
[Public Hearing Notice.doc](#)

Ms. Alicia Arnold, Wake County Human Services Division Director, said the proposed grant supports administrative and capital needs of the transportation services program.

Ms. Arnold said the requested match amounts are funded through the 2018-2019 transportation budget.

Ms. Arnold said the Transportation Advisory board approved this item at their September 26th meeting.

Commissioner West said that this item came forward for discussion at the Human Services Board last week. He said the vulnerable populations this program serves is importance. He said that funding requirements are in place and transportation issues will not be solved with the grant.

Ms. Arnold said this is the only program in the county that provides medicaid demand response transportation. She said these are shared

rides, which helps reduce the cost and the program is a model for connectivity of the larger transportation plan for rural parts of the community.

Chairman Hutchinson opened the public hearing.

No one came forward.

Chairman Hutchinson closed the public hearing.

Commissioner West moved, seconded by Commissioner Ford, that the Board of Commissioners hold a required public hearing on the Community Transportation Program grant and authorize the Chairman of the Board of Commissioners to sign the Resolutions to Apply, Certifications and Assurances and affix the signatures of local officials as required. The motion passed unanimously.

16. [Appropriate \\$189,319 of Building Permit Revenue in the General Fund and Establish 1.0 FTE for a Plans and Permit Technician and 2.0 FTEs for General Inspectors in the Planning, Development and Inspections Division of Community Services](#)

Attachments: [Item Summary](#)

[Presentation](#)

[Budget Memo](#)

[Workload Data](#)

Mr. Tim Maloney, Wake County Planning Development and Inspections Director, shared the primary function of PDI (Planning Development and Inspections Department).

- Protect the public health, safety, and welfare in accordance with the NC Building Code
- Provide services including building permitting, plan review, and inspections for multiple jurisdictions and areas

Mr. Maloney provided a list of the various entities that PDI provides services to.

- Unincorporated areas of Wake County
- Towns of Knightdale, Rolesville, Wendell, and Zebulon
- RDU International Airport and Research Triangle Park
- Wake County Public School System Projects in all municipal jurisdictions
- Wake County and Wake Tech projects in all municipal jurisdictions (except Fuquay-Varina)

He shared a chart of the building inspections in Wake County. He said that

one inspection per day is the goal and inspections are occurring in a two day span. He said the work load level has increased greatly since 2012 and will be met by increasing staff.

He said the additional plans and permit technician will improve services. He shared the permit technician work and the key workload information. He said that three business days is the goal and currently it is taking 5 to 10 business days for plans and permits.

He shared the costs and revenues.

FY 2018 costs are \$189,319

- Salary and benefits, telephone or cell phone, fleet charges, and fuel
- One-time charges (vehicle, computers, wireless devices)
- Full year annualized costs are \$220,243

Revenue source is building permits

- No fee changes are required

He shared the action requested.

Commissioner Ford asked why the positions were not included in the county manager's budget. Mr. Maloney said that staff wanted to see a stable trend before requesting additional FTE's.

Commissioner Portman applauded staff for bringing the additional positions forward so there is no delay in projects and allowing the board to approve the positions.

Vice-Chair Calabria thanked Mr. Maloney and the Planning Department for their work. He added that he has always received excellent feedback from the Community about the Planning Department.

Commissioner Portman moved, seconded by Commissioner Burns, that the Board of Commissioners appropriates \$189,319 of additional building permit revenue in the FY 2018 General Fund, and establishes 1.0 FTE for a Plans and Permit Technician position, and 2.0 FTEs for General Inspectors within the Planning, Development and Inspections Division. The motion passed unanimously.

17. [Approval of Hospitality Tax Small Capital Projects Funding Process](#)

Attachments: [Hospitality Tax Small Capital Projects Process Item Summary 10-2-17.docx](#)
[FY18 Small Capital Projects Process.pptx](#)
[RFP Combined Packet for BOC.pdf](#)

Ms. Foreman shared the funding process.

- 20th Amendment to Interlocal Agreements approved in 2016
- Established \$2 million would be provided to Wake County each year for award to capital projects that supports convention, arts, culture and supports
- Approximately \$3.5 million available from FY2017 and FY2018
- Board received update at May 2017 Work Session
- Arts and Culture Committee review process September 2, 2017
- Proposing process to conduct competitive process for award of available funding

She shared information about the funding process.

Timeline

- | | |
|-----------------------|---|
| • October 2, 2017 | Board approval of process |
| • October 9, 2017 | RFP Released |
| • November 3, 2017 | Pre-submittal Meeting |
| • February 8, 2018 | Submittals due |
| • February/March 2018 | Evaluation Team Reviews Submittals and Receives Presentations |
| • March/April 2018 | E v a l u a t i o n T e a m D e v e l o p Recommendations |
| • April 9, 2018 | Recommendations Presented at BOC Work Session |
| • April/May 2018 | BOC Decision |

She shared the minimum criteria.

- Project fully located in Wake County
- Consistent with statutory uses of revenues
- Capital in nature (minimum value of \$100,000)
- Maximum County funding of 35% of total project cost
- Request shall not exceed \$1,500,000 per project

She shared the proposal scoring. She said the scoring will be presented to the Board in a work session prior to them making a final decision.

- Project overview and objectives 15 points
- Project budget and funding sources 20 points
- Project timeline 15 points
- Project operating plan 20 points

She shared the contact during the process.

- Proposal Contact:
- Denise Foreman, Assistant County Manager
- denise.foreman@wakegov.com
- Questions should be raised at pre-submittal meeting or submitted in writing
- Proposers are not to initiate contact with Wake County employees, evaluation committee members or Board of Commission members between dates of release of RFP and release of recommendations

Commissioner Holmes said that supporting community partners is important.

Commissioner Holmes moved, seconded by Commissioner Ford, that the Board of Commissioners approve the proposed Hospitality Tax Small Capital Projects Funding process. The motion passed unanimously.

18. [Approval of FY 2018 Community Capital Funding Process](#)

Attachments: [Community Capital Agenda Item](#)
[Presentation](#)
[Draft Request for Proposals \(RFP\)](#)
[April 10, 2017 Work Session Community Capital Process Overview](#)
[Presentation](#)

Ms. Michelle Venditto, Wake County Budget Management Services Director, shared the history of the funding process.

- Established in FY 2002 to support capital investments in projects implemented by community organizations that address critical community issues
- Develop an increased capacity in Wake Co. for partnerships between public, non-profit and for profit sectors
- Address critical countywide needs in a way that is financially sustainable and effective
- Projects should complement existing and future county-wide initiative

She shared charts of the funding history and the available funding information.

She shared the criteria for the project.

Projects at a minimum must:

- Be a capital project
- Demonstrate a mix of funding sources
- Rely on County funding for no more than 35 % of total project funding
- The amount requested from the County shall be no more than \$1 million
- Describe an annual operating plan in detail and demonstrate a self-sufficient operating budget

She shared a chart the timeline for the process.

October 2, 2017:	Timeline, Criteria, Funds Available, & Work Group Membership present to BOC
October 3, 2017:	RFP Posted on Wakegov.com
October 30, 2017:	Pre-submittal meeting to discuss evaluation criteria
December 1, 2017:	Submittals due to Wake County by 3:00 pm
December 11 - 15, 2017:	Work Group Reviews Submittals
December 18 - 22, 2017:	Work Group Convenes and Selects Finalists
January 8 - 12, 2018:	Finalist Presentations
February 12, 2018:	Presentation of Recommended Funding at BOC Work Session

She shared a chart of the evaluation team.

External

Community Foundation Leaders

Internal

Budget and Management

County Manager's Office

Facilities Design and Construction

Finance

GSA

Human Services

She shared the county contact information.

- Contact:
 - Michael Gammon, Senior Budget & Management Analyst
 - Michael.Gammon@wakegov.com
[<mailto:Michelle.Gammon@wakegov.com>](mailto:Michelle.Gammon@wakegov.com)
 - Question should be raised at pre-submittal meeting or submitted in writing
 - Proposers are not to initiate contact with other Wake County employees, evaluation team members or Board of Commission members between dates of release of RFP and release of recommendations

Commissioner West asked if there were lessons learned about the funding for the future decisions. Ms. Venditto said the process worked as intended and there will be future requests through the process.

Commissioner Portman said that the process is transparent and creativity from the community is welcomed.

Vice-Chair Calabria moved, seconded by Commissioner Burns, that the Board of Commissioners approve the process for selection of projects to receive Community Capital funding. The motion passed unanimously.

19. [Response to the Raleigh Durham Airport Authority Regarding its Recent Land Lease Request for Proposals](#)

Attachments: [RDU_RFP_Item_2017_10_02.docx](#)
 [RDU_RFP_PP_2017_10_02.pptx](#)
 [RDU_RFP_Document_Final.pdf](#)
 [Co_Letter_2_Landguth_2017_09_15.pdf](#)
 [RDU_Letter_2_Hartman_2017_09_16.pdf](#)
 [WakeCountyResolutionSupportingTCFPurchaseofOddfellowsFinal.doc](#)
 [x](#)

Mr. Chris Snow, Wake County Parks Recreation and Open Space Director, provided information on a request for proposals recently released by the Raleigh Durham Airport Authority.

He shared information about the Raleigh-Durham Airport.

- Raleigh-Durham Airport (RDU) has played a central role in the growth of the Research Triangle Region.
- 2016 - more than 11 million people traveled through RDU.
- Vision 2040 Master Plan
 - assess expected growth in airport activity and in the region
 - gauge existing facilities ability to meet that future demand
 - identify development solutions.

He shared the Airports 2040 vision master plan.

- Airfield Expansion
- Terminal Development
- Ground Transportation
- General Aviation Development
- Land Use (as it relates to non-aeronautical use)

Mr. Snow said the airport owns over 5,000 acres and the vision 2040 master plan recognizes that not all the land is needed for the airports primary purpose.

He shared information about the non-aeronautical land use.

Along I-40 between Lake Crabtree County Park and William B. Umstead State Park

Sanctioned Recreation

1. Lake Crabtree County Park
 - 1985 - 33 acres

- 1994 - 148 acres

Non-Sanctioned Recreation

2. 286
3. Rocky Road (Odd Fellows tract)

Commissioner West asked for clarification on sanctioned versus non-sanctioned recreation. Mr. Snow said the sanctioned areas are under agreement with the airport, but the non-sanctioned areas are not. He said the non-sanctioned areas have been developed over the years by individuals and groups as a place to ride, but there is not a written agreement with the airport for that use.

He outlined the recent request for proposals (RFP)

- Issued: September 8, 2017
- Proposals Due: October 9, 2017
- May propose to lease one, two or all three parcels
- Minimum term = 25 years,
- Maximum term of the lease = 40 years, and in no event can the lease exceed 40 years
- Proposed use cannot adversely affect the safety, utility or efficiency of the airport.”
- “fair-market value”

Mr. Snow said staff would like to respond to the RFP for land lease, but cannot do so by the October 9th deadline. He said there was also an offer by the Conservation Fund to purchase the Odd Fellows tract and add it to the existing Umstead State Park. He is requesting the following board actions related to this item:

1. Authorize staff to obtain an appraisal on Parcel 2 (approximately 60 acres) and Parcel 3 (approximately 90 acres) as identified in the Raleigh-Durham International Airport Land Lease Request for Proposals; and
2. Adopt a resolution supporting The Conservation Funds purchase of the Odd Fellows/Crabtree Creek property.
3. Authorize the County Manager to send a letter to the Raleigh-Durham Airport Authority expressing:
 - a. the County's interest in leasing Parcel 2 and Parcel 3;
 - b. a request for a 90 day extension of the Land Lease Request

- for Proposals to allow the County time to develop a proposal; and
- c. The County's support of The Conservation Fund's offer to purchase the Odd Fellows/Crabtree Creek property (Parcel 1) for \$6.46 million to preserve the land and have it added to the Umstead State Park property.

Commissioner West asked if the airport is interested in selling instead of leasing the property. He asked about the ownership of the property.

Mr. Scott Warren, County Attorney, said the property is owned and managed by the Airport Authority.

Chairman Hutchinson said North Carolina Parks have expressed interested in the Odd Fellows tract but they are not willing to lease it. He said there is a petition with over 7,000 signatures showing support of the sale of the land to Umstead State Park. He said the Conservation Fund is willing to buy the land and transfer it to Umstead State Park when they have funds available. Chairman Hutchinson shared a letter of support from Senator Jay Chaudhari in favor of this transaction. He also said the County is interested in leasing the remainder of the land included in the RFP.

Commissioner West asked if this is standard operating procedure for the county. He said communication is important when determining the language of the request.

County Manager, Jim Hartmann, said the county has been studying this land for the past year and the Board approved a feasibility study, which was completed. He is in support of the 90 day extension to allow the county to provide due diligence in getting the land appraised and drafting a proposal.

Chairman Hutchinson said it is very important to preserve this land in its natural state.

Commissioner Portman said he is in support of the process and it is important to preserve open space to ensure the beauty of the area. He said the Odd Fellows tract was preserved for recreation and open space prior to being acquired by the Airport. He said the 2040 plan now shows there is no need for the land, and it is appropriate for the county to preserve it for its

original intent.

Commissioner Holmes asked if the airport may have a need for the land in the future since they limited the lease term to 40 years. Mr. Snow said he is not able to answer for the airport.

Commissioner Holmes said she is in support of the county leasing the space, but she is concerned about asking the airport to sell land that they do not intend to sell. She also said it is important to keep all park projects in mind when making these decisions.

Vice-Chair Calabria asked if pursuing this would cause a planning and zoning issue in the future. Scott Warren, County Attorney, said he does not foresee that occurring, but it is a possibility.

Chairman Hutchinson suggested revising the resolution to address Commissioner Holmes concerns regarding the request to sell property that is not for sale. He read aloud the motion.

Chairman Hutchinson moved that the Board of Commissioners:

- 1. Authorize staff to obtain an appraisal on Parcel 2 (approximately 60 acres) and Parcel 3 (approximately 90 acres) as identified in the Raleigh-Durham International Airport Land Lease Request for Proposals; and**
- 2. Adopt a resolution supporting The Conservation Funds purchase of the Odd Fellows/Crabtree Creek property.**
- 3. Authorize the County Manager to send a letter to the Raleigh-Durham Airport Authority expressing:**
 - a. the County's interest in leasing Parcel 2 and Parcel 3;**
 - b. a request for a 90 day extension of the Land Lease Request for Proposals to allow the County time to develop a proposal; and**
 - c. the County's support of The Conservation Fund's offer to purchase the Odd Fellows/Crabtree Creek property (Parcel 1) for \$6.46 million to preserve the land and have it added to the Umstead State Park property.**

Commissioner Burns suggested amending the motion to include the following language to paragraph 3 c. of the Resolution: "and requests the Raleigh-Durham Airport Authority to re-consider the purchase offer."

Commissioner Holmes said she supports those changes. She also said communication is important and she wants to make sure we understand the Airport Authority has a right to make their own decisions.

Commissioner Ford asked about the estimated cost of the appraisal. Mr. Snow said he estimates \$2,500.00 to \$3,000.00 based on prior appraisals. Mr. Hartmann said it will be under \$10,000.00.

Commissioner Burns moved, seconded by Chairman Hutchinson, that the Board of Commissioners:

- 1. Authorize staff to obtain an appraisal on Parcel 2 (approximately 60 acres) and Parcel 3 (approximately 90 acres) as identified in the Raleigh-Durham International Airport Land Lease Request for Proposals; and**
- 2. Adopt a resolution supporting The Conservation Fund's purchase of the Odd Fellows/Crabtree Creek property.**
- 3. Authorize the County Manager to send a letter to the Raleigh-Durham Airport Authority expressing:**
 - a. the County's interest in leasing Parcel 2 and Parcel 3;**
 - b. a request for a 90 day extension of the Land Lease Request for Proposals to allow the County time to develop a proposal; and**
 - c. the County's support of The Conservation Fund's offer to purchase the Odd Fellows/Crabtree Creek property (Parcel 1) for \$6.46 million to preserve the land and have it added to the Umstead State Park property, and requests the Raleigh-Durham Airport Authority to re-consider the purchase offer**

20. [Consideration and Evaluation of Implementing Session Law 2017-188, Civil Penalties for Passing a Stopped School Bus](#)

Attachments: [SB55AgendaItemFinal.docx](#)
[SB55.pdf](#)
[SB55BillSummary.pdf](#)

Mr. Chris Dillon, Wake County Assistant County Manager, said that the

agenda item allows for implementation of the bill and staff will work with WCPSS to enforce it. If this Board decides to move forward, a County Ordinance is required and the State Department of Public Instruction will come out with a model RFP for the schools to use.

Commissioner West asked if WCPSS has been contacted. Mr. Dillon said that staff has been contacted and they are in favor of it.

Commissioner Burns said that Senator Johnny Mack Alexander showed leadership about bringing this forward.

Chairman Hutchinson said he commended Senator Alexander for supporting the bill.

Commissioner Ford said Senators Alexander and McInnis were both eager to work to support the bill. He said that his brother is a bus driver and preventing student death is of importance. He said there have been 7 student deaths on North Carolina highways since 2009 and he hopes this law will help with the safety of students.

Commissioner Ford moved, seconded by Commissioner Burns, that the Board of Commissioners support Session Law 2017-188, and request WCPSS to evaluate implementation of the law and collaborate with the County staff as to development of an ordinance regarding the use of photographic or video evidence for the civil enforcement of violations for passing a stopped school bus. The motion passed unanimously.

Appointments

21. [Citizens Energy Advisory Commission](#)

Attachments: [Citizens Energy Item Summary.docx](#)
 [Citizens Energy Member List 9-7-17.pdf](#)
 [Citizens Energy Board Details.pdf](#)
 [Citizens Energy Applicant Roster.xlsx](#)
 [Citizens Energy Applicant Packet 9-11-17.pdf](#)
 [CY2017 Energy Commission Attendance_Clerk Template.xlsx](#)

Vice-Chair Calabria nominated Ms. Maria Kingery for appointment.

22. [Fire Commission](#)

Attachments: [Fire Commission Item Summary.doc](#)
 [Fire Commission Members.pdf](#)
 [Town of Wendell Recomm-Jones.pdf](#)
 [Fire Commission applicants 9-19-17.pdf](#)
 [Fire Commission Attendance.xls](#)

Vice-Chair Calabria nominated the following for reappointment:

Fire Service Planning and Service Region - North Region

1. Chief Ron Early - Regular Member
 Chief David Dillon - Alternate Member

Fire Service Planning and Service Region - South Region

2. Chief Tony Mauldin - Regular Member
 Chief Matthew Poole - Alternate Member

President of the Firemen's Association

3. Mr. Kenan Price - requires suspension of rules regarding term limits

Citizen/Consumer

4. Mr. Billy Myrick - requires suspension of rules regarding term limits

Representative of Municipal Fire Tax District

6. Mr. Lucius Jones - requires suspension of rules regarding term limits

23. [Juvenile Crime Prevention Council](#)

Attachments: [JCPC Item Summary.docx](#)
 [JCPC Member List.pdf](#)
 [JCPC Cruz-Connerly Ltr of Recommendation 9-5-17.pdf](#)
 [JCPC Board Details.pdf](#)
 [JCPC Applicant Roster 9-5-17.xlsx](#)
 [JCPC Applicant Packet 9-11-17.pdf](#)
 [JCPC attendance 2017 9.7.17.xlsx](#)

Vice-Chair Calabria nominated Deputy Zoe Cruz-Connerly as the Sheriff Representative.

Centennial Authority

24. [Town of Morrisville Board of Adjustment](#)

Attachments: [Town of Morrisville BOA Item Summary 9-8-17.doc](#)
 [Morrisville Bd Details BOA.pdf](#)
 [Morrisville BOA Member.pdf](#)
 [Town of Morrisville BOA Recommendation.pdf](#)

Vice-Chair Calabria nominated Mr. Mack Baker for reappointment.

Vice-Chair Calabria moved, seconded by Commissioner Burns, to accept the appointments by acclamation. The motion passed unanimously.

25. [Upcoming Vacancies](#)

Attachments: [Upcoming Vacancies for November 2017.docx](#)

Other Business

Commissioner Holmes said that an elected officials build day was held this past weekend with Habitat for Humanity. She thanked the Board of Commissioners, staff, Habitat for Humanity and all the municipalities that participated.

Vice-Chair Calabria commended Wake County First Responders for assisting with the natural disasters in Texas and Florida.

Commissioner Burns noted that the Governor just activated a unit of Engineers from North Carolina to assist with the natural disaster in Puerto Rico. He thanked our citizen soldiers for their service.

Chairman Hutchinson noted former Commissioner Betty Lou Ward is being inducted into the Raleigh Hall of Fame this evening.

Closed Session

Mr. Warren stated that the purpose for the closed session is to consider the material terms of the proposed employment contract and to considerate conditions of initial employment of a prospective public officer pursuant to N. C.G.S. 143-318. 11 (a) 5, 6. He said the closed session is also to consult with the County Attorney in order to preserve the attorney client privilege between the board and its attorney pursuant to N.C.G.S. 143-318. 11 (a) 3.

The meeting went into recess and the meeting reconvened.

No action was taken by the board.

Commissioner Burns moved, seconded by Commissioner Holmes, to go into Closed Session. The motion passed unanimously.

Adjourn

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

Respectfully submitted,

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