



Wake County

301 South McDowell Street
Raleigh, NC

Meeting Minutes Board of Commissioners

Monday, February 5, 2018

5:00 PM

Wake County Justice Center

Meeting Called to Order: Chair Jessica Holmes

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

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

Pledge of Allegiance

Invocation: Commissioner James West

Items of Business

1. [Approval of Agenda](#)

Commissioner Calabria moved, seconded by Commissioner Burns, that item # 20 be discussed after item # 14. The motion passed unanimously.

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

2. [Approval of the Minutes of the Regular Meeting of January 16, 2018 and Work Sessions of January 8, 2018 and January 16, 2018](#)

Commissioner West moved, seconded by Commissioner Ford, to approve the minutes of the Regular Meeting of January 16, 2018 and

Work Sessions of January 8, 2018 and January 16, 2018. The motion passed unanimously.

3. [Proclaim February 2018 as Black History Month in Wake County, NC](#)

Attachments: [2018 Black History Month Proclamation Summary Sheet.docx](#)
 [2018 Black History Month Proclamation Draft 2.doc](#)

Dr. Everett Ward, President, St. Augustine's University, introduced the scholars present with him. Ms. Isis Thomas, President, Student Government Association and Mr. Becario Brodie, Business Manager, Student Government Association. Dr. Ward said Black History Month began in the 1970s. He said that the local colleges were founded in 1865 (Shaw University) and in 1867 (St. Augustine's University).

He recognized the following former African American leaders in Wake County:

Mrs. Elizabeth Cofield, former Board of Commissioner Member, Board of Education Member, and Professor at Shaw University for more than 40 years.

Mr. Clarence Lightner, the first African American Raleigh City Council member and graduate of North Carolina Central University.

Dr. Christopher Hunt, physician in Wake County, graduate of St. Augustine's University.

Mr. Ralph Campbell, first African American elected to the Council of State, and graduate of St. Augustine's University.

Chair Holmes encouraged the scholars to speak.

Ms. Thomas thanked the Board for the opportunity to attend the meeting. She said this is an opportunity to learn and grow.

Mr. Brodie thanked the board and President Ward for the opportunity to come before the board.

Chair Holmes read aloud the Proclamation. She asked Commissioner West to join her as she read the Proclamation. She asked former commissioners Ms. Lindy Brown and Mr. Abe Jones to join her for the reading of the Proclamation.

Commissioner Burns said that he attended a conference with Mr. Campbell years ago and was impressed with his knowledge. He thanked

Dr. Ward for acknowledging Mr. Campbell.

Commissioner Portman said it is a pleasure to see the depth of generational leadership come before the board.

Chair Holmes acknowledged former Mayor Tom Bradshaw and Mayor Frank Eagles, who were both present.

Vice-Chair Hutchinson said the late Vernon Malone and Harold Webb, had a significant impact on the community.

Chair Holmes moved, seconded by Commissioner Burns, that the Board of Commissioners proclaim February 2018 as Black History Month in Wake County. The motion passed unanimously.

Consent Agenda

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

4. [Request From Wake County Public Schools for Approval of a Multi-Year Operating Lease - 1436 Rock Quarry Road \(Second Reading\)](#)

Attachments: [YMCA January 16 Agenda Item V4.docx](#)
 [Final 2018-1-25 BOC Presentation - E-46 Lease Second Reading 2-5-2018.pdf](#)
 [Draft BOC Resolution re YMCA Item.docx](#)
 [Board of Education Precis.pdf](#)
 [Construction Cost Allocation.xlsx](#)
 [Lease Agreement \(Final for Wake County Agenda\).DOCX](#)
 [Joint Use Agreement.docx](#)
 [Seven-Year CIP Appropriation Summary as of 2.5.18.pdf](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners pursuant to NCGS 115C-530:

- 1. Adopt the attached resolution approving a Wake County Board of Education lease for educational and student support purposes in support of the Board of Education's application to the Local Government Commission for approval of the lease; and**
- 2. Appropriate \$20,533,860 in the 7-Year Capital Improvement Program to address the lease costs over the term of the lease and certain furniture, fixtures, and educational equipment for the school not covered in the lease terms. The motion passed unanimously.**

5. [Wake County Public School System Budget Amendments](#)

Attachments: [Item Summary.docx](#)
 [Purpose and Function Descriptions.docx](#)
 [WCPSS Responses to County Questions.pdf](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners amend the FY 2018 General Fund Budget Ordinance to reflect the Wake County Public School System's purpose and function budget realignment based on the Board of Education's approved final budget. The motion passed unanimously.

6. [Affordable Housing Development Conversion Request from DHIC for Beechridge II, LLC](#)

Attachments: [Item Summary.docx](#)
 [DHIC Request Letter-Statement of Lender Consent.pdf](#)
 [Statements of Lender Consent2.pdf](#)
 [Summary of Tax Credit Properties.pdf](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners:

1. Consent to Community Revitalization and Preservation Corporation (CRPC), a non-profit affiliate of DHIC, as the sole member and manager of Beechridge II, LLC; and,

2. Authorize the Chair to execute the statement of lender consent subject to terms and conditions acceptable to the County Attorney. The motion passed unanimously.

7. [Modify FY18 Budget for Changes in Child Care Subsidy Payment Responsibilities](#)

Attachments: [Agenda Item](#)
 [Budget Memo - FY 2018 Human Services.xlsx](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners approve a budget revision to reduce the Child Care Subsidy appropriation in the General Fund by \$29,574,470 in revenues and expenditures, as the NC Department of Health and Human Services has assumed responsibility for making child care subsidy payments statewide. The motion passed unanimously.

8. [Appropriate \\$20,000 of Expenses and Revenues in the EMS Department FY 2018](#)

[Operating Budget Associated with a Contract for Service with Community Care of Wake and Johnston Counties](#)

Attachments: [EMS Item Summary 2-5-18.docx](#)
[CCWJC and Wake Co EMS Contract for Service .docx](#)
[Budget Memo - FY 2018 EMS.xlsx](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners appropriate \$20,000 of expenses and revenues in the EMS Department FY 2018 Operating Budget. The motion passed unanimously.

9. [Accept and Appropriate \\$2,500 in Grant Funding from WakeMed on behalf of the Capital Regional Advisory Committee \(CapRac\) for the EMS Ambulance Strike Team](#)

Attachments: [Agenda Item - WakeMed CapRac Grant.docx](#)
[WakeMed \(CapRac\) SUBCONTRACT.pdf](#)
[Wake County EMS AST Sustainment Items.xlsx](#)
[Budget Memo - FY 2018 Grants Fund.xlsx](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners accept and appropriate \$2,500 from WakeMed on behalf of the Capital Regional Advisory Committee into the Grants and Donations Fund for the EMS Ambulance Strike Team. The motion passed unanimously.

10. [Resolution to Modify the Rolesville Rural, Wake New Hope, Hopkins Rural, Wendell Holmes, Alert, Wakelon and Wakette Fire Insurance District Boundaries](#)

Attachments: [Agenda Item - Insurance District Change East Region 2018.doc](#)
[Resolution - modification of east region fire insurance districts 2018.doc](#)
[FIRE_EastWakeCounty_Jan2018.pdf](#)
[OSFM East Region Realignment Approval.docx](#)
[Fire Commission Draft Minutes 11-16-17 .docx](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners adopt a resolution modifying the boundaries of the Rolesville Rural, Wake New Hope, Hopkins Rural, Wendell Holmes, Alert, Wakelon and Wakette Fire Insurance Districts. The motion passed unanimously.

11. [Accept and Appropriate \\$3,000 of Grant Funds from the Association of Food and Drug Officials](#)

Attachments: [BOC_agenda item_EHS AFDO_2018.docx](#)
 [AFDO_Cat 3 Letter of Award.pdf](#)
 [Budget Memo - FY 2018 Grants Fund.xlsx](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners accept grant funds from the Association of Food and Drug Officials and appropriates \$3,000 to the Grants and Donations Fund. The motion passed unanimously.

12. [Dedication of Certain Instruments of Conveyance and Dedication to the City of Raleigh for the Oak City Multi-Services Center](#)

Attachments: [Agenda Item.doc](#)
 [Site Plan.pdf](#)
 [Draft Encroachment Agreement.pdf](#)
 [Preliminary Plat.pdf](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners authorize the Chairman to execute instruments of dedication and conveyance to the City of Raleigh for the Oak City Multi-Services Center at 1430 South Wilmington Street, Raleigh, NC, subject to 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](#)
 [Feb 2018 refunds under \\$500.00](#)
 [Feb 2018 refunds over \\$500.00](#)
 [Daily Updates For Exemptions](#)
 [Daily Updates For Penalties](#)
 [Daily Updates For Tax Deferments](#)
 [Daily Updates For Tax Relief](#)
 [Municipal Collection Report](#)
 [Wake County Collection Report](#)
 [Monthly In-Rem Foreclosure Report](#)
 [PFB Summary Report](#)
 [Register of Deeds Excise Tax Report 1](#)
 [Register of Deeds Excise Tax Report 2](#)

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners approve the attached recommendations by the Tax Committee. The motion passed unanimously.

Regular Agenda

14. [Adopt Comprehensive Food Security Plan](#)

Attachments: [BOC Item Summary Moving Beyond Hunger Plan & Priorities2.05.18.docx](#)
[Food Plan Final Presentation 2-5-2018.pdf](#)
[Food Systems Development - November 2017 Work Session.pdf](#)
[Comprehensive Food Security Plan Quick Reference Guide, Stratgies, and Actions.pdf](#)

Chair Holmes highlighted the work of Commissioner Calabria toward food security.

Ms. Katherine Williams, Wake County Cooperative Extension Director, thanked the Board for their support and said it is an exciting day Wake County. She introduced Mr. Erin Sullivan-White, Architect, Community Food Lab, who assisted with the Comprehensive Food Security Plan. She said that food security is a real issue in Wake County and she thanked the Board for their dedication to addressing the issue. She noted the board discussed this at the last work session.

She shared the timeline for the Food Security Plan.

June 2017	Received Plan
August 2017	Align with established or emerging county efforts
October 2017	Define roles and capacity of Wake County within the plan
Nov 2017	Consult Experts & Partners
Feb 2018	Recommend priority actions for Wake County

Mr. Sullivan-White shared the Food Security Plan Snapshot. He shared the five indicators for implementing food security:

- 1) Measuring the meal gap
- 2) Community participation
- 3) County-based food supply
- 4) Organizational connections
- 5) Food job index.

He shared the 3-year Action Cycle and noted the plan will follow this cycle.

- 1) Evaluation
- 2) Reflection
- 3) Planning

Ms. Williams highlighted the ongoing efforts necessary for food security. She asked the VISTA's to stand and be recognized. She said a VISTA (Volunteers in Service to America) is a federal and state funded group that places full time members in public and non-profit agencies to support food security. She said a Food Security Program Manager has been hired and will begin work by the end of February.

She shared the emerging priorities necessary for maintaining food security.

- 1) NextGen Farming Pilot
- 2) Food Hub
- 3) Agricultural Education Hub

Ms. Williams introduced partners that were present and asked them to stand for recognition. This included representatives from Interfaith Food Shelter, Passage Homes and Triangle Land Conservancy. She also recognized Ms. Regina Petteway, Director, Human Services; Wanda Denning, Chair, Extension Advisory Council and Frank Eagles, Mayor, Town of Rolesville, for their help and support of the planning process.

Chair Holmes said that partnerships are important and thanked them for making the planning process successful.

Commissioner West thanked staff for the holistic approach toward food security. He recognized Ms. Verna Best, Vulnerable Communities Coordinator. He said it is important to maximize the grass roots efforts and thanked all those involved.

Commissioner Burns said he was pleased to see the systematic approach, which will make the program successful. He said he is pleased that the board can look at the whole picture and address all areas of concern.

Vice-Chair Hutchinson said the work is important because one in five children experience food insecurity. He said when a child is hungry, it is difficult for them to learn. He said that the efforts are a tribute to leadership. He noted that the efforts of Commissioner Calabria have provided more than 250,000 meals to children during the off school season. He also recognized Chair Holmes for her leadership in doubling the number of school food pantries. He said the Universal Breakfast program is important and is now offered in several Wake County Schools. He said that

partnerships provide clear leadership and the food network provides connections. He said there are economic development benefits to using local food as part of the program. He said there are more than 800 farm families in Wake County who are supported by our economy. He said that supporting the well being of citizens is important.

Commissioner Ford said one of the basic responsibilities of government is to ensure the safety and well-being of citizens. He said the security of food and basic housing needs are essential to the well being of citizens. He said he is proud of the work of his colleagues and the community in making this plan possible. He said the board focused on students, families and communities when creating the plan.

Chair Holmes said that quality of life is important and she is very proud to put this plan into action.

Commissioner Calabria said that adequate food improves test scores, behavioral issues, and the quality of life. He said there is now broader understanding of the needs. He said that food insecurity is a large issue in Wake County. He said the county now takes advantage of over \$9 million in federal aid to provide summer meal programs for children. He said 157 out of 185 schools in Wake County now have dedicated food resources. He said that this has been a team effort since he took office in 2014. He said addressing the food security issue has led to promotion of agriculture.

Commissioner Calabria moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners adopt the Comprehensive Food Security Plan and emerging priorities for Wake County. The motion passed unanimously.

Public Comments

Mr. Thomas Bradshaw, Jr. said as former Board of Directors member of Triangle Land Conservancy thanked the board for supporting the Walnut Hill project, and said he is proud of the process and supports the item on Food Security.

Commissioner West said Mr. Bradshaw was part of the Extension Service and Chair of Capital Area Community Development.

20. [Affordable Housing Funding Request to Habitat for Humanity of Wake County](#)

Attachments: [Item Summary.doc](#)
 [Habitat Application Summary.pdf](#)
 [Habitat for Humanity Lot Location Map.pdf](#)

Ms. Alicia Arnold, Wake County Housing and Transportation Division Director, said that this partnership is a unique opportunity that brings forward revitalization efforts. She said Habitat for Humanity submitted a request for funding to purchase six lots in Wake Forest. If approved, Habitat for Humanity will build six homes on the lots to provide home ownership opportunities to eligible recipients. She said rehabilitation has been going on in this community for a number of years.

Chair Holmes said that Habitat for Humanity has provided opportunities of home ownership for the needy. She acknowledged the Town of Wake Forest for their support of this project. She shared the connections of the community.

Ms. Rachel Zeitler, Advocacy and Societal Impact Manager, Habitat for Humanity, said this project will contribute to the neighborhood revitalization program in Wake Forest. She said Wake Forest is growing which is causing housing affordability to decline. She said this opportunity will provide some additional affordable options in the community.

Commissioner Burns moved, seconded by Commissioner Ford, that the Board of Commissioners approve a grant of up to \$84,000 in federal Community Development Block Grant funds to Habitat for Humanity of Wake County for the purchase of six lots in Wake Forest, NC subject to the terms and conditions acceptable to the County Attorney.

All awards are contingent upon developments receiving local approval including site plan approval and all necessary permits from the local municipality. In addition, all awards are contingent upon the basic terms as identified in the project descriptions, including funding commitments from the financial partners as identified. The motion passed unanimously.

15. [Land Acquisition for an Elementary School Site and Land Bank Middle School site in the Southern Wake County/Fuquay-Varina Area \(E-49/M-XX\) \(First Reading\)](#)

Attachments: [2018-1-11 draft BOC Agenda Item 1st reading E-49 rev.docx](#)
[2018-1-11 E-49 BOC presentation First Reading 2-5-2018 draft.pdf](#)
[Precis and Contract.pdf](#)
[2017-10-18 Report Appraisal Worthy 62 ac Bowling Rd E-49.pdf](#)
[2017-11-02 Sealed Boundary Survey 2 pgs E-49.pdf](#)
[2018.01.29 ToFV Letter re E-49 1201 Bowling Road PIN 0666112040.pdf](#)

Ms. Betty Parker, Senior Director, Real Estate Services, Wake County Public Schools, shared a map of the in E-49 target area and the growth trends and actual student density by planning units of residence. She shared a map of the site identification process for the initial GIS identification. She said the site identification process is based on acreage, site shape, hydrology, topography, current road access, and current uses. She shared a map of the top potential site comparisons. She shared a map of the land bank opportunity and the concept plan. She shared a map of the middle schools in the area. She shared a chart of the elementary school utilization in the southern Fuquay-Varina area. She shared a map of the Fuquay-Varina utilities and development GIS map.

Ms. Parker shared the contract terms and information.

- **Purpose:** To accommodate a future elementary school and land bank middle school.
- **Seller:** Ball & Minor CPA,PA, as Trustee for the Adcock Trust Agreement dated 8/11/1998. The subject property has been owned by the principals or related entities for more than 50 years.
- **Land Purchased:** ±60.99 acres on the on the eastern side of Main Street, north of its intersection with Bowling Road, and located within Town of Fuquay-Varina ETJ.
- **Negotiated Purchase Price:** \$2,744,550 (58.070 usable acres @ \$47,000/usable acre).
- **Utilities:** Water & Sewer from Town of Fuquay-Varina is at the site.
- **Appraised Value:** An appraisal was procured during the due diligence phase that supports the purchase price.
- **Due Diligence Period:** 180 days from contract execution.
- **Closing:** 30 days after completion of all due diligence, including obtaining BOC approval of funding, approximately April 5, 2018.

Commissioner Calabria asked if the Town of Fuquay-Varina is in agreement with the purchase. Ms. Parker said she has worked closely with the town and confirmed that they are in agreement with the plan.

Commissioner Portman said that this is result of a seven year rolling plan, which allows for a logical way to plan for anticipated growth.

Vice-Chair Hutchinson thanked Ms. Parker for considering a site with bicycle/pedestrian connectivity. He said that speaks to the school systems interest in supporting healthy, active children's lifestyles.

16. [Wake County Public School System Capital Improvement Program Reallocations and Appropriation \(First Reading\)](#)

Attachments: [Item Summary.docx](#)

[2018-1-25 BOC Presentation - E-46 Lease Second Reading](#)

[2-5-2018.pdf](#)

[BOC Resolution.docx](#)

[Seven-Year CIP Appropriation Summary as of 2.19.18.xlsx](#)

[CIP 2013 Appropriation Summary as of 2.19.18.xlsx](#)

[Board of Education Resolution.pdf](#)

Mr. Joe Desormeaux, Assistant Superintendent for Facilities, Wake County Public School System (WCPSS), shared that this is a new request. He said this is the fifth new school to be built as part of the seven year plan, and all five schools are scheduled to be opened in 2019. He said the original budget has not changed but staff is requesting a re-allocation of funds. He said the re-allocation will allow them to begin the project sooner.

Commissioner Portman asked if the county would be able to purchase surplus land from the School system. He said there has been discussion about using the excess land for affordable housing opportunities.

Ms. Johnna Rogers, Deputy County Manager, said this is possible as long as the funding was placed into the capital account for WCPSS.

Chair Holmes asked that staff look into the possibilities and provide feedback to the board. She said it is important to have high density affordable housing county wide. She said there has been discussion about offering such land to educators or county employees to build homes.

Ms. Parker said that while some school sites may seem to have excess land, there are often environmental restrictions on the land. She said if the board wishes to pursue the surplus land in the future, WCPSS will look for larger suitable sites.

Chair Holmes asked that WCPSS staff provide a list of excess acreage available that could be used for affordable housing. Ms. Parker said she would collaborate with staff about this information.

Commissioner West said there are variables and perceptions regarding housing patterns in the county. He said it was important that WCPSS bring information forward on all sites that could be used by the county for any purpose.

17. [Public Hearing to Consider Text Amendment OA-01-17 to the Wake County Unified Development Ordinance to Allow for all Quasi-judicial Processes to be Heard by the Wake County Board of Adjustment](#)

Attachments: [Item Summary](#)
 [PowerPoint Presentation](#)
 [Staff Report](#)
 [Planning Board Minutes](#)
 [Statement of Consistency Resolution](#)
 [Ordinance Amendment Resolution](#)

Mr. Adam Cook, Wake County Planner II, Wake County Planning Department, shared the proposal information.

- Currently the UDO splits quasi-judicial proceedings between the Planning Board and Board of Adjustment
- Currently the Planning Board hears cases dealing with subdivision waivers and modifications
- Proposed amendment would consolidate all quasi-judicial reviews to be heard by the Board of Adjustment

He shared the purpose of the proceedings.

- The Board of Adjustment (BOA) undergoes specific training for quasi-judicial proceedings
- The BOA also has both regular and alternate members which makes it easier to ensure a quorum will be reached
- The proposed amendment aligns with other jurisdictions

He shared the summary of the proceedings.

- Shifts quasi-judicial reviews to the BOA
- Planned Compliance Permit section removed
- All variance requests and appeals of administrative decisions would be handled by the BOA
- Removes modification and waivers of subdivision standards
- Consolidates appeals processes
- Approved unanimously by the Planning Board

Chair Holmes asked Mr. Cook how the change will benefit Wake County citizens. Mr. Cook said that citizens will better understand how the Board of Adjustment will handle their case.

Commissioner Burns said that it is important to have one board that is responsible for the quasi-judicial proceedings. He asked for explanation of the waivers or modifications of sub-division standards.

Mr. Cook said that in the past, the Planning Board handled hearings related to sub-divisions. If the change is approved, the Board of Adjustment will begin handling those types of hearings.

Commissioner West said the Board of Adjustment serves independently. He asked for the difference in legal responsibilities between the Board of Adjustment and the Planning Board. Mr. Cook explained that the Board of Adjustment handles variances and special use requests. The Planning Board handles re-zoning and land use amendments. He said the Planning Board typically does not handle quasai-judicial proceedings, but the Board of Adjustment hears them often.

Vice-Chair Hutchinson asked for clarification of a quasai-judicial procedure. Mr. Cook said that the meetings are held in a formal manner to hear evidence regarding the issue. He said a quasai-judicial decision may be appealed through the court system.

Commissioner Portman clarified that this change does not add additional cases to the quasai-judicial process. Mr. Cook confirmed that and said the change simply clarifies the duties of the two boards.

Commissioner West asked if the Board of Adjustment has legal representation. Mr. Cook confirmed that the Board of Adjustment does have representation by the County Attorney's office.

Mr. Scott Warren, County Attorney, said that Mr. Ken Murphy, Assistant County Attorney, covers the Board of Adjustment and Planning Board meetings. He said his office supports the recommended change.

Commissioner Ford asked how cases would be handled for those who have already petitioned for review. He also asked if past petitioners would be able to re-petition to the Board of Adjustment if they are not satisfied with the Planning Boards decision. Mr. Cook said all cases going forward would go to the Board of Adjustment and he doesn't anticipate any current cases being impacted by this change.

Chair Holmes opened the public hearing.
No one came forward.
Chair Holmes closed the public hearing.

Mr. Cook shared the recommendation of the planning staff.

Mr. Alan Swanstrom, Chair, Wake County Planning Board, said that the Wake County Planning Board approved the amendment unanimously. He explained the process of the voting for the Planning Board.

Commissioner Burns moved, seconded by Commissioner Ford, that the Board of Commissioners find that text amendment OA-01-17 is consistent with the Wake County Land Use Plan and the Wake County Unified Development Ordinance and is reasonable and in the public interest; and adopts the attached resolution. The motion passed unanimously.

Commissioner Burns moved, seconded by Commissioner Ford, that the board dopt the attached resolution to approve the proposed amendment to the Wake County Unified Development Ordinance as presented in Text Amendment OA-01-17. The motion passed unanimously.

18. [Affordable Housing Consolidated Plan and Action Plan Amendments](#)

Attachments: [Item Summary.docx](#)
 [PowerPoint.pdf](#)
 [Public Notice.docx](#)

Ms. Alicia Arnold, Housing and Transportation Division Director, said the consolidated plan allows for allocation of additional funding.

She shared amendment One.

Amendment 1: Expand the definition of people with special needs in the Priority One population

- Amend the 2015-2020 Consolidated Plan
- Priority One Populations:
 - Renters earning at or below 40% Area Median Income
 - Homeless individuals and families
 - Non-homeless individuals and families with special needs
- The amendment would expand the meaning of “special needs” to include people who are involuntarily displaced from housing due to government action, loss of housing assistance, or natural disaster

She said this is a way to streamline the plan with the needs of the community.

She shared Amendment Two.

Amendment 2: Funding to support a homeless shelter for women

- Will support acquisition and rehabilitation of a building for use as a homeless shelter for women
- Amend the 2015-2020 Consolidated Plan, 2015-2016 Action Plan, and 2016-2017 Action Plan
 - Up to \$662,000 of CDBG rehabilitation and revolving loan funds
 - Up to \$88,000 of CDBG public facility funds

She said a need has been identified in the community for a women's shelter and this amendment will help meet that need.

She shared Amendment Three

Amendment 3: Funding Activities for HOPWA Grant

- HOPWA - Housing Opportunities for Persons with AIDS
- Amends 2015-2020 Consolidated Plan and 2017-2018 Action Plan to add three funding activities:
 1. Up to \$250,000 for Development of Housing Units
 2. Up to \$14,275 for Housing Information Services (client housing assistance)*
 3. Up to \$6,052 for Resource Identification (landlord recruitment and establishing partnerships among community agencies)*

She said this will help produce affordable housing units in the community.

Chair Holmes said that the amendments settle into the vulnerable communities issues that Commissioner West has spoke about. She said adding foster care recipients into the vulnerable communities category is important and Fostering Bright Futures is a great program. She said she is very excited to finally see funding identified for a women's shelter. She thanked Ms. Arnold, Mr. David Ellis, Interim County Manager and Ms. Anne Marie Maiorano, Deputy Human Services Director, for their work in addressing the affordable housing issues. She thanked staff for involving individuals that are using county services in the decision making process. She said that the county is securing housing and shifting into gear to

provide the necessities of life for county citizens.

Commissioner West asked how the Housing Authority, Behavioral Health Services, and Alliance Behavioral Health fit into the affordable housing issue. Ms. Arnold said many of the clients her department serves are in need of mental health services as well. She said all the agencies work collaboratively to ensure clients have access to all the services they need. She said that permanent supportive housing is being looked at as part of the plan. She said staff is looking at Housing Authority partners in order to utilize and align resources.

Commissioner West asked if the case managers from all agencies work together. Ms. Arnold said that Case Managers from various providers work together to ensure all needs are met.

Commissioner Ford thanked Ms. Arnold for her work and leadership on affordable housing. He said countless hours have gone into the plan. He commended staff for their work on the plan.

Chair Holmes said "acknowledgement is respect made visible."

Commissioner Portman asked if the women's shelter would offer services similar to the Helen Wright Center. Ms. Arnold said the services are comparable but the need is greater than one location can provide.

Commissioner Portman said that the March Board of Commissioners' Retreat will assist in bringing the numbers to the table.

Chair Holmes said staff is working closely with community partners on affordable housing issues. She said they have the ability to leverage funds with those of community partners to maximum the services offered.

Commissioner Calabria highlighted the importance of a new Women's Center and said it is very much needed. He commented on the programs and incentives available to landlords who are willing to rent to members of the vulnerable community. He encouraged landlords with availability to consider utilizing such programs to eliminate their risk when renting to vulnerable citizens.

Commissioner Ford acknowledged the work of Chair Holmes and Commissioner West on the affordable housing and vulnerable community's issues.

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

1. Amend the FY 2015-2020 Consolidated Plan to expand the definition of people with special needs in the Consolidated Plan Priority One population to include non-disability special needs, such as involuntary displacement from housing due to government action, loss of housing assistance, or natural disaster

2. Amend the FY2015-2020 Consolidated Plan, the FY2015-2016 Action Plan, and the FY2016-2017 Action Plan to reprogram up to \$662,000 in housing rehabilitation and revolving loan funds, and up to \$88,000 in public facility funds to support acquisition and rehabilitation of a structure to be used as a homeless shelter for women

3. Amend the FY2015-2020 Consolidated Plan and the FY2017-2018 Action Plan to add three activities under the Housing Opportunities for Persons with AIDS (HOPWA) grant:

- a) \$250,000 for Housing Development to build housing for HOPWA eligible clients**
- b) \$14,275 for Housing Information Services to help clients locate housing**
- c) \$6,052 for Resource Identification to recruit landlords and establish partnerships among community agencies. The motion passed unanimously.**

19. [Public Hearing for FY2018-2019 Affordable Housing Action Plan](#)

Attachments: [Item Summary.docx](#)
[Affordable Housing Action Plan Powerpoint 2-5-2018.pdf](#)
[Action Plan Public Hearing Public Notice.doc](#)

Ms. Arnold said that this is the fourth year for the consolidated plan and shared the reasons for holding a public hearing.

- To receive input from the public on affordable housing and community development needs of low and moderate income households in Wake County
- The needs heard will be incorporated into the 2018-2019 Affordable Housing Action Plan
- The Action Plan is required by the U.S. Department of Housing and Urban Development (HUD) to receive grants and is the fourth annual plan of the 2015-2020 Affordable Housing Consolidated Plan

She shared the expected revenues from U.S. Department of Housing and Urban Development (HUD) and county funds.

She shared the consolidated plan for 2015-2020 priority populations.

High

- Renters 0-40% AMI (\$22,480 for a household of 1 and \$32,080 for a household of 4)
- Homeless individuals and families
- Non-homeless individuals and families with special needs

Medium

- Renters 41-50% AMI (\$28,100 / 1 and \$40,100 / 4)
- Homeowners 41-50% AMI

Low

- Renters 51-80% AMI (\$44,950 / 1 and \$64,150 / 4)
- Homeowners 51-80% AMI

She shared how the priority program recipients will benefit from the revisions.

- Preserve existing affordable housing
- Develop new affordable housing
- Provide rental assistance and support services
- Provide outreach and rapid re-housing to homeless individuals and families
- Partner on public facilities improvements
- Offer job training and employment opportunities

She shared a chart of information about the programs and expenditures.

She shared the next steps in the process.

- February, 2018: Writing the Action Plan
- March, 2018: 30 day public comment period
- March 22, 2018: Human Services Board for endorsement of the Action Plan
- April 16, 2018: Board of Commissioners for approval of the Action Plan

- May 15, 2018: The Action Plan is due to HUD

Commissioner Burns stressed the importance of the Community Development Block Grant (CDBG) program and the effect it will have on the housing crisis if it is eliminated. Ms. Arnold said that if the funding were eliminated, it would have great impacts. Commissioner Burns said it is important that the CDBG program is preserved and is not eliminated.

Chair Holmes opened the public hearing.

Frank Eagles, Mayor, Town of Rolesville, thanked the board for supporting Food Security. He thanked the board for their proactive support of affordable housing and the Human Services programs. He thanked Mr. David Ellis, Sinterim County Manager, Ms. Regina Petteway, Human Services Director; Ms. Anne Marie Maiorano, Deputy Human Services Director; Ms. Alicia Arnold, Housing and Transportation Services Director; and Ms. Emily Fischbein, Human Services Program Specialist, for all the great work they have done on Human Services. He said that female veterans are one of the largest growing groups of homeless individuals and many of them have children. He noted 13 acres available near Rolesville High School that is owned by WCPSS and could be used for affordable housing.

Ms. Alice Lutz, CEO, Triangle Family Services, thanked the board for the partnership and dialog of the Consolidated Plan and Housing Plan. She said the coordination, collaboration, and partnership is necessary in order to serve the community and to move forward. She said a single parent working a minimum wage job needs to work 100 hours per week to maintain affordable housing. She said her agency provided 104 families with housing assistance last year and 84 percent of them remained independent the year after leaving the program. She thanked the board for their leadership and active engagement for families in crisis.

Chair Holmes commented on how Triangle Family Services stepped in to assist the families of the Forest Hills Community when they learned they were being evicted. She thanked Triangle Family Services for their support and for all they do for Wake County citizens.

Ms. Bage Shade, Emergency Housing Program Manager, Triangle Family Services, said that the board was actively involved in the process as well and it is important for citizens to see that.

Ms. Lisa Rowe, Executive Director, Families Together, said there are low income renters in need of rental assistance. She shared the needs that are in the community and said there are many families in need who have

children. She said a large number of renters are spending nearly 50 percent on their income on housing. She said it takes several years for a resident to receive a voucher from the Housing Authority. She asked that a portion of the HOME funds be set aside for families in need. She thanked the board for prioritizing support for the low income families.

Ms. Rachel Zeitler, Advocacy and Societal Impact Manager, Habitat for Humanity, thanked the board for the support of affordable housing. She said there are national disparities and trends in home ownership and finding ways to curtail those will help address the issue. She said Habitat for Humanity offers their full support of the proposed housing plan.

Mr. Tim Morgan, Evergreen Construction Company, complimented the board and staff for their work toward Affordable Housing. He said the suggestion that WCPSS review their surplus property is a good idea. He commended the board for adopting the Affordable Housing Plan. He said affordable units for low income families are the hardest to find. He said the City of Raleigh has also amended their the plan to include assistance to those individuals who are displaced by no fault of their own. He said East College Park is soon to be developed in downtown Raleigh. He encouraged citizens to drive through the neighborhood.

Commissioner West asked the average cost of the homes at East College Park. Mr. Morgan said that the prices cannot exceed \$260,000. Commissioner West asked if there is a trend toward rooming houses. Mr. Morgan said that he does not see such a development in Wake County.

Commissioner Portman encouraged builders in the field to consider building where schools are being constructed. He said there are key strategies and evolving trends. He said planning communities is important and is helping to fix holes in the safety net. He said these actions save the community money in the long run by keeping people gainfully employed and in proper housing.

Chair Holmes closed the public hearing.

Chair Holmes acknowledged Mr. Morgan for his work on the Affordable Housing Steering Committee. She acknowledged Ms. Petteway for her leadership in the Human Services Programs for Wake County.

Appointments

21. [Alliance Behavioral Healthcare](#)

Attachments: [Alliance Item Summary 5-16-17.docx](#)
 [Alliance Member List 1-29-18.pdf](#)
 [Alliance BHC 1-24-18 Applicants.pdf](#)
 [Alliance BHC App Roster 1-24-18.xlsx](#)
 [Alliance BHC Bd Choices 1-24-18.xlsx](#)
 [Alliance Attendance 1-29-18.JPG](#)

Appointments were deferred until the March 2018 Regular Meeting.

22. [Board of Adjustment](#)

Attachments: [Item Summary BOA.doc](#)
 [BOA Member List.pdf](#)
 [BOA Applicants January.pdf](#)
 [BOA Applicant Roster January.xlsx](#)
 [BOA Board Choices January.xlsx](#)
 [BOA Attendance.xlsx](#)

Vice-Chair Hutchinson nominated Mr. Will Barker, Mr. Brenton McConkey, and Mr. Donald Mial as Regular Members for reappointment.

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

Attachments: [Durham-Wake Counties Research and Production Item Summary.docx](#)
 [Durham and Wake Member List.pdf](#)
 [Recommendation Letter Durham-Wake Counties Research and Production Service.pdf](#)
 [Durham-Wake Counties Research Applicants 8-2-17.xlsx](#)
 [Durham and Wake Applicants 8-2-17.pdf](#)
 [Durham-Wake Board Choices.xlsx](#)

Appointments were deferred until the March 2018 Regular Meeting.

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

Attachments: [GRVCB Item Summary.docx](#)
 [GRVCB Member List.pdf](#)
 [GRCVB Recommendation Letter - Fuller.pdf](#)
 [GRVCB Applicants.pdf](#)
 [GRVCB Applicant Roster.xlsx](#)
 [GRCVB Board Choices.xlsx](#)
 [GRVCB 2017-2018 board attendance.xlsx](#)

Vice-Chair Hutchinsn nominated Mr. Joel Fuller for appointment.

25. [Historic Preservation](#)

Attachments: [Item Summary Historic Preservation.doc](#)
 [Historic Preservation Member List 12-11-17.pdf](#)
 [Historic Preservation Applicants 12-11-17.pdf](#)
 [Historic Preservation App Roster 12-11-17.xlsx](#)
 [Historic Preservation Board Choices .xlsx](#)
 [Historic Preservation Attendance 2017.xlsx](#)

Vice-Chair Hutchinson nominated Frances Lonette Williams for appointment.

26. [Planning Board](#)

Attachments: [Item Summary Planning Board.doc](#)
 [PB Member List.pdf](#)
 [Planning Board Applicants January 2018.pdf](#)
 [PB Applicant Roster January.xlsx](#)
 [PB Board Choices January.xlsx](#)
 [Planning Bd Attendance.xlsx](#)

Vice-Chair Hutchinson nominated Mr. Jason Barron, Mr. Donovan Clark, Mr. Asa Fleming, Mr. Ted Van Dyk for reappointment. He nominated Mr. Bill Jenkins and Ms. Susan Sanford for appointment.

27. [Town of Fuquay-Varina Planning Board](#)

Attachments: [FV Item Summary.doc](#)
 [FVPB Member Roster.pdf](#)
 [Fuquay Varina - Nabors revised terms.pdf](#)

The board modified the ending term of Mr. Ron Nabors to 12/31/18 as requested by the Town of Fuquay-Varina.

28. [United Arts Grants Panel](#)

Attachments: [Item Summary.doc](#)
 [United Arts Board Details.pdf](#)
 [United Arts Member List 11-17.pdf](#)
 [United Arts Grants Panel Applicants 11-06-17.pdf](#)
 [United Arts Applicant Roster 11-6-17.xlsx](#)
 [United Arts Board Choices.xlsx](#)

The appointment for this board was deferred until the March 2018 Regular Meeting

29. [Wake County Commission for Women \(New\)](#)

Attachments: [Commission for Women Item Summary.doc](#)
 [Commission for Women Mission.pdf](#)
 [Commission for Women 1-24-18 Applicants.pdf](#)
 [Commission for Women App Roster 1-24-18.xlsx](#)
 [Commission for Women Board Choices .xlsx](#)

Vice-Chair Hutchinson nominated the following for appointment:

Ms. Nervahna Crew - District 1 (2 year term)
Ms. Sarah Cumming - District 1 (3 year term)
Ms. Austina (Tina) Sherman - District 2 (2 year term)
Ms. Elizabeth Stone - District 2 (3 year term)
Ms. Maria Cervania - District 3 (2 year term)
Ms. Brenda Buchanon - District 3 (3 year term)
Ms. Lacey Senko - District 4 (2 year term)
Ms. Gordana Vujec - District 4 (3 year term)
Ms. Clonthica Wondella Payne - District 5 (2 year term)
Ms. Lauren H. Pritchett- District 5 (3 year term)
Ms. Antinuke Diver - District 6 (2 year term)
Ms. Sharrian Taylor -District 6 (3 year term)
Ms. Kellie Ford - District 7 (2 year term)
Ms. Jennifer Edwards - District 7 (3 year term)
Ms. Yvette Holmes - At-Large (2 year term)
Ms. Betty Mbombo - At-Large (3 year term)
Ms. Fiorella Horna - At-Large (3 year term)
Ms. Carrie Myers-Van Berkel - At-Large (2 year term)
Ms. Caroline Sullivan - At-Large (3 year term)

30. [Wake County Water Partnership](#)

Attachments: [Water Partnership Item Summary 12-5-17.doc](#)
 [Water Partnership Members 2017.docx](#)
 [Water Partnership Applicants .docx](#)
 [Water Partnership App Roster.xlsx](#)
 [Water Partnership Board Choices .xlsx](#)
 [2017 Attendance Record Water Partnership.xlsx](#)

The board delayed the appointment until a future meeting.

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

31. [Upcoming Vacancies March](#)

Attachments: [Upcoming Vacancies for March 2018.docx](#)

Ms. Denise Hogan, Clerk to the Board, shared the Upcoming Vacancies for March 2018.

Committee Reports

Vice-Chair Hutchinson shared an update of the Population Health Task Force and said that the American Planning Association has developed a report of the health of the community. He shared information about the RDU property and the access of physical activity. He said that the request has been accepted by RDU Authority and the state parks to double the size of recreational activity. PHTF will provide a report in the next 90 days.

Closed Session

Mr. Scott Warren, County Attorney, said there was a need for a closed session and the motion is pursuant to N.C. G.S. 143-318 11. a 3, 5, to consult with the County Attorney in order to preserve the attorney client privilege between the board and it's attorney and further to consider the amount of compensation and other material terms of a proposed employment contract.

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

The meeting went into recess. The meeting reconvened. No action was taken by the board.

Adjourn

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

Respectfully submitted,

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