



Wake County

301 South McDowell Street
Raleigh, NC

Meeting Minutes Board of Commissioners

Monday, March 19, 2018

2:00 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, County Manager; Scott Warren, County Attorney; Denise Hogan, Clerk to the Board; Yvonne Gilyard, Deputy Clerk to the Board; Johnna Rogers, Deputy County Manager; Chris Dillon, Assistant County Manager; Denise Foreman, Assistant County Manager, and Ben Canada, Assistant to the County Manager

Pledge of Allegiance

Invocation: Commissioner Matt Calabria

Items of Business

1. [Approval of Agenda](#)

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

2. [Approval of the Minutes of the Regular Meeting of February 19, 2018, the Work Session of February 12, 2018, and the Board Retreat of January 27, 2018](#)

Commissioner Portman moved, seconded by Commissioner Ford, to approve the minutes of the Regular Meeting of February 19, 2018, the Work Session of February 12, 2018, and the Board Retreat of January 27, 2018. The motion passed unanimously.

3. [Proclamation Recognizing March 2018 as Women's History Month and Resolution Honoring a Woman of History in Wake County](#)

Attachments: [Agenda Item](#)
[Proclamation of March as Wake County Women's History Month](#)
[Resolution for Millie Dunn Veasey.docx](#)

Chair Holmes said the first meeting of the Commission for Women was held on International Women's Day, March 8, 2018.

Ms. Brenda Buchanon, Wake County Commission for Women member, read aloud the Proclamation recognizing March 2018, as Women's History Month.

Chair Holmes said it is her honor to present the proclamation.

Chair Holmes thanked the women for their leadership and for their willingness to serve as a board. She shared the initiatives that have taken place for women across Wake County.

Ms. Regina Petteway, Wake County Human Services Director, said the commission is ready to make a difference for the women of Wake County.

The following Commission for Women members introduced themselves:

Ms. Tina Sherman
Ms. Wondella Payne
Ms. Brenda Buchanon
Ms. Nervahna Crew
Ms. Gordana Vujec

Chair Holmes moved, seconded by Commissioner Burns, to proclaim the month of March as Women's History Month in Wake County.

4. [Recognition of Recent Awards](#)

Attachments: [awards--March 19 .docx](#)

Mr. David Ellis, County Manager, shared the recent awards. He said Wake County has received the 2017 Procurement Sustained Professional Purchasing Award from the Carolinas Association of Governmental Purchasing. He said this annual award recognizes Purchasing Departments in North and South Carolina that have demonstrated high standards in the purchasing profession. He said the criteria for the award include the use of technology, minority outreach, staff certification, customer and vendor training, and the use of recycled products. He said Wake County Procurement Services was one of 13 governmental units

throughout the Carolinas to receive this award among nearly 1,000 state and local government agencies. He said this is the 14th consecutive year that Wake County Procurement Services has received this prestigious designation.

He congratulated the following staff:

Ms. Melissa England, Management and Policy Analyst

Ms. Donna Jenkins, Buyer

Mr. Scott Hanner, Buyer

Mr. Ty Stephens, Buyer

Mr. Tom Wester, Purchasing Director

He thanked them for their longstanding commitment to excellence that continues to be recognized by peers in government.

5. [Retiree Recognition](#)

Attachments: [Item Summary 3.19.2018.docx](#)

[Abby Ballard.docx](#)

[Cynthia Marriage.docx](#)

[Peggy Reeves.docx](#)

[Emi Wyble.docx](#)

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

Ms. Abigail Ballard, 26 years of service, Human Services

Ms. Cynthia Marriage, 30 years of service, Human Services

Ms. Peggy Reeves, 28 years of service, County Manager's Office

Ms. Emi Wyble, 30 years of service, Human Services

He presented each of them with a plaque commensurate with their service to Wake County.

Chair Holmes said that Ms. Reeves has always had a smile and greeted everyone with a smile. She said that she will miss her candy bowl. She told her that she will be missed.

Vice-Chair Hutchinson said that Ms. Reeves has always been accepting of the public and is known for her candy bowl.

Consent Agenda

Commissioner Ford moved, seconded by Vice-Chair Hutchinson, to

approve the consent agenda. The motion passed unanimously.

6. [Approval of Funding Agreement for Town of Cary Major Sports Venues Enhancements](#)

Attachments: [Cary Item Summary Tennis and Soccer Projects.docx](#)
[Cary Funding Agreement Final for approval draft.docx](#)
[Budget Memo - FY 2018 Major Facilities Capital.xlsx](#)

Commissioner Ford moved, seconded by Vice-Chair Hutchinson, to approve a funding agreement in the amount of \$1,067,150 with the Town of Cary subject to the terms and conditions acceptable to the County Attorney. The motion passed unanimously.

7. [Interlocal Agreement between Wake County and the City of Raleigh Regarding Public Safety Communications Services](#)

Attachments: [WECO ILA Agenda Item -bgupdate - 3-5.docx](#)
[Public Safety Communications Services ILA.DOC](#)
[Public Safety Communications Services ILA Exhibit 1.docx](#)
[Public Safety Communications Services ILA Exhibit 2.doc](#)
[Public Safety Communications Services ILA Exhibit 3.docx](#)
[Public Safety Communications Services ILA Exhibit A.pdf](#)
[Public Safety Communications Services ILA Exhibit B.DOCX](#)

Commissioner Ford moved, seconded by Vice-Chair Hutchinson, to authorizes the County Manager to execute an Interlocal Agreement (ILA) between Wake County and City of Raleigh regarding the City's ongoing delivery of public safety communications services via the Raleigh-Wake Emergency Communications Center. The motion passed unanimously.

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

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

Commissioner Ford moved, seconded by Vice-Chair Hutchinson, to adopt a Resolution appointing staff from the Town of Morrisville as Map and Plat Review Officers. The motion passed unanimously.

9. [Annual Approval of the Wake County Board of Alcoholic Control Travel Policy for the Fiscal Year 2019](#)

Attachments: [Annual Approval of the Wake ABC Travel Policy 6-19-17.docx](#)
 [Letter from ABC Board General Manager.pdf](#)
 [ABC Board Travel Policy.pdf](#)
 [ABC Board Legislation.pdf](#)

Commissioner Ford moved, seconded by Vice-Chair Hutchinson, to approve the Wake ABC Board's travel policy as conforming to the County's and direct the Clerk to send a copy of the March 19, 2018 Board minutes including such approval to the ABC Commission. The motion passed unanimously.

10. [Conveyance of Additional Utility Easements at the Richard B. Harrison Community Library to Bellsouth Telecommunications, LLC, d/b/a AT&T North Carolina](#)

Attachments: [AT&T Agenda Item.doc](#)
 [Existing \(2009\) AT&T Easement.pdf](#)
 [Site Map.pdf](#)
 [Exhibit B - Easement Plat.pdf](#)
 [AT&T Easement.pdf](#)
 [ATT W-9.pdf](#)

Commissioner Ford moved, seconded by Vice-Chair Hutchinson, that the board of Commissioners:

- 1. Approve the conveyance of additional utility easements at the Richard B. Harrison Community Library to Bellsouth Telecommunications, LLC, d/b/a AT&T North Carolina; and**
- 2. Accept the amount of \$2,800.00 from Bellsouth Telecommunications, LLC, d/b/a AT&T North Carolina as just compensation for this conveyance; and**
- 3. Authorize the Chairman to execute said easement document (along with any supporting documentation), subject to the terms and conditions acceptable to the County Attorney. The motion passed unanimously.**

11. [South Wake Improvements \(Convenience Center, Multi-Material and Household Hazardous Waste\) Project Budgeting](#)

Attachments: [BOC memo for SW Project 3-19-18.docx](#)
 [Budget Memo - FY 2018 Solid Waste Enterprise Fund.xlsx](#)
 [Budget Memo - FY 2018 Solid Waste Capital Fund.xlsx](#)

Commissioner Ford moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners appropriate \$238,260 in State White Goods revenue in the Solid Waste Enterprise Fund and transfer funding to CIP for Multi-Material Facility at South Wake Landfill. The motion passed unanimously.

12. [Convenience Center #11 Improvements Project Budgeting and Naming](#)

Attachments: [BOC memo for EW Improvements 3-19-18.docx](#)
 [Budget Memo - FY 2018 Solid Waste Enterprise Fund.xlsx](#)
 [Budget Memo - FY 2018 Solid Waste Capital Fund.xlsx](#)

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

1. Appropriate \$265,200 in State White Goods revenue in the Solid Waste Enterprise Fund, transfer funding to CIP for Multi-Material and Household Hazardous Waste Facility at Convenience Center #11 in Wendell; and

2. Rename the Convenience Center #11 to the East Wake Solid Waste Management Facility due to the recent expansion of facilities at the site. 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](#)
 [March 2018 refunds over \\$500.00](#)
 [March 2018 Refunds Under 500](#)
 [Daily Updates For Exemptions](#)
 [Daily Updates For Penalties](#)
 [Daily Updates For Special Situations](#)
 [Municipal Collection Report](#)
 [Wake County Collection Report](#)
 [Monthly In-Rem Foreclosure Report](#)
 [PFB Summary Report](#)

Commissioner Ford 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. [Wake County Public School System Capital Improvement Program Appropriations \(First Reading\)](#)

Attachments: [Item Summary.docx](#)
 [WCPSS CIP Appropriations Presentation.pdf](#)
 [BOC Resolution.docx](#)
 [Budget Memo - FY 2018 Debt Service Fund.xlsx](#)
 [Seven-Year CIP Appropriation Summary as of 4.2.18.pdf](#)
 [Board of Education Resolution.pdf](#)

Mr. Joe Desormeaux, Assistant Superintendent for facilities, Wake County Public School System, said that all the spring projects are moving along as scheduled. He shared a chart of the schools. He said the total request is \$54 million.

Commissioner Portman noted that as part of the seven year-plans, the funds can be drawn down as needed. He asked if Wake County Public School System has seen an increase in inflationary pressure. Mr. Desormeaux said Wake County Public School System is seeing an increase and the specific information would be brought before the board at a future meeting.

Commissioner Portman asked if best practices for safety are being considered for the new schools along with the renovations. Mr. Desormeaux said he is confident that best practices are being implemented to ensure student safety.

Chair Holmes asked for clarification of the location of Parkside Elementary. Mr. Desormeaux said the school is in RTP near Morrisville.

Commissioner Ford commented on the elevated cost for the Barton Pond Elementary School. Mr. Desormeaux said costs have been increasing over the years but this project is in line with the current market.

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

Public Comments

Ms. Angela Humphries, 6233 Winter Spring Drive, Raleigh, NC, spoke about the double water rates paid for the Wake Forest area of Wake County. She asked the board to speak with the City of Raleigh Public Utilities regarding affordability for the residents.

Chair Holmes said staff has been in communication with the City of Raleigh Public Utilities. She said there is a program to assist residents that cannot afford to pay for water services.

Mr. David Ellis, County Manager, said the Wake County Human Services Department does have a program for citizens that cannot afford their water utilities.

Commissioner West asked Mr. Ellis to provide a list of utility information for the board.

15. [Public Hearing to Consider Text Amendment OA-02-17 to the Wake County Unified Development Ordinance to Incorporate Changes in State Law Regarding the Processing of a New Subdivision Class](#)

Attachments: [Item Summary](#)
 [OA-02-17 UDO Changes Presentation.pdf](#)
 [OA-01-17 Staff Report.pdf](#)
 [Planning Board February 7, 2018 Minutes](#)
 [NC General Assembly Session Law 2017-10 \(Excerpt\)](#)
 [OA-02-17 Statement of Consistency Resolution](#)
 [OA-02-17 Ordinance Amendment Resolution](#)

Ms. Celena Everette, Wake County Planner II, shared the background of the current Uniform Development Ordinance (UDO).

- Currently the UDO provides for the processing of several classes of subdivisions
 1. Regular Subdivision (more than 3 lots)
 2. Minor Subdivision (no more than 3 lots)
 3. Exempt Subdivision (certain criteria apply for exemption)
 - The division of parcel into more than 10 acre tracts
 - The combination or recombination of lots

Division of land into cemetery plots

She shared information about the new state law.

- Session Law 2017-10
 1. Exempts from the definition of 'subdivision' the division of a tract of land in accordance with a probated will
 - The division of land meeting this criteria will be processed as a new type of exempt subdivision
 2. Adds a new subdivision class (minor-limited) for the division

of a tract of land in single ownership

- Parent tract must be greater than 5 acres, but less than 10 acres; no more than 3 lots result from the division; and other criteria must apply
- The new subdivision class (minor-limited) resembles the County's current minor subdivision

She shared how this effects Wake County. She said the Wake County Unified Development Ordinance must be amended to comply with the new state law.

- Article 8 and Article 19 will be updated to include the subdivision exempt criteria for division of land in accordance with a probated will
- Article 19 will be updated to add the new subdivision class for the division of a tract of land in single ownership
- The state law changes will occur within our current procedures, and will not cause significant changes to Wake County's processes

Vice-Chair Hutchinson said this is being mandated by the General Assembly and asked if staff knew why. Ms. Everette said the reason is unknown by staff but Wake County had a minor subdivision process in place and this adds an additional process.

Commissioner Portman asked for clarification on the differences in the subdivisions. Ms. Everette explained the state criteria requires a parcel of five to ten acres to qualify for a subdivision. The Wake county policy allows parcels as small as one acre to be subdivided as long as the criteria is met. She said the new state criteria provides an extra option.

Ms. Everette said there is no minimum standard for the easement as long as there is a permanent egress.

Chair Holmes opened the public hearing.

No one came forward.

Chair Holmes closed the public hearing.

Ms. Everette said that staff recommends approval of the text amendment.

Mr. Alan Swanstrom, Chair, Wake County Planning Board, said the Wake County Planning Board recommends the approval of the text amendment.

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

1. Find that Text Amendment OA-02-17 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 adopt the attached resolution confirming consistency. The motion passed unanimously.

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

2. Adopt the attached resolution to approve the proposed amendment to the Wake County Unified Development Ordinance as presented in Text Amendment OA-02-17. The motion passed unanimously.

16. [Public Hearing on the Resolution Declaring Costs and Preliminary Assessment Roll and Confirmation of Assessments for Banks Pointe Subdivision Road Improvements](#)

Attachments: [Item Summary](#)

[Banks Pointe Subdivision Presentation 03-19-18.pdf](#)

[Resolution Declaring Cost and Preliminary Assessment Roll and Confirmation of Assessments](#)

[Final Assessment Resolution February 1, 2016](#)

Mr. Tim Maloney, Wake County Planning, Development, and Inspections Director, shared the background of the request.

- February 2016 the Board received a petition from lot owners in the Banks Pointe Subdivision requesting County financing to improve the subdivision roads
- The petition was signed by 68 of 89 lot owners
- The Board agreed to finance the project in accordance with state law and County policy
- Purpose is to repair/improve the roads for acceptance into the NCDOT maintained highway system
- 100% of the project cost is equally assessed to each lot

He shared an update on the project.

- The project is now complete

- NCDOT Board of Transportation accepted the roads into the state maintained highway system on March 8, 2018
- State law requires the County to conduct today's public hearing to receive public comment and consider confirmation of the property assessment roll

He shared maps of the Banks Pointe Subdivision.

Mr. Maloney shared before and after photos of the subdivision.

He shared the estimated costs of the project.

- The initial project estimate was \$963,000
- The final project cost is \$863,674
- This equates to \$9,704.20 per lot (prior to interest charges)

He shared the payment methods available to citizens.

1. Pay in full, without finance charge, on or before May 31, 2018
OR
2. Pay up to ten (10) annual installments which shall bear interest at a fixed rate of 3.5% per year

He shared the property assessment terms.

- First installment with interest is due on June 1, 2018 and each successive year thereafter
- Minimum installment is \$970.42 plus interest
- The County has the authority to accelerate payments and/or foreclose on delinquent/unpaid assessments
- Assessments stay with the land when the property transfers

He shared the summary of the project.

Pursuant to NC General Statutes

- All property owners were notified of today's public hearing
- The Preliminary Assessment Roll has been filed in the Clerk's office for public inspection
- Upon confirmation of the assessment roll by the Board, each property owner will be notified of their property assessment and

payment options

Commissioner Burns commended staff for their work with the request. He asked Mr. Maloney to explain why developers are not required to carry maintenance bonds that cover these costs.

Mr. Maloney said the statute changed three years ago so the county can no longer demand a developer carry a maintenance bond. He said if a developer goes bankrupt, there is no way to hold them accountable for incomplete work.

Chair Holmes commended Commissioner Burns for his leadership on this issue. She said the state has tied the county's hands, but Commissioner Burns found a way to help the tax payers.

Commissioner Burns asked what other options the home owners had if the County had not assisted with financing. Mr. Maloney said their only other option was to pay for the repairs themselves.

Vice-Chair Hutchinson said this issue would be appropriate for the legislative agenda. He said if the state changed the law, the issue would be mitigated.

Commissioner Ford asked Mr. Chris Dillon, Assistant County Manager, to provide assistance with placing this on the legislative agenda.

Chair Holmes opened the public hearing.

A Banks Pointe resident thanked staff and the board for their work toward the issue.

Chair Holmes closed the public hearing.

Commissioner Burns moved, seconded by Vice-Chair Hutchinson, that the Board of Commissioners hold a public hearing and confirm the Resolution Declaring Cost and Preliminary Assessment Roll and Confirmation of Assessments for Banks Pointe Subdivision Road Improvements for Acceptance into the NC Department of Transportation Maintained Highway System. The motion passed unanimously.

17. [Public Hearing on a Request for Disinterment, Relocation, and Reinternment of Approximately 13 Graves Located at 4213 Green Level West Road to Oakwood Cemetery \(Petition GR-02-17\)](#)

Attachments: [GR-02-17 Item Summary.doc](#)
 [Grave Removal Powerpoint.pdf](#)
 [Mills Bullock Petition and Archaeological Report.pdf](#)
 [GR-02-17 Aerial.pdf](#)

Mr. Keith Lankford, Wake County Planner III, said the request is to move abandoned graves to Oakwood Cemetery. He said the purpose of the removal is to accommodate the sale of the property to allow for future development and to move the remains to a properly maintained cemetery where they will receive perpetual care.

He shared a chart of the petition profile.

He shared a map of the site and the archaeologist survey. He said the last burial was there in 1941.

- There are 13 possible graves with 5 inscribed tombstones
- The petitioner conducted genealogical research based upon the 5 known persons and identified 45 distant relatives and mailed them each a notification letter
- 4 responses received-none aware of these graves, no opposition to their removal and relocation

He shared the cemetery history.

He said no records or historical significance were found and no opposition to this request has been received.

- Capital Area Preservation
- Irene Kittinger, Wake County Cemetery Survey Group
- Town of Apex planning staff

He shared the grave removal process.

- Under NCGS, the remains are required to be reinterred in a suitable cemetery
- Work shall be performed by a licensed funeral director
- Wake County Environmental Services staff will observe the disinterment
- The petitioner (or funeral director) must record the Removal of Graves Certificate at the Register of Deeds Office after completing the reinternment

He shared the compliance information with North Carolina General Statute.

- Legal notices appeared in the News and Observer newspaper on October 9th, 16th, 23rd and 30th, 2017
- The remains will be reinterred in Oakwood Cemetery at 701 Oakwood Avenue, near downtown Raleigh, where they will receive perpetual care
- Planning staff posted the required notification sign at the property on March 6th, 2018
- No opposition has been received

He shared the staff findings.

1. The petitioner has fulfilled all of the requirements outlined by the North Carolina General Statutes
2. Removal of the cemetery is necessary to accommodate the sale of the property for future development by others
3. The remains will be reinterred in Oakwood Cemetery where they will receive perpetual care
4. No opposition to the removal and relocation of the cemetery
5. No evidence of any historical significance and its removal and relocation would not be detrimental to the general welfare of the County

Chair Holmes asked if the cost will be covered by the developer. Mr. Lankford said the developer is responsible for all cost.

Chair Holmes asked for clarification that the removal process will be handled respectfully for the families.

Mr. Lankford said the families were contacted and offered other relocation options. He said Oakwood Cemetery has space for the graves.

Chair Holmes asked what will happen to the graves that are not marked. Mr. Lankford said in majority of the cases, there is no marker. He said there are different cases and the state law requires if there is a marker that it be reinstalled or buried with the remains.

Commissioner West asked if there has been a trend with the relocations. Mr. Lankford said the county and petitioner checked all databases to identify the remains. He said that there may be thousands of unknown graves. He said all efforts are made to make identification. He said most of the graves are found by a surveyor when a family property is sold.

Commissioner Ford said as land develops, there may be more graves found. He suggested additional follow up with graves that do not have markers.

Mr. Jeff Palmer, Shenandoah Homes, said there will be a story board that explains where the graves originally were located and where they were moved to. He said Oakwood Cemetery is very nice and many historic people are buried there.

Commissioner West asked if there is a standard process for reinternment. Mr. Palmer said the state mandates the process.

Chair Holmes opened the public hearing.

Ms. Angela Humphries said other efforts should be made to identify families of the deceased.

Mr. Lankford said the petitioner is a licensed archaeologist and they have procedures to follow. He spoke of a site at N.C. State University that was particularly challenging. He shared examples of sites that have recently been excavated. He said the excavators examine an additional ten foot perimeter to ensure no further remains are left on the site.

Commissioner Calabria asked if the story board will be updated if more remains are identified. Mr. Lankford confirmed that will happen.

Chair Holmes asked if county environmental staff will be present during the excavation. Mr. Lankford said a staff person from the Wake County Health Department will be present as well as a licensed funeral director.

Chair Holmes closed the public hearing.

Vice-Chair Hutchinson moved, seconded by Commissioner Burns, that the Board of Commissioners approve the disinterment, relocation, and reinterment of approximately 13 graves from a 20.49-acre property located at 4213 Green Level West Road to Oakwood Cemetery. The motion passed unanimously.

18. [Establish a Department Director Position to Lead the County's Housing Affordability Strategy and Services](#)

Attachments: [Housing Director position-Ben edits.docx](#)
[Budget Memo - FY 2018 Housing.xlsx](#)

Mr. David Ellis, County Manager, said several board members attended the Habitat for Humanity Breakfast this morning and heard concerns about

affordable housing. He said Wake County has been aggressive in addressing the issue and supporting the plan.

Ms. Regina Petteway, Human Services Director, said that she is supportive of the strategy. She said the consolidated organizational structure of Human Services did not include housing and transportation.

Ms. Alicia Arnold, Wake County Housing and Transportation Director, said that this plan will keep affordable housing moving forward.

Commissioner West said that affordable housing is an integral part of planning for the future of Wake County. He said a comprehensive holistic plan would aid the process.

Mr. Ellis commented on the strong partnership between Human Services and Environmental Services. He said there will be a similar partnership with Housing and Transportation.

Commissioner West spoke of eliminating silos and being supportive of social determinants of health.

Ms. Petteway said that housing, food security, and other areas fit together and resourcefulness is necessary to fit everything together.

Commissioner West said it is best to create a vision and develop a structure around the vision.

Commissioner Ford said the new position puts the county in the direction it needs to go. He said affordable housing will improve the quality of life and he looks forward to supporting it.

Vice-Chair Hutchinson said adding this position is a great step forward for Wake County to work with the private sector and non-profits to move affordable housing forward.

Commissioner Portman said that surplus property for affordable housing and a sustaining fund is a concept that will assist in the process. He said he would like to see a model developed to provide more affordable housing.

Mr. Ellis said that this is an opportunity to change and become a more assertive organization for the community. He said being assertive is necessary to succeed.

Ms. Arnold said adding this position is a huge step in addressing affordable housing.

Commissioner Calabria commended staff for the work that has been done. He asked what other municipalities and towns are doing to address affordable housing.

Mr. Ellis said The City of Raleigh has a robust housing department and they are active in the community and addressing affordable housing.

Ms. Arnold said the City of Raleigh and the Town of Cary have their own funding for affordable housing but her department is responsible for the remainder of the county. She said her staff provides the municipalities the tools to make a difference.

Chair Holmes said the new position is a staff recommendation and will allow for greater preservation for affordable housing in Wake County. She commended the Affordable Housing Task Force and its work. She said that the community is eager to see progress in this area. She commended staff for bringing this forward.

Chair Holmes moved, seconded by Commissioner Ford, that the Board of Commissioners approve the establishment of a 1.00 FTE department Director position to lead and implement the Board of Commissioners' 20-Year Comprehensive Affordable Housing Plan, and as the first step in the establishment of a new County department focusing on housing affordability strategy and services. The motion passed unanimously.

19. [Approval of Schematic Design for the Wendell Falls Public Safety Center](#)

Attachments: [Wendell Falls SD Item Summary](#)
 [Wendell Falls Presentation.pdf](#)
 [Programmatic Space Summary](#)
 [Project Cost Summary](#)

Mr. David Rutherford, Wake County Facilities Design and Construction Senior Project Manager, said the Board of Commissioners approved the purchase of 2.76 acres in Wendell for construction of a new joint FIRE/EMS substation.

He shared maps of the area.

He shared the Wendell Falls Land Purchase Concessions, which are being provided by the seller at no additional cost.

- Increased Lot Size by ¼ Acre at No Cost to Accommodate Fire Station Plan.

- Cleared and Rough Graded the Lot
- Constructing Taylor Road and Side Yard Driveway Access Road
- Increased Pavement Design of Access Road to Accommodate Fire Apparatus
- Extended All Utilities to Property Line
- Providing Corporate Storm Water BMP w/ Minor Construction Contribution by the County

He said the facility and land will be owned by the county, the fire services will be managed by the Wendell Fire Department, and the EMS function will be managed by Eastern Wake EMS.

Mr. Mike Espisito, ADW Architects, shared the site plan. He described the interior of the building and the functions. He shared photos of the neighborhood and views from the various entries. He said the materials used have a life span of at least fifty years. He spoke of the sustainable features on the site. He said that the Wake County Citizens' Energy Advisory Commission will meet again to discuss the project

Mr. Rutherford shared a chart the project budget. He said the total projected cost is \$7,023,000.

Commissioner Burns asked about the solar roof and cistern capability. Mr. Rutherford said there would be solar roofing and he would provide the cistern information back to the board in the future.

Vice-Chair Hutchinson asked for an update on the collaboration with the Town of Wendell. Mr. Rutherford said they considered partnering with the Town of Wendell and including a police substation at the new location. After completing the studies, it was decided that the space was not adequate but the Wendell Town Council is supportive of the project.

Chair Holmes said she spoke with the Mayor of Wendell and he is very supportive of the project.

Commissioner Calabria noted that other commissioners have seen fire stations that included affordable housing above a fire station. He asked if that was considered for this location. Mr. Rutherford said it was considered but the land available was not sufficient for housing in addition to the fire station.

Mr. Mark Forestieri, Wake County Facilities, Design, and Construction, said he was aware of the concept, but the site did not offer the opportunity for affordable housing. He said the area referenced is an urban area, which

was more suitable for housing.

Chief Brian Staples, Fire Chief, Wendell Fire Department, said that Wendell Falls has grown daily and the call volume will increase in the area when it is fully developed. He said the rural area will also benefit from the new facility. He said the facility will be near to Hwy 64, which will improve response time for Wendell as well as other rural Wake County communities.

Commissioner Portman asked how the costs of this new Fire/EMS Station compares to others around the county. Mr. Rutherford said the land cost and site development were at an advantage to the county and the cost of the building structure is similar to others.

Commissioner Portman asked for confirmation of the funding source. He asked if it was cash or debt funded. Ms. Johnna Rogers, Deputy County Manager, confirmed this is a cash project.

Commissioner Calabria moved, seconded by Commissioner Burns, that the Board of Commissioners approve the schematic design for the Wendell Falls Public Safety Center. The motion passed unanimously.

20. [Award of a Construction Contract for the new Fuquay-Varina Library](#)

Attachments: [Fuquay Library GC Award Agenda.docx](#)
[Fuquay-Varina Library Presentation.pdf](#)
[FV Library Bid Tab 031918.pdf](#)
[FV Post Bid Addendum 031918.pdf](#)
[FV Project Cost Summary.pdf](#)
[Budget Memo - FY 2018 Libraries CIP.xlsx](#)

Mr. John De Haro, Project Manager, Facilities, Design, and Construction, shared library information, design elements of the site, and elements of the library.

He shared the sustainable strategies of the new library. He said the location of the new site will create a campus setting when the new site is combined with the existing regional center.

He said the site is solar ready and will incorporate native plants. He shared a chart of the total budget for the project.

Mr. De Haro said there will be an RFP advertised this summer for public art at the new site. He shared a chart of the project time schedule.

Commissioner Portman asked how the this project compares to the Middle Creek Library. Mr. De Haro said this library is 10 percent larger than Middle Creek but the programming will be similar.

Commissioner Portman asked if the cost of \$700 per square foot is typical. Mr. De Haro said the project cost of \$7 Million is higher that normal due to the size of the lot but the cost of the building is comparable to others.

Commissioner Calabria said that the community is eager for the library to open. He asked that staff make the project timeline public so the residents are informed.

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

1. Award a construction contract for the new Fuquay-Varina Library to TCC Enterprises, Inc. of Louisburg, NC; which incorporates the base bid, acceptance of alternates 1 and 2, and acceptance of post bid addendum No. 1, for a total amount of \$4,499,000; and

2. Appropriates \$882,000 in 2007 General Obligation Bonds for the construction of the Fuquay-Varina Community Library. The motion passed unanimously.

Appointments

21. [Alliance Behavioral Healthcare](#)

Attachments: [Alliance Item Summary 3-18.docx](#)
 [Alliance Member List 1-29-18.pdf](#)
 [Alliance Applicants 3-27-18.pdf](#)
 [Alliance App Roster 3-27-18.xlsx](#)
 [Alliance Bd Choices 3-27-18.xlsx](#)
 [Alliance Attendance 1-29-18.JPG](#)

Vice Chair Hutchinson nominated Mr. Donald McDonald for appointment.

Commissioner West asked how many vacancies are left for this board. Vice-Chair Hutchinson confirmed there are two more vacancies.

22. [Board of Adjustment](#)

Attachments: [Board of Adjustment Item Summary 2.doc](#)
 [BOA Member List.pdf](#)
 [BOA App Pkt.pdf](#)
 [BOA App Roster.xlsx](#)
 [BOA Board Choices .xlsx](#)
 [BOA Attendance.xlsx](#)

Vice Chair Hutchinson nominated Ms. Lisa Humphreys for appointment.

23. [Citizens Energy Advisory Commission](#)

Attachments: [Citizens Energy Item Summary.docx](#)
 [Citizens Energy Member List.pdf](#)
 [Citizens Energy Applicants 1-30-18.pdf](#)
 [Citizens Energy App Roster.xlsx](#)
 [Citizens Energy Board Choices .xlsx](#)
 [Citizens Energy Attendance.xlsx](#)

Vice-Chair Hutchinson nominated the following for reappointment:

Ms. Robin Aldina
Mr. Mike Kasopsky with a suspension of the rules of term limits
Mr. Robert Leker with a suspension of the rules of term limits
Mr. John Miller
Ms. Jennifer Royle

24. [Commission for Women](#)

Attachments: [Commission for Women Item Summary.doc](#)
 [Commission for Women members.pdf](#)
 [Commission for Women Applicants.pdf](#)
 [Commission for Women App Roster 2.xlsx](#)
 [Comm for Women Bd Choices 2.xlsx](#)

The appointments were deferred to a future meeting.

25. [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](#)

The appointments were deferred to a future meeting.

26. [Historic Preservation](#)

Attachments: [Item Summary Historic Preservation.doc](#)
 [Historic Preservation Member List 12-11-17.pdf](#)
 [Historic Preservation App Pkt.pdf](#)
 [Historic Preservation App Roster 3-5.xlsx](#)
 [Historic Preservation Board Choices .xlsx](#)
 [Historic Preservation Attendance 2017.xlsx](#)

Vice-Chair Hutchinson nominated Ms. Mary Beth Carpenter for appointment.

27. [Holly Springs Board of Adjustment](#)

Attachments: [Holly Springs BOA Item Summary.doc](#)
 [Holly Springs Letter of recommendation-Semmens 1-29-18.pdf](#)
 [Holly Springs Member List.pdf](#)

Vice-Chair Hutchinson nominated Ms. Lois Semmens for appointment.

28. [Town of Morrisville Planning and Zoning](#)

Attachments: [Town of Morrisville Planning and Zoning Item Summary.doc](#)
 [Town of Morrisville Recomm Ltr Toterhi.pdf](#)

Vice-Chair Hutchinson nominated Mr. Tim Toterhi for appointment.

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29. [Wake County Water Partnership](#)

Attachments: [Water Partnership Item Summary 12-5-17.doc](#)
 [Water Partnership Members 2017.docx](#)
 [Water Partnership Applicants 3-17-18.pdf](#)
 [Water Partnership App Roster.xlsx](#)
 [Water Partnership Bd Choices.xlsx](#)
 [2018 Attendance Record Water Partnership.xlsx](#)

The appointments were deferred to a future meeting.

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

30. [Upcoming Vacancies](#)

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

31. [Growth, Land Use and Environment Committee](#)

Commissioner Burns provided an update from the recent Growth, Land Use, and Environment Committee meeting. He said there was discussion about the use of native plants at new construction sites. He said the board will receive the full report soon.

He said the committee also received an update on the energy performance guidelines, which are very exciting. The board will receive an update on that at a future meeting as well.

Commissioner Burns said the committee also discussed the completed road improvements in Banks Pointe subdivision. He said the Planning Department received two new petitions for assistance from Rose Hall and Mallards Crossing subdivisions.

Chair Holmes said that she would like a cost differential explanation of the native plants vs. the other plants being used. Commissioner Burns said that will be part of the presentation for the full board.

Closed Session

Mr. Scott Warren, County Attorney, said there was no need for a Closed Session.

Other Business

Chair Holmes said that the Board of Commissioners held a Board Planning Retreat this past Saturday, March 18, 2018. She thanked the Finance and Budget Team for presenting the information to the board. She

said the format is different for accomplishing the priorities of the board. She believes the new format is positive and she thanked Ms. Johnna Rogers, Deputy County Manager, for all her work on the recent retreats.

She said Commissioner Burns and Portman joined her at the Habitat Blueprint Breakfast this morning. She said the event was a success and thanked Habitat for Humanity for supporting the Affordable Housing initiative.

Commissioner Burns said that he attended the National Association of Counties (NACO) Legislative Conference in Washington, D.C. along with Commissioner West, Vice Chair Hutchinson, and Chair Holmes. He said that commissioners were able to speak to their congressional delegation. He said the Wake County is more advanced than surrounding counties. He thanked the County Managers' office for their leadership.

Chair Holmes noted the sessions she attended at the conference. She agreed that Wake County is more advanced than many other counties.

Vice-Chair Hutchinson said that the Northern Wake Fire Department Annual Banquet was held Saturday evening and he commended the fire department for their work.

Commissioner Portman said the Apex Police Department held a human trafficking event recently and he applauded their efforts in addressing this issue. He noted there was action at the White House yesterday about the opioid crisis. He said federal funding has been identified for drug courts as well as treatment for addicts. He noted that many of the issues discussed at the budget retreat on Saturday were beneficial to future planning. He said there will be challenges in providing funding for all the requests.

Commissioner West said context and content were shared at the retreat, which helps the board make informed decisions. He said the State Association of Black Commissioners received a report on the state of poverty and innovative projects in the eastern part of the state.

Chair Holmes said the Stars of the East event took place recently and she thanked the East Wake Education Foundation for their work on the program.

Commissioner Portman commended the talent, art, and music of the Stars of the East Program.

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

Attachments: [Informational Items Item Summary.docx](#)
 [Interim Financial Statements for Period Ending February 28 2018.pdf](#)

Adjourn

Vice-Chair Hutchinson moved, seconded by Commissioner Ford, to adjourn the meeting. The motion passed unanimously.

Respectfully submitted,

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