



Wake County

301 South McDowell Street
Raleigh, NC

Meeting Minutes Board of Commissioners

Monday, June 15, 2020

2:00 PM

Wake County Justice Center

Regular Meeting - Budget Adoption - Meeting Held Remotely

Meeting Called to Order: Chairman Greg Ford

Chairman Ford said there will be some special retirements recognized today. He also acknowledged Pride month.

This agenda item was approved.

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

Others Present: David Ellis, County Manager; Scott Warren, County Attorney; Denise Hogan, Clerk to the Board; Yvonne Gilyard, Deputy Clerk to the Board; Emily Lucas, Chief Financial Officer; Michelle Venditto; Budget Director; Ben Canada, Assistant to the County Manager; and Michelle Cerett, Executive Assistant to the Board.

Pledge of Allegiance

Invocation: Commissioner Matt Calabria

Chairman Ford noted that Commissioner West is having technical issues and will join the meeting at a later time.

Items of Business

1. Approval of Agenda

Commissioner Evans moved, seconded by Commissioner Calabria, to approve the agenda. The motion carried as follows:

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

Absent: 1 - Commissioner West

2. Approval of the Minutes of the Regular Meeting of June 1, 2020, the Budget Public Hearing of June 2, 2020 and the Budget Work Session of May 27, 2020

Commissioner Hutchinson moved, seconded by Vice-Chair Adamson, to approve the minutes of the Regular Meeting of June 1, 2020, Budget Public Hearing of June 2, 2020, and the Budget Work Session of May 27, 2020. The motion carried by the following vote:

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

Absent: 1 - Commissioner West

3. Retiree Recognition

Attachments: [Item Summary Retiree Recognition 6-15-20.docx](#)

County Manager, David Ellis, recognized Regina Petteway, Human Services Director, on her retirement.

Ms. Petteway thanked the county for the opportunity to represent the county. She said she would never live anywhere other than Wake County. She said she is honored to have worked for Wake County.

Commissioner Holmes acknowledged Ms. Petteway's actions related to vulnerable communities. She said she will miss Ms. Petteway greatly.

Commissioner West joined the meeting.

Commissioner West recognized the work of Ms. Petteway and said it is an honor to have worked with her. He said the work that Ms. Petteway has done for vulnerable communities is priceless. He said he is proud to have served as the liaison for the Human Services Board. He noted the changes Ms. Petteway has brought to the Human Services Department.

Vice-Chair Adamson said she will greatly miss Ms. Petteway. She said many people in this county are better off due to the efforts of her.

Commissioner Calabria said Ms. Petteway may have the hardest job in the county. He said every instance he has encountered Ms. Petteway has been

delightful. He said she is fast and thorough at everything she does. He thanked her for her work on food security and everything she has done for the county.

Commissioner Hutchinson thanked Ms. Petteway for her leadership in Human Services and Wake County. He said she has been an asset to the Population Health Task Force.

Commissioner Evans said Ms. Petteway's reputation is remarkable. She said Health and Human Services is a lot of responsibility and Ms. Petteway has done a great job. She thanked Ms. Petteway for her service to the citizens of Wake County.

Chairman Ford thanked Ms. Petteway for her commitment and contributions to Wake County. He said Ms. Petteway is professional, responsive, and respectful. He said it is easy to lose the focus in today's world, but Ms. Petteway always took the best interest of the citizens into consideration.

Ms. Petteway thanked the board for their comments and for allowing her to be part of the county.

Chairman Ford recognized Ms. Denise Hogan, Clerk to the Board, for her retirement, and shared the following statement:

"Denise Hogan started with Wake County in 1992 and has served the people of Wake County for 28 years. She spent her first Seven (7) years with the county's Health Department and later Human Services, then started with the Clerk's Office in February 1999. In the early 2000s, Denise was a student while she worked full-time. She earned a business degree from Wake Tech in 2007. During her time with Wake County Denise earned several promotions, culminating in the Board of Commissioners appointing her Clerk to the Board in 2015. During her two decades in the Clerk's Office, Denise has served with 14 board chairs, and over 25 commissioners. Denise received the Master Clerk Certification from the NC Association of County Clerks. During her time as Clerk to the Board, Denise has overseen a number of changes. This includes implementing the Granicus board management platform, which staff and commissioners use every day to manage meetings and record minutes. She has been active in her profession, serving on the Board of Directors for the NC Association of County Clerks and joining the International Institute of Municipal Clerks. We thank Denise for her nearly three decades of service to Wake County and wish her a wonderful retirement."

Ms. Hogan thanked Chairman Ford for his comments and for the plaque honoring her service. She said, "My retirement comes with much

excitement and reflection. As this chapter of my life comes to a close, I'd like to say that it has been with great pleasure working for Wake County for the past 28 years. I have been blessed to have worked with many wonderful staff and leaders through the years. While I look forward to enjoying my retirement, I will miss so many of the friendships that I have developed that will last me well into the future.

To my staff in the Clerk's office, that will carry on my work after I retire, you all will be missed. They have become like family to me. Portia and I have had the opportunity to work together for 21 years of my 28 years at Wake County.

I am proud and honored to have worked with the Wake County Board of Commissioners as the Clerk to the Board and for being a part of Wake County's Leadership Team. Wake County has given me opportunities to grow and advance through the years. While in Wake County, I have met challenges, experienced educational opportunities, and have I have encountered staff that have provided me with good advice, direction, and guidance to lead me in the right direction to achieve my goals."

Today I thank the board and staff for recognizing my time served here in Wake County, and I'd like to conclude with this quote from Fred Rogers "Often when you think you're at the end of something, you're at the beginning of something else."

Commissioner Hutchinson said Ms. Hogan has always been loyal to the board. He said she brought an incredible professionalism to the board. He thanked her for her years of service and wished her well.

Commissioner Evans said this is a bitter sweet time for the board. She thanked Ms. Hogan for all her help when she was newly elected to the board. She said Ms. Hogan brings an amazing amount leadership to the office.

Commissioner Calabria said Ms. Hogan has served as Clerk through the best and worst times. He said she always served as a mentor to the board.

Vice-Chair Adamson said she came into the office today so she could be close for Ms. Hogan's last day. She thanked her for her help and kindness.

Commissioner West said when he joined the Board of Commissioners, Ms. Hogan was a great asset. He said the Clerk's office does a tremendous amount of work. He said she has created a very devoted team under her leadership. He shared a quote "Your position gives you authority, but your attitude gives you respect."

Chairman Ford said the county works under a strong county manager form

of government. He said the Clerk, the County Manager, and the County Attorney are the only direct reports to the board.

Mr. Ellis thanked Ms. Hogan for her leadership and said she will be greatly missed.

Mr. Scott Warren, County Attorney, said today is a sad day for the county. He said Ms. Hogan is kind, loyal, friendly, and professional. He said it will be difficult to replace her and she has been a blessing to his staff and the county.

Chairman Ford said Ms. Hogan will be greatly missed.

Manager's Report

4. Update on Wake County's COVID-19 Response

Attachments: [Item Summary - COVID-19 Update 6-15-20.docx](#)
[COVID-19 Update 06.15.20 PPT.pdf](#)

Mr. Ellis said today marks the 104th day that Wake County's Emergency Operations Center has been activated in response to the COVID-19 pandemic. At this point in time, it looks as if we'll continue to be activated in some way, shape or form for the foreseeable future.

He said over the past 3-and-a-half months, our staff have navigated the unknown, and nimbly responded to this unprecedented pandemic. He said he could not be prouder to be a part of Team Wake, especially after seeing how our employees have stepped up to serve outside of their normal jobs.

Mr. Ellis said he will provide an update on our response efforts and talk about where we've been, where we are, and where we're heading. As you know, we're three weeks into the "Safer at Home" phase of the Governor's plan to ease restrictions. He said we transitioned to this phase on Friday, May 22, and staff still have a couple of weeks left before the Governor determines if we'll move into the next phase of reopening.

He said as of today, I'm not sure what will happen and that's because Wake county, along with the rest of the state, are seeing some of the trends going in the wrong direction. If that continues, it will be difficult to justify easing restrictions further.

Mr. Ellis said as a reminder, the 4 criteria the county and state are reviewing include:

- The number of cases with COVID-19-like symptoms

- The number of COVID-19 cases confirmed daily by labs
- The percentage of tests that are positive
- Hospitalizations of COVID-19-positive patients

He said after our Stay-at-Home order, all these trends were decreasing. Today; however, it's a different story.

Mr. Ellis said Wake County now has the second highest number of positive cases in the state at more than 3,100. Mecklenburg is the only other county in the state with more positive cases than we have. However, in a bit of good news, I am happy to report that Wake County currently has the lowest case load for every 10,000 residents out of the most heavily populated counties in the state.

He said according to the NC DHHS website, Wake County currently has 25 cases of COVID-19 for every 10,000 residents. That's compared to Mecklenburg's 60 cases, Chatham's 107 cases and Durham's 78 cases. Still, we know that COVID-19 doesn't respect county lines, and we all need to work together to slow the spread.

Mr. Ellis said as we look deeper at our analytics, we've also learned that COVID-19 is disproportionately affecting the Latino community in Wake County. They make up about 10 percent of our population overall, but they represent 42 percent of the positive cases we're seeing. He said to help lower that percentage, we're working with Hispanic media outlets and organizations to ensure our public health and safety messages about the virus are reaching the Spanish-speaking community.

Mr. Ellis said in addition to race data, there are two other data points that are particularly concerning for us. The first one is the percentage of COVID-19 cases that are positive, which is now on a slight decline, but over the past few days, it's been steadily increasing.

He said the second data point is the number of hospitalizations due to the virus, which is going up. He said because of the trends we're seeing; we're asking residents to do their part to slow the spread of the virus. To help get the trends going in the right direction again, we all need to be vigilant and take personal responsibility for our actions.

Mr. Ellis said at the county level, the EOC has been laser focused on launching and supporting drive-thru testing. Since June 1st, our public health team has been offering free drive-thru testing 5 days a week at different sites across the county.

Mr. Ellis showed a 1-minute video that illustrates how our drive-thru testing sites work. He said our drive-thru testing efforts provide a quick, easy and

free way for at-risk groups to access testing. He shared the list of people who are targeted for testing:

- Have COVID-like symptoms
- Have come in close contact with someone who is positive
- Are healthcare workers or first responders
- Work in a high-traffic places
- Are 65 years old or older
- Have underlying health conditions
- Are a member of a vulnerable or historically marginalized population
- Are a frontline worker in a setting where social distancing is difficult, or
- Attended a mass gathering despite our strong recommendation against doing so

Mr. Ellis said since launching the drive-thru testing efforts, we've tested more than 2,000 people at locations in Raleigh, Fuquay-Varina, Wendell and Zebulon. That's in addition to the thousands of tests private businesses and providers are offering. He said People are flocking to the testing website to get information and make appointments for drive-thru testing.

He said since June 1, the site has gotten more than 20,000 unique pageviews so we know people are interested in this topic. He said so far, we've conducted drive-thru testing at the Wake County Commons, the Southern Regional Center and Hephzibah Baptist Church.

Mr. Ellis said today, the county kicked off testing at Zebulon Magnet Middle School and, in the coming weeks, we'll expand to additional locations in parts of the county where the data show there are gaps and testing is needed. While we're making progress on testing, the state is challenging us to do even more.

Mr. Ellis shared that Dr. Cohen has asked us to increase our testing capacity tenfold due to the rising trends we're seeing across the county. He said the county is evaluating our operations to determine how we can work towards meeting that challenge. We need to change the trend lines, so we are better situated to ease restrictions on businesses, schools, and continue reopening.

Mr. Ellis said the success of our drive-thru testing is possible, because of the extraordinary efforts of Team Wake. He applauded the hundreds of employees who have stepped up beyond their normal duties to help make the process possible. Among those are more than 100 Human Services employees who answered the call to volunteer as test patients at a practice run for drive-thru testing, the staff who operate the sites five days a week, and the 55 librarians who are now working as contact tracers to help

identify people who may have been exposed to a positive case.

He said they've made about 300 phone calls to people who have come in close contact to folks who have COVID-19 since drive-thru testing started. He said we're also working hard to help our small business community, which has been hit hard financially by the pandemic.

Mr. Ellis said our Wake Forward program has received 973 applications for loans from small business owners and sole proprietors to help them survive the impact of COVID-19. The requests received total \$32 million, with the average request being \$33,000. He said as you know, Wake Forward funds are to be allocated after state funding is exhausted.

Mr. Ellis said staff are also working hard to help those who are struggling is food security. With the help of 28 partner organizations, we have served nearly 1.7 million meals and more than 20,000 produce boxes or bags of food. He said we did this at more than 30 schools and 150 community sites across the county. This is important work, and I'm grateful to the many people who spent many hours making it possible.

He said staff also continues to find new and creative ways to offer services during this period of "Safer at Home." Libraries have created a virtual Summer Reading Program, so parents can keep their kids entertained and learning while school is out. This morning they launched the Books on the Go Program, which enables residents to pick up books from 8 different libraries in a contact-free way, so they can continue to feed their love of reading.

Mr. Ellis said Parks, Recreation and Open Space Division now has virtual tours available. He said they're a unique way to learn and enjoy nature at the same time and, this year, because the beloved goats at Historic Oakview County Park couldn't be celebrated in person for their annual Birthday Bash, park staff created a pen-pal program, so kids could write letters wishing the goats a happy birthday, and yes, the goats wrote back!

He said as you can see, our response to COVID-19 is extensive, and Wake County is committed to ensuring the health and safety of our residents through our efforts. As always, we'll continue to evolve our operations as needed, based on CDC and state guidance and best practices, as we all continue to learn more about this virus.

He said he hopes that the trends will decrease this summer and fall, so we can ease restrictions on schools and businesses more widely and find our way to a new normal. He said that progress depends on each of us.

Mr. Ellis concluded by encouraging everyone to follow the three W's:

- Wear a mask
- When you're out in public, wait six feet apart from other people, and
- Wash or sanitize your hands frequently

Chairman Ford thanked Mr. Ellis for the update and for his dedication to the county during these difficult times.

Commissioner Calabria asked if the Federal funds will be able to be used to cover budget shortfalls. Mr. Ellis said there have been discussions, but no decisions have been made.

Commissioner Holmes thanked Mr. Ellis for the update. She said she has received letters from citizens regarding postage for their absentee ballots. She said her understanding is that the county is prohibited from paying the postage. Mr. Ellis said Mr. Chris Dillon, Assistant County Manager, is looking into options. He said CARES funding is not permitted to be used for election purposes. He is awaiting further clarification from the General Assembly and will share information with the board as it becomes available.

Commissioner Evans said she has received communication from citizens regarding the use of face coverings. Mr. Ellis said the county is following the guidelines of the Governor's office and the CDC as it relates to face covering.

Chairman Ford said he talked with Mayor Mary-Ann Baldwin, City of Raleigh, just prior to the meeting today. He said they discussed the use of face coverings in public if you are not able to social distance. He said wearing a mask in public is a courtesy to others. He said conversations are taking place regarding a face covering policy. He said he also spoke with Mayor Coley of Morrisville. He said the Mayors of Wake County are meeting later today, and they will be discussing the face covering policy as well.

Vice-Chair Adamson said she received information that the Governor may be mandating face coverings for the entire state.

That the Board of Commissioners receives the information as presented.

Consent Agenda

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

5. Sale of County Surplus Property along Old Cascade Drive, Garner, NC

Attachments: [Item Summary - Surplus Property Sale of 10 Foot Strip near Garner.docx](#)
[Old Cascade Area Map.docx](#)
[Old Cascade Drive Tax Info.pdf](#)
[Offer to Purchase - Old Cascade Drive.pdf](#)
[NOTICE OF OFFER TO SALE.doc](#)

Commissioner Holmes requested that the proceeds from the sale of this property be used for affordable housing.

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

- 1. Declare the subject property “Surplus”, in accordance with North Carolina General Statutes (NCGS);**
- 2. Accept the \$600 offer for the purchase of approximately .12 acres of subject property, subject to a 10-day upset bid process in accordance with NCGS §160A-269 and;**
- 3. Direct the County Manager to execute a contract for sale of that property subject to the terms and conditions acceptable to the County Attorney; and**
- 4. Authorize the Chairman to sign the deed and any other documents necessary to convey the subject property to the highest bidder, subject to the terms and conditions acceptable to the County Attorney. The motion passed unanimously.**

6. Request by John P. and Myrna Schortinghouse to Correct the Deed Description for 8201 Riley Hill Road, Zebulon, NC

Attachments: [8201 Riley Hill Road - Agenda Item.doc](#)
[8201 Riley Hill Road Site Map.pdf](#)
[8201 Riley Hill Road Recombination Survey.pdf](#)

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

- 1. Approve the request from John P. and Myrna Schortinghouse to correct their deed description for their property at 8201 Riley Hill Road,**

and direct staff to begin the correction process pursuant to N.C.G.S. § 47-36.1; and

2. Authorize the Chairman to execute all documents necessary to effectuate the said exchange of property, subject to terms and conditions acceptable to the County Attorney. The motion passed unanimously.

7. Subordination of an Affordable Housing Loan for Granite Falls Apartments in Rolesville, NC

Attachments: [Agenda Item](#)
[Granite Falls Site Map.pdf](#)

Commissioner Evans moved, seconded by Vice-Chair Adamson, That the Board of Commissioners approve a subordination request for Granite Falls Apartments, an affordable rental development located in Rolesville, NC, subject to terms and conditions acceptable to the County Attorney. The motion passed unanimously.

8. Resolution to Modify the Alert, Wake New Hope and Wendell Holmes Fire Insurance District Boundaries

Attachments: [Agenda Item - Alert-Wendell Holmes-Wake New Hope District Realignment.docx](#)
[Resolution - modification of Alert, Wake New Hope and Wendell Holmes Fire Insurance Boundaries.doc](#)
[FIRE_AlertWendell_Analysis_May2020.pdf](#)
[FIREINS_NewAlert_ISO_May2020.pdf](#)
[NCDOT Email Approval for Alert & Wendell Holmes.pdf](#)
[Eastern Region Fire Chiefs Approval.pdf](#)

Commissioner Evans moved, seconded by Vice-Chair Adamson, that the Board of Commissioners adopt a resolution modifying the boundaries of the Alert, Wake New Hope and Wendell Holmes Fire Insurance Districts. The motion passed unanimously.

9. Approval of the Community Use of Schools Joint Use Master Agreement

Attachments: [Item Summary Community Use of Schools Agreement.docx](#)
[WCBOE WC Community Use JUA.pdf](#)
[WCBOE WC Community Use JUA Exhibit A.pdf](#)
[WCBOE WC Community Use JUA Exhibit B.pdf](#)
[WCBOE WC Community Use JUA Exhibit C.pdf](#)
[WCBOE WC Community Use JUA Exhibit D.pdf](#)

Commissioner Evans moved, seconded by Vice-Chair Adamson, that the Board of Commissioners approve the attached agreement with the Wake County Board of Education for Continuation of the Community Use of Schools Program. The motion passed unanimously.

10. Terminate Memorandum of Agreement between Wake County and Wake Technical College for Joint Use of Fueling Facility on Wake Tech Campus

Attachments: [06.15.20 WT.WC Termination of MOU agenda Item May 29 2020.docx](#)
[Wake Tech - South Campus - Termination of Fueling Station MOA Draft.pdf](#)
[Attachment 2 - Cost Estimate and Project Schedule.pdf](#)

Commissioner Evans moved, seconded by Vice-Chair Adamson, that the Board of Commissioners authorize the County Manager to execute a Mutual Termination Agreement on behalf of Wake County, which will terminate a Memorandum of Agreement entered between Wake County and Wake Tech on June 1, 1994 for the joint operation, maintenance, and use of a fueling facility on the Wake Tech campus, subject to the terms and conditions acceptable to the County Attorney. The motion passed unanimously.

11. Approval of a Multi-Year Agreement for Risk Management Third-Party Administrative Services with Sedgwick

Attachments: [Risk Management Contract Item Summary 6-15-20.docx](#)
[FINAL DRAFT Sedgwick LLC FY21.pdf](#)
[FINAL DRAFT EXHIBIT A.pdf](#)
[FINAL Draft EXHIBIT B.pdf](#)
[Final Draft EXHIBIT C.pdf](#)
[Exhibit D FINAL MMSEA S111 SERVICE ADDENDUM.pdf](#)
[Exhibit E Sedgwick Response to RFP19-083.pdf](#)

Commissioner Evans moved, seconded by Vice-Chair Adamson, that the Board of Commissioners authorize the County Manager to execute a three-year contract, with an optional one-year extension, with Sedgwick for Third-Party Administrative Services, subject to terms and conditions acceptable to the County Attorney. The motion passed unanimously.

12. Wake Technical Community College Capital Improvement Program Reallocations

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

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

- 1. Reallocate \$186,167 in project savings from the 2007 Building Program to the Wake Tech Seven-Year Capital Improvement Program for the Main Campus Facilities and Warehouse Building and Campus Infrastructure Projects;**
- 2. Reallocate \$874,274 from the 2012 Building Program to the Wake Tech Seven-Year Capital Improvement Program for the Main Campus Facilities and Warehouse Building and Campus Infrastructure Projects;**
- 3. Reallocate \$236,050 in project savings in the Seven-Year Capital Improvement Program from the Library Building Restroom Renovations to Main Campus Facilities and Warehouse Building and Campus Infrastructure Projects; and**
- 4. Make corresponding changes to the 2007 Program Plan of Record and the 2012 Program Plan of Record. The motion passed unanimously.**

13. FY 2020 Budget Revisions

Attachments: [FY20 Budget Revisions Agenda Item Summary](#)
[Budget Memo - FY2020 Human Services.pdf](#)
[Budget Memo - FY2020 Non-Departmental.pdf](#)
[Budget Memo - FY2020 Coronavirus Relief Fund.pdf](#)
[Budget Memo - FY2020 Grants and Donations Fund.pdf](#)

Commissioner Evans moved, seconded by Vice-Chair Adamson, that the Board of Commissioners approve budget revisions to the FY 2020 General Fund, General Fund Fund Balance, Coronavirus Relief Fund, and Grants and Donations Fund as described below. The motion passed unanimously.

14. Approval of FY2021 Funding Agreements with Alliance Health for Behavioral Health Services

Attachments: [Alliance Funding Agreements Item Summary.docx](#)
[WC Funding Agreement FY20-21 For Approval.docx](#)
[WC ABH UNCHCS Funding Agreement For Approval.docx](#)

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

1. Authorize the County Manager to enter into a funding agreement not to exceed \$16,706,885 with Alliance Health that provides funding for behavioral health services subject to terms and conditions acceptable to the County Attorney, contingent on the adoption of the FY21 Wake County Annual Budget and;

2. Authorize the County Manager to enter into a tri-party funding agreement not to exceed \$10,700,912 with Alliance Health and UNC Health Care that provides funding for behavioral health services at WakeBrook campus subject to terms and conditions acceptable to the County Attorney, contingent on the adoption of the FY21 Wake County Annual Budget. The motion passed unanimously.

- 15.** Approval of the Greater Raleigh Convention and Visitors Bureau's FY 2021 Operating Budget

Attachments: [GRCVB Budget Item Summary 06-15-20.doc](#)
[GRCVB FY21 Budget and Business Plan.pdf](#)

Commissioner Evans moved, seconded by Vice-Chair Adamson, that the Board of Commissioners approve the FY 2021 operating budget for the Greater Raleigh Convention and Visitors Bureau in the amount of \$6,570,500, subject to the adoption of the Wake County FY 2021 Budget. The motion passed unanimously.

- 16.** Approval of 22nd Amendment to the Interlocal Agreement between Wake County and the City of Raleigh Regarding Implementation of Countywide Room Occupancy and Prepared Food and Beverage Tax

Attachments: [22nd Amendment Item Summary.docx](#)
[22nd Amendment for approval.pdf](#)
[June 8 Hospitality Tax Financial Update final.pdf](#)
[Budget Memo Major Facilities 6-15-20.pdf](#)
[Budget Memo Major Facilities CIP 6-15-20.pdf](#)

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

1. Approve the 22nd Amendment to the Interlocal Agreement between Wake County and the City of Raleigh Regarding Implementation of

Countywide Room Occupancy and Prepared Food and Beverage Tax, subject to the terms and conditions acceptable to the County Attorney; and

2. Decrease appropriations in the Major Facilities Operating Fund and Major Facilities Capital Projects Fund by \$7,400,000 to reflect the elimination of Small and Medium Competitive Projects in FY 2020. The motion passed unanimously.

17. Interlocal Cooperation Agreement for the Collection of Taxes between County of Wake and City of Durham

Attachments: [Item Summary for Durham City Tax Collection.docx](#)
[Interlocal Cooperation Agreement with City of Durham.](#)

Commissioner Evans moved, seconded by Vice-Chair Adamson, that the Board of Commissioners authorize the County Manager to sign an Interlocal Cooperation Agreement consolidating the billing and collection of taxes between the County of Wake and the City of Durham for a new five-year term. The motion passed unanimously.

18. Public Comments

Attachments: [Public Comments 6-15-20.pdf](#)

Ms. Hogan shared that there were nine citizen public comments. She shared the summary as follows:

- Consider adding \$144,670 to the Wake County Board of Elections base budget to support election day poll workers
- Consider an onsite trash pass so that the citizens are not inconvenienced at the landfill
- Delay the budget approval to allow for citizen review of the focal points of the budget
- Request to protect youth activities in the Old Reedy Creek corridor by asking NCDEQ to reinstate the Sunset Clause on the Triangle Quarry and to deny the new quarry put on the Odd Fellows tract (**2 citizens**)
- Citizen requests a public hearing about contract tracing for COVID-19
- Keep the funding for police to be used for additional training
- Citizen expressed concern that if the funding of police is reduced, who will be the enforcers of the law and policies of the land
- She said that one citizen called to oppose to the merger of Cary EMS.

Full version of the citizen public comments are attached and provided to the Board of Commissioners

That the Board of Commissioners receives public comments from the general public. Comments will be summarized during the meeting by the Clerk and provided in full as part of the meeting minutes.

Regular Agenda

- 19.** Land Acquisition of an Assemblage Containing 5.762 Acres Located Adjacent to Apex Friendship Schools Campus on Humie Olive Road in Western Wake County (Apex) (First Reading)

Attachments: [Agenda Item - AFES Expansion Assemblage - First Reading 6-15-2020.docx](#)
[WCPSS Land Acquisition Presentation 6-15-20.pdf](#)
[Contracts and Precis.pdf](#)
[Appraisal 3 parcels - Apex Friendship ES Site.pdf](#)
[E-41 RECOMBINATION Survey.pdf](#)

Ms. Betty Parker, Senior Real Estate Officer, Wake County Public School System, shared the request for land acquisition of an assemblage containing 5.762 acres located adjacent to the Apex Friendship School Campus on Humie Olive Road in Western Wake County.

Ms. Parker shared information on the location.

Apex Friendship Campus - Elementary School Location

- Site Size: 15.03 Acres
- Buildable Acres: 9.77 Acres
- School Size: 41 TS
- Planned Capacity: 508/20
- Completion Date: 6/2022

She shared a slide showing maps of Apex Friendship Elementary Concept Plan, Comparison, Planned Small Capacity ES (508/20), and Adjusted Standard Capacity ES (716/20)

Ms. Parker shared a chart of the Proposed Expansion Comparison between Current Plan and Proposed Expansion

Contract Terms and Information:

- **Purpose: Expansion of E-41/Apex Friendship ES** to enlarge the site and support a standard capacity ES to help address growth and crowding.
- **Seller:** 1017 Classic Road LLC, 3 Boys Capital LLC, and the Heirs of Maude Harris Stewart and the heirs of Floya Harris Richardson.
- **Land To Be Purchased:** 5.762 acres located on the eastern side of the E-41/Apex Friendship ES site.
- **Negotiated Purchase Price:** \$624,420.00, as supported by MAI appraisal valuation.
- **Funding Source:** Site acquisition costs are funded from the Land Acquisition line item of the ongoing CIP.

Funding Sources for Expenses Attributable to Increased School Size:

- **Project Costs:** Identified savings in the ongoing CIP for project cost increases in design and construction, and startup costs for furniture, **Zoning:** Planned Unit Development (PUD) - Conditional Zoning (PUD-CZ), within the Friendship Station PUD. Rezoning will occur upon recombination to align with the multi-school site (Rural residential (RR) for School land use) fixtures, equipment, instructional materials and educational supplies.
- **Operational Cost Impacts:** Annual Operating budget for increased operational costs for maintenance and operations, school staffing, etc.

Chart on Expansion Assemblage Contract Terms and Information

AFES Expansion - Land Acquisition Comparison

She said this a the first reading, so no action is required by the Board of Commissioners.

Chairman Ford thanked Ms. Parker for her dedication to WCPSS and the County.

20. CARES Act Funding Update

Attachments: [Final Cares Act Funding Item Summary 6-15-20.docx](#)
[COVID Funding Update - June BOC Meeting.pdf](#)

Ms. Emily Lucas, Chief Financial Officer, provided an update to the CARES Act funding plan.

She shared the Corona Virus Relief Fund (CRF) Funding Plan Framework.

On May 18, staff presented a funding plan framework for utilization of County's \$194 million in Coronavirus Relief Funds (CRF)

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

Board approved an appropriation of \$62.7 million of the CRF, based on estimated expenses incurred through June 30, 2020

CRF Funding Plan Summary - Total \$194.0

She shared information on the Public Health Emergency Response

EOC Operations & Testing Plan

Continued 7 day/week operations

- Scheduling of staff, call center, and contact tracers
- Purchase of PPE and other medical supplies
- Manage logistical and planning issues
-

Began mass testing across the County on June 1

- Through June 11 - 2,000 individuals tested
- Training and utilization of County staff

Ambulance Purchase

Due to the increased down time of ambulances for thorough sanitizing, County has ordered 5 additional ambulances using CRF funding

- Cost = \$1.6 million

She provided information on **Community Response & Resiliency**

Food Security

Support WCPSS efforts to serve children and leverage partnerships to

support service gaps for other vulnerable populations.

Results through 6/5:

- 1.7 million meals distributed
- 20,000 shelf stable or produce boxes
- 184 sites County-wide

Estimated cost through August = \$556,000

Housing & Support Services

Partnered with 13 community agencies to provide housing and related services

Services include:

- “One number” coordinated intake
- Rental assistance
- Temporary housing and case management at three hotels
- Increased shelter capacity

Estimated cost = \$5.75 million

Utility Assistance Program

Payment assistance program for moderate-to-low income households impacted by COVID-19

Coordinating with water/sewer utility providers and Human Services

Planning program launch early in FY 2021

Would allow for coverage of delinquent payments that began in March 2020

PPE Distribution Pilot

Coordinating with WakeMed and City of Raleigh

Pilot distribution of face masks in SE Raleigh (but open to anyone in Wake County)

Include testing/medical information

Analyze results of pilot and determine more distribution dates and sites across County

Ms. Lucas discussed the Economic Recovery - WAKE FORWARD

She shared the following Wake County Summary (as of 5/28/2020):

- 973 applications totaling \$32 million
- 33 loans approved totaling \$10.3 million
- Average loan = \$33,000
- Estimated 308 jobs retained
- Data includes loans through NC Rapid Recovery program

Other Economic Recovery initiatives in progress Include:

- In conversation with Wake Tech about job training programs and other needs
- Still seeking guidance on how funds may be used toward tourism efforts

She showed a slide on Continuity of Operations.

She said efforts to date include:

- Hazard pay for County employees, non-profit firefighters
- Facility cleanings and modifications
- Increased cleaning for transit services
- Issued guidance to municipalities on how to get reimbursement from County for similar activities

Estimated FY 2020 costs = \$7.7 million

Ms. Lucas showed a slide outlining the WCPSS Request:

- \$45 million to conduct remote learning
- Acquire student devices, internet access, and academic content licensing
- \$14.1 million spent in 2020 School Year, using CIP funds

She shared the county recommendation:

- Use \$14.1 million of already-appropriated CRF to reimburse WCPSS capital program
- Hold remainder of request for future determination

She shared a slide with a summary.

- County's primary responsibility is to ensure public health response is met and funded with CRF
- County also desires to support:
 - Populations impacted by COVID-19
 - Economic recovery throughout County
 - Continuity of operations for the County and its partners
 - Restoring lost revenues, if legislation for the CARES Act changes
- Providing \$14.1 million to WCPSS now allows us to support their

efforts while providing additional time for County to evaluate all needs

She discussed the next steps.

TODAY:

- Allocate \$14.1 million of the County's FY 2020 CRF budget to WCPSS to support distance learning costs incurred

NEXT STEPS:

- August - funding and budget update
- Bring back specific programs for approval as developed

Corona Virus Relief Funds (CRF)

Wake County received approximately \$194 million in Coronavirus Relief Funds (CRF) from the federal CARES Act

- Necessary expenditures due to the public health emergency with respect to COVID-19;
- Expenditures not accounted for in the budget most recently approved as of the date of enactment; and
- Were incurred during the period beginning March 1 and ends on December 30, 2020.
- Includes expenses to "directly respond to the emergency" AND "second-order effects" including "economic support to those suffering from employment or business disruption..."

She shared CRF considerations.

- The State directed recipients to exhaust CRF prior to applying to FEMA (except where any direct appropriations were received); Wake municipalities should first apply to FEMA for FEMA-eligible expenses. Guidance is released frequently to clarify language in the CARES Act; not all potential uses have been verified as eligible
- County continues to advocate CRF be allowed to offset revenue losses caused by COVID-19 economic downturn, *not currently eligible*
- County anticipates high level of scrutiny over funding decisions, eligibility of expenses, and recordkeeping

Chairman Ford thanked Ms. Lucas for her presentation. He said he hopes

that the restrictions on those funds will be revised. He said this appropriation is not part of the 2020-2021 WCPSS budget.

Commissioner West asked who is guiding the needs in Southeast Raleigh.

Ms. Lucas said this is a joint collaboration with Wake Med, the Wake Med Foundation, the City of Raleigh, and the county.

Commissioner West said that WebEx could possibly be used to get information out to the community and asked if there would be any opportunities for the community to be involved in decisions on use of these funds.

Ms. Petteway said Verna Best, Director/Grants Administrator at DHHS Office of Economic Opportunity, is part of the planning process and she is working to connect community advocacy committees and non-profits, and they will also be evaluating from outcomes in Phase One how to proceed with Phase Two.

Commissioner Calabria asked that the slides for Ms. Lucas' presentation be shared with the board.

Commissioner Calabria asked for an update on what is being done for the Latino community. Ms. Petteway said planning is in place with Spanish speaking staff and agencies to assist with the communication.

Commissioner Calabria asked if the school system is comfortable with waiting until August for the CARES funding to be discussed further. Ms. Lucas said if there is an urgent issue, it will be brought to the board immediately. If not, an update will be given in August.

Vice-Chair Adamson asked for clarification on the number of applications for the WakeWorks program. She asked if that has exhausted the county appropriation. Ms. Lucas said state funding is being used first, and county funding is not being used at this time.

Commissioner Holmes commented on the need for PPE for the Latino community. She thanked the agencies who have assisted the Latino community. She asked the county to reconsider providing PPE to the Latino community as well as vulnerable communities. She challenged the county and the Governor to provide PPE to those in need.

Mr. Ellis said staff will continue to work with community organizations to provide PPE to those in need. He said it is very important for county staff to have appropriate PPE while responding to emergencies and conducting COVID-19 testing.

Commissioner Evans thanked staff for their consideration of the use of CARES act funding. She said she is supportive of providing the funding to the school system. She said the WCPSS faced tremendous challenges to provide virtual learning, internet access, and computers.

Chairman Ford echoed Commissioner Evans comments and noted that all students don't have the same opportunities.

Commissioner Calabria asked for clarification on the removal of two 12 hour ambulances and 8 staff. He asked if those would be replaced with CARES act funding.

Ms. Lucas there is no correlation between the two things. She said the CARES funding is to allow attendees to change ambulances between runs to allow for additional cleaning time.

Commissioner Hutchinson asked for an update in the near future on the food security efforts.

Commissioner Evans moved, seconded by Vice-Chair Adamson, that the Wake County Board of Commissioners allocate \$14,100,000 of the County's FY 2020 Coronavirus Relief Funds budget to the Wake County Public School System, for the costs associated with the School System's efforts to support distance learning in response to COVID-19. The motion passed unanimously.

Chairman Ford called for a brief recess. The meeting went into recess and reconvened.

21. Adopt Fiscal Year 2021 Operating Budgets, Capital Improvement Projects, Special Revenue Projects, and Personnel Authorization Ordinances

Attachments: [Budget Adoption Item Summary.docx](#)
[Budget Adoption Presentation 6-15-20.pdf](#)
[01 General Fund Operating Ordinance.docx](#)
[02 Debt Service Fund Ordinance.docx](#)
[03 Fire Tax District Fund Ordinance FY21.docx](#)
[04 Major Facilities Fund Ordinance 22nd ILA.docx](#)
[05 Solid Waste Operating Fund Ordinance.docx](#)
[06 South Wake Landfill Partnership Fund Ordinance.docx](#)
[07 Corporate Fleet Fund Ordinance.docx](#)
[08 Human Services Transportation Fund Ordinance.docx](#)
[09 Capital Improvement Projects Funds Ordinance.docx](#)
[10 Housing and Community Revitalization Fund Project Ordinance.docx](#)
[11 Capital Area Workforce Development Fund Project Ordinance.docx](#)
[12 Grants and Donations Fund Project Ordinance.docx](#)
[13 Personnel Authorization Ordinance.docx](#)

Ms. Michelle Venditto, Budget and Management Services Director, provided an overview of the FY 21 adopted budget.

FY 21 General Fund Budget Is:

\$1,464,296,000

She shared a summary of the changes to the FY 2021 budget since the last Work Session.

She shared a chart of adjustments from the recommended FY 21 Adopted Budget Funds budget.

She shared that there would be a 1.25 million increase to Community organizations, and an increase of 534,000 for EMS, and explained changes that will occur with these.

She said that there would be an increase to Wake County Public School System (WCPSS) of 11,949,000. She said this money was moved from CIP allocations.

Chairman Ford said funding for WCPSS is a top priority for the board. He said Community Organization funding has been increased and plans will be in place soon to determine how those funds are allocated. He said that in the next few weeks they would be meeting to discuss how the additional funds would allocated and said that a process would be put in place.

Chairman Ford said the EMS merger has been removed from the budget and will be considered at a later time, the contracts will be extended for six months for community engagement and feedback.

Vice-Chair Adamson asked for clarification, she had understood the contracts were going to be extended for a year. County Manager David Ellis confirmed that the current contracts would be extended and that they could set it for a year but adjust later if the decision is made to end the contract early.

Chairman Ford said there was discussion regarding additional ABC funds to be used for funding shortfalls. He said after consideration, it was decided to keep the use of those funds consistent as they have been in the past, which was to use them for substance abuse and mental health services.

Chairman Ford commended Mr. Ellis and staff for their work to revise the budget while still meeting the needs of the county without a tax increase.

Commissioner West asked for clarification on the community organization funding. He asked if all community organizations would be considered for funding.

Commissioner Evans said she is pleased with the outcome of the budget revisions. She thanked staff for all their work and acknowledged the cooperation of the board during this difficult budget process.

Commissioner Holmes commented on correspondence from citizens requesting the defunding of the police. She said she has initiated contact with the Sheriff's office and will facilitate conversations. She said the Sheriff's budget increase was not granted, but that is not due to the defunding request.

Chairman Ford said the Sheriff will provide a report on how department resources were used in recent events.

Commissioner Calabria he is supportive of the conversations with the Sheriff's Office. He said this budget process has been a struggle due to the economy and COVID-19. He thanked staff and his fellow commissioners for their work to provide a balanced budget. He is pleased with the fact that the process was accomplished while maintaining the county AAA bond rating. He said it is important to provide the needs of the Board of Elections to ensure a fair and safe election.

Chairman Ford asked if the community organization funding provided today is sufficient for them to plan their budgets. Mr. Ellis said he

understands the sense of urgency and discussions will continue so that action can be taken on July 6th to appropriate additional funding. Following further discussion, it was agreed upon to allow for additional information from community organizations, but to maintain the July 6th date for approval.

Commissioner Calabria suggested having a presentation from the Board of Elections to learn what their needs are for the coming election.

Commissioner Evans expressed concern about coordinating the ranking of allocations through the spreadsheets in time for July 6th, she recommended staff send out a compilation to the board prior to July 6th so they can work through them in a timely manner.

Commissioner West said he felt that they should make sure they are getting it right rather than getting it done in a hurry.

Commissioner Hutchinson wanted to restate that the organizations are waiting for the funds so they can go forward with their own budgets. He also wanted to put on the record that information that is shared is also available to the public.

Commissioner Calabria suggested a list of questions for organizations be put together to sent out for input to be used for the allocation of funds.

Vice-Chair Adamson suggested a work session before the July 6th meeting to discuss community organization funding.

Commissioner Holmes expressed concern with the timing for an additional meeting. She asked Mr. Warren for clarification.

Mr. Warren said there is sufficient time to advertise and hold an additional meeting prior to the July 6th meeting.

Vice-Chair Adamson and Commissioner Hutchinson both commended the Wake County staff for the exceptional work they do on a daily basis as professionals providing the citizens of the county with all the services they need.

Vice-Chair Adamson moved, seconded by Commissioner Holmes, that the Board of Commissioners adopt the following FY 2021 budget-related ordinances:

Operating Budgets Funds Ordinances

- **General Fund Annual Operating Budget**

- **Debt Service Fund Annual Operating Budget**
- **Fire Tax District Fund Annual Operating Budget**
- **Major Facilities Fund Annual Operating Budget**
- **Solid Waste Operating Fund Annual Operating Budget**
- **South Wake Landfill Partnership Fund Annual Operating Budget**
- **Corporate Fleet Fund Annual Operating Budget**
- **Human Services Transportation Fund Annual Operating Budget**

Capital Improvement Projects Funds Ordinance, inclusive of:

- **County Capital Projects Fund**
- **Fire Tax District Capital Projects Fund**
- **Major Facilities Capital Projects Fund**
- **Solid Waste Capital Projects Fund**
- **Housing Capital Projects Fund**
- **Wake Technical Community College Capital Projects Fund**
- **Wake County Public School System Capital Projects Fund**

Special Revenue Project Ordinances

- **Housing and Community Revitalization Fund Project Ordinance**
- **Capital Area Workforce Development Fund Project Ordinance**
- **Grants and Donations Fund Project Ordinance**

Personnel Authorization Ordinance

As amended by the following:

That the Board of Commissioners amend the County Manager's Recommended Fiscal Year 2021 budget, as revised at the June 8th work session and reflected in the presented ordinances, to include the following adjustments:

- **Increase the Community Organizations appropriation by \$1,250,000 to \$1,750,000;**
- **Increase in the Emergency Medical Services operating appropriation of \$534,000 to \$48,483,052 and reduce the full-time equivalent authorized positions by 88 for a total of 333; and**
- **Increase in the Wake County Public School System operating**

appropriation of \$11,949,000 million to \$527,904,101; To be funded through

- Reduction of \$11,949,000 in General Fund transfers to the Wake County Public School System FY2021 CIP, with corresponding revenue and expenditure adjustments made to the Wake County Public Schools Capital Improvement Program budget ordinance;
- A one-time appropriation of \$1,784,000 in committed ABC fund balance directed toward Housing and Human Services facility upfits in the County Capital plan, which reallocates property tax revenues to other purposes and maintains the recent practice of investing these funds in addiction recovery efforts, behavioral health initiatives and related public health needs;

for a resulting total General Fund appropriation of \$1,466,080,000.

Chairman Ford called for a roll call vote on the budget. Ms. Hogan polled the board.

The motion carried by the following vote:

Aye: 7 - Chairman Ford, Vice-Chair Adamson, Commissioner Calabria, Commissioner Evans, Commissioner Holmes, Commissioner Hutchinson, and Commissioner West

Other Business

Commissioner Holmes requested the Communications Department to share support of Pride Month and Juneteenth on behalf of the board through social media. She said the typical proclamation process is not possible due to the COVID-19 restrictions and virtual meetings.

Closed Session

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

Adjourn

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

Respectfully submitted,

Michelle Cerett
Executive Assistant to the Board
Wake County Board of Commissioners