

WAKE COUNTY BOARD OF COMMISSIONERS

Regular Meeting

June 20, 2011

2:00 P.M.

Room 700, Wake County Courthouse

Members present were: Paul Coble, Chairman, Joe Bryan, Tony Gurley, Phil Matthews, Betty Lou Ward, James West

Others attending were: David C. Cooke, County Manager, Susan J. Banks, Clerk to the Board, Scott Warren, County Attorney

Meeting Called to Order: Chairman Paul Coble

Pledge of Allegiance

Invocation: Commissioner Betty Lou Ward

Items of Business

Approval of Agenda

Phil Matthews motioned, seconded by Tony Gurley, to approve the agenda. The motion passed unanimously.

Approval of the Minutes of the Commissioners' Regular Meeting on June 6th at 2:00 p.m., Budget Public Hearing at 7:00 p.m. and June 13th Work Session at 9:00 a.m.

Betty Lou Ward motioned, seconded by Joe Bryan, to approve the Minutes of the Commissioners' Regular Meeting on June 6th at 2:00 p.m., Budget Public Hearing at 7:00 p.m. and June 13th Work Session at 9:00 a.m. The motion passed unanimously.

Caring, Serving, Respecting Customer Award (CSRC)

Mr. David Cooke, County Manager, presented Eugene Bene, Developmental Disabilities Specialist with Human Services, with a plaque to recognize his service in caring, serving and respecting his customers.

Retiree Recognition

Mr. Cooke recognized Ms. Susan Deans, Human Services Supervisor in the Economic Self Sufficiency Team with Human Services and Ms. Pat Bragg, Program Assistant with the LME, Human Services, for their service to Wake County. He presented them with a plaque for their service.

Consent Agenda

Tony Gurley motioned, seconded by Joe Bryan, to approve the Consent Agenda. The motion passed unanimously.

Adoption of the Fiscal Year 2012 Budget and Project Ordinances and the Personnel Authorization Ordinance

Tony Gurley motioned, seconded by Joe Bryan, to adopt the following FY 2012 budget related ordinances:

- A. Fiscal Year 2012 Operating Budget Ordinance
 - i. General Fund
 - ii. Debt Service Fund
 - iii. Solid Waste Enterprise Fund
 - iv. South Wake Landfill Fund
 - v. Corporate Fleet Fund
- B. Capital Improvement Fund Project Ordinance
 - i. County Capital Projects Fund
 - ii. Fire Tax District Capital Projects Fund
 - iii. Major Facilities Capital Projects Fund
 - iv. Solid Waste Capital Projects Fund
 - v. Wake Technical Community College Capital Projects Fund
- C. Housing and Community Revitalization Fund Project Ordinance
- D. Capital Area Workforce Development Fund Project Ordinance
- E. Fire Tax Fund Budget Ordinance
- F. Grants and Donations Fund Project Ordinance
- G. Major Facilities Fund Budget Ordinance
- H. Personnel Authorization Ordinance

The motion passed unanimously.

OPERATING BUDGET ORDINANCE FOR FISCAL YEAR 2012

BE IT ORDAINED by the Board of County Commissioners of Wake County, North Carolina:

Section 1: The following amounts are hereby appropriated in the General Fund for the operation of the County government and its activities for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

General Government

Board of Commissioners	\$ 454,694
County Manager	1,382,796
County Attorney	1,410,650
Board of Elections	3,573,437
Facilities, Design, and Construction	1,096,280
Finance	2,762,120
Human Resources	1,839,626
Information Services	11,095,237
Register of Deeds	2,627,576
Revenue	5,853,810
Community Services	25,344,332
Environmental Services	7,726,884
General Services	21,349,127
Medical Examiner	204,200
Human Services	211,792,946
City-County Bureau of Identification	4,782,871
Sheriff	64,114,581
Fire and Emergency Management	1,949,845
Emergency Medical Services	27,511,623
Emergency Communications	1,087,402
Education	
Wake County Public Schools	314,411,592
(see section 2 regarding specific appropriation)	
Wake Technical Community College	15,991,050

Non-departmental

Memberships	357,931
Public Agencies	1,934,251
Non-departmental Services	93,119
Criminal Justice Partnership Programs	1,390,958
Economic Development	328,815
Cooperative Extension	181,350
Soil and Water Conservation District	421,538
Salary and Benefit Reserve	4,667,000
Health Benefits	3,364,470
Risk Management Cost of Claims	1,992,889

Transfers

Transfer to County Capital Projects Fund	25,556,000
Transfer to Debt Service Fund	182,599,000
Interfund Transfer to Revaluation Reserve	850,000
TOTAL GENERAL FUND APPROPRIATION	\$ 952,100,000

Section 2: The appropriation to the Wake County Public School System is hereby allocated by purpose and function as defined by NCGS 115C-426 and as authorized by NCGS 115C-429(b). The Wake County Board of Education will notify the Board of Commissioners of amendments to the WCPSS budget. For amendments which would increase or decrease the amount of the County appropriation allocated to a purpose and function by more than fifteen percent (15%) of the adopted appropriation the WCPSS will notify the Board of Commissioners at a public meeting of the Board of Commissioners.

Instructional Services

Regular Instructional Services	\$ 73,211,991
Special Populations Services	29,146,679
Alternative Programs and Services	14,722,010
School Leadership Services	29,050,892
Co-Curricular Services	7,740,999
School-Based Support Services	8,342,359
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	162,214,930
Systemwide Support Services	
Support and Developmental Services	4,894,324
Special Populations Support and Development Services	2,901,046
Alternative Programs and Services Support and Development Services	933,523
Technology Support Services	13,260,634
Operational Support Services (WCPSS Fund 2)	85,331,291
Operational Support Services (WCPSS Fund 4)	2,651,594
Financial and Human Resource Services	15,893,018
Accountability Services	2,276,636
Systemwide Pupil Support Services	4,680,099
Policy, Leadership, and Public Relations Services	6,616,574
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	139,438,739
Ancillary Services	
Nutrition Services	381
Adult Services	89,847
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	90,228
Non-Programmed Charges	
Payments to Other Governmental Units	12,206,569

Unbudgeted Funds	461,126
	<hr/> 12,667,695

TOTAL WAKE COUNTY PUBLIC SCHOOLS APPROPRIATION \$ 314,411,592

Section 3: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Ad Valorem Taxes	\$ 638,646,000
Sales Tax	111,580,804
Lease/Rental Vehicle Tax	2,500,000
Payment in Lieu of Taxes	1,230,421
Real Property Transfer (Excise) Tax	4,800,000
Federal Shared Revenues	15,681,585
State Shared Revenues	100,148,737
Local Shared Revenues	4,823,100
Licenses and Permits	3,048,564
Charges for Services	66,820,757
Investment Earnings	39,754
Miscellaneous	428,034
Appropriated Fund Balance	103,244
Transfers from Other Funds	1,399,000
Interfund Transfers	850,000
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TOTAL GENERAL FUND REVENUE	\$ 952,100,000

Thirty percent (30%) of the proceeds from the local half-cent sales and use tax authorized July 1, 1984 under authority of Article 40 of the North Carolina General Statutes and sixty percent (60%) of the local half-cent sales and use tax authorized October 1, 1986 under the authority of Article 42 of the North Carolina General Statutes are hereby declared to be included in the appropriation for school capital outlay, capital projects, and/or school debt service.

Section 4: The following is hereby appropriated in the Debt Service Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012 for the purpose of paying debt service commitments:

Debt Service Principal, Interest, and Fees	\$ 225,624,000
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TOTL DEBT SERVICE FUND APPROPRIATION	\$ 225,624,000

Section 5: It is estimated that the following revenue will be available in the Debt Service Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Transfer from General Fund – Ad Valorem	\$ 155,331,000
Transfer from General Fund – Sales Tax	27,268,000

Transfer from Major Facilities Fund	991,000
Transfer from Fire Tax District Fund	1,140,000
State Lottery Proceeds	10,000,000
Interest Income	9,621,000
Federal - Other	3,002,174
Bond Premiums	4,000,000
Appropriated Fund Balance	14,270,826
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TOTAL DEBT SERVICE FUND REVENUE	\$ 225,624,000

Section 6: The following is hereby appropriated in the Solid Waste Management Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Operating Expenses	\$ 10,417,000
Transfer to General Fund	404,000
Transfer to Solid Waste Capital Projects Fund	1,400,000
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TOTAL SOLID WASTE MANAGEMENT FUND APPROPRIATION	\$ 12,221,000

Section 7: It is estimated that the following revenue will be available in the Solid Waste Management Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

State	1,235,081
Charges for Services	7,496,911
Licenses and Permits	6,500
Interest Income	357,000
Miscellaneous	2,273,508

Transfers	852,000
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TOTAL SOLID WASTE MANAGEMENT FUND REVENUE	\$ 12,221,000

Section 8: The following is hereby appropriated in the South Wake Landfill Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Operating Expenses	\$ 13,709,000
Transfers Out	852,000
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TOTAL SOUTH WAKE LANDFILL FUND APPROPRIATION	\$ 14,561,000

Section 9: It is estimated that the following revenue will be available in the South Wake Enterprise Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Disposal and License Fees	\$ 14,561,000
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TOTAL SOUTH WAKE LANDFILL FUND REVENUE	\$ 14,561,000

Section 10: The following is hereby appropriated in the Corporate Fleet Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Operating Expenses	\$ 8,244,000
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TOTAL CORPORATE FLEET FUND APPROPRIATION	\$ 8,244,000

Section 11: It is estimated that the following revenue will be available in the Corporate Fleet Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Charges for Services	\$ 7,800,804
Miscellaneous	403,196
Investment Earnings	40,000
TOTAL CORPORATE FLEET FUND REVENUE	\$ 8,244,000

Section 12: There is hereby levied a tax at the rate shown below, per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2011, located within the Wake County portion of the Durham-Wake Counties Research Triangle Park Research and Production Service District for the raising of revenue for said district. The estimated total of valuation of property for the special district for the purpose of taxation is as follows:

	Assessed Value	Tax Rate
Research and Production Service District	\$ 1,203,442,000	3.582 cents

There is hereby appropriated to the Durham-Wake Counties Research Triangle Park Research and Production Service District from the net proceeds of this tax the amount for use by said district in such manner and for such expenditures as is permitted by law from the net proceeds of this tax, including a tax collection rate of two-tenths of one percent to be paid to Wake County for collecting the tax. The anticipated revenue from this tax rate is \$430,211. The actual net proceeds from the tax shall constitute the appropriation from said tax levy.

Section 13: The County Manager, or his designee, is hereby authorized to transfer appropriations within a Fund as contained herein under the following conditions:

- A) He may transfer amounts between appropriations within the same Fund. For transfers exceeding \$75,000 he shall make a report of the transfer to the Board of Commissioners at the next regularly scheduled meeting of the Board following the transfer.

- B) He may transfer amounts from the salary and benefits reserve to individual departmental appropriations following adoption of the budget in order to properly fund salary and benefit amounts within departments.

Section 14: The County Manager, or his designee, is hereby authorized to execute contractual documents under the following conditions:

- A) He may execute contracts for construction or repair projects that do not require formal competitive bid procedures.
- B) He may execute contracts for: (1) purchases of apparatus, supplies, and materials, or equipment which are within budgeted appropriations; (2) leases of personal property for a duration of one year or less and within departmental appropriations; (3) lease of personal property for more than 12 months if the annual expense is less than \$50,000; and (4) service contracts within appropriations or contracts for 12 months or less.
- C) He may execute grant agreements to or from governmental units and other public, private, and non-profit organizations that are within budgeted appropriations, unless a grantor requires approval and execution by the Board of Commissioners.
- D) He may execute contracts, as the lessor or lessee of buildings, land, equipment, vehicles, heavy equipment and other property provided that such leases are of one-year duration or less and that funds therefore are within budgeted appropriations.
- E) He may, within budgeted appropriations, approve all change orders and amendments to contracts previously approved by the Board of Commissioners.

Section 15: The County Manager, or his designee, may authorize payment in an amount not to exceed \$100,000 in settlement of any liability claims against the County or against any of its officers or employees as provided by Resolution of May 20, 1985 and Resolutions of October 6, 2003. The County Manager shall make quarterly reports to the Board of Commissioners of any such payments.

Section 16: There is hereby levied a tax at the rate of fifty-three and four-tenths cents (53.4¢) per one hundred dollars (\$100) valuation of property that is located within Wake County and listed for taxes as of January 1, 2011. The revenue from this source is included in "Ad Valorem Taxes" in Section 2 of this Ordinance.

This rate is based on an estimated total valuation of property, for the purpose of taxation, of one hundred twenty billion, three hundred ninety million (\$120,390,000), which is 100% of the total assessed property tax valuation, and upon a collection rate of 98.50%.

Section 17: The Revenue Administrator of Wake County is hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Wake County Revenue Department in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Wake, and this order shall be a full and sufficient authority to direct, require, and enable the Revenue Administrator to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Section 18: Operating funds encumbered by the County as of June 30, 2011 are hereby appropriated to this budget. Multiple year grants unexpended by the County as of June 30, 2011 are hereby appropriated to this budget.

Section 19: Funds provided by the State of North Carolina for disposal of white goods that are not spent as of June 30, 2011, are designated for future year expenditures on white goods programs and are hereby appropriated to the Solid Waste Management Fund budget.

Section 20: The County Manager shall distribute copies of this Budget Ordinance as appropriate.

ADOPTED this the 20th day of June 2011.

CAPITAL IMPROVEMENT FUND PROJECT ORDINANCE FOR FY 2012

BE IT ORDAINED by the Board of County Commissioners of Wake County, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

Section 1: The following amounts are hereby appropriated in the County Capital Projects Fund by Element, Program, and if applicable by Project for the construction and acquisition of capital assets for the fiscal year beginning July 1, 2011:

Element: Affordable Housing	
Program: Transfer to Housing and Community Revitalization	\$ 830,000
TOTAL AFFORDABLE HOUSING	<u>\$ 830,000</u>
Element: Automation	
Program: Computer Equipment	\$ 1,600,000
Business Applications	1,126,000
Major Projects	<u>2,577,000</u>
TOTAL AUTOMATION	<u>\$ 5,303,000</u>
Element: Community Capital	
Program: Alliance Medical Ministry	\$ 95,000
Hospice of Wake County	250,000
Reserve for Future Projects	<u>155,000</u>
TOTAL COMMUNITY CAPITAL	<u>\$ 500,000</u>
Element: County Buildings	
Program: Board of Elections Space	\$ 150,000
Program: Building Improvements	
Project: Major Building Renovations	\$ 1,111,000
Building Systems Replacement	2,465,000
Minor Building Projects	1,200,000
Roofing Projects	42,000
Security Improvements County Buildings	221,000
Crabtree Creek Flood Control Structures	<u>20,000</u>
Subtotal: Building Improvements	<u>\$ 5,059,000</u>
TOTAL COUNTY BUILDINGS	<u>\$ 5,209,000</u>

Element: Criminal Justice	
Program: Court Displacement	\$ 1,569,000
Justice Center	3,200,000
Detention Security	223,000
Public Safety Center Renovations	4,480,000
Existing Courthouse Renovations	2,253,000
TOTAL CRIMINAL JUSTICE	<u>\$ 11,725,000</u>
Element: Economic Development	
Program: On-Site Water and Sewer	\$ 300,000
Program: Economic Incentives	
Project: Credit Suisse	\$ 120,000
Novartis	1,211,000
Subtotal: Economic Incentives	<u>\$ 1,331,000</u>
TOTAL ECONOMIC DEVELOPMENT	<u>\$ 1,631,000</u>
Element: Open Space	
Program: Neuse River Greenway	\$ 8,900,000
Reserve for Future Projects	520,000
TOTAL OPEN SPACE	<u>\$ 9,420,000</u>
Element: Parks	
Program: Existing Parks Facility Improvements	\$ 250,000
TOTAL PARKS	<u>\$ 250,000</u>
Element: Program-wide Projects	
Program: Transfers to Other Funds (Wake Tech Capital)	\$ 1,500,000
TOTAL PROGRAM-WIDE PROJECTS	<u>\$ 1,500,000</u>
Element: Public Safety	
Program: Relocation of Sheriff's Dispatch Center	\$ 1,800,000
TOTAL PUBLIC SAFETY	<u>\$ 1,800,000</u>
TOTAL COUNTY CAPITAL PROJECTS FUND	<u>\$ 38,168,000</u>
APPROPRIATION	

Section 2: It is estimated that the following revenues will be available in the County Capital Projects Fund for the fiscal year beginning July 1, 2011:

Transfers In - Ad Valorem Tax	\$ 25,556,000
Bonds Issued - Open Space	8,900,000
Municipal Reimbursements	520,000
Prior Year Uncommitted Funds	3,192,000
TOTAL COUNTY CAPITAL PROJECTS FUND REVENUES	\$ 38,168,000

Section 3: It is estimated that \$1,100,000 of authorized and issued Open Space Bonds will be appropriated at a later date by the Board of Commissioners upon Board approval of acquisition of specific Open Space sites. It is estimated that \$295,000 of federal COPS funding will be available for automation major projects upon notification of grant receipts and appropriation by the Board of Commissioners.

Section 4: The following amount is hereby appropriated in the Fire Tax District Capital Projects Fund by Element and Program for the fiscal year beginning July 1, 2011:

Element: Fire / Rescue	
Program: Fire Apparatus	\$ 780,000
Fire Equipment	1,114,000
Fire Facilities	168,000
Reserve for Future Fire Projects	30,000
TOTAL FIRE TAX DISTRICT CAPITAL PROJECTS FUND APPROPRIATION	\$ 2,092,000

Section 5: It is estimated that the following revenue will be available in the Fire Tax District Capital Projects Fund for the fiscal year beginning July 1, 2011:

Town of Garner Reimbursement	30,000
Transfers In From Fire Tax District Fund	1,743,000
TOTAL FIRE TAX DISTRICT CAPITAL PROJECTS FUND REVENUES	\$ 2,092,000

Section 6: The following amount is hereby appropriated in the Major Facilities Capital Projects Fund by Element and Program for the fiscal year beginning July 1, 2011:

Element: Major Facilities	
Program: Five County Stadium	\$ 500,000
Marbles/IMAX	217,000
Reserve for Future Projects	283,000
TOTAL MAJOR FACILITIES CAPITAL PROJECTS FUND APPROPRIATION	\$ 1,000,000

Section 7: It is estimated that the following revenue will be available in the Major Facilities Capital Projects Fund for the fiscal year beginning July 1, 2011:

Transfer from Major Facilities Special Revenue Fund	\$ 1,000,000
TOTAL MAJOR FACILITIES CAPITAL PROJECTS FUND REVENUES	\$ 1,000,000

Section 8: It is estimated that \$ 96,790,000 will be available for final CIP 2006 appropriations for the Wake County Public School System after the sale of general obligation bonds in FY 2012. Specific appropriations for projects will be made after the sale of general obligation bonds.

Section 9: The following amount is hereby appropriated in the Wake Technical Community College Capital Projects Fund by Element and Program for the fiscal year beginning July 1, 2011:

Element: Wake Technical Community College	
Program: General Repairs and Renovation	\$ 500,000
Minor Capital	<u>1,000,000</u>
TOTAL WAKE TECHNICAL COMMUNITY COLLEGE CAPITAL PROJECTS FUND APPROPRIATION	\$ 1,500,000

Section 10: It is estimated that the following revenues will be available in the Wake Technical Community College Capital Projects Fund for the fiscal year beginning July 1, 2011:

Transfer from County Capital	<u>\$ 1,500,000</u>
TOTAL WAKE TECHNICAL COMMUNITY COLLEGE CAPITAL PROJECTS FUND REVENUES	\$ 1,500,000

Section 11: The following amount is hereby appropriated in the Solid Waste Capital Projects Fund by Element and Program for the fiscal year beginning July 1, 2011:

Element: Solid Waste	
Program: East Wake Landfill	\$ 500,000
Landfill Gas Development	100,000
Multi-material and Convenience Centers	600,000
North Wake Landfill	100,000
South Wake Landfill	<u>725,000</u>
TOTAL SOLID WASTE CAPITAL PROJECTS FUND APPROPRIATION	\$ 2,025,000

Section 12: It is estimated that the following revenue will be available in the Solid Waste Capital Projects Fund for the fiscal year beginning July 1, 2011:

Transfer In - Solid Waste Enterprise Fund	\$ 1,400,000
Closure/Post-closure Reserve	<u>625,000</u>
TOTAL SOLID WASTE CAPITAL PROJECTS FUND REVENUES	\$ 2,025,000

Section 13: It is estimated that \$2,000,000 will be available for Solid Waste Capital Fund upon sale of land adjacent to the North Wake Landfill. Appropriations for specific projects will be made upon receiving proceeds from the sale of the assets.

Section 14: The Finance Department is hereby directed to maintain sufficient specific detailed accounting records for each capital project authorized.

Section 15: The Finance Department is directed to report annually on the financial status of each capital fund and on the project expenditures and on the total revenues received.

Section 16: The capital projects funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently amended by Board action.

Section 17: The County Manager, or his designee, is authorized to transfer appropriation amounts and realized revenue between projects within the same program. For transfers exceeding \$75,000 he shall make a report of the transfer to the Board of Commissioners at the next regularly scheduled meeting of the Board following the transfer.

Section 18: The County Manager, or his designee, is authorized to reduce appropriation of a project upon project completion or realization of savings. Any savings identified may be transferred to the uncommitted funds project within the project's respective fund.

Section 19: The County Manager shall distribute copies of this Capital Projects Ordinance as appropriate.

ADOPTED this the 20th day of June 2011.

HOUSING AND COMMUNITY REVITALIZATION PROJECT ORDINANCE

BE IT ORDAINED by the Board of County Commissioners of Wake County, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

Section 1: Projects are authorized as described in sections 3, 5, 7 and 9, and involve a variety of affordable housing activities, including the Community Development Block Grant (CDBG), HOME and HOPWA programs, funded from the U.S. Department of Housing and Urban Development, and other county and grant supported affordable housing initiatives.

Section 2: The following amounts are appropriated for the projects of the CDBG Program:

Direct Federal Revenues	\$ 656,084
Federal Program Income	200,000
TOTAL HOME PROGRAM REVENUES	\$ 856,084

Section 3: It is estimated that the following revenues will be available to complete projects in the CDBG Program:

Direct Federal Revenues	\$ 1,329,187
Federal Program Income	310,000
Public Facility Match	191,961
TOTAL CDBG REVENUES	\$ 1,831,148

Section 4: The following amounts are appropriated for the projects of the HOME Program:

Administration	\$ 65,608
Community Housing Development	\$ 98,412
Affordable Housing Development	692,064
TOTAL HOME PROGRAM APPROPRIATION	\$ 856,084

Section 5: It is estimated that the following revenues will be available to complete projects described in the HOME Program:

Administration	\$ 265,837
Homeowner Rehabilitation	533,094
Public Facilities	1,032,217
TOTAL CDBG APPROPRIATION	\$ 1,831,148

Section 6: The following amounts are appropriated for the projects of the HOPWA Program:

Administration	\$ 20,358
HOPWA	<u>658,245</u>
TOTAL HOPWA PROGRAM APPROPRIATION	\$ 678,603

Section 7: It is estimated that the following revenues will be available to complete projects described in the HOPWA Program:

Direct Federal Revenues	\$ 678,603
TOTAL HOPWA PROGRAM REVENUES	<u>\$ 678,603</u>

Section 8: The following amounts are appropriated for the projects of the County Affordable Housing

Affordable Housing Development	\$ 759,489
Rental Assistance for Mentally Ill	\$ 185,000
Support Circles Staff Position	<u>56,807</u>
TOTAL COUNTY AFFORDABLE HOUSING APPROPRIATION	\$ 1,001,296

Program:

Section 9: It is estimated that the following revenues will be available to complete projects described in

Program Income	\$ 170,000
Program Income in Excess of FY 2011 Budget	\$ 1,296
County Funding	<u>\$ 830,000</u>
TOTAL COUNTY AFFORDABLE HOUSING REVENUES	\$ 1,001,296

the County Affordable Housing Program:

Section 10: The following amounts are appropriated for the projects of the Small Cities Housing

Program:

Affordable Housing Development	\$ 19,869
TOTAL SMALL CITIES HOUSING PROGRAM APPROPRIATION	<u>\$ 19,869</u>

Section 11: It is estimated that the following revenues will be available to complete projects described

Federal Program Income	\$ 19,869
TOTAL SMALL CITIES HOUSING PROGRAM REVENUES	<u>\$ 19,869</u>

in the Small Cities Housing Program:

Section 12: The Finance Director is hereby directed to maintain, within the Housing and Community Revitalization Fund sufficient detailed accounting records for each grant or project authorized.

Section 13: The County Manager is authorized to transfer appropriations between projects within the Housing and Community Revitalization Fund.

Section 14: Upon its adoption, this Housing and Community Revitalization Project Ordinance will become part of a multi-year special revenue fund for affordable housing projects, which include Community Development and HOME grants, State and County affordable housing programs funded in previous years. All funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently amended by Board action.

Section 15: Copies of this Housing and Community Revitalization Project Ordinance shall be filed with the County Manager and the Finance Director.

ADOPTED this the 20th day of June 2011.

CAPITAL AREA WORKFORCE DEVELOPMENT PROJECT ORDINANCE

BE IT ORDAINED by the Board of County Commissioners of Wake County, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

Section 1: Projects are authorized as described in Section 3 and Section 7, and involve a variety of workforce development activities, including the JobLink Centers career system, youth development activities, job training partnerships, and service to dislocated workers and companies facing layoffs and closures. The state and federal government provide funds for all projects.

Section 2: The following amounts are appropriated for the projects of the Capital Area Workforce Development fund:

Fiscal Year 2012 CAWD Program	\$ 5,016,440
Contingency for Anticipated Grant Programs	<u>\$ 313,560</u>
TOTAL CAPITAL WORKFORCE DEVELOPMENT FUND	\$ 5,330,000
APPROPRIATION	

Section 3: It is estimated that the following revenues will be available to complete those projects described in section 3:

Federal Shared Revenues	\$ 5,016,440
Contingency for Anticipated Federal Shared Revenues	<u>\$ 313,560</u>
TOTAL CAPITAL WORKFORCE DEVELOPMENT FUND	\$ 5,330,000
REVENUES	

Section 4: The Finance Director is hereby directed to maintain, within the Capital Area Workforce Development fund sufficient detailed accounting records for each grant or project authorized.

Section 5: The Finance Director is directed to report annually on the financial status of each grant and the revenue received.

Section 6: The County Manager is authorized to transfer appropriations between projects within the Capital Area Workforce Development Fund.

Section 7: Upon its adoption, this Capital Area Workforce Development Fund will become part of a multi-year special revenue fund for workforce development activities, which include enhancing a workforce system that is responsive to local needs, connects private and public resources, enables individuals to attain and upgrade skills necessary for gainful employment, and assists businesses in maintaining a skilled workforce to compete in a global economy. All funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently amended by Board action.

Section 8: In the event that net revenues from Federal Shared Revenues exceeds the appropriation, the actual net revenues received from that source will constitute the authorized appropriation.

Section 9: Copies of this Capital Area Workforce Development Ordinance shall be filed with the County Manager and the Finance Director.

ADOPTED this the 20th day of June, 2011.

FIRE DISTRICT FUND ORDINANCE

BE IT ORDAINED by the Board of County Commissioners of Wake County, North Carolina:

Section 1: The following amount is hereby appropriated in the Fire Tax District Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Contracted Services	\$ 16,545,315
Other Operating Expenses	824,685

Transfer to Debt Service Fund	1,140,000
Transfer to Fire Tax District Capital Fund	1,743,000
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TOTAL FIRE TAX DISTRICT SPECIAL REVENUE FUND	
APPROPRIATION	\$ 20,253,000

Section 2: It is estimated that the following revenue will be available in the Fire Tax District Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Ad valorem taxes	\$ 20,248,000
Interest	5,000
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TOTAL FIRE TAX DISTRICT SPECIAL REVENUE FUND	
REVENUES	\$ 20,253,000

Section 3: There is hereby levied a tax at the rate of eight cents (\$0.08) per one hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the single special fire tax district for the raising of revenue for said special fire tax district. This rate is based on an estimated total valuation of property for the single special fire tax district, for the purpose of taxation, twenty-five billion, three hundred fifty-nine million, nine hundred sixty-five thousand, two hundred forty-eight dollars (\$25,359,965,248) which is 100% of the total assessed property tax valuation, and upon a collection rate of 98.5% and upon a collection fee of 0.2%. The property tax valuation does not include delinquent or late list payments.

Section 4: The Finance Director is hereby directed to maintain within the Fire Tax District Fund sufficient specific detailed accounting records.

Section 5: The Finance Director is directed to report annually on the financial status of this Fund.

Section 6: There is no tax levied in the following fire tax districts: Alert, Bayleaf/Six Forks, Cary Suburban, Durham Highway, Falls, Furina, Garner, Hipex, Holly Springs, Hopkins, Morrisville, Rolesville, Stony Hill, Swift Creek, Ten Ten, Wake New Hope, Wakelon, Wakette, Wendell Holmes, and Western Wake.

Section 7: The County Manager shall distribute copies of this ordinance as appropriate.

ADOPTED this the 20th day of June, 2011.

GRANTS AND DONATIONS PROJECT ORDINANCE

BE IT ORDAINED by the Board of County Commissioners of Wake County, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

Section 1: Projects are authorized as appropriated in section 3, and involve a variety of community development, public health, social service, and public safety activities. Funds come from state and federal grants, donations, state and federal forfeiture funds, and Wake County appropriations.

Section 2: The following amounts are appropriated for the projects of the Grants and Donations Fund:

Grants	\$	1,403,977
Forfeitures		794,023
TOTAL GRANTS AND DONATIONS FUND APPROPRIATION	\$	2,198,000

Section 3: It is estimated that the following revenues will be available to complete those projects described in section 1:

Federal Shared Revenues	\$	489,500
State Shared Revenues		694,652
Local Shared		219,825
Charges for Services		794,023
TOTAL GRANTS AND DONATIONS FUND REVENUES	\$	2,198,000

Section 4: In the event that net revenues from an individual donation or forfeiture source exceed the appropriation, the actual net revenues received from that source will constitute the authorized appropriation. The appropriation for projects funded by state and federal grants and business investment grants shall be set by the Board of County Commissioners.

Section 5: The Finance Director is hereby directed to maintain, within the Grants and Donations Fund, sufficient detailed accounting records for each grant or project authorized.

Section 6: The Finance Director is directed to report annually on the financial status of each grant and the revenue received.

Section 7: Upon its adoption, the Grants and Donations Fund will become a multi-year special revenue fund for non-recurring activities. All funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently amended by Board action.

Section 8: Copies of this ordinance shall be filed with the County Manager and the Finance Director.

ADOPTED this the 20th day of June 2011.

MAJOR FACILITIES FUND ORDINANCE

BE IT ORDAINED by the Wake County Board of Commissioners, that the following budget ordinance for the Major Facilities Fund is hereby adopted:

Section 1: The following amounts are hereby appropriated in the Major Facilities Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012 for projects and the administration of the tax collection efforts:

Raleigh Convention Center for Operating Support and Debt Service	\$ 14,295,301
City of Raleigh for Discretionary Projects	1,000,000
City of Raleigh Holdback from Occupancy Tax Proceeds	680,000
Town of Cary Holdback from Occupancy Tax Proceeds	713,085

Greater Raleigh Convention and Visitors Bureau for Operating Support	3,812,676
Debt Service for Construction of the RBC Center	5,207,756
Centennial Authority for Operating Support	1,934,182
Centennial Authority for Capital Projects at the RBC Center	1,000,000
Transfer to General Fund, Administrative Fee for Occupancy Tax	441,286
Transfer to General Fund, Admin. Fee for Prepared Food and Beverage Tax	553,714
Transfer to Debt Service Fund for Debt on Five County Stadium	991,000
Transfer to Major Facilities Capital Projects Fund	1,000,000
North Carolina Museum of Art	1,000,000
North Carolina Museum of Natural Science	900,000
Saint Augustine's College Track	100,000
	<hr/>
TOTAL MAJOR FACILITIES FUND APPROPRIATION	\$ 33,629,000

Section 2: It is estimated that the following revenues will be available in the Major Facilities Fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012 to fund those projects described in Section 2:

Occupancy Tax	\$ 14,703,000
Prepared Food and Beverage Tax	18,448,734
Appropriated Fund Balance	<u>477,266</u>
TOTAL MAJOR FACILITIES FUND REVENUES	\$ 33,629,000

Section 3: The Finance Director is hereby directed to maintain within the Major Facilities Fund sufficient specific detailed accounting records for each project authorized and to report annually on the financial status of this Fund.

Section 4: In the event that the actual proceeds from the tax levy of the occupancy and food/beverage taxes exceed the appropriated amount, the actual net proceeds as distributed according to the enabling legislation and interlocal agreements shall constitute the appropriation from said levy.

Section 5: Copies of this ordinance shall be filed with the County Manager and Finance Director.

ADOPTED this the 20th day of June 2011.

PERSONNEL AUTHORIZATION ORDINANCE

BE IT ORDAINED by the Wake County Board of Commissioners:

Section 1: The following full-time equivalent positions are hereby authorized in the County government by organizational unit and fund for the fiscal year beginning July 1, 2011 and ending June 30, 2012.

Department, Division and Fund (All Positions are in the General Fund unless otherwise noted)	Authorized Full-time Equivalent Positions
Board of Commissioners	3.000
County Manager	11.000
County Attorney	13.000
Board of Elections	19.500
Facilities, Design & Construction	10.000
Finance	
General Fund	34.000
Debt Service Fund	2.000
Finance Total	36.000
Human Resources	25.000
Information Services	91.750
Register of Deeds	37.000
Revenue	61.000
Soil and Water Conservation District	5.000
Community Services	
CS Management and Budget	6.000
Parks, Recreation and Open Space	23.500

Veteran Services	4.000
Geographic Information Services	18.000
Libraries	210.500
Planning and Development Services	41.000
Community Services Total	303.000
Environmental Services	
General Fund	
ES Administration	9.000
Environmental Health & Safety	28.000
Animal Care, Control and Adoption Center	35.000
Water Quality Division	27.000
Total General Fund	99.000
Solid Waste Fund	14.000
South Wake Landfill Fund	5.000
Environmental Services Total	118.000

Department, Division and Fund (All Positions are in the General Fund unless otherwise noted)	Authorized Full-time Equivalent Positions
General Services	
General Fund	
Administrative Support	10.000
Central Services	16.000
Field Services	33.000
Physical Plant	60.000
Security	6.000

Total General Fund	123.000
Fleet Fund	14.000
General Services Total	137.000
Human Services	
General Fund	
Social Services	402.500
Child Welfare	230.750
Children, Youth and Family	253.350
Public Health	139.311
Health Clinics	146.300
Behavioral Health	202.125
Administrative Operations	242.750
Local Managing Entity	110.750
Total General Fund	1,727.836
Grants Fund	21.250
Affordable Housing	6.750
Human Services Total	1,755.836
Emergency Medical Services	219.000
Fire & Emergency Management	
General Fund	20.000
Grants Fund	1.000
Fire & Emergency Management	21.000
CCBI	70.500
Sheriff	
General Fund	
Law Enforcement	404.000

Detention	498.000
Sheriff Total	902.000
Capital Area Workforce Development	28.000
TOTAL FTEs ALL FUNDS PER SYSTEM	3,866.586

Section 2: The County Manager is hereby authorized to transfer and/or reclassify full-time equivalent positions within the same fund.

Section 3: With the exception of changes allowed through Section 2, any changes to the full-time equivalent (FTE) amounts authorized in Section 1 of this ordinance must be approved by the Board of Commissioners.

Section 4: The salary minimums, midpoints and maximums are hereby established for the salary schedule effective July 1, 2011.

<i>NONEXEMPT SCHEDULE - ANNUAL</i>			
BAND	MINIMUM	MIDPOINT	MAXIMUM
1	\$15,080	\$23,240	\$31,400
2	\$20,400	\$27,500	\$34,600
3	\$23,050	\$31,000	\$38,950
4	\$25,500	\$34,300	\$43,100
5	\$28,900	\$39,000	\$49,000
6	\$32,750	\$44,250	\$55,750
7	\$37,000	\$50,000	\$63,000
8	\$42,300	\$57,250	\$72,200
9	\$48,000	\$65,000	\$82,000
10	\$54,000	\$73,000	\$92,000
11	\$59,500	\$80,500	\$101,500
<i>NONEXEMPT SCHEDULE - HOURLY</i>			

BAND	MINIMUM	MIDPOINT	MAXIMUM
1	\$7.25	\$11.17	\$15.10
2	\$9.81	\$13.22	\$16.63
3	\$11.09	\$14.90	\$18.72
4	\$12.26	\$16.49	\$20.72
5	\$13.90	\$18.75	\$23.55
6	\$15.75	\$21.27	\$26.80
7	\$17.79	\$24.04	\$30.28
8	\$20.34	\$27.52	\$34.71
9	\$23.08	\$31.25	\$39.42
10	\$25.97	\$35.10	\$44.23
11	\$28.61	\$38.70	\$48.79

<i>EXEMPT SCHEDULE - ANNUAL</i>			
BAND	MINIMUM	MIDPOINT	MAXIMUM
26	\$35,500	\$48,000	\$60,500
27	\$39,200	\$53,000	\$66,750
28	\$43,500	\$58,750	\$74,000
29	\$48,100	\$65,000	\$82,000
30	\$52,900	\$71,500	\$90,100
31	\$58,500	\$79,000	\$99,500
32	\$64,750	\$87,500	\$110,250
33	\$71,600	\$96,750	\$121,900
34	\$79,400	\$107,250	\$135,100
35	\$87,750	\$118,500	\$149,250

36	\$97,000	\$131,000	\$165,000
37	\$106,600	\$144,000	\$181,400

Section 5: The following non-exempt position classification schedule is hereby established effective July 1, 2011.

Class Title	Class Title	Class Title
Band 1	Band 5 (cont'd)	Band 7
Library Page	Elections Specialist	Accountant
Park Aide	Executive Assistant	Advanced Practice Paramedic
Pre-Vocational Aide	Firefighter	Appraiser
Student Assistant	Human Services Case Manager	Crime Analyst
Swimming Pool Technician	Inmate Activities Coordinator	Deputy Fire Marshal
	Inventory Control Specialist	Deputy Sheriff - Investigator
Band 2	Mail Center Warehouse Coordinator	Deputy Sheriff - Senior Investigator
Animal Shelter Attendant	Mapping Technician	Detention Classification Coordinator
Transportation Aide	Master Mechanic	Detention Officer - Sergeant
	Payroll Specialist	Emergency Management Specialist
Band 3	Plans & Permits Technician	Environmental Health Specialist
Administrative Assistant	Program Assistant	Environmental Program Coordinator
Animal Health Care Technician	Revenue Agent	Facility HVAC Specialist
Customer Service Representative	Senior Accounting Technician	General Inspector
Equipment Operator	Senior Equipment Operator	Housing Rehabilitation Specialist
Library Assistant	Senior Identification Technician	Human Services Sr. Practitioner
Nurses Aide	Solid Waste Compliance Officer	Information/Technology Technician

Park Technician	Teacher/Tutor	Print Shop Coordinator
Pharmacy Technician	Telecommunicator I	Public Information Specialist
Scale House Attendant		
Utility Worker	Band 6	Band 8
	Animal Control Team Leader	CCBI Agent
Band 4	Animal Shelter Manager	Chief Deputy Fire Marshal
Accounting Technician	Assistant Park Manager	Dental Hygienist
Animal Control Officer	Buyer	Deputy Sheriff - Sergeant
Dental Assistant	CCBI Processing Unit Supervisor	Detention Officer - Lieutenant
Deputy Register of Deeds	Deputy Clerk to the Board	EMS Supervisor
Emergency Medical Technician	Deputy Sheriff	Environmental Health Program Specialist
Executive Secretary	Deputy Sheriff - First Class	Environmental Services Team Leader
Graphics Specialist	Deputy Sheriff - Master	Fire Captain
Human Resources Technician	Evidence Technician	Fire/Rescue Responder
Human Services Technician	Facility HVAC Technician	Forensic Examiner
Identification Technician	Firefighter/Driver	Lab Supervisor
Interpreter	Forensic Photographer	Natural Resource Conservationist
Laboratory Technician	Human Services Program Auditor	Nurse
Licensed Practical Nurse	Human Services Senior Case Manager	Public Safety Training Specialist
Mechanic	Medical Technologist	Sheriff Academy Training Manager
Press Operator	Nutritionist	Trades Supervisor
Property/Evidence Clerk	Paralegal	
Vehicle Technician	Paramedic	Band 9
	Planning Technician	Deputy Sheriff - Lieutenant
Band 5	Public Health Educator	Nursing Supervisor
Administrative Supervisor	Social Worker	
Benefits Specialist	Soil Scientist	Band 10

Computer Operator	Substance Abuse Counselor	CCBI Field Shift Supervisor
Consumer Records Manager	Telecommunicator II	Latent Print Supervisor
Detention Officer	Trades Specialist	
Detention Officer - Master	Veterans Services Officer	Band 11
	X-Ray Technician	Physician Extender

Section 6: The following exempt position classification schedule is hereby established effective July 1, 2011.

Class Title	Class Title	Class Title
Band 26	Band 29 (cont'd)	Band 31 (cont'd)
Administrative Services Coordinator I	Environmental Engineer/Consultant	Human Resources Manager
Librarian I	Environmental Health Supervisor	Human Services Assistant Division
Risk Management Specialist	Environmental Planner	Director
Workforce Development Specialist	Human Services Program Consultant	Information/Technology Business
	Inspections Supervisor	Analyst
Band 27	Internal Auditor	Land Development Administrator
Business Auditor	Investment Analyst	Long Range Planning Administrator
Human Resources Consultant	Mapping Supervisor	Regional Library Supervisor
Human Services Program Specialist	Planner III	Security Director
Human Services Supervisor I	Web Administrator	
Nutritionist Supervisor		Band 32
Park Manager	Band 30	Appraisal/Collection Manager
Planner I	Business Officer	Assistant Library Director
Safety Officer	Code Enforcement Complaint	Assistant to the County Manager
Telecommunications Supervisor	Coordinator	Budget & Policy Director
Video Production Specialist	Computer System Administrator	Community Services Manager

	Conservation District Administrator	Debt & Capital Director
Band 28	Detention Officer - Major	Director of Detention Services
Administrative Services Coordinator II	Facilities Engineer	Director of Elections
Chemist	Financial Systems Administrator	Emergency Management Director
Criminal Justice Planner	Fiscal & Policy Analyst	EMS Director
Employee Wellness Coordinator	GIS Analyst	Environmental Health & Safety Director
EMS Quality Assurance Coordinator	Human Services Program Manager	Environmental Services Manager
Housing Rehabilitation Coordinator	Information Services Customer Service Supervisor	Financial Services Manager
Human Services Clinician	Information/Technology Analyst	Fire Marshal
Human Services Supervisor II	Payroll Administrator	Human Services Division Director
Information/Technology Specialist	Public Information Manager	Human Services Finance Officer
Lead Inspector	Senior Psychologist	Information/Technology Engineer
Librarian II	Solid Waste Facilities Manager	Information/Technology Project Manager
Planner II	Watershed Manager	Inspections, Development, Plans & Permits Director
Psychologist		
Senior Accountant		
Senior Appraiser	Band 31	
Senior Soil Scientist	Animal Services Director	Internal Audit Director
Workforce Development Coordinator	Assistant Director of Detention Services	Pharmacist
		Physical Plant Director
Band 29	Central Services Director	Purchasing Director
Assistant EMS Director	Deputy CCBI Director	Radio Systems Manager
Assistant Register of Deeds	Deputy Sheriff - Captain	Risk Manager
Consumer Records Director	Facilities Project Manager	Senior Facilities Project Manager
Detention Officer - Captain	Field Services Director	Special Aide to Sheriff
Emergency Management Coordinator	Fleet Director	Workforce Development Director

Class Title	Class Title	Class Title
Band 33	Band 34	Band 36
Attorney	Chief of Staff - Sheriff	Community Services Director
CCBI Director	Deputy Finance Director	Dental Director
Deputy General Services Director	Human Services Deputy Director	Environmental Services Director
Deputy Sheriff - Major	Information/Technology Manager	Information Services Director
Information Services Division Supervisor	Library Director	
Management Services Director - Sheriff	Pharmacy Director	Band 37
Parks, Recreation & Open Space Director	Band 35	Deputy County Manager
Planning, Development & Inspections Director	Budget & Management Director	Human Services Director
Public Information Director	Dentist	
Solid Waste Management Director	Deputy County Attorney	
Water Quality Director	Facilities, Design & Construction Director	
	General Services Director	
	Human Resources Director	
	Revenue Director	

Section 7: A change is hereby made to employee benefits to eliminate retiree health benefits coverage eligibility for employees hired after June 30, 2011. This change will have no impact on the retiree health benefit coverage eligibility of employees hired prior to July 1, 2011.

ADOPTED this the 20th day of June 2011.

Home and Community Care Block Grant

The HCCBG for Older Adults funds are to be made available to Wake County in the amount of \$2,673,900. Wake County does not operate as a pass thru agent for these monies. Agencies receive their designated allocations directly from Triangle J. However, the County does match each of these allocations with local dollars.

The County's share of the match is \$297,100 and the funds have been identified in the fiscal year 2012 recommended budget.

1) Meals on Wheels	\$931,448	HCCBG
	\$103,494	Required Match
2) Resources for Seniors	\$1,742,452	HCCBG
	\$193,606	Required Match

Tony Gurley motioned, seconded by Joe Bryan, to approve the plans submitted by Wake County Human Services, Meals on Wheels and Resources for Seniors and affix required signatures. The motion passed unanimously.

Approval of the Greater Raleigh Convention & Visitors Bureau's FY 2012 Operating Budget

Tony Gurley motioned, seconded by Joe Bryan, to approve the FY 2012 operating budget for the Greater Raleigh Convention & Visitors Bureau in the amount of \$4,241,400. The motion passed unanimously.

Travel Policy for Wake County Board of Alcoholic Control

Tony Gurley motioned, seconded by Joe Bryan, to approve the Wake ABC Board's travel policy as conforming to the County's and directs the Clerk to send a copy of the June 20, 2011 Board minutes including such approval to the ABC Commission. The motion passed unanimously.

Travel Policy

For

Wake County Board of Alcoholic Control

The purpose of this policy is to establish procedures for authorization of travel by Wake County Board of Alcoholic Control employees, Board members and certain non-Board employees for the purposes of conducting Board business, and to establish policy and procedures for payment of the cost of authorized travel. This travel policy is designed to comply with Internal Revenue Service (IRS) regulations so that all reimbursements will be non-taxable payments.

Applicability

All Board employees and Board members are subject to this policy. This policy is effective March 1, 2010 and supersedes all previous travel policies.

General

Employees and Board members will be provided a \$46.00 per diem allowance for meals and incidentals for both in-state and out-of-state overnight travel. The per diem allowance of \$46.00 covers meals and incidental expenses. Incidental expenses are defined in the federal travel regulations as “fees and tips given to porters, baggage carriers, bellhops, hotel maids, stewards or stewardesses and others on ships, and hotel servants in foreign countries; transportation between places of lodging or business and places where meals are taken.” Employees and Board members should file for reimbursement when a trip is completed.

The policy of Wake County Board of Alcoholic Control is to reimburse employees and Board members for all reasonable expenses incurred as a result of travel for authorized Board business. All travel is contingent upon the availability of budgeted funds. All out-of-state overnight travel must be approved in advance by the General Manager.

On rare occasions special events occur requiring that actual expenses be reimbursed for certain employees and Board members. Prior verbal approval is required from the General Manager.

Mileage Reimbursement

The General Manager should be advised of travel plans and give verbal approval of the plans. Failure to notify the General Manager of their travel plans may result in the employee or Board member receiving no reimbursement for travel costs. The General Manager is responsible for ensuring adequate funds are available to reimburse all travel costs and that employees and Board members understand their authority to incur daily mileage or other travel costs.

The Finance Department will accept reimbursement requests as frequently as weekly and at least monthly.

The Board reimburses mileage expenses at the IRS standard mileage rate. The General Manager is allowed to make periodic adjustments for auto mileage rates in accordance with current IRS regulations. The IRS approved rate may change on a calendar year basis and generally becomes effective January 1 of each year. Parking or traffic tickets and valet parking are not reimbursable. Normal parking charges are reimbursable. Parking receipts or an explanation of why there is no receipt should be attached to the reimbursement request. In order for mileage to be reimbursed, it must be substantiated with enough detail that the mileage claimed can be verified.

To the extent possible, trips should be planned out in advance so that mileage is minimized. Transportation expenses between your home and your regular place of work are personal commuting expenses and not eligible for mileage reimbursement. Travel from your home to an out-of town conference or training session is eligible for mileage reimbursement from your home to the conference site and back home.

Overnight Travel

The Board will pay costs incurred while in overnight travel status for the purpose of conducting Board business authorized by the General Manager. An employee or Board member is considered in overnight travel status as opposed to commuting status when he incurs over 60 miles one way of travel from Raleigh to arrive at his business destination and the travel requires an overnight stay.

Any employee or Board member seeking exception to the overnight travel status rule may request that the General Manager make an exception to the above policy. Exceptions are generally not granted just because the employee or Board member is required to be on-site at the business location before or after normal working hours.

Allowable and Unallowable Expenses

Lodging

Hotel/lodging reservations are to be arranged by the traveling employee and Board member, a selected travel agency, or by utilizing accommodations prearranged by conference training sponsors or professional associations.

Lodging expenses will be reimbursed at actual **cost of rooms (including tax)** provided that the employee or Board member will seek reasonably priced lodging. Board travelers sharing a room with a non-Board employee will be reimbursed at the single occupancy rate only.

A detailed hotel receipt is required for reimbursement of lodging expenses.

No reimbursement is authorized for in-room movies, valet charges, in-room bar charges, or other nonessential needs.

Room service charges for food, including tips, and personal phone calls are not allowable. These expenses are considered to be covered by the per diem allowance. Meal expenses, personal phone calls and baggage handling tips are to be paid by the employee or Board member using personal funds. The Board will reimburse the employee or Board member according to the established per diem allowance limits after an accounting of trip expenses has been authorized by the General Manager

If required, hotel reservations should be guaranteed with the employee's or Board members personal credit card. Travel expenses can be paid for with use of a personal credit card and the employee or Board member can seek reimbursement for allowable costs after he/she returns from the trip. Governmental rates should be sought whenever offered by the hotel.

Meals and Incidental Expenses

The Board will not issue the per diem meal allowance for same day trips.

Employees or Board members will be provided a \$46.00 per diem allowance for meals and incidentals when they are in overnight travel status, for each night the status is incurred.

The per diem allowance of \$46.00 covers meals and incidental expenses. Incidental expenses are defined in the federal travel regulations as "fees and tips given to porters, baggage carriers, bellhops, hotel maids, stewards or stewardesses and others on ships, and hotel servants in foreign countries; transportation between places of lodging or business and places where meals are taken, if suitable meals can be obtained at the temporary duty site; and the mailing costs associated with filing travel vouchers and payment of employer sponsored charge card billings". Employees or Board members should file for reimbursement when a trip is completed.

For employees or Board members in overnight travel status, the day you depart and the day you return, the per diem allowance will be reduced to 75% of the normal amount. Therefore, instead of receiving \$46.00 for these days, you will receive \$34.50.

You may be eligible for a higher per diem allowance depending upon the city to which you are traveling. Check the per diem rates to see if the city you are traveling to is listed. If it is, print a copy of the page that details the daily rate for that city to attach to your travel expense reimbursement report and you will be reimbursed at the higher rate.

The Board will not require any receipts under the per diem allowance method. With the General Manager's approval, additional reimbursement can be requested for a particular day(s), however, receipts for all meals in the day(s) must be supplied. The IRS does not allow you to use per diem allowance on some meals and actual reimbursement on other meals during the same day.

Any expenses associated with the purchase of alcoholic beverages are not reimbursable.

Transportation

Personal Vehicle

When personal vehicle travel is authorized, the prevailing IRS rate per mile is paid as full reimbursement for such transportation costs. The Finance Director is allowed to make periodic adjustments for auto mileage rates in accordance with current IRS regulations. The IRS approved rate may change on a calendar year basis and generally becomes effective January 1 of each year.

In order for mileage to be reimbursed, it must be substantiated with enough detail that the mileage claimed can be verified.

To the extent possible, trips should be planned out in advance so that mileage is minimized.

The use of a personal vehicle will normally be confined to destinations within North Carolina or in neighboring states where it is more advisable to travel by car because of expediency and destination accessibility.

Rental Vehicle

A rental vehicle may be requested when it is determined that no other mode of transportation is as economical or practical. A rental vehicle should be used for business purposes only.

Vehicle rentals, when authorized and necessary, or for emergency or unanticipated situations, can be arranged by the traveling employee or Board member. In these instances, the traveler should request the lowest rental rate possible. Corporate or governmental rates should always be obtained if possible. Vehicle rental expense incurred may be paid by the traveler and reimbursed upon completion of the trip. Rental receipts are required to be submitted with the final travel accounting report. If a personal credit card is used, the additional insurance coverage offered by the rental company should be accepted.

Airline

Airlines or travel agents should be contacted only after the required approvals are obtained.

Airline tickets can be obtained in several ways:

- Charging fare to a personal credit card or some other personal payment method and seeking reimbursement. If reimbursement is sought before travel has taken place some form of documentation such as an invoice from the travel agent or credit card statement must be presented and General Manager Authorizations must be provided.
- Airline tickets should be in name of employee or Board member and any frequent flyer miles are for the employee's or Board member's benefit. The Board makes no current claims on frequent flyer miles at this time.
- The Board pays for coach rates only. The County will pay travel agent fees when agents were used to obtain airline reservations.

Required Approval

The General Manager must give prior approval for overnight travel expenses. The Finance Department will not reimburse overnight travel expenses until the General Manager has approved the expense.

How to Pay for Travel Expenses and Reporting Procedures

It is the intent of the Board to cover all allowable travel expenses. There will be instances where the employee or Board member will incur costs that he/she will pay for personally; such as taxi fares, bus or shuttle fees, parking charges, etc. These costs will be reimbursed once the employee or Board member does an accounting of the travel expenses and obtains General Manager's review and authorization. Receipts should always be obtained.

Travel advances may be approved at the discretion of the General Manager. Travel advances in cash or check will be issued the last workday before the travel event is scheduled to occur and may not exceed the estimated travel cost. Each advance must be accounted for on the travel expense report.

Following completion of the trip, the employee or Board member should promptly complete and submit the Travel Expense Report to the General Manager for approval who will then forward the request to the Accounting Department. The Accounting Department will determine that the reimbursement request has been properly approved, that it is mathematically correct, and that requested reimbursements agree to submitted receipts and are within the limits of this policy. If an error in the reimbursement request is found, the reimbursement request will be returned to the traveler for correction prior to processing and subsequent payment by the Accounting Department. Any correction that increases the monetary amounts requested will need to be re-authorized per the above procedures. Travel Expense Reports for the General Manager are submitted to the Board Chairman and then to the Accounting Department who reviews for accuracy prior to processing.

The GM will complete and submit the Travel Expense report to the Board's chairman for approval.

Responsibilities of Travel Approvers

The fiscal integrity and credibility of our organization is the responsibility of all employees and Board Members.

If you are approving a travel reimbursement request, whether or not you are the traveling employee's direct supervisor, you are attesting to the following:

1. That you have reviewed the reimbursement request in its entirety;
2. That the reimbursement request is accurate; and
3. That the travel is strictly for a Board business-related purpose; and
4. That the expenses are reasonable; and
5. That you have reviewed the purpose of the trip and approve.

Violations of Travel Policy

The following will be subject to disciplinary action and possible criminal prosecution:

- Submitting a falsified trip accounting or requests for reimbursement.
- Authorizing a request for reimbursement which is known to be false.

Temporary Subordination of Lien Position and Clarification of the Amortization Schedule for Previously Approved Affordable Housing Development

Tony Gurley motioned, seconded by Joe Bryan, to approve at temporary subordination of lien position and a clarification of the amortization schedule for Meadowcreek Commons affordable housing development, subject to terms and conditions acceptable to the County Attorney. The motion passed unanimously.

Proposed Clarification to Amortization Schedule:

The original approval on June 15, 2009 was a funding commitment of up to \$480,000 CIP funds to DHIC for the permanent financing of Meadowcreek Commons. Further, \$179,957 would be repaid on a monthly basis over 20 years, \$393,623 would be deferred and repaid as a balloon in year 20. The loan terms requested were 1% interest for 20 years. Wake County would maintain a lien on the property for 20 years and the affordability period is 20 years.

The proposed repayment is that at least \$179,957 will be repaid on a monthly basis over 20 years, the balance will be repaid as a balloon in at the end of the loan term in year 20. This allows the County to be repaid more over the life of the loan, should more funds be available to pay on the County loan.

	Approved	Proposed
Annual Payments	\$179,957	At least \$179,957
Balloon Payment	\$393,623	Balance remaining in year 20
Total	\$573,580	

Changes to Mingo Creek Apartments Affordable Housing Development Approval

Tony Gurley motioned, seconded by Joe Bryan, to approve two changes to Mingo Creek Apartments Affordable Housing Development funding commitment:

1. An extension of time for the development agreement;
 2. Change in the number of units in the development;
- subject to terms and conditions acceptable to the County Attorney.

The motion passed unanimously.

Mingo Creek Apartments is currently at 50% construction completion and has requested a 6-month extension to the County’s loan commitment. Evergreen is requesting the extension because the permitting process took longer than anticipated. The requested changes are outlined in the table below:

In

	Approved 5/7/2007	Approved 8/3/2009	Proposed 6/20/2011
Acquisition Date	7/31/2007	6/20/2008	6/20/2008
Construction Start Date	1/1/2008	12/15/2009	11/17/2010
Completion Date	5/1/2009	7/15/2011	12/31/2011

addition, during the permitting process it became necessary for Evergreen to reduce the number of units in the development from 92 to 76. The reduction is the result in the loss of buildable land on the site from two site plan approval requirements:

1. Widening Hodge Road from 2 lanes to 4 lanes at the entrance to the development;
2. Passive and active open space set aside.

The table below contains the approved and proposed income target distribution of units for Mingo Creek:

Area Median Income (AMI) Targeted	Number of Units Approved 5/7/2007	Number of Units Proposed 6/20/2011
30% AMI	24	19
50% AMI	32	12
60% AMI	36	45
Total	92	76

**Declare Human Services Epidemiology Surveillance Vehicle Surplus
Property and Transfer of Ownership to North Carolina Department of
Health and Human Services, (NCDHHS) Division of Public Health
Preparedness and Response**

Tony Gurley motioned, seconded by Joe Bryan, to declare Vehicle number 167701, 2003 Dodge Durango, VIN # 1D4HS38N53F588741, Surplus Property and authorize the transfer of ownership to NCDHHS, Division of Public Health Preparedness and Response. The motion passed unanimously.

**Approval of Multi-Year Agreement for Body Recovery and Transport
Services (WC-7)**

The van purchase, as well as a review of service requirements, resulted in a final agreed upon rate of \$300 per body transport and one dollar per loaded mile. The County's estimated expense is not expected to exceed \$175,000 and funds are available in the FY 2012 recommended budget.

Tony Gurley motioned, seconded by Joe Bryan, to authorize the County manager to enter into a three-year contract, with the option of two additional one-year renewals, with Western Wake Fire Rescue to provide body recovery and transport services beginning July 1, 2011, subject to terms and conditions acceptable to the County Attorney. The motion passed unanimously.

Resolution Adopting the Provider/Subcontractor Model of Ambulance Service Revenue Management

Tony Gurley motioned, seconded by Joe Bryan, to approve the Resolution Adopting the Provider/Subcontractor Model of Ambulance Service Revenue Management. The motion passed unanimously.

RESOLUTION

ADOPTING THE PROVIDER/SUBCONTRACTOR MODEL OF AMBULANCE SERVICE REVENUE MANAGEMENT

WHEREAS, North Carolina General Statutes 143-507 et seq., and 10A NCAC 13P .0201 et seq., required that counties operate emergency medical services (EMS) systems, and

WHEREAS, the County desires to provide superior emergency medical services, including emergency ambulance transportation, throughout the County, to all County residents and visitors; and

WHEREAS, the County desires to manage and distribute revenues derived from ambulance transportation in a manner that is most advantageous to the taxpayers of Wake County;

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Wake County that Wake County, by and through its Department of Emergency Medical Services, shall be the sole authorized provider of emergency ambulance transportation services within the County, whether those services be furnished directly by the County or through one or more subcontracted ambulance services, and

BE IT FURTHER RESOLVED that Wake County shall be responsible for billing for all emergency ambulance services rendered in the County, regardless of whether the service is provided directly by the County or through one or more subcontracted ambulance services, and

BE IT FURTHER RESOLVED that the County shall reimburse such subcontracted ambulance services as County shall elect to retain based on approved budgets submitted by the subcontracted ambulance service(s) in accordance with County's Emergency Medical Services Budget Manual, which shall be maintained by the Department of Emergency Medical Services.

Resolution to Revise the Residence Districts for the Wake County Board of Commissioners

Tony Gurley motioned, seconded by Joe Bryan, to adopt the Resolution revising the residence districts for the Wake County Board of Commissioners. The motion passed unanimously.

RESOLUTION
TO REVISE THE RESIDENCE DISTRICTS AND APPORTIONMENT PLAN FOR
THE WAKE COUNTY BOARD OF COMMISSIONERS

WHEREAS, the Wake County Board of Commissioners consists of seven members; and

WHEREAS, Wake County is divided into seven residence districts for elections to the Wake County Board of Commissioners; and

WHEREAS, in accordance with North Carolina General Statute 153A-58(3)d, the members shall reside in and represent the districts according to the apportionment plan adopted in this resolution, but the qualified voters of the entire county shall nominate all candidates for and elect all members of the board; and

WHEREAS, the residency districts have not been modified since establishment by the North Carolina General Assembly in 1981; and

WHEREAS, the number of Wake County residents has more than doubled since 1981; and

WHEREAS, the members currently serving desire to adjust the residency districts to reflect the changes in population that have taken place in the past thirty years; and

WHEREAS, this Board of Commissioners undertakes this action with the intent that current members retain their incumbency and that each member shall serve out the full term to which that member was most recently elected as of the date of this Resolution; and

WHEREAS, it is the intent of this Resolution that no change in the boundaries of the seven residence districts will affect the unexpired term of office of a member currently serving; and

WHEREAS, this Board of Commissioners undertakes this action with the intent that the replacement member for the current District 4 serve out, upon his appointment by this Board, the term to which Mr. Norwalk was elected as by law provided; and

WHEREAS, Commissioner Tony Gurley acknowledges that his current residence will be taken out of the new District 3 as set forth below, but with full mutual understanding between this Board and Commissioner Gurley that this Resolution when adopted, and approved if necessary by the General Assembly, shall not affect his vested right to serve the full term to which he was elected in November of 2010; and

WHEREAS, SB 151 was ratified by the North Carolina General Assembly on June 15, 2011;
NOW, THEREFORE, BE IT RESOLVED that the following residence districts are established for the purpose of election to the Wake County Board of Commissioners.

1. Districts shall consist of the following precincts now in existence:
 - a. District 1: 09-01, 09-02, 09-03, 10-01, 10-02, 10-03, 10-04, 13-01, 13-02, 13-05, 13-06, 13-07, 13-08, 13-09, 13-10, 13-11, 17-02, 17-04, 17-06, 19-04, 19-09, 19-10, 19-16, 19-17.
 - b. District 2: 03-00, 06-04, 06-05, 06-06, 06-08, 06-09, 06-10, 12-01, 12-02, 12-04, 12-05, 12-06, 12-07, 12-08, 12-09, 15-01, 15-02, 15-03, 15-04, 16-01, 16-03, 16-04, 16-05, 16-06, 16-07, 16-08, 16-09.
 - c. District 3: 04-01, 04-02, 04-04, 04-08, 04-09, 04-10, 04-11, 04-13, 04-14, 04-15, 04-16, 04-17, 04-18, 04-19, 04-20, 04-21, 05-01, 05-03, 05-06, 20-02, 20-03, 20-04, 20-06A, 20-06B, 20-08, 20-10, 20-11, 20-12.
 - d. District 4: 01-01, 01-02, 01-03, 01-23, 01-27, 01-31, 01-32, 01-41, 01-48, 01-49, 04-03, 04-06, 04-07, 04-12, 06-07, 18-01, 18-02, 18-03, 18-04, 18-05, 18-06, 18-07, 18-08, 20-01, 20-05, 20-09.
 - e. District 5: 01-05, 01-06, 01-07, 01-07A, 01-09, 01-10, 01-12, 1-13, 01-14, 01-19, 01-20, 01-21, 01-22, 01-25, 01-26, 01-28, 01-34, 01-35, 01-40, 01-50, 16-02, 17-01, 17-03, 17-05, 17-07, 17-08, 17-09, 17-10, 17-11.
 - f. District 6: 01-15, 01-18, 01-37, 01-38, 01-42, 01-43, 01-44, 01-45, 01-46, 01-47, 01-51, 02-01, 02-02, 02-03, 02-04, 02-05, 02-06, 07-05, 07-06, 08-04, 08-07, 08-08, 14-01, 14-02, 19-03, 19-05, 19-07, 19-11, 19-12, 19-13, 19-14, 19-15.
 - g. District 7: 01-04, 01-11, 01-16, 01-17, 01-29, 01-30, 01-33, 01-36, 01-39, 04-05, 05-04, 05-05, 07-01, 07-02, 07-03, 07-04, 07-07, 07-07A, 07-09, 07-10, 07-11, 07-12, 07-13, 08-02, 08-03, 08-05, 08-06, 08-09, 08-10, 08-11, 11-01, 11-02.
2. Whenever the Wake County Board of Elections divides a precinct into two or more precincts, they shall remain in the district specified in section (1). Whenever the Wake County Board of Elections combines two or more precincts which are in the same district, they shall remain in the district specified in section (1). Whenever the Wake County Board of Elections changes the boundary between two or more precincts, all of which are in the same district, they shall remain in the district specified in section (1).
3. Whenever the Wake County Board of Elections changes the boundaries of precincts or combines precincts in a manner not specified in section (2), the Board of Commissioners of Wake County may by resolution adjust the boundaries of a district accordingly, but no such change shall affect the right of an incumbent to complete a term.
4. This Resolution does not affect the unexpired term of office of a member currently serving.
5. The new districts shall become effective so as to allow all incumbents to complete their term, including the member to be appointed to District 4, and Commissioner Gurley, who is the duly elected Commissioner from District 3, as District 3 existed prior to the adoption of this Resolution. Members to Districts 4, 5 and 6 shall be elected in November of 2012 and every four years thereafter, and members to Districts 1,2,3 and 7 shall be elected in November of 2014 and every four years after.

ADOPTED this the 20th day of June, 2011.

Regular Agenda

Consider Nomination for Appointment of the District 4 County Commissioner

Chairman Coble announced that the Wake County Democratic Party nominated Mr. Ervin Portman, Cary Town Council member, for the County Commissioner District 4 seat which was vacated by Stan Norwalk on May 2, 2011.

Betty Lou Ward motioned, seconded by Tony Gurley, to accept Ervin Portman as the Democratic Party Nomination for the District 4 County Commissioner to fulfill the term which expires December 2012. The motion passed unanimously.

Mr. Portman was recognized and welcomed as the incoming county commissioner who will take the oath of office at the July 5th, 2011 Board of Commissioners' meeting. Mr. Portman stated he was looking forward to working with the county commissioners.

Wake Technical Community College 2007 Building Program Appropriation Request

Mr. Wendell Goodwin, Facilities Engineer Officer for Wake Technical Community College, stated that 10.32 acres of property had come available for purchase in the area of the Northern Wake Campus area. The 2007 building program funded the Building E classroom at the Northern Campus and savings in the current program have funded the design and construction for a parking deck and road improvements at the Northern Campus. In the short term the 10.32 acres can be used to accommodate any overflow parking needs until the land can be developed.

Dr. Steve Scott, President of Wake Technical Community College, said the new building will open in January or February 2012. Commissioner Gurley noted the appraisal on the property showed the value being much more than the purchase price. The appraised value was \$140,000 per acre with the purchase price \$101,744 per acre for a total of \$1,050,000. An additional \$100,000 is included to cover closing costs including legal fees, a boundary survey and Phase 1 Environmental Assessment.

Phil Matthews motioned, seconded by Betty Lou Ward, to adopt the attached resolution to reallocate and appropriate \$1,150,000 from the Reserve for

Future Projects for the acquisition of property for expansion of the Northern Wake Campus. The motion passed unanimously.

Affordable Housing Development Funding Request

Ms. Annemarie Maiorano, Wake County Housing Director, asked for funding for Community Alternatives for Supportive Abodes (CASA) for acquisition and renovation of an existing 4-unit apartment building in Cary. The Cary town Manager has provided a letter of support and the town has committed a grant of \$159,460 in Community Development Block Grant funds. The units will add two units affordable to households earning at or below 40% area median income (AMI), currently \$24,860 per year for a two person household and two units will be for households earning at or below 50% AMI, currently \$31,100.

The application was presented to and reviewed by the Housing Committee of the Human Services Board at its meeting on May 19, 2011. The committee determined that the application:

- Meets the County's threshold requirements of a complete application;
- Contains housing affordable to households who earn at or below 40% of area median income;
- Maintains a debt coverage ratio of at least 1.15 for the term of the loan;
- Contains evidence of site control;
- Has support from the municipality where it will be located.

The Housing Committee recommended providing a loan to acquire and renovate the property. The staff recommendation was for the loan term to be 30 years 0% interest. At least \$100,000 would be repaid over 30 years; the balance would be paid as a balloon payment in Year 30. Wake County would hold first lien position. The Town of Cary funds are a grant and will not hold a lien position. The application was presented to the Executive Committee of the Human Services Board on June 9, 2011.

Lender	Funding Request
Wake County	\$159,460
Town of Cary	<u>\$159,460</u>
Total	\$318,920

James West motioned, seconded by Tony Gurley, to approve a loan of up to \$159,460 in federal HOME funds to Community Alternatives for Supportive Abodes (CASA) for the acquisition and renovation of an existing 4-unit apartment building in Cary, subject to terms and conditions acceptable to the County Attorney. All funding awards must conform to the County's Distribution of Affordable Housing Policy adopted by the Wake County Board of Commissioners on December 7, 2009. Awards are also contingent upon developments receiving local approvals including site plan approval and all necessary permits from the local municipality. In addition, all awards are

contingent upon the basic terms as identified in the project descriptions, including funding commitments from the financial partners as identified. The motion passed unanimously.

Approval of Two Homeowner Rehabilitation Loans Through the Affordable Housing Program

Ms. Annemarie Maiorano, Wake County Housing Director, asked the board to approve two homeowner rehabilitation loans. She gave an overview of the Housing Rehabilitation Program.

Both loans are for two elderly ladies that live in the Town of Wendell:

Ms. Jersey Belle Holden is 81 years old and lives at 3133 Edgemont Road, Wendell. The \$46,015 will be used for needed repairs as: making the bathroom handicapped accessible, replacing front door and windows, upgrading the electrical system, supporting weak floors, a new roof and new railing on the front stoop. Wake County's loan would hold first lien position and would be 34% of the loan to value.

Ms. Inez Watson is 75 years old and lives at 600 Industrial Drive, Wendell. The loan for \$43,944 would be used for needed repairs including: making the bathroom handicapped accessible, replacing doors and windows, installing a heat pump, upgrading electric service and replacing the roof. Wake County's loan would hold first lien position and would be 95% of the loan to value.

Betty Lou Ward motioned, seconded by James West, to approve:

1. A loan of up to \$46,015 to Jersey Belle Holden for repairs to her home at 3133 Edgemont Road, Wendell (REID: 0031911);
2. A loan of up to \$43,994 to Inez Watson for repairs to her home at 600 Industrial Drive, Wendell (REID: 0200927);

All subject to terms and conditions acceptable to the County Attorney.

The motion passed unanimously.

Commissioner Bryan asked Ms. Maiorano to explain the application process for a loan or grant. Ms. Maiorano said citizens can call 856-5425. Citizens must be low income and within the Federal Poverty guidelines. She said that the Section 8 housing checklist is used to determine need. Commissioner Bryan asked about a waiting list or eligibility. Ms. Maiorano said they receive many more applications than they can accept. The citizen must own their own home with a clear title and must meet the income eligibility requirements. She said this program is a last resort program. She said the money is available based on meeting established criteria.

Commissioner Ward asked about what happens to the property if the resident passes away. Ms. Maiorano said that the family can sell the house to pay off the loan or a family member could income qualify and stay in the home.

Chairman Coble asked about additional assets owned by those that apply for loans. Ms. Maiorano said the people who qualify for these loans do not have additional assets. This is not a money making program for the county.

Appointment of 2011 NACO Annual Conference Voting Delegate for Wake County Board of Commissioners

Chairman Coble said a voting delegate to represent Wake County was needed for the business session at the NACO Annual Conference. Chairman Coble nominated Mr. Joe Bryan to represent the Wake County Board of Commissioners as the voting delegate at the NACO Annual Conference. There were no other nominations.

Paul Coble motioned, seconded by Betty Lou Ward, to appoint Joe Bryan to serve as the Voting Delegate for Wake County Board of Commissioners during the July 15-19, 2011 NACO Annual Conference in Multnomah, Oregon. The motion passed unanimously.

Appointments

Wake Technical Community College Board of Trustees

Commissioner Gurley nominated Ronald Wainwright for reappointment to the Wake Technical Community College Board of Trustees. There were no other nominations and the board had a consensus vote in favor of the appointment.

Other Items

Closed Session

Mr. Scott Warren, County Attorney, said that a closed session was needed pursuant to G.S. 143-318.11(a)(4) to discuss matters relating to the location or expansion of business in the area served by this body.

Chairman Coble asked for a vote to go into closed session. All commissioners voted in favor of the closed session.

No action was reported from closed session.

Chairman Coble called the meeting back to order and opened the Public Comment Session.

Public Comments:

Mr. Kent Goddard said he understood the budget was difficult. He noted that mental health does not always receive the funding it should. He said that he hoped new programs could still be implemented.

Mr. Timothy DeCoursey and Mr. Darrell Frutiger came forward to speak. Mr. DeCoursey said that the regulations are for parcels of ten acres unless stated a more specific use type and there does not leave any flexibility for recreational uses that can be done on less than ten acres such as miniature golf or batting cages. He shared a situation where the parcel should be considered exempt from the regulation. He asked the Board of Commissioners to review the regulation for potential changes to include recreational parcels less than 10 acres. He said the regulation should be replaced or changed. Mr. Warren said that he would speak with these gentlemen to see how to address their concern.

Adjourn

Phil Matthews motioned, seconded by Betty Lou Ward, to adjourn the meeting at 3:00 p.m. The motion passed unanimously.

Respectfully submitted,

Susan J. Banks, NCCCC
Clerk to the Board
Wake County Board of Commissioners