



**Town Board Regular Meeting**  
March 3, 2020 – 7:00 PM  
502 Southtown Circle, Rolesville, NC 27571

**MINUTES**

**PRESENT:** Ronnie Currin, Mayor  
Jacky Wilson, Commissioner  
Paul Vilga, Commissioner  
Amy Stevens, Finance Officer  
Danny Johnson, Planning Director  
Orlando Soto, Police Chief  
Robin Peyton, Town Clerk  
Michelle Medley, Mayor Pro Tem  
Sheilah Sutton, Commissioner  
Kelly Arnold, Town Manager  
J. G. Ferguson, Parks & Recreation Director  
Mical McFarland, Economic Development Manager  
Dave Neill, Town Attorney

**A. CALL TO ORDER**

Mayor Currin called the meeting to order at 7:00 PM.

**1. Pledge of Allegiance**

Mayor Currin led the Pledge of Allegiance.

**2. Invocation**

Reverend Michael L. Eley, Sr., new Pastor of New Bethel Baptist Church gave the invocation.

**3. Review of Agenda by the Board and Addition/Changes of Items of New Business to the Agenda for Consideration.**

Moved by Commissioner Wilson to approve the agenda as presented; seconded by Commissioner Sutton. Motion carried by unanimous vote.

**4. Board Liaison Reports**

• **Mayor Pro Tem Medley – Planning Board**

Mayor Pro Tem Medley reported on the following:

- The first meeting of the new Planning Board was held and Mayor Pro Tem Medley stated she found the meeting to be educational.
- Future agenda items for this new board are pending.

• **Commissioner Sutton – Economic Development**

Commissioner Sutton reported on the following:

- Chamber Executive Director Rachel Morris, Rolesville Economic Development Manager Mical McFarland and herself will be meeting on a monthly basis.
- A meeting for stakeholders on the Main Street Vision Plan and proposed Economic Development efforts in Rolesville is being scheduled for April.
- Rolesville Economic Development Manager Mical McFarland and she participated in a phone call with the Internal Revenue Service (IRS) regarding the future of the Rolesville Economic Development Advisory Committee (REDAC). Plans are to rename the committee, define its future use, and information was provided from the IRS regarding what can and cannot be done by the committee.

- Commissioner Sutton will be meeting with some developers in the coming week to gain information about interest in Rolesville.

- **Commissioner Vilga – Parks & Recreation Advisory Board**

Commissioner Vilga reported on the following:

- Recreation Resource Service gave a presentation to the PARAB during its February 26<sup>th</sup> meeting. The presentation was on grant application processes for recreation development.
- The future role of the advisory board was discussed.
- The updated Farm Master Plan was presented.
- A subcommittee was formed to look at the Rolesville parks and greenway signage in order to report back to the PARAB regarding the best way to tie future signage into the existing Town wayfinding signs.
- Goals for 2020 were discussed.
- A report from the Rolesville Parks & Recreation Department was given regarding ballfield fencing, spring sports participation and upcoming events.

- **Commissioner Wilson – Public Safety**

Commissioner Wilson reported on the following:

- A meeting by the Public Safety Committee was held.
- In that meeting it was determined that changes in EMS coverage are being made which should leave Rolesville in better shape due to an extra ambulance being assigned to Wake Crossroads.
- Wake County is putting a 24-hour truck in Rolesville in April and East Wake is moving an ambulance to Hopkins Road as a backup to Rolesville for the hours between 9:00 AM to 9:00 PM.
- EMS service to Rolesville will not change and a new ambulance will be added to the Wake Tech campus which will provide a new location.
- Rolesville Rural Fire Department (RRFD) ran 1,108 calls in the year 2019 of which 632 of those calls were first responder calls to assist Wake County EMS. The remaining 476 calls were fire calls. Sixty percent of all calls in 2019 were within the Rolesville zip code with the remaining forty percent being rural.
- Priorities for a new station location for the RRFD will be further discussed at the next monthly RRFD Executive Board meeting. Pearce Road is currently the number one priority location followed by Fowler Crossroads location with Burlington Mills location being last.
- Wake County as a whole ran 113,875 calls in 2019 which averages 300+ plus calls per day. These calls were answered with the forty-five trucks available to Wake County currently.
- The Rolesville Police Department ran over 16,000 calls in 2019. The department averaged 43 calls per day.
- There are currently 20 officers on staff and the department is beginning an Explorers program which will introduce Rolesville High School students to police training.

## **5. Chamber of Commerce Report**

Rolesville Chamber of Commerce Chairman Allen Mitchell provided the following report:

- Chairman Mitchell urged the board members to get their tickets for the March 26<sup>th</sup> Chamber Awards Banquet if they have not already done so.
- The Chamber currently has 149 members.
- Plans for the coming year are to change the member reporting metric from numbers to participation. Percentage of participation by members at the Chamber's four to six monthly events will become the determinant of success of the Chamber for the coming year.
- When mentioning events, Chairman Mitchell stated the Chamber's interest in using the Farm owned by Rolesville as the location for the annual Chamber barbeque.

- Every member of the Chamber is paired with an Ambassador who communicates future scheduled events, performs introductions at each business's first function, provides assistance in building a financial and business plan and answers questions through the Chamber's Launch Rolesville program.
- The Chamber also has *Lunch and Learn* sessions as well as the Youth Leadership Academy.
- A 501c3 charitable foundation has been formed as an arm of the Rolesville Chamber of Commerce with its focus on workforce development, leadership training, entrepreneurship, economic development strategies, workforce competitiveness, and fund raising.
- The overall objective is to lure potential companies to locate to Rolesville by showcasing a great leadership organization, facility and town that is poised to build for them and offer opportunities.
- The foundation board is comprised of 2 PhDs; a former Commissioner/Mayor Pro Tem and Planning Board member for Rolesville who also served on the Wake County Planning Board; a former Wake County Board of Elections member; a retired banking executive; the retired, world-wide, Chief Technology Officer for Alcatel who also holds a PhD; a retired software executive and additional business owners.

## 6. Public Invited to be Heard

*Individuals wishing to participate in Public Invited to be Heard (non-agenda items) are requested to sign upon the form provided on the podium in the Town Board Chambers. When you are recognized, step to the podium, state your name and address then speak to the town Board.*

*Individuals wishing to speak during the Public Invited to be Heard or during Public Hearing proceedings are encouraged to be prepared and individuals will be limited to three (3) minutes. Written comments are welcome and should be given to the Town Clerk prior to the start of the meeting.*

### George Garcia, 524 Averette Road, Rolesville, NC

Mr. Garcia expressed his concern that the 200' notification requirement for adjacent properties potentially affected by development as set out in the Town's Unified Development Ordinance (UDO) does not account for peripheral impacts as some affect may be eventual to additional properties. Also, Chandler's Ridge neighborhood meetings did not clearly identify a strip of land with the potential for being taken by eminent domain by the Town of Rolesville. This strip of land borders Mr. Garcia's property.

## B. CONSENT AGENDA

1. Minutes of the February 4, 2020 Regular Town Board Meeting. – R. Peyton
2. Minutes of the February 8, 2020 Town Board Strategic Planning Workshop – R. Peyton
3. Minutes of the February 18, 2020 Town Board Work Session – R. Peyton
4. Budget Amendment – Street Resurfacing, Community School Park Fencing
5. Budget Amendment – Network Infrastructure Replacements
6. ~~Call for Public Hearings: A Master Team Special Use Permit, Rolesville CrossFit Site Plan Review, MA20-02: C4 Investments, LLC Zoning Map Amendment Request.~~ Item B.6. removed for further discussion under the regular agenda.

Moved by Commissioner Wilson to approve the Consent Agenda items with the removal from the Consent Agenda of item 6. *Call for Public Hearing...* to be discussed in more detail under **Board Action**. The consent agenda was seconded by Commissioner Vilga with the noted item removal. Motion carried by unanimous vote.

## C. BOARD ACTION

**1. Public Hearing: A20-01 – Chandler’s Ridge Annexation.**

Mayor Currin opened the Public Hearing on Case A20-01 – Chandler’s Ridge Annexation at 7:28 PM.

**Presentation by Staff**

Planning Director Danny Johnson provided an overview of the case under consideration for voluntary annexation of 113.11 acres.

**Public in Favor**

Tyler Probst, 2524 Reliance Avenue, Apex, NC

Mr. Probst, surveyor for the project, stated his being in favor of the annexation.

**Public in Opposition**

George Garcia, 524 Averette Road, Rolesville, NC

Mr. Garcia expressed his concern for trespassing on his property by those that are performing contractor labor for the project germane to the annexation.

Betty Freeman, 524 Averette Road, Rolesville, NC

Ms. Freeman stated that there is a 12-acre pond on the outlying area that abuts her property and that the area is spring fed and undevelopable. When originally presented by the developer, that area was shown to be a potential park area.

**Board Consideration of Ordinance 2020-O-02**

The Board expressed the desire for additional information on three acres lying outside the Rolesville extra-territorial jurisdiction (ETJ) to which Rolesville could not extend water and sewer service.

Moved by Commissioner Sutton to continue the Public Hearing on Case A20-01 to March 17, 2020; seconded by Commissioner Wilson. Motion carried by unanimous consent at 7:56 PM.

**2. Public Hearing: Bond Issuance – Thales Academy**

Town Attorney Dave Neill provided an explanation that the hearing was being held to seek endorsement by the Town for Thales to pursue a bond rather than authorization by the Town. The Town retains no legal obligation by its holding the public hearing and/or moving on the public hearing’s companion resolution.

**Presentation by Thales Academy Attorney**

Lisa Williams of McGuire Woods LLC, Attorney representing Thales Academy, provided information on the Internal Revenue Service’s requirement that the local governing body be made aware of a bond issuance or, in this case, bond refinance, made by an applicant within its jurisdiction, hold a public hearing, and have opportunity to ask questions. The municipality holds no financial obligation due to these proceedings.

**Public in Favor**

NONE

**Public in Opposition**

NONE

### **Close Public Hearing**

Mayor Currin closed the public hearing on the Thales Academy Bond Issuance at 8:02 PM.

### **Board Consideration of Resolution**

Moved by Commissioner Wilson to approve the Resolution that the Board of Commissioners of the Town of Rolesville, NC, Approving in Principal the Issuance of Not to Exceed \$40M of Public Finance Authority Educational Facility Revenue Bond – Thales Academy Project Series 2020; seconded by Commissioner Sutton. Motion carried by unanimous vote.

### **3. Review of Draft Farm Master Plan – McAdams**

Rachel Cotter of McAdams provided an update on the Farm Master Plan prior to its projected finalization at the end of the month. Items in the update included the following:

- Site due diligence has been completed.
- Capacity study has been developed.
- Following review of various options, a concept plan has been finalized.
- A final cost estimate, phasing plan, implementation plan and proforma are being finalized.
- Next steps outside of those for which McAdams is under contract will be detailed construction drawing design, permitting, bid-phase services, contractor contract negotiations followed by construction.
- Of note is the determination of a maximum impervious limit of 12%, inability to extend water and sewer service in to the park for which McAdams has provided preliminary engineering for well and septic,
- McAdams associates met with the City of Raleigh and Public Works with the outcome being that the City of Raleigh does not anticipate any problems with the Town annexing the property into its jurisdiction provided it does not ask for water and sewer service to the property rather the site be supplied with septic system and well(s).
- A cultural resource assessment revealed some archaeological remains which could be used to attract public along with agri-tourism.
- Capacity study revealed 13.07 acres impervious for development.
- The project is currently divided into 2 phases with the first phase having a cost of \$16,210,000.

The board requested information on dividing the first phase with accompanying cost estimates and an additional ingress/egress.

### **4. Progress Review of Strategic Plan**

Rick Rocchetti, UNC School of Government Organizational Development Consultant provided a strategic plan update which included work conducted by staff. Continued work by board and staff is needed in order to finalize. Board members were asked to provide assistance on a definition of “affordable housing”.

### **5. Call for Public Hearings: A-Master Team Special Use Permit, Rolesville CrossFit Site Plan Review, MA20-02: C4 Investments, LLC Zoning Map Amendment Request.**

The board discussed the need for information pertaining to a public hearing being delivered well in advance of each hearing so there is time to review and move forward quickly in the hearing. Deadlines for the applicants to submit information (in non-quasi-judicial hearings) as well as a development calendar were also discussed.

Moved by Commissioner Wilson to schedule all of the public hearings as presented for April 1, 2020; seconded by Commissioner Vilga. Motion carried by unanimous vote.

## **D. COMMUNICATIONS**

### **1. Communication from Town Attorney**

NONE

## 2. Communications from Town Staff

### Economic Development

Economic Development Manager Mical McFarland reported that the Triangle J Council of Governments has launched an online civic engagement platform (POLCO) that will be usable by Rolesville as a communication tool and enhance transparency. The platform may be found on the Town's website under *Your Government/Public Engagement*.

### Planning

Planning Director Danny Johnson reported that Mark Powers was re-elected as Chairman of the Planning Board and Mike Moss, Vice-Chair. The new Planning Board went through the UNC School of Government's *Introduction to Land Use Planning Decisions*.

### Finance

Finance Director Amy Stevens communicated that the renovations to Town Hall are to begin soon and are scheduled to last 60 days.

### Parks & Recreation/Public Works

Parks & Recreation/Public Works Director J. G. Ferguson provided the following report:

- A new special events flyer has been created.
- A Litter Sweep will be held on March 28<sup>th</sup> and may become a monthly event.
- Town streets will soon be cleaned by a rented sweeper operated by Public Works staff.

### Police Department

Police Chief Orlando Soto provided the following report:

- 1,898 public safety events occurred during the month of February.
- Response time is recorded as less than 4 minutes.
- Camp CARE has been renamed to Camp KIDS and the department has received funding via an ABC grant which will cover the next two years.
- Sergeant Patricia Myers will be pre-qualified for training as a PT instructor.
- The department's one remaining officer is completing Crisis Intervention Training which will make the department 100% trained in CI.
- Explorer Program is being launched at Rolesville High School.

## 3. Communication from Town Manager

Town Manager Kelly Arnold reported that CityVision 2020 attendance not an interference for May 5<sup>th</sup> Town Board meeting.

## 4. Communication from Town Board

Mayor Currin reported on the Town being awarded a grant for the Main Street Vision Plan and Burlington Mills realignment.

Mayor Currin inquired as to status of training for the new Board of Adjustment.

### **ADJOURN TO CLOSED SESSION PURSUANT TO N.C.G.S. 143-318.11(a)(4) TO DISCUSS MATTERS PERTAINING TO ECONOMIC DEVELOPMENT**

Moved by Mayor Currin to adjourn to Closed Session pursuant to N.C.G.S. 143-318.11(a)(4) to discuss matters pertaining to Economic Development; seconded by Mayor Pro Tem Medley. Motion carried by unanimous vote. Town Board adjourned to Closed Session at 9:43 PM.

The Town of Rolesville will make reasonable accommodations for access to Town services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call (919) 556-3506 by noon on the Thursday prior to the meeting to make arrangements.