



Board of Commissioners

Work Session

July 15, 2025

6:30 PM

AGENDA

1. Call to Order
2. Consideration of Agenda
3. Affordable Housing Conversation
4. Chamber Memorandum of Understanding MOU Conversation
5. Closed Session Pursuant to NCGS 143-318.11(a)(6) Personnel
6. Adjourn

This meeting is designed as a work session for board members to receive, review and discuss information prepared by staff. Only staff and board members are allowed to speak during this meeting, without express special permission. Citizens are reminded that there is an opportunity during the public comment period of regular board meetings occurring during the first Tuesday of each month for questions and concerns and citizens are welcome to contact the Mayor or board at other times by phone or email.

Your FOR Info FYI

Town of Rolesville
Board of Commissioners
Work Session

July 15, 2025

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Financial Update

For quarter ending June 30, 2025 (cash basis - not final)

99% percent of fiscal year

General Fund

GENERAL FUND SUMMARY

Revenues	FY23-24 Actual	FY24-25 Budget	FY24-25 YTD	YTD %
Ad Valorem	6,676,814	9,066,000	9,177,958	101%
Ad Valorem DMV	752,703	693,000	726,496	105%
Local Opt Sales Tax	3,366,189	3,360,000	2,668,305	79%
Solid Waste Fees	1,067,352	1,124,100	1,123,226	100%
Utility Sales Tax	608,506	574,000	554,084	97%
Fund Balance	-	1,673,056	-	0%
All Other Revenue	2,690,940	2,782,375	2,739,561	98%
Total	15,162,503	19,272,531	16,989,630	88%

Expenditures

Governing Board	167,303	198,700	179,324	90%
Administration	1,022,992	1,307,110	976,440	75%
Finance	633,819	817,890	732,208	90%
HR	314,727	390,364	338,643	87%
Special Approp	1,722,721	4,309,600	1,890,648	44%
Planning	1,164,521	1,636,776	1,193,907	73%
Com/Econ Dev	200,764	250,610	191,368	76%
Police	3,889,727	4,681,740	4,144,418	89%
Fire	1,153,842	1,364,100	1,355,255	99%
Public Works	824,632	1,297,146	1,043,809	80%
Powell Bill	242,008	85,000	8,597	
Solid Waste	990,445	1,567,750	1,529,957	98%
Parks & Rec	1,170,190	1,367,745	1,219,981	89%
Total	13,497,691	19,274,531	14,804,555	77%

Fund Balance Change

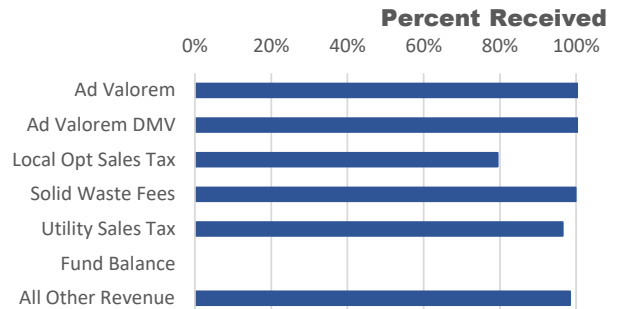
1,664,813

2,185,076

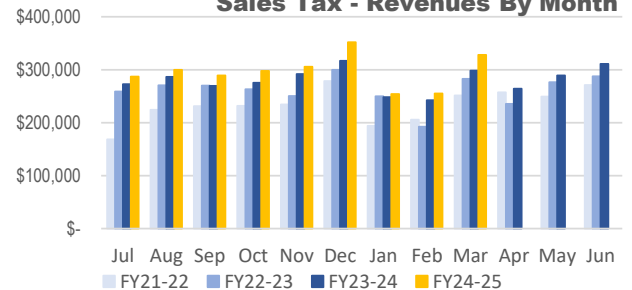
GENERAL FUND NOTES

- Overall, the General Fund ended the fiscal year as expected.
- Some revenues have a lag in receipt so they will always show behind year-to-date levels. Once those are received, most revenue projections will be met.
- Expenditures are generally within expected levels. No significant department overages identified.

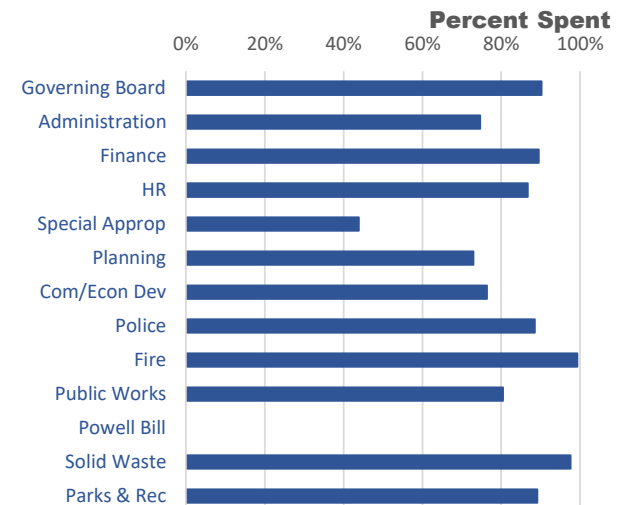
Revenues



Sales Tax - Revenues By Month



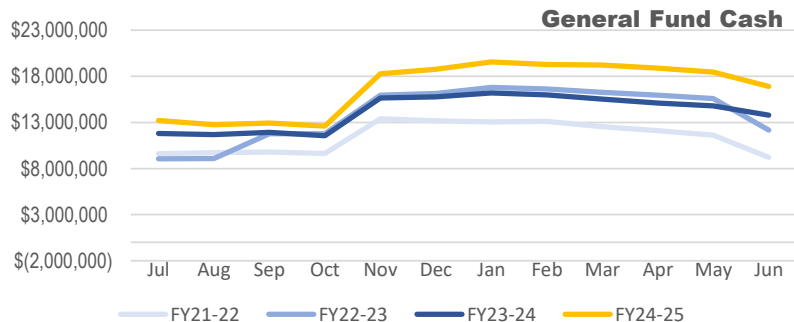
Expenditures



Cash & Investments

As of date noted above

General Fund	\$16,910,012
Capital Projects Fund	\$10,852,647
LAPP Grants Fund	\$5,971,827
Utility Projects Fund	\$2,092,464
	\$35,826,950
Checking	\$1,624,924
Investment	\$34,202,026
	\$35,826,950



Financial Update

For quarter ending June 30, 2025 (cash basis - not final)

99% percent of fiscal year



Capital Funds

CAPITAL PROJECTS FUND

	FY23-24 Actual	FY24-25 Budget	FY24-25 YTD	YTD %
Revenues				
Streets-related	1,359,606	-	1,278,195	
Parks-related	1,457,144	-	1,384,922	
Fund Balance Approp		2,981,819	-	0%
All Other Revenues	96,678	933,162	58,543	
Transfer In	730,000	1,285,000	1,285,000	100%
Total	3,643,428	5,199,981	4,006,661	77%

Expenditures				
Streets & Sidewalks	838,171	926,492	287,611	31%
Parks & Greenways	706,328	2,823,046	1,404,760	50%
General	2,455,093	1,450,443	586,042	40%
Transfer Out	-	-	-	
Total	3,999,592	5,199,981	2,278,413	44%
<i>Fund Balance Change</i>	<i>(356,165)</i>		<i>1,728,248</i>	

LAPP GRANTS FUND

	FY23-24 Actual	FY24-25 Budget	FY24-25 YTD	YTD %
Revenues				
All Other Revenues	229,789	-	227,189	
Grants - Federal	5,256,532	4,015,794	2,159,863	54%
Transfer In (LAPP)	-	4,868,113	-	0%
Reimbursements	3,021,129	786,953	-	0%
Transfer In (Wallbr)	-	881,869	-	0%
Grants - State	1,137	116,863	66,447	57%
Transfer In (ADA)	-	60,856	-	0%
Total	8,508,588	10,730,448	2,453,499	23%

Expenditures				
LAPP Project	4,258,904	8,883,907	2,981,183	34%
Wallbrook	2,657,454	1,668,822	206,362	12%
ADA Curb Ramps	1,421	177,719	188,602	106%
Total	6,917,779	10,730,448	3,376,147	31%
<i>Fund Balance Change</i>	<i>1,590,809</i>		<i>(922,649)</i>	

UTILITY PROJECTS FUND

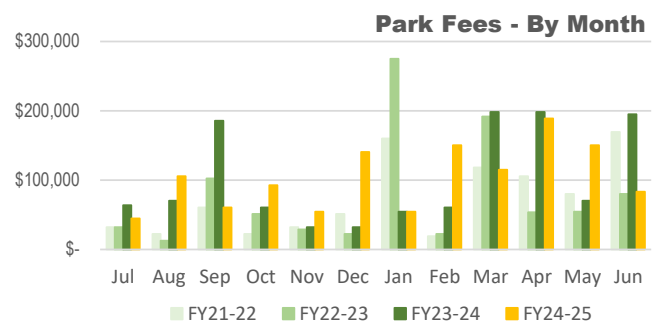
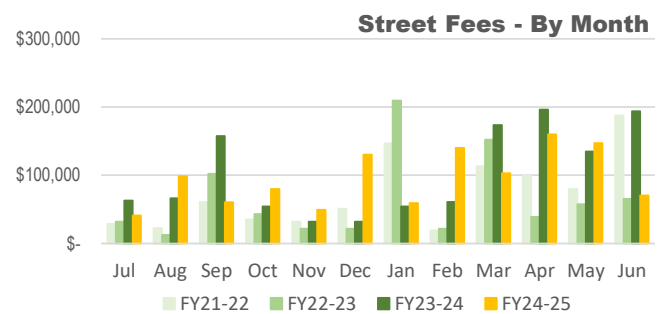
	FY23-24 Actual	FY24-25 Budget	FY24-25 YTD	YTD %
Revenues				
Investment Income	113,428		92,916	
All Other Revenues				
Total	113,428	-	92,916	

Expenditures				
Total	-	-	-	
<i>Fund Balance Change</i>	<i>113,428</i>		<i>92,916</i>	

CAPITAL FUND NOTES

- No items of concern noted.
- Capital fee revenues are driven by development activity.
- Projects continue to proceed within appropriations.

Revenues

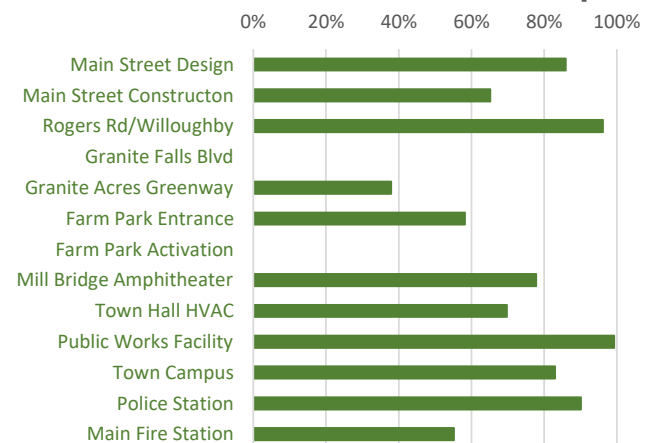


Expenditures

Capital Project Ordinances - Project to Date

Project	Budget	Actual	% Spent
Main Street Design	2,873,994	2,470,240	86%
Main Street Constructon	21,153,339	13,799,039	65%
Rogers Rd/Willoughby	915,000	879,916	96%
Granite Falls Blvd	200,000	-	0%
Granite Acres Greenway	323,500	122,633	38%
Farm Park Entrance	1,550,000	903,203	58%
Farm Park Activation	60,000	-	0%
Mill Bridge Amphitheater	470,000	365,700	78%
Town Hall HVAC	80,000	55,825	70%
Public Works Facility	4,620,000	4,586,092	99%
Town Campus	2,552,000	2,117,676	83%
Police Station	150,000	135,206	90%
Main Fire Station	150,000	82,800	55%

Percent Spent



Financial Update

For quarter ending June 30, 2025 (cash basis - not final)

99% percent of fiscal year



Budget Transfers & Amendments

ADMINISTRATIVE ADMENDMENTS - unfulfilled purchase orders from previous fiscal year

Date	Revenue		Expenditure		Amount	Explanation
7/1/24	100-4410	Consultants	100-210-5268	Development Review Svs	\$38,750	Planning - developer TIAs in progress
7/1/24	100-6900	Fund Balance Approp	100-110-5284	Special Events	\$1,400	Gov Bd - EWGA dinner
7/1/24	100-6900	Fund Balance Approp	100-210-5262	Contracted Services	\$205,364	Planning - plans in progress - hsg, comp, etc
7/1/24	100-6900	Fund Balance Approp	100-210-xxxx	Various	\$17,292	Planning - move to 211 S Main St
7/1/24	100-6900	Fund Balance Approp	100-310-xxxx	Various	\$86,055	Police - equipment on order
7/1/24	100-6900	Fund Balance Approp	100-510-5420	Vehicles	\$560,000	PW - yard waste trucks on order
7/1/24	100-6900	Fund Balance Approp	100-610-5334	Community Events	\$3,445	P&R - G Taylor event

ADMINISTRATIVE TRANSFERS

Date	From		To		Amount	Explanation
7/16/24	100-210-5210	Maint/Repair - Bldg/Gmnds	100-610-5108	Temporary	\$3,100	custodial svcs - part time i/o contracted
7/16/24	100-410-5108	Temporary	100-610-5108	Temporary	\$6,200	custodial svcs - part time i/o contracted
8/2/24	100-110-5280	Training/Travel	100-110-5415	Equipment/Furniture	\$1,400	replace Mayor laptop
8/26/24	100-310-5232	Facility Lease	100-410-5120	Maint/Repair - Bldg/Gmnds	\$1,350	stone for PD storage at PW yard
8/26/24	100-310-5420	Vehicles	100-410-5120	Maint/Repair - Bldg/Gmnds	\$1,125	stone for PD storage at PW yard
9/27/24	100-140-5282	Tuition Reimbursement	100-410-5280	Training/Travel	\$3,721	CDL training
9/27/24	100-310-5420	Vehicles	100-130-5264	Computer Software/Svs	\$5,000	scheduling and timekeeping software
9/27/24	100-320-5262	Contracted Services	100-130-5264	Computer Software/Svs	\$6,000	scheduling and timekeeping software
10/29/24	100-610-6101	Athletics:Youth Baseball	100-610-6103	Athletics:Football and Chee	\$3,000	increase in number of teams
11/15/24	100-410-5210	Maint/Repair - Bldg/Gmnds	100-410-5212	Maint/Repair - Equipment	\$5,000	street sweeper repair
1/6/25	100-610-5332	Programs	100-610-5264	Computer Software/Svs	\$1,500	cost increases
1/28/25	100-130-5262	Contracted Services	100-110-5415	Equipment/Furniture	\$4,500	Chamber tables and chairs
2/18/25	100-610-var	Various	100-610-5264	Computer Software/Svs	\$7,000	RecDesk software
3/6/25	100-310-5246	Uniforms	100-310-5242	Cleaning Supplies	\$715	new account
3/6/25	100-310-5246	Uniforms	100-310-5290	Show With a Cop	\$285	higher participation
3/6/25	100-130-5262	Contracted Services	100-130-5280	Training/Travel	\$4,000	training needs for new staff
3/27/25	100-110-5280	Training/Travel	100-120-various	Various	\$3,200	Admin operational expenses.
4/1/25	100-130-5260	Professional Services	100-xxx-5415	Equipment/Furniture	\$5,500	laptop replacements
4/2/25	100-230-5260	Professional Services	100-230-5280	Training/Travel	\$1,000	conference
4/10/25	100-230-5260	Professional Services	100-230-5272	Advertising/Marketing	\$1,000	Young and Main signs
4/21/25	100-410-5420	Vehicles	100-410-5280	Training/Travel	\$2,500	required training
4/21/25	100-310-5100	Salaries	100-310-5105	Overtime	\$35,000	support for Main Street project
4/28/25	100-410-various	Various	100-410-various	Various	\$15,800	year end cleanup
4/28/25	100-410-various	Various	100-410-5420	Vehicles	\$27,000	stormwater truck over expected
5/5/25	100-210-various	Various	100-210-various	Various	\$6,300	year end cleanup
5/5/25	100-190-9900	Retain in Reserve.Powell B	100-480-5262	Contracted Services.Powell	\$50,000	GFB resurfacing, greenway assessment
5/20/25	100-310-5420	Vehicles	100-310-various	Various	\$36,100	veh maint, fuel, contracted svcs
5/21/25	100-310-5420	Vehicles	100-310-various	Various	\$28,415	phone, red dot, holsters
6/2/25	100-110-5280	Training/Travel	100-120-5280	Training/Travel	\$2,000	training needs
6/2/25	100-190-9900	Retain in Reserve.Powell B	100-480-5262	Contracted Services.Powell	\$35,000	GFB resurfacing engineer on call
6/2/25	100-610-various	Various	100-610-5108	Temporary	\$42,400	temporary staff expanded use
6/2/25	100-410-5100	Salaries	100-610-5425	Other Improvements	\$11,850	equip shelter (partial)
6/20/25	100-410-various	Various	100-410-various	Various	\$16,850	vehicle costs, fuel, utilities, uniforms, GFL

Financial Update

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99% percent of fiscal year



Budget Transfers & Amendments

TOWN BOARD AMENDMENTS & TRANSFERS

Date	Revenue/From	Expenditure/To	Amount	Explanation
10/8/24	100-6900 Fund Balance Approp	400-724-5262 Contracted Services	\$200,000	Main St right-of-way, design
10/8/24	400-6900-7600 Fund Balance Approp.Park	400-4325-7600 Grants - State.Parks	\$202,162	Accessibility Grant for Mill Bridge Nature Pk
2/4/25	100-190-5399 Contingency	100-120-5280 Training/Travel	\$5,000	new staff needs
2/4/25	100-190-5399 Contingency	100-120-5415 Equipment/Furniture	\$10,000	new staff needs
2/4/25	100-4410 Consultants	100-210-5268 Development Review Svs	\$65,000	additional TIAs
4/1/25	100-4330 Grants - Local & Other	100-310-5290 Community.ABC Grants	\$17,000	grant for golf cart
4/1/25	100-6900 Fund Balance Approp	400-724-5262 Contracted Services	\$350,000	Main St right-of-way
5/6/25	100-6104/6016 Lease/IT Proceeds	100-190-54xx Capital Outlay	\$500,000	GASB entries
5/6/25	100-190-5399 Contingency	100-310-5200 General Liability Insurance	\$25,000	insurance cost
5/6/25	100-190-5399 Contingency	100-410-5210 Maint/Repair-Bldgs/Grds	\$30,000	TB Chamber enhancements
6/3/25	100-4330 Grants - Local & Other	100-140-5244 Departmental Supplies	\$1,975	NCLM wellness grant
6/3/25	400-6900-7200 Fund Balance.Streets	400-423-5410-72 E Young sidewalk #2	\$18,300	late invoice
6/3/25	100-190-5399 Contingency	100-410-5425 Other Improvements	\$10,150	equip shelter (partial)
6/3/25	100-190-5399 Contingency	100-120-5262 Contracted Services	\$85,000	recruitment services
6/3/25	400-4320 Grants - Federal	400-767-var Various	\$406,000	HUD Main Street reno grant recog
6/3/25	400-4320 Grants - Federal	400-786-var Various	\$325,000	HUD library site prep grant recog

Parks and Recreation Director: June Greene
Administrative Support Specialist: Nara Stevens
Athletic Program Coordinator: Mark Pittman
Athletic Program Coordinator: Brandon Metzel
Cultural Program Coordinator: Tina White
Parks Superintendent: Eddie Henderson
Special Events Coordinator: Kristen Stafford



Athletic Programs Update

- **Previous:**

Baseball/Softball Season Recap – Spring 2025

- Successfully completed the Spring Youth Baseball/Softball Season
- End of Season Tournaments were held May 19-June 6

Soccer Season Recap – Spring 2025

- Successfully completed the Spring Youth Soccer Season
- Championship Night was held on June 4th for the following age groups: 8U, 10U and 12U
- All games were completed as scheduled, with great participation and sportsmanship from teams, coaches, and families.

Current:

Summer All-Star Baseball

- We are sending 8U, 10U and 12U boys teams to the district tournament (July 7-11).
 - Winner of each tournament will advance to the State tournament (10U and 12U)
 - Top 3 teams from 8U will advance to State

Fall Baseball/Softball:

- Fall registration opened May 12th, evaluations and draft will be held at end of July.
- Practices will begin the week of 8/4
- Games will start the week of 9/8

Fall Flag Football:

- Fall registration opened May 12th, evaluations and draft will be held at end of July.
- Practices will begin the week of 8/4
- Games will start the week of 9/8

Current:

Fall Soccer:

- Fall registration opened May 12th, evaluations and draft will be held at end of July.
- Practices will begin the week of 8/4
- Games will start the week of 9/8

- **2025 Fall Registration Athletic Numbers (as of 6/23/2025):**

Sport	Residents	Non-Residents	Total
Fall Soccer	114 (57%)	85 (43%)	199
Fall Baseball/Softball	114 (54%)	97(46%)	211
Fall Flag Football	42 (49%)	43 (51%)	85
Winter Basketball	0	0	0
TOTAL	270 (55%)	225 (45%)	495

Rentals Update

- **Facility & Shelter Rentals (2nd QT 2025)**

Space	Residents	Non-Residents	Total Rentals	Gross Profit
Amphitheater	0	0	0	\$ 0
Community Center	18	8	26	\$ 9420
Gazebo	1	0	0	\$ 90
Shelter A	6	12	18	\$ 1360
Shelter B	7	26	33	\$ 2115
Shelter C	7	11	18	\$ 950
Shelter D	1	1	2	\$ 630
Redford Place Park Shelter	1	0	0	\$ 60
TOTAL	20(83%)	4 (17%)	24	\$4279

Special Events Update

• 2nd QT Special Events 2025

Events	Date/Time	Attendance
REC Day	Saturday, April 5, 2025 10:00 am	1000
EGG RUSH	Saturday, April 12, 2025 10:00 am	1500
Arbor Day	Saturday, April 26, 2025 10:00 am	43
Blood Drive	Friday, May 16, 2025 9:00 am – 3:00 pm	29
Memorial Mile	Monday, May 26, 2025 11:00 am	100
Trail Art	June 1 – June 30	60
Litter Sweep	Saturday, June 7, 2025 9:00 am	2
Freedom In The Park, Juneteenth Celebration	Saturday, June 21, 2025 2:00 pm – 6:00 pm	300
Eat. Well. Wake	2 nd & 3 rd Wednesday of each month 11:00 am	18
TOTAL ATTENDANCE		3,052

• 2025 Special Event Sponsors

- Platinum Level
- Gold Level
- Silver Level
- Bronze Level
- Rolesville 4th
- Freedom In The Park, Juneteenth Celebration

• 2nd Quarter 2025 Special Events



July 2025

- Rolesville 4th
 - July 4
- Food Truck Friday
 - July 11
 - July 25
- Blood Drive
 - July 18



August 2025

- Litter Sweep
 - August 2
- Movies at the Middle
 - August 8
- Music at Mill Bridge
 - August 16



September 2025

- Movies at the Middle
 - September 12
- Blood Drive
 - September 19
- Music at Mill Bridge
 - September 20

Cultural Programs Update

- Enrollment (2nd Quarter):**

Program	Residents	Non-Residents	Total
Bingo - April	13	13	26
Bingo - May	7	9	16
Bingo – June 11 th	7	3	10
Zumba - April	18	6	24
Zumba - May	8	3	11
Line Dancing – Mar-Apr Session	8	15	23
Art & Soul Canvas Art Program - February	2	0	2
Beginner Ballet – April	8	1	9
Beginner Ballet – May	7	0	7
Tumbling – April	3	1	4
Tumbling – May	3	2	5
Jr. Hip-Hop - May	1	1	2
Beginner Ballet – March	7	3	10
Tumbling – January	4	0	4
Tumbling – February	2	0	2
Tumbling – March	3	0	3
Jr. Hip Hop – January	4	0	4
Schools Out(side)! - Spring Break Camp March-April	7	2	9
Summer Camp Week 1	3	2	5
Summer Camp Week 2	23	1	24
Senior Stars March	23	1	24
TOTAL	161(72%)	63(28%)	224

- Upcoming Offerings in 3rd Quarter:**

- Hip-Hop Harvest Youth Dance Class 1A
- Hip Hop Harvest Youth Dance Class 1B
- Beginner Ballet 1A
- Beginner Ballet 1B
- Tumbling Basics 1A
- Tumbling Basics 1B
- Heart & Soul Expression
- Senior Stars
- Bingo
- Line Dancing
- Zumba
- Mixed Media Drawing (Youth)

- Mixed Media Drawing (Teen)
- Senior Trip: Smithfield Outlets & Dinner
- Summer Camp Weeks 3-9
- The Golden Years Expo
- Pole Walking in the Park – Popup
- Polercize
- Tai Chi

Project & Facilities Updates

- The Town will be receiving over \$400,000 in grant money from the federal government for a renovation and repair work project at Main Street Park. Staff have hired an engineering firm to conduct an environmental review before work can start on this project and this review is currently underway.
- Staff are currently working on the next step of activating the farm, which includes redesigning the planned event center into a multipurpose center with a gym, classrooms, offices, a full commercial kitchen and more.
- Staff is working with the Town Attorney to acquire the second easement required for the Granite Acres greenway connection. Staff was awarded a 100k grant for this project in January of 2025.
- Construction on the Mill Bridge Nature Park Amphitheater has been completed. The Town has held its first event since the renovations there, which was our yearly Freedom in the Park event and it was a great success. The Music at Mill Bridge concert series will resume in the fall.
- Staff are in the final stages of getting an updated greenway map. This project also includes training for in house updates to the greenway map moving forward.
- Staff has started to schedule maintenance projects for the coming months: top dressing the athletic fields in July, invasive plant removals for the fall, the first phase of the greenway network map project and weed treatments for the athletic fields for this fall and next spring.



To: Mayor and Board of Commissioners

From: Lily Richardson, Human Resources Analyst

Date: July 9, 2025

Re: Human Resources FYI for July of 2025

HR Activities – July 2025

Completed Tasks:

- **Police Department Recruitment:**

Facilitated interviews and officially extended offers to two candidates to fill the remaining vacancies for Police Officer positions in the Police Department.

- **Health & Safety Engagement:**

Conducted Health and Safety visits in partnership with **the** North Carolina Department of Labor (NCDOL) to promote a safer and more efficient working environment. Valuable feedback was received, offering actionable strategies to enhance workplace safety.

- **Fire Unification Efforts:**

Nearing completion of the fire unification process, the following was successfully completed:

- Employment (I-9) verifications.
- Personnel Action Forms (PAFs) to reflect updated titles, pay grades, and salaries based on the recent pay study.
- Onboarding orientations for full-time and part-time fire personnel, where ID badges and welcome gifts were distributed as a token of appreciation.

- **Employee Wellness Benefit – Gym Memberships:**

Entered a new partnership with Anytime Fitness to provide an additional gym option for employees under the Town's fitness benefit program.

- **Employee Appreciation Planning:**

Collaborated with the Staff Development Team to plan a future Employee Appreciation Week to recognize the valuable contributions of staff across the organization.



- **Pay Study Implementation:**
Finalized and implemented all salary adjustments as a part of COLA and the recent pay and classification study, ensuring updated compensation is reflected for all impacted employees.

Upcoming Events for the remainder of July:

- **New Hire Onboarding – Police Department:**
Welcome and onboard two new Police Officers, pending completion of all pre-employment requirements.



Memo

To: Mayor Currin and Town Board of Commissioners
From: Isaac Poelman, Public Works Director
Date: July 15, 2025
Re: Public Works Department – For Your Information (FYI) May-July 2025

Below is a list of items resolved, and task completed by the Public Works Department May-July 2025:

- Pothole patching on Granite Falls Blvd
- Completed several bi-weekly yard waste pickups
- Completed site prep and aided during Juneteenth event
- Completed site prep and aided during July 4th event
- Removed stumps along fence line at Sanford creek so contractor could replace fence
- Two employees attended leadership training at NCSOG
- One Lead Maintenance Tech attended online leadership course NCSOG
- Met with inspector and Wake County about storm water diversion behind JD storage
- Coordinated pole relocation on Bessie ct with Duke Energy
- Coordinated delivery of roll off dumpster at 406- 408 E Young for FD
- Transferred all FD utility accounts into Town of Rolesville
- Met with NCDOL consultants to identify health and safety hazards and program needs
- Switched building cleaning from part time town employee to Over The Top cleaning company

Staffing Update – Public Works Department

We are pleased to inform you of recent staffing updates within the Public Works Department:

- **New Hire:** We recently welcomed a new Maintenance Technician to our team, Collin Johnson. This addition will help support the department's growing workload and improve our ability to respond to maintenance needs throughout the Town.
- **Internal Promotion:** We have promoted one of our current Maintenance Technicians, Gilberto Nieto to the position of **Lead Maintenance Technician**. This promotion reflects his experience, leadership, and strong performance. In this new role, he will assist with overseeing daily operations, coordinating field work, and supporting the training of newer staff.

These changes will enhance the department's overall effectiveness and help us continue providing high-quality service to the community.

July 9, 2025

To: Mayor Currin and Town Board of Commissioners

From: Planning Department Staff

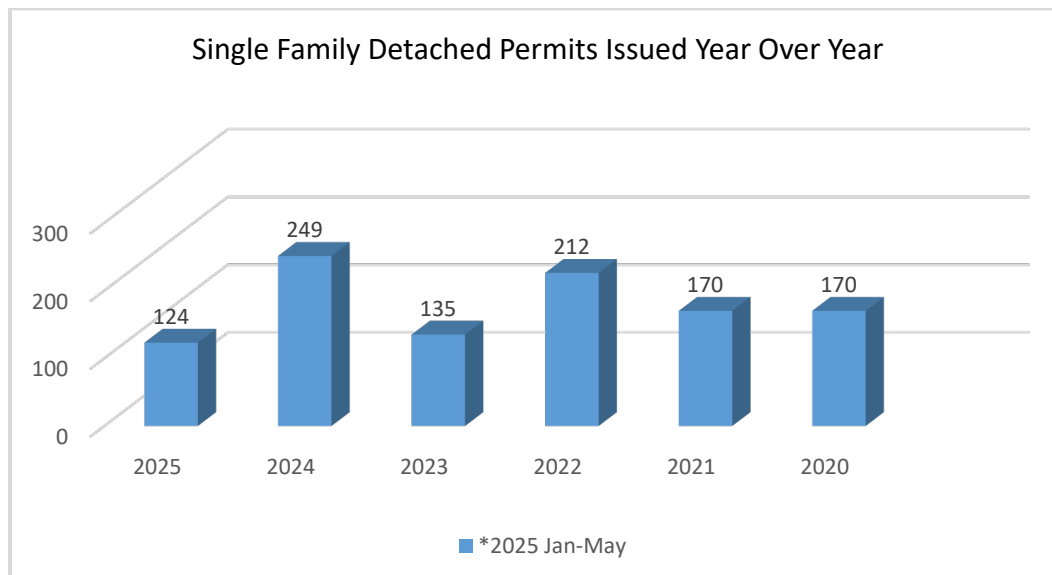
RE: **Planning Department FYI**

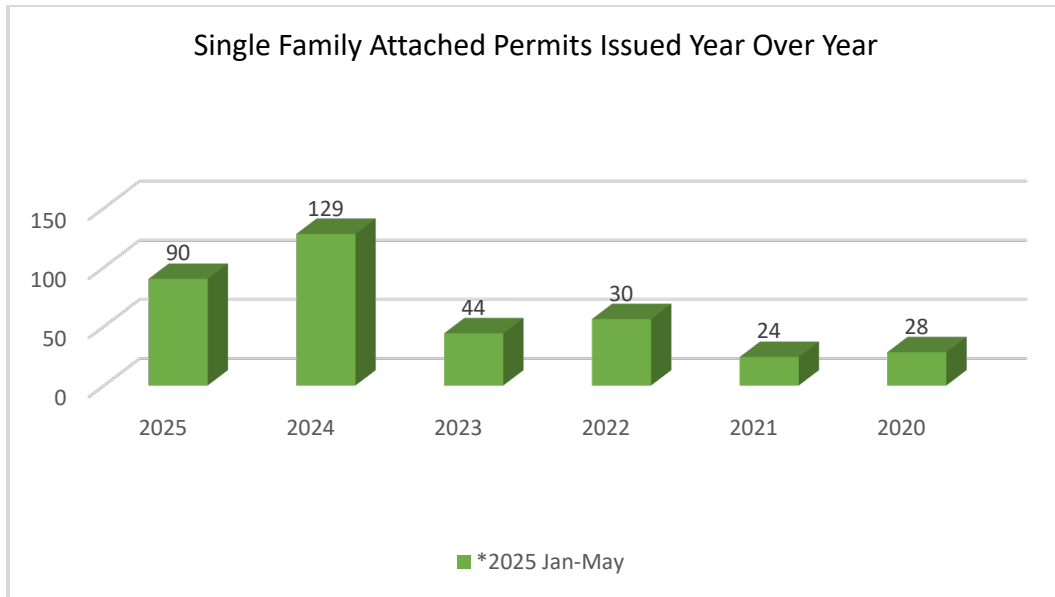


Rose Bower, Michael Elabarger, Tanner Hayslette, Michele Raby, and Meredith Gruber

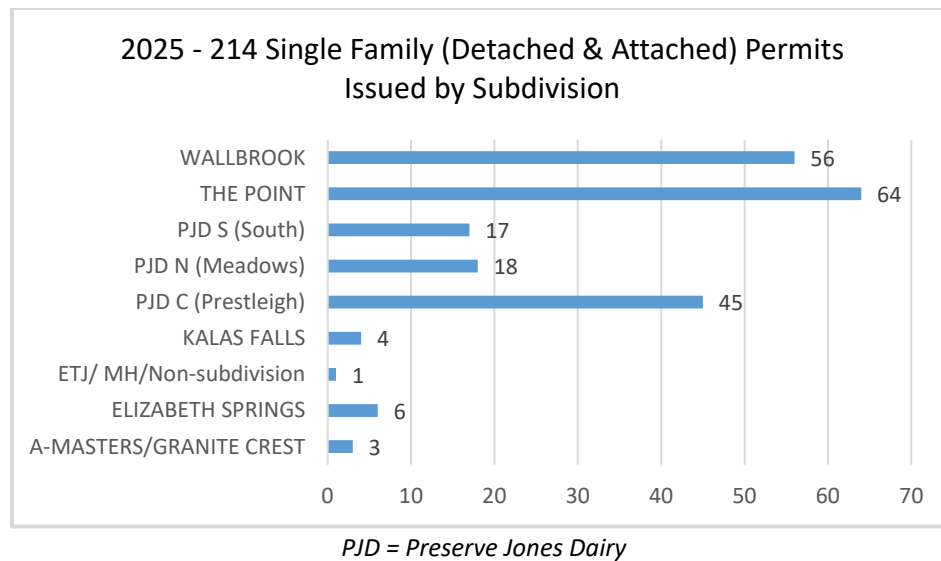
Residential Permitting Activity

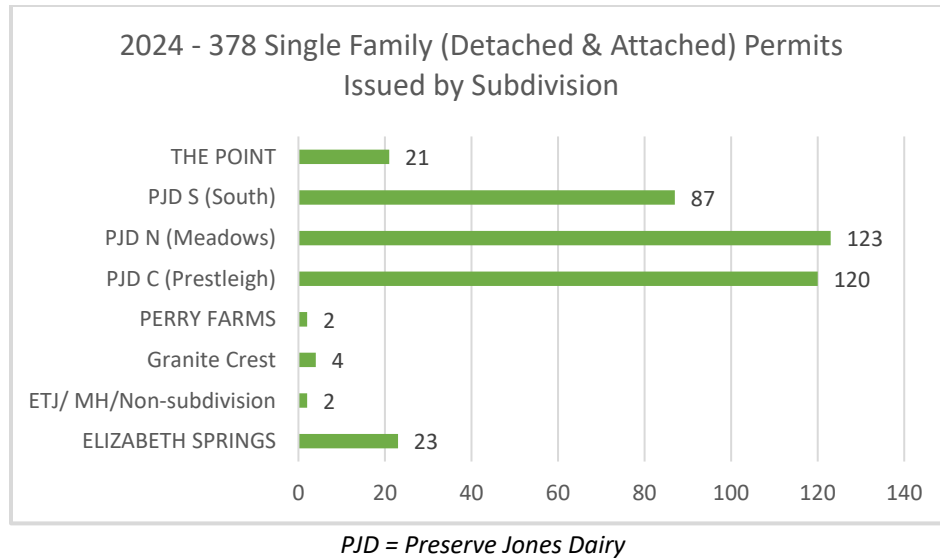
Between January to May this year, 124 permits have been issued for single family detached dwellings, and 90 permits have been issued for single family attached dwellings in Rolesville.



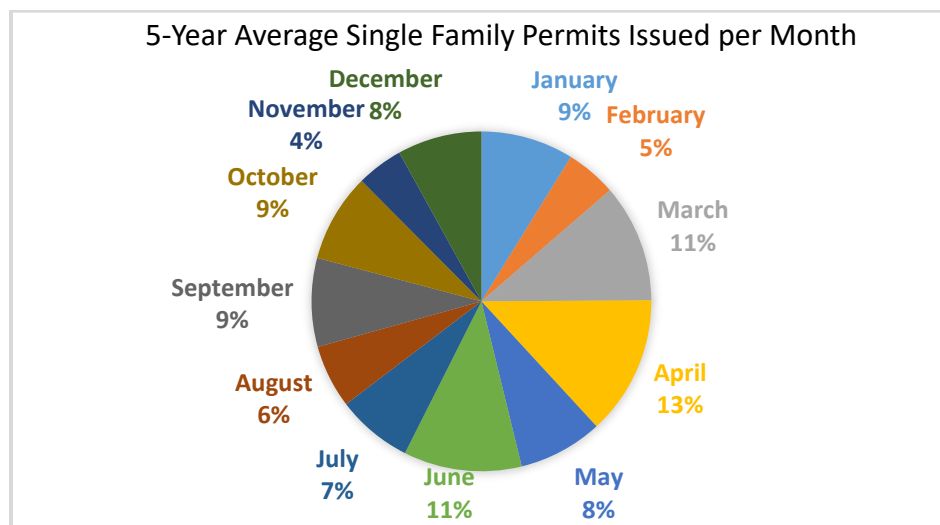


The Point Subdivision has had the most permits issued so far this year, totaling 64 through the month of May. The Meadows at Jones Dairy (Preserve Jones Dairy North) had the most permits issued in 2024.





The months of March, April, and June have been the busiest months for residential permits over the last five years.



Text Amendments in Review

Currently, there are three active Text Amendment (TA) applications: TA-25-04, TA-25-05, and TA-25-06. Text Amendment applications, and other related documents, are available on the Town's website: <https://www.rolesvillenc.gov/project/0-ldo-text-amendments-2025>.

TA-25-04 Vehicle, Minor Use - Service Bays

- Applicant: Patrick Byker on behalf of Chapel Hill Tire
- Legislative Hearing is scheduled for the September 2, 2025, Town Board of Commissioners' meeting.

- The proposed new text is shown in blue and underlined and deletions are shown in ~~red strikethrough~~.

5.1.4. Commercial Principal Uses

V. Vehicle Minor Service

- e. No more than three (3) service bays facing the public right-of-way shall be permitted, and unlimited service bays facing the side or rear yard are permitted.

TA-25-05 Multifamily Building Transparency

- Applicant: Mark Frederick on behalf of Crosland Southeast
- Legislative Hearing is scheduled for the August 5, 2025, Town Board of Commissioners' meeting.
- The proposed new text is shown in blue and underlined and deletions are shown in ~~red strikethrough~~.

Table 3.4.1. TC District Development Standards, Table 3.4.2. AC District Development Standards, and Table 3.4.3. NC District Development Standards Minimum Transparency % ~~(By Story)~~ (Excluding Residential Only Structures)

Section 6.8.6.G. Multifamily Design Standards, Transparency

Building facades shall be designed to have a minimum transparency, through the use of windows and doors, on ground floor and upper floors. Transparency standards shall apply to all sides of a building facing a public and/or private street. Transparency shall not be required for service areas, loading/unloading areas, or those areas not visible from the public and/or private street. The minimum transparency for multifamily buildings is ~~thirty~~twenty-five (~~30~~25) percent, unless stated otherwise in this LDO.

TA-25-06 Self-Storage Use

- Applicants: Paul C. Schmidt and David Schmidt, Experience One Homes
- This Text Amendment application has not yet been scheduled for a Planning Board meeting.
- The proposed new text is shown in blue and underlined and deletions are shown in ~~red strikethrough~~.

Table 5.1. Principal Uses

Self-Storage, Enclosed. Permitted in GC, CH, OP, and NC.

LDO Section 5.1.4. Commercial Principal Uses.

5.1.4. Self-Storage, Enclosed.

1. Characteristics. An enclosed storage facility of a commercial nature containing fully enclosed bays that are leased exclusively for storage of household goods or personal property.
2. Accessory Uses. Not included.
3. Examples. Examples include enclosed self-storage facilities.
4. Use Standards. The exterior facades of all structures shall receive uniform architectural treatment and resemble an office building.

Rezoning Applications in Review

There are six Rezoning (REZ) applications currently in review: REZ-24-04, REZ-24-05, REZ-25-01, REZ-25-03, REZ-25-04, and REZ-25-05. (REZ-25-02 – 519 S. Main St. Chapel Hill Tire, was withdrawn.)

REZ-24-04 – 6520 Fowler Road / 6521 Mitchell Mill Road

- Webpage: <https://www.rolesvillenc.gov/project/6520-fowler-6521-mitchell-mill-rd>
- Applicant: Collier Marsh, Parker Poe Adams & Bernstein LLP
- Location: 6520 Fowler Road and 6521 Mitchell Mill Road
- Current Zoning: R-30 Wake County
- Proposed Zoning: Residential High Conditional Zoning District (RH-CZ)
- Proposed Use: Single Family Detached Dwellings
- Legislative Hearing: August 5, 2025

REZ-24-05 – Wait Avenue – 2028, 2200, 2206, 2216, 2232

- Webpage: <https://www.rolesvillenc.gov/project/wait-avenue-2028-2200-2206-2216-2232>
- Applicant: Paul C. Schmidt, Ardent Building, LLC
- Location: 2028, 2200, 2206, 2216, and 2232 Wait Avenue
- Current Zoning: R&PUD and Residential Low (RL)
- Proposed Zoning: Neighborhood Center (NC)
- Proposed Uses: Single Family Attached and Detached Dwellings, Commercial Development
- Legislative Hearing: TBD

REZ-25-01 – Wallbrook Flats

- Webpage: <https://www.rolesvillenc.gov/project/wallbrook-flats>
- Applicant: Ellen Allred, Crosland Southeast
- Location: 4724 Burlington Mills Road and unaddressed property on S. Main Street
- Current Zoning: Residential High Conditional Zoning District (RH-CZ)
- Proposed Zoning: Town Center Conditional Zoning District (TC-CZ)
- Proposed Uses: Multifamily Housing and Commercial Development
- Legislative Hearing: September 2, 2025 (tentative)

REZ-25-03 – 625 Averette Road

- Webpage: <https://www.rolesvillenc.gov/project/625-averette-road>
- Applicant: David Peoples, Azure Development LLC
- Location: 625 Averette Road
- Current Zoning: R&PUD
- Proposed Zoning: Residential High Conditional Zoning District (RH-CZ)
- Proposed Uses: Single Family Attached and Detached Housing
- Legislative Hearing: TBD

REZ-25-04 – Opal at Main

- Webpage: <https://www.rolesvillenc.gov/project/opal-main>
- Applicant: Robert J. Hayes, Grand Communities, LLC
- Location: 204 W. Young Street and one unaddressed property on N. Main Street
- Current Zoning: Residential Low (RL)
- Proposed Zoning: Residential High Conditional Zoning District (RH-CZ)
- Proposed Use: Single Family Attached Dwellings
- Legislative Hearing: TBD

REZ-25-05 – Scarboro Village

- Webpage: <https://www.rolesvillenc.gov/project/scarboro-village-fka-apartments-201-s-main>
- Applicant: Matthew Shuey, Comm Dev LLC
- Location: Unaddressed property on S. Main Street, 201 S. Main Street, and 200 School Street
- Current Zoning: Residential Low (RL)
- Proposed Zoning: General Commercial Conditional Zoning District (GC-CZ) & Residential High Conditional Zoning District (RH-CZ)
- Proposed Uses: Single Family Attached Dwellings and Commercial Development
- Legislative Hearing: TBD

Affordable Housing Plan

The [Affordable Housing Plan](#) is nearly complete. During the month of May, the plan was available online for public comment. Forty comments were received, and comments in support of the plan noted the importance of housing for senior citizens and service workers. Comments not supportive of the housing plan noted concerns about property value and fear of increased crime. Next steps are taking the plan to the Planning Board for a recommendation and then to Town Board for a legislative hearing and decision. The Housing Plan may be adopted as a volume of the Comprehensive Plan.

Upcoming Key Meetings for Rolesville's Affordable Housing Plan:

- Monday, **July 28, 2025**, Planning Board Meeting to review and provide a recommendation on the Affordable Housing Plan, 7:00 PM
- Tuesday, **September 2, 2025**, Town Board of Commissioners' Meeting, Legislative Hearing, 6:30 PM

Comprehensive Plan 2050

A meeting was held on June 24, 2025, for the Rolesville community to provide input on work to date on the Comprehensive Plan 2050 project.



On June 24, 2025, Rolesville residents and business owners provided input on the Draft Future Land Use Map.

Upcoming Key Meetings for the Rolesville Comprehensive Plan 2050 Project:

- Monday, **August 4, 2025**, Community Meeting Focused on the Future Land Use Plan and Category Descriptions, 3 – 6 PM (*drop in any time*)
- Monday, **August 25, 2025**, Planning Board Meeting to review and provide a recommendation on the updated Comprehensive Plan, 7:00 PM
- Tuesday, **October 7, 2025**, Town Board of Commissioners' Meeting, Legislative Hearing, 6:30 PM

Attachment

- Recommendations and Future Land Use Map (FLUM) Review Homework
 - The homework notes a due date of Friday, July 11; however, the Town Board of Commissioners may submit any comments or questions by Wednesday, July 16

Recommendations & FLUM Review

Thank you for your review of the Rolesville 2050 Comprehensive Plan's draft recommendations!
All forms may be returned to Tanner Hayslette at thayslette@rolesvillenc.gov.

Review Due

Date: 07/11/2025 Time: 5:00 pm

Draft Vision

The Vision Statement for the plan illustrates the desired future of the community, and in turn works to structure plan recommendations and action items to achieve the community's end goals.

“In 2050, the Town of Rolesville is a vibrant, walkable community that serves as a regional destination. The Town is interconnected by a network of greenways and trails that allow access to the community's homes, parks, and entertainment options. Town growth has been strategically directed to supply a balance of residential, nonresidential, and civic services to ensure that the community provides its residents with a live/work/play lifestyle. All are welcome in Rolesville, and the community's diversity and people are celebrated through annual events.”



Town of Rolesville

2050 Comprehensive Plan



Draft Recommendations

For each recommendation below, please use an "x" to select if you agree with the draft action item. Additionally, please use an "x" to indicate your desired priority for each action item.

Big Ideas (Representing opportunities to greatly enhance the quality of life for Rolesville residents, businesses, and visitors.)						
Rec. ID	Recommendation	Agree/Disagree		Rec. Priority		
		Yes	No	Low	Med	High
Bl.1	Market Rolesville as a healthy community with its extensive greenway, trail, and park destinations. A primary destination in Wake County for quality of life, with accessibility via the community's roads, sidewalks, bikeways, and trails.					
Bl.2	Update the 2019 Parks and Recreation Comprehensive Master Plan with the priorities of continual implementation of a Parkland Acquisition Policy and enhanced fulfillment of the 2022 Greenway Plan.					
Bl.3	Explore opportunities to incorporate flexibility in Town Center district zoning regulations to provide for a unique, lifestyle destination. This would allow the downtown to connect a mixture of uses like dining, retail, and entertainment, that invites all to enjoy.					
Bl.4	Rolesville-led parking evaluation and solutions will support Land Development Ordinance (LDO) updates to Town Center district and support downtown commerce.					
Bl.5	Develop a Downtown and Main Street Overlay District to address driveway access, infill design, vertical mixed-use, pocket parks, and architectural standards of the community's core.					
Bl.6	The 401 Gateway will serve as a key employment opportunity for economic development, providing jobs and tax base balancing. The gateway will be supported by proactive area planning.					
Bl.7	Develop a program for small business and entrepreneurship to include flexible workspace and co-working environments, and nurture home based business, in collaboration with the Wake Tech Small Business Development Center (SBTDC).					
Bl.8	Develop a 2025-2026 Economic Work Plan with the overarching goals of preserving the existing quality of life, strategically investing in Rolesville's future, and balancing the local economy.					
Bl.9	Establish a target balance (percentage of land use/tax valuation) between residential and nonresidential development to help guide future development decisions.					
Bl.10	Explore additional opportunities in the Little River Watershed that are compliant with regional agreements but provide meaningful amenities for the community. Initiate discussions with the City of Raleigh and regional municipalities for future study of the watershed.					

Town of Rolesville

2050 Comprehensive Plan



Parks, Recreation, & Community Character (Enhancing parkland acquisition and development in addition to fostering a culture unique to Rolesville.)						
Rec. ID	Recommendation	Agree/Disagree		Rec. Priority		
		Yes	No	Low	Med	High
PC.1	Continue developing priority projects as identified in the Rolesville Greenway 2022 Plan with emphasis on pedestrian connections from residential to non-residential uses.					
PC.2	Continue implementing recommendations identified in the 2019 Parks and Recreation Comprehensive Master Plan, including "The Farm".					
PC.3	Develop a Parkland Acquisition Policy to support the identification of prime park locations and administer acquisition and development of these lands for community park facilities.					
PC.4	Digitize all existing and proposed greenways and trails through GIS to support future planning and code enforcement. Explore integration with trail apps like "Wandr" as a tool for recreation and economic development.					
PC.5	Coordinate with Wake County, Wake Forest, and Zebulon to organize and map regional greenway connectivity.					
PC.6	Review screening, landscaping, and code enforcement provisions for the downtown and Main Street to ensure that community aesthetic standards are adhered to in the Town's most trafficked locations.					
PC.7	Explore multi-generational events and programs that bring diverse populations together (Bunco Events and new community celebrations).					
PC.8	Pursue AARP Network Age Friendly Communities to support community members aging in place, and identify local goals and resources through the program to support seniors.					
PC.9	Partner with the Historic Rolesville Society identify and bring attention to historic buildings in Rolesville, and evaluate the feasibility of establishing a local historic district.					
PC.10	Continue to identify emerging greenway connections as the Town develops, and amend the Town's adopted transportation plans to reflect these updates, and continue utilization and enhancement of the LDO to require developer-driven connections accordingly.					

Town of Rolesville

2050 Comprehensive Plan



Land Use & Housing (Achieving a balance of land uses that support the Town while continuing to support environmental preservation, a vibrant downtown, and diverse housing options.)						
Rec. ID	Recommendation	Agree/Disagree		Rec. Priority		
		Yes	No	Low	Med	High
LH.1	Prioritize context-sensitive infill Downtown (Main Street) to ensure land use and design compatibility.					
LH.2	Use the Future Land Use Map to guide tailored development goals for specific areas of the community.					
LH.3	Continue periodic Text Amendment 'bundles' through feedback opportunities with the developer community.					
LH.4	Engage with key property owners to evaluate the potential for small area plans that guide context-sensitive development and investment.					
LH.5	Revise DT zoning requirements to remove minimum parking and/or provide 'satellite parking' option when located within a certain distance from the municipal parking lot.					
LH.6	Continue implementing the Main Street Vision Plan and work with community members and business owners to identify shared architectural preferences that will help establish a cohesive, recognizable downtown identity.					
LH.7	Coordinate with regional partners to identify opportunities to enhance tree preservation requirements to balance future development and environmental preservation.					
LH.8	Define a mix of target commercial land uses, such as retail, professional services, and light industrial that align with market demand and community goals to guide the Town's commercial growth strategy and overarching ratio of residential/nonresidential development.					
LH.9	When reviewing conditional rezonings, special consideration should be given to the mix of housing types and the inclusion of non-residential uses within each phase of development.					

Transportation (Mitigating traffic through development policy, exploration of transit opportunities, and development of bicycle and pedestrian facilities.)						
Rec. ID	Recommendation	Agree/Disagree		Rec. Priority		
		Yes	No	Low	Med	High
T.1	Continue coordinating with North Carolina Department of Transportation to understand state route improvement schedules and to ensure state roadway improvements make considerations for Rolesville's greenways, bicycle, and sidewalk infrastructure.					
T.2	Continue developing priority projects as identified in the Rolesville Bike 2022 Plan.					
T.3	Strategically update the Town's LDO to limit subdivision driveways onto Main Street.					
T.4	Review and update the 2020 American Disabilities Act (ADA) Transition Plan.					
T.5	Explore transit opportunities during small area planning of any 401 Gateway parcels.					
T.6	Identify monument signage to help distinguish Rolesville downtown corridor and commercial core.					
T.7	Form a multigenerational transportation stakeholder committee to identify emerging transportation/delivery needs amongst the Town's non automobile users.					
T.8	Monitor annual Average Annual Daily Traffic (AADT) data published by NCDOT and use it as a proactive tool in evaluating proposed developments.					
T.9	Pursue external and novel funding sources to bridge the gap between transportation projects completed by independent developers and the recommendations of the Town of Rolesville's adopted transportation plans.					
T.10	Evaluate use of Transportation Development Fee to develop critical greenway/trail connections where development adjoins a proposed/existing greenway segment, and creation of the greenway connection would result in a significant increase in greenway accessibility.					

Town of Rolesville
2050 Comprehensive Plan



Economic Development (Supporting a balanced tax base through policies that expand business opportunities in Rolesville, ranging from local entrepreneurs to invested employers.)						
Rec. ID	Recommendation	Agree/Disagree		Rec. Priority		
		Yes	No	Low	Med	High
ED.1	*Enhance communications between the Rolesville Chamber of Commerce and Downtown Business organizations, and conduct an annual business survey.					
ED.2	*Establish the 401 Gateway District via small area plans and incentives.					
ED.3	*Create a Business Retention & Expansion Policy (BRE)					
ED.4	*Establish and Small Business & Entrepreneurship (SBE) Program and support policies.					
ED.5	*Identify funding and public-private partnership opportunities to support business attraction, expansion and small business & entrepreneurship.					
ED.6	Evaluate opportunities for grant writing assistance during the pursuit of economic development grants.					
ED.7	Identify appropriate sites and consider funding due diligence, site preparation, and site certification to provide “shovel ready” sites for future commercial and industrial development.					
ED.8	Attract and grow a talented workforce through local partnerships with employers and education providers.					
ED.9	Create an economic development department annual work plan and policy manual to define the policies, programs and actions for business attraction, business retention, and entrepreneurship support. Implement the work plan annually to manage BRE and SBE policies and programs and use metrics to evaluate policy/program success.					
ED.10	Explore opportunities for tourism to attract visitors to the town center.					

*Recommendations carried forward and/or enhanced from the 2018 Economic Development Strategic Plan.

Town of Rolesville

2050 Comprehensive Plan



Future Land Use Map Designations




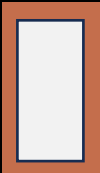

Please review the following Future Land Use Designations prior to evaluation of the draft Future Land Use Map. These designations will serve as a framework for evaluating the consistency of future development applications with the Comprehensive Plan and Future Land Use Map.

Use Name	Color	Use Description	Design Considerations	Model Uses	Compatible Zoning
Parks and Preserved Open Spaces		These parcels represent civic and environmental amenities in the Town. They can be preserved lands, passive greenways, or parks and playgrounds.	Limit impervious development.	Undeveloped Land, Parks, Greenways, Environmentally Sensitive Lands	Compatible with all zoning districts.
Rural Residential and Agriculture		These parcels are predominantly agricultural, agritourism, agrihoods, or single-family homes and small farms. They represent the rural character of Rolesville's past and remain today in areas of development constraints.	Limit subdivision development so as not to strain utilities and resources.	Agricultural Uses, Single-Family Homes	RL, MH
Mixed-Residential Community		These parcels represent the most common residential development in Rolesville. They represent single-family subdivisions with limited Non-Residential at Key Intersections.	Require sidewalk and greenway development as identified in Town planning documents.	Subdivided Single-Family Homes, Small Townhomes, Limited Non-Residential at Key Intersections	RM, NC
Downtown Residential		These parcels surround the Town's core and represent the dense, residential development that supports a walkable downtown identity. Various support uses and mixed-use developments add to the diversity of these parcels.	Reduced visitor parking requirements and increased walkability requirements.	Apartments and Vertical Mixed-Use	RH, NC
Commercial Center		These parcels represent conventional commercial uses along primary corridors. Such uses are accessible via automobile or sidewalk, as these uses are equipped to serve residents and visitors alike. As a principal shopping corridor, architectural standards and code enforcement are prioritized.	Utilize rear and side parking options in locations away from primary transportation corridors.	Retail, Entertainment, & Restaurants	GC, CH
Downtown		These parcels represent the core commercial hub of the community and include residential mixed-use to allow for a walkable downtown lifestyle. Flexibility and diversity of uses allows entrepreneurs to offer new and exciting experiences for residents and visitors alike.	Limited parking requirements.	Vertical Mixed-Use Retail, Restaurants, and Office Space, Pocket Parks, and Town Services	TC

Town of Rolesville

2050 Comprehensive Plan

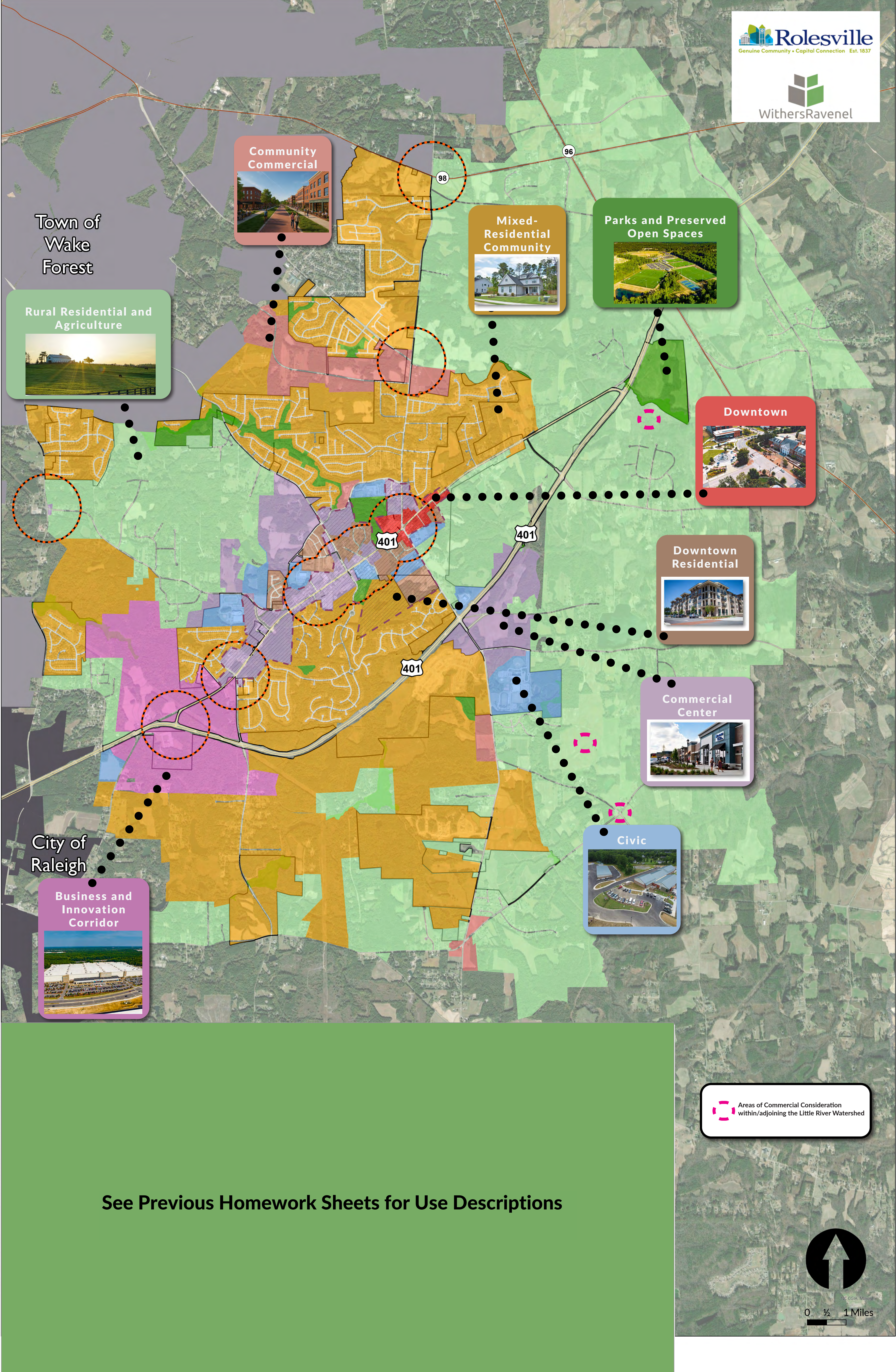


Use Name	Color	Use Description	Design Considerations	Model Uses	Compatible Zoning
Civic		These parcels represent key civic or institutional resources in the Rolesville community, including schools, places of worship, and resource centers.	Consider walkability and Safe Routes to School enhancements to ensure facilities are accessible and safe.	Schools, Libraries, Civic Centers	OP
Community Commercial		These parcels represent infill commercial development that supports adjoining neighborhoods and are strategically connected by existing and future greenway development.	Prioritize sidewalk, bicycle, and greenway connections within developments.	Retail and Restaurants	GC, OP, NC
Business and Innovation Corridor		These parcels represent key development potential for the Rolesville community. They have been previously identified by planning efforts and community leaders for strategic development. They have significant development considerations and are often accompanied by additional planning documentation.	Development of these parcels should be accompanied by small area planning documentation. Due to the mixture of uses allowed, screening and buffering of larger commercial uses must be considered during planning.	Conditionally-Zoned Subdivided, Mixed-Use Parcels with Small Area Plan.	GC, BT, AC, NC, GI, CH
Downtown Opportunity Zone		Rolesville's downtown is often a visitor's first impression of the community. Design compatibility and architectural standards will allow this downtown corridor to have a unique and consistent 'flavor' that will help elevate the downtown.	Architectural and design considerations, gateway improvements, and public open spaces/pocket parks.	See underlying Future Land Use.	
Priority Intersection Buffer		These parcels within these buffers are within 1/4 mile of congested intersections and require additional transportation considerations.	Driveway limits, multi-modal transportation alternatives, and cross access corridor considerations.	See underlying Future Land Use.	

Town of Rolesville
2050 Comprehensive Plan
Future Land Use Map



Please review the Future Land Use Map and include any comments below:



Community Commercial

Mixed-Residential Community

Parks and Preserved Open Spaces

Downtown

Downtown Residential

Commercial Center

Civic

Rural Residential and Agriculture

Business and Innovation Corridor

 Areas of Commercial Consideration within/adjoining the Little River Watershed

See Previous Homework Sheets for Use Descriptions